

# **Glacier View Fire Protection District**

1414 Green Mountain Dr. • Livermore • Colorado • 80536

February 12, 2024 at 7:00pm

Meeting was called to order at 7:00pm by President David Burk

Board of Directors present: President Dave Burk, Vice President Warren Jones, Treasurer David Thompson, Director Steve Groeteke, and Secretary Lee Lamb,

Fire Department members present: Fire Chief Dan Knox, Henry Hudson (FACA), Kathy Hudson (FACA), and Ted Sammond (FACA).

Public members: David Koster and Fred DeLano.

Larimer County Sheriff Representative: Raina Eshleman

President Burk asked the Board if there was general agreement to change the Agenda so that Raina Eshleman could give her presentation introducing the Curtain Burner device. Without dissent the Agenda was changed as requested.

## **1. Presentation by Raina Eshleman of the Larimer County Sheriff Office.**

Ms. Eshleman described the history of the Curtain Burner device, describing how the device was acquired by Loveland Fire and how the use of the device fits within the Community Wildfire Protection Plan (CWPP). She explained that the device is available for "rent." In addition, she described the steps that have been taken, the support that is available to individual Fire Districts, and the methods to make renting the device affordable.

Ms. Eshleman then used the slide presentation produced by Loveland Fire to describe the benefits of the device when compared with open burning of slash. These benefits included the following points:

- a. The device is efficient in eliminating waste materials resulting from burning.
- b. The device reduces smoke to negligible levels and burns faster than open burning. This is accomplished by "pushing the smoke and soot down into the burner so that almost everything is consumed.
- c. The device has been approved for use by the U.S. Forest Service, Department of Energy and other agencies.

Under the protocol for use, the device and equipment loader may not leave the local fire district. although the original estimate for rental cost was \$5,000 for five hours of use. Staff of Emergency Services has been able to reduce the cost to \$500 for a 10-hour day.

She discussed the responsibilities of the local fire district in terms of support required and described how Emergency Services can provide staff and equipment support. The GVFPD deployment plan includes loading by hand without a grappler. Members of FACA have been trained in use of the device and Ms Eshleman will be on hand to guide and provide paramedic assistance if needed. Thus, there will be "leads" on site for the three divisions of the burning task.

Grants: Grants for rental expenses, porte-potty, delivery and return expenses for the five-ton device are possible.

Applications have been made for air quality permits from the relevant agencies. A test is scheduled March 15-16, 2024, in Estes Park at the YMCA campus.

Testing before deployment has been scheduled for April 26-27, 2024 in Glacier View Meadows (GVM) at Gate 3.

Insurance: Emergency Services is still working to resolve this issue. It is possible that insurance carried by GVM will be sufficient because the test deployment is located on GVM property.

President Burk opened the meeting to public comments about the curtain burner. Comments included that the event at Gate 3 would be open to the public, people will be encouraged to volunteer (after training) to be assistants in using the device, and FACA is trying to make the event "a big deal."

2. **Secretary's Report** - Secretary Lamb presented the draft minutes of January 8, 2024 and January 29, 2024. Included in Board Packet  
**Vice President Jones moved** to approve the minutes of both meetings.  
President Burk seconded the motion.  
The minutes were approved as presented with one abstention.
3. **Treasurer's Report** - No Treasurer's Report was presented.
4. **Chief's Report** — Included in the Board Packet. Chief Knox's Report Closely followed the Board Packet

**Action**

**Vice President Jones moved** to approve receiving the \$10,000 grant from El Pomar and to go forward with the stretcher purchase using budgeted funds.

Treasurer Thompson seconded the motion.

Motion Carried

5. **FACA Coordinator Report:** Included in Board Packet. No Presentation
  - a) The report in the Board Packet included activities of the FACA and progress of the FACA Task Force. The FACA Task Force Report indicated that a recommendation would be forthcoming at the Board's March 11, 2024 meeting.
  - c) Board Member's FACA Membership Report. Included in the Board Packet. Director Groeteke read this report as it appears in the Board Packet. President Burk asked if any Board members wished to comment on the report. The discussion that followed was a robust exchange of opinions about the role of the Board in supporting FACA.

**Action**

**Secretary Lamb moved** that the Board be in recess until 20 minutes past the hour (8:20pm).

Vice President Jones seconded the motion

The motion Carried with one abstention.

