



**APPROVED 10-9-2023**

## **Glacier View Fire Protection District**

1414 Green Mountain Dr. • Livermore • Colorado • 80536

September 11th at 7:00pm

Meeting was called to order at 7:00 PM

Board of Directors present: President Dave Burk, Treasurer David Thompson, and Secretary Lee Lamb, and Vice President Warren Jones via Zoom

Excused absence: Director Steve Groeteke

Fire Department members present: Fire Chief Dan Knox, District Administrator Cheryl Franz, member Chris Serafin

Public members: 6

1. **Secretary's Report** - Report was submitted and made part of the Board Packet. The Secretary's Report was reviewed as submitted.

**Secretary Lamb moved to approve the Board Work Session Minutes from August 14<sup>th</sup>, 2023, as presented, with a spelling correction for Sourcewell. Treasurer Thompson seconded. Call for discussion. No discussion. All in favor. Motion approved 4-0.**

**Secretary Lamb moved to approve the Board Meeting Minutes from August 14<sup>th</sup>, 2023, as presented. President Burk seconded. Call for discussion. No discussion. All in favor. Motion approved 4-0**

2. **Treasurer's Report** - Report was submitted and made part of the Board Packet. Treasurer Thompson highlighted Checks Over \$1K: A check for \$5,819 was issued to ROI for wildland shirts, gloves, and helmets. Fire hose was purchased from The Supply Cache for \$2,309.50. GVFPD fulfilled their portion of the generator grant with Weld County Accounting for \$7,253.93 to move forward with the supply purchases. First Bank had various charges amounting to \$1,823.1. \$1,039 was paid to Tribbett Agency due to an increase in the valuation for the replacement cost of the Fire Station. \$1,400 went to CDFPC for firefighter training for two members. Operations purchased firefighting tools and appliances from CoPro totaling \$5,442.83. \$2,150.99 was issued to Global Industries for the purchase of a Thermal Imaging Camera from a Larimer County Fire Grant.

**President Burk moved to accept the Treasurer's Report as presented. Secretary Lamb seconded. Call for discussion. No discussion. All in favor. Motion approved 4-0.**

- 3. Chief's Report** – Report submitted and made part of the Board Packet.  
The Chief's Report was presented as submitted. The Board will consider having a representative from the Board on the Apparatus Committee and if a Board member was interested, they could contact the Chief.

Chief Knox shared a high-risk call and praised the members for their quick response and complemented them on their skills training.

Chief Knox will be attending a meeting on Friday with Denver University and will report out at the next Board Meeting.

- 4. District Administrator's Report** – Report submitted and made part of the Board Packet.  
The District Administrator's Report was presented as submitted.

Board discussion followed on the Propane Contract. It was mentioned that Poudre Valley COOP is the only propane supplier that offers locked-in prepay pricing.

**President Burk moved to accept the Propane Contract with Poudre Valley COOP as presented. Treasurer Thompson seconded. Call for discussion. No discussion. All in favor. Motion approved 4-0.**

Board discussion followed on the attorney contact, and the waivers and agreement documentation that was presented. In answering the attorney's questions, the Board determined that the FACA program is a District program. It was mentioned that the software was developed by the LC Sherriff's Office (LCSO) and documents could not be changed. LC Sherriff's Office requires property owners to sign waivers that release LCSO from any liability. Board discussion followed.

**President Burk moved to accept the District Administrator organizing a fact-finding group to meet with the GVFPD attorney to resolve the Ambassador Program issues, including liability questions and the Non-Support Volunteer/FACA Handbook. Secretary Lamb seconded. Call for discussion. No further discussion. All in favor. Motion approved 4-0.**

- 5. Alliance Report** – (Tom Hausfeld) Report submitted and made part of the Board Packet.  
Report presented as submitted.

**President Burk moved to accept the Fire Adapted Colorado (FACO) grant as presented for \$1,850. Treasurer Thompson seconded. Call for discussion.** It was clarified that Fire Adapted Community Alliance (FACA) is a part of the District, and there is a grant budget line for FACA. **No further discussion. All in favor. Motion approved 4-0.**

Board discussion followed for the Ambassador program. The Ambassador program will need to be approved by the Board and procedures put in place for the District's property.

Vice President Jones signed off Zoom at 08:00PM.

**6. Committee Reports:**

**a. Handbook Committee** – (Cheryl Franz, Dan Knox) Board discussion followed. It was recommended to be approved and if there are any adjustments needed, they will be made during the review cycle.

**President Burk moved to accept the Non-Emergency Volunteer handbook as presented with the Handbook Committee including Tom to review the handbook and bring back suggestions to the Board. Secretary Lamb seconded. Call for discussion.**

Board discussion followed. The history of the handbook was given for reference. Revisions will be made, if needed, after the meeting with Legal. Chief Knox will work with Tom. Proposed changes will be brought to the Board. **No further discussion. Motion approved 3-0.**

**b. Budget Committee** – (Fred Delano, Dan Knox, David Thompson, Cheryl Franz, Tom Hausfeld) The Budget Report was presented as submitted and the 2024 Preliminary Proposed Budget was discussed in the Budget Work Session.

**President Burk moved to accept the 2024 Preliminary Proposed Budget as presented by the Budget Committee. Secretary Lamb seconded. Call for discussion. No further discussion. Motion approved 4-0.**

**7. Unfinished Business:**

**New Generator** – In District Administrator’s report

**Non-Emergency Volunteer Handbook** – Committee Report

**IT Upgrade** – In District Administrator’s Report

**Attorney Contact** – No report made

**8. New Business:**

**2023-2024 Propane Contract** – District Administrator’s Report

**Alliance – Grant Acceptance** – Alliance Report

**9. Public Comment** – FACA representative Mr. Hudson is glad to see that FACA is moving along and getting off the ground.

**10. Director Comments** –

Treasurer Thompson thanked Fred and the Budget Committee for their work, and thanked the Operations crew. He shared his appreciation for the members who showed up at his house to assist with his emergency.

Secretary Lamb was impressed at the call that Chief Knox shared with the Board and thanked Operations for the member training. He liked the conversation during the meeting and the outstanding job performed by the Budget Committee.

President Burk thanked the public for attending, Operations for doing what they do, the Budget Committee for all the work on the budget, and Tom, for representing the FACA group.

**BOARD ACTIONS TAKEN:**

**Secretary's Report - Budget Work Session - August 14<sup>th</sup>, 2023 - approved**  
**Secretary's Report - Board Meeting Minutes - August 14<sup>th</sup>, 2023 -approved**  
**Treasurer's Report - August 2023 - approved**  
**Propane Contract - approved**  
**Fact-finding with Legal - approved**  
**Non-Emergency Handbook - approved**  
**2024 Preliminary Proposed Budget - approved**

**Adjournment: President Burk moved to adjourn the meeting at 08:25PM. Treasurer Thompson seconded. Call for discussion, no discussion. All in favor. Meeting adjourned.**

Respectfully submitted by  
Berton Lee Lamb - Secretary  
Cheryl Franz - Recording Secretary

**Next Scheduled Meetings: Monday, October 9<sup>th</sup>, 2023, 7PM**

**In-person - Station 1**