MINUTES

for

November 10, 2025

The Regular Glacier View Fire Protection District (GVFPD) Board meeting was called to order by President Lamb at 7:06 pm.

Board of Directors Members present: President Berton Lee Lamb, Vice President Steve Groeteke, Treasurer David Thompson, Director Henry Hudson.

Fire Department Members present: Dan Knox - Fire Chief, Tom Hausfeld - Community Wildfire Protection Plan Implementation Team (CWPP IT) Coordinator, Amari Victoria - Recording Secretary, Elisabeth Menning - CWPP IT member.

Public Members present: Les Thurman, Fred De Lano - GVFPD Budget Committee Chair.

Action Director Hudson moved to accept October 13, 2025, GVFPD Board of Directors meeting Agenda, as amended, changing September to October in the Secretary's Report section, meeting minutes approval item, without dissent.

Swearing-In of New Members

Chief Knox and CWPP IT Coordinator Tom Hausfeld reported that no members required swearing in during November 10, 2025, meeting.

Secretary's Report

The minutes of October 13, 2025, GVFPD Board of Directors meeting are included in November 10, 2025, Board Packet.

Action Director Hudson moved to approve the Minutes for September 8, 2025, GVFPD Board of Directors meeting, as amended, changing "April 15th & 15th" to "April 15th & 16th" in the Chief's Report, and "Vice President Groeteke" to "Director Hudson" in the Action to approve the recommendation for CWPP IT member reimbursement. Vice President Groeteke seconded the motion. No discussion. Motion carried 4-0.

President Lamb spoke about the unsigned GVFPD Board of Directors minutes, June through September of 2025, which require signature, for inclusion in the Meeting Minutes binder in the Administrative Officer's (AO's) office, as well as publication on the GVFPD website. Due to the departure of Secretary Warren Jones from the Board, it was suggested that Recording Secretary Victoria could sign them, as Recording Secretary, to expedite these requirements.
Vice President Groeteke commented that he was the Secretary during the month of June 2025 and would sign the June 2025 meeting minutes.

President Lamb then referred the Board to the document entitled "Actions for GVFPD November 2026, Meeting" included in the November 2025 Board Packet, item 1), Appointment of Secretary. Please see Board Packet for details.

Action President Lamb moved to appoint Amari Victoria as Secretary of the GVFPD, recognizing that the Secretary is not a member of the Board and is an employee of the GVFPD. Director Hudson seconded the motion. No discussion. Motion carried 4-0.

The Board then directed Secretary Victoria to work with AO Lucas to change the password for the Secretary's email to remove former Secretary Jones' access, and for Secretary Victoria to gain access to the Secretary's emails.

Treasurer's Report

A detailed Treasurer's Report is included in November 10, 2025, Board Packet.

Treasurer Thompson first commented on the contract for the new apparatus:

- Treasurer Thompson spoke with Katie Vangsness of NCL Government Capital and are in agreement about the numbers.
- He remarked then about his dissatisfaction with the interest charged by Midwest, as early completion of the apparatus was no fault of GVFPD, though later withdrew his remark.
- He commented that it seems the amortization table for payment is incorrect, however he has been unable to contact anyone to discuss it.
- $175,000 has been moved from the Certificates of Deposit (CDs) to the GVFPD Money Market account to make payment to Midwest.

Treasurer Thompson reviewed Treasurer's Report, beginning with the Monthly and Annual Profit & Loss (P & L) sheets, bringing attention to account 607 Personal Protection Equipment (purchase of flashlights) and account 665 Apparatus Purchase (gates needed for new apparatus) on the monthly report, and reporting on accounts 570 EMS Supplies (over budget), 606 Wildland Gear (for a large gear order), 651 EMS Training (EMT classes, IV certification, Chief Knox's conference and Paramedic training reimbursement), 665 Apparatus Purchase (squad, lights, inspection and gates for new apparatus) and 698 Equipment Purchase (fire hose and air packs for new apparatus.

Following this, Treasurer Thompson then talked about the checks written for greater than $1000. Included were charges for gates for the new apparatus and miscellaneous Fire Department (FD) credit card charges.

Action Director Hudson moved to approve the Treasurer's Report as presented. Vice President Groeteke seconded the motion. No discussion. Motion carried 4-0.

Prior to the Chief's Report, the Board discussed a vacancy notice for the Board position vacated by former Secretary Jones. A notice will allow GVFPD folks to have an opportunity to apply for the Board position. It was discussed that any conversations with prospective candidates must be in a public meeting. Referrals are allowed. The term for filling the vacancy will be until the next election, May 2026.

Action President Lamb moved to direct the Chief and Administrative Officer to publish a notice of vacancy for the position of Board Member. Publication means posting the notice on the GVFPD website, on the window of the GVFPD office, on "NextDoor," and any other social media that the Chief and Administrative Officer deem appropriate. The notice of vacancy shall require a letter of intent delivered or mailed to the GVFPD office at 1414 Green Mountain Drive, Livermore, CO 80536. The letter of intent must include the name of the applicant, her/his official mailing address, and telephone and email contact information. The notice of vacancy shall include an open application period for receiving letters of intent from November 17 through December 2, 2025. Director Hudson seconded the motion. No discussion. Motion carried 4-0.

Action President Lamb moved to direct the GVFPD President to include appointment of a replacement Board member on the agenda for December 8, 2025. Director Hudson seconded the motion. No discussion. Motion carried 4-0.

Chief's Report

Chief Knox's detailed report is included in November 10, 2025, Board Packet.

Chief Knox reviewed the Chief's report, beginning with the AO's Report. See AO's report in Board Packet for detailed information. Chief Knox mentioned that the expense for work on expansion of a gate to fit the trailer (an item on AO's Report, was $1,500.

Operations

See Chief's Report in Board Packet for detailed information. Additional information not included in the Chief's Report:

- The current Engine 1 will be called Engine 2 temporarily (new apparatus becomes Engine 1).
- The payment for Tender 1 is expected by November 19th or 20th. Tender 1 should be removed by F4Fire by the end of November 2025.
- The Station 2 water tank project was put on hold by the Chief while Glacier View Meadows Homeowners' Association (GVM HOA) applies for a Colorado Department of Public Health and Environment (CDPHE) grant. The CDPHE is creating five (5) $30,000 grants from $150,000 excess funds.
- Assistant Chief Henderson found a company that sells a different type of exhaust system that is a less expensive filtration system (rather than a system that expels exhaust into the atmosphere outside of the station building). The system uses HEPA and charcoal filters to clean the air of exhaust. The filters require replacement and expected filter cost is $500 annually. Grant money directed at the original system will be redirected towards this new system type.
- There is some discussion within University of Denver (DU) concerning the barrier between the DU bays and the GVFPD bay of the building, as well as some concern about heating the entire building, rather than just the DU bays.
- No report was included in the Board Packet concerning the Elkhorn Road properties joining the Glacier View Fire District, as no progress had been made.

Training

- Chief Knox commented about training also being opportunities for resources and information gathering. A person who has a company that sells fire equipment and also has property in the district, who visits the area would like to visit Glacier View Fire Department (GVFD) and will perhaps donate a monitor to the Department!

Chief Knox reported the number of calls in the previous month (see Board Packet) as well as the total number of calls this year, which is 100, and projected 110-125 total calls by the end of 2025.

Action President Lamb moved to approve the Chief's Report as presented. Treasurer Thompson seconded the motion. No discussion. Motion carried 4-0.

CWPP IT

A detailed CWPP IT Report is included in November 10, 2025, Board Packet.

CWPP IT Coordinator Tom Hausfeld reviewed the report included in November 10, 2025, Board Packet. Additional information not included in the Coordinator's Report:

- There is a small pile of 'bio-char' (ash) at the Straw Court slash pile location, which is available to the public for garden use. This 'bio-char' is available due to the new type of scoop used at the slash pile that does not mix ash with dirt.
- Those who are interested in the Larimer County Office of Emergency Management's (LC OEM's) "Dare to Prepare" Evacuation Virtual Class may sign up on the website.
- The insurance community attended the Town Hall hosted by Larimer County Commissioner Jody Shaduck-McNally at the LC OEM offices in Johnstown and reported that a law passed last year will take effect in February 2026. This law requires that insurance companies include a wildfire code on every quote. This indicates to the consumer the wildfire risk as viewed by the insurance company. Currently the wildfire codes are not standardized between insurance companies.
- The Fire Wise event will be held June 13, 2026.
- Though the work on North Rim Road is complete, it was reported that one property owner would like more mitigation work done.
- The CWPP IT group will likely send many members to the Fire Adapted Colorado (FACO) Wildfire Conference in Fort Collins, capitalizing on the Early Bird registration and the lack of need for lodging.

Action Director Hudson moved to accept the CWPP IT Report as presented. Vice President Groeteke seconded the motion. Motion carried 4-0.

Committee Reports

Budget Committee

A detailed Budget Committee Report is included in November 10, 2025, Board Packet.

Budget Committee Chair De Lano summarized the proposed 2026 Budget documents included in the Board Packet. It was noted that the Budget Hearing date and the adoption date on the Resolution to Adopt Budget for 2026 were both incorrect and will be updated.

President Lamb read the Resolution to Adopt Budget for 2026 into the record.

Action Vice President Groeteke moved to accept the Budget resolution (Resolution to Adopt Budget for 2026) and appropriation of funds for the fiscal year 2026, as amended. Treasurer Thompson seconded the motion. Motion carried 4-0.

Unfinished Business

Bylaws and Handbook Revisions:

As reported by Chief Knox during the Chief's Report section of the GVFPD Board of Directors meeting, the Bylaws and Handbook revisions have been sent to legal for review. A response from legal is still pending. Approval of the GVFPD Bylaws and Handbook has been moved to December 8, 2025, GVFPD Board of Directors meeting agenda.

Remove from Table – Change in GVFPD Board Meeting Schedule:

Not removed from table as this will be discussed, as well as the establishment of the 2026 Board Meeting Schedule at December 8, 2025, Board of Directors meeting.

University of Denver Vehicle Storage and Usage:

As reported by Chief Knox during the Chief's Report section of the GVFPD Board of Directors meeting, he is meeting mid-November to work out details of the agreement.

New Business

No New Business items appear on the November 10, 2025, meeting agenda.

Public Comments

These comments are paraphrased.

- Speaking as a GVFPD member, Les Thurman commented that lots of work has been done, in many cases small but important things, things that keep the machine moving.
- Speaking as the CWPP IT Information Officer, Elisabeth Menning commented that perhaps official documents (in this case, referring to the application for Board Director document), should use the gender-neutral terminology 'their', rather than gender-specific terminology like 'he/she', or 'her/him'.
- Fred De Lano, speaking as a GVFPD member, mentioned that he had spoken with a person at the 'old-geezers breakfast' he attends about the open Board position. This person did show some interest in applying for the position, but left it

up to the person to act. This person resides at 'Gate 0' (not within the GVM HOA), however within the GVFPD.

- Fred also mentioned that the GVM HOA is holding a Special Board meeting to address concerns about the current water situation with the HOA on November 11, 2025, and is holding a Regular Board meeting on November 22, 2025.
- Elisabeth Menning (who is on the GVM HOA Board) mentioned that the only detail she knew about the Special Board meeting was that it was urgent.

Directors Comments:

Director Hudson

- Director Hudson commented that he hopes that a replacement for the Board vacancy can be found.
- He also expressed thanks to the 1st responders, as well as Fred De Lano (Budget Committee Chair), Elisabeth Menning (CWPP IT Information Officer) and Amari Victoria (Secretary), for their work.

Treasurer Thompson

- Treasurer Thompson commented that he was glad to see the new trucks in service.
- He also praised the people at the bank (that GVFD does business with).

Vice President Groeteke

- Vice President Groeteke gave kudos and thanks to the 1st responders, the CWPP IT group, as well as Amari Victoria as the new GVFPD Secretary.
- He gave kudos to President Lamb for the Board Packet and well-run Board meeting, as well as to all Board members and the Budget Committee, and Chair Fred De Lano.

President Lamb

- President Lamb commented that he considers Chief Knox an excellent