**President Burk called the meeting to order at 8:21pm**

c) **Board Member's Insurance Report.** Included in the Board Packet. President Burk limited the presentation to 10 minutes. Director Groeteke did not read this report but summarized his analysis of the question of whether or not and how the FACA members could be covered by the District's insurance policy.

Discussion followed including observations that obtaining insurance coverage had required quite a bit of time and completion of the Handbook revision is necessary.

A suggestion was made that the Board consider scheduling a "Work Session" with legal counsel to discuss the proper role of the Board.

**Motion**

**Director Groeteke moved** to confirm that the Community Wildfire Protection Plan (CWPP) volunteers have been members of the Glacier View Fire Protection District (GVFPD) beginning on September 12, 2022.

President Burk called for a second to this motion.

President Burk ruled that the motion had died for lack of a second.

No Action

**6. Committee Reports:**

- a. **Budget Committee:** No Report
- b. **Apparatus Committee:** Included in Board Packet. Chief Knox reported that the Committee is working with Sourcewell regarding the needed paperwork to complete the transaction. The Committee will report progress to the Board in March, 2024. Assistant Chief James Perry has completed the final specification sheet for the Type 1 Pumper and Type 1 Tender resulting in a cost estimate of \$873,000.
- c. **District Administrator Committee:** **Chief Knox.** Included in Board Packet. Chief Knox reported that the Committee's preliminary recommendation was that the administrative functions of the District be located under the supervision of the Chief, that the administrative staff consist of three positions—Administrative Officer (AO), Clerk or Secretary, and Bookkeeper—plus a janitor. The Committee recommended that the Designated Election Official be hired by the Board. The Committee submitted draft job descriptions for each of these positions. Discussion followed including observations about roles, supervision, cost, and comparison with other similar Districts. There was also discussion about the recommendation's suggested reorganization of the District. The Committee also recommended that the Board authorize the Chief to hire a temporary AO until a permanent hire can be made. It was observed that there seemed to be a consensus of the Board that it recognizes such a hire would be for an interim period and that the Board could use the interim position to help clarify effective administrative roles.

## **Action**

**Vice President Jones moved** to authorize the Fire Chief to hire a temporary Administrative Officer (AO) to help keep GVFPD operations and Board needs functioning. Set the hourly compensation for the temporary AO to no more than \$25.00 at 18 hours per week. Allow the temporary AO to apply for the permanent AO position.

President Burk Seconded the Motion.

Motion Carried 5-0

7. **Unfinished Business:**  
No unfinished business.
8. **New Business:**  
No new business
9. **Public Comment**  
No comments

### **10. Director Comments**

Treasurer Thompson commented on the level of disagreement evident on the Board

Secretary Lamb said he was looking forward to the FACA Task Force recommendations in March.

Director Groeteke remarked that he continued to be concerned about getting things done.

Vice President Jones reminded the Board of the Special District Association conference in September, 2024 and suggested the need for a Board training session.

### **Adjournment**

**Vice President Jones moved to adjourn.**

**Treasurer Thompson seconded the motion**

**Motion Carried**

**Meeting adjourned at 9:25pm**

### **Link to the February 2024 Board Packet:**

<https://www.glaclerviewfire.gov/files/e0be07794/BOARD+PACKET+for+2-12-2024+Corrected+.pdf>

**BOARD ACTIONS TAKEN:**

**Approve the Minutes as presented.**

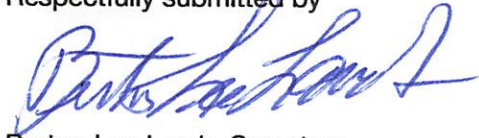
**Approve acceptance of the El Pomar Grant for partial cost of a stretcher**

**Authorize the Chief to hire a temporary Administrative Officer**

**Adjournment:**

**President Burk moved to adjourn the meeting at 19:52 hours. Director Groeteke seconded. All in favor. Meeting adjourned.**

Respectfully submitted by

A handwritten signature in blue ink, appearing to read "Berton Lee Lamb".

Berton Lee Lamb, Secretary

**Next Scheduled Meetings:**

**Monday, March 11, 2024, 7pm**

**In-person - Station 1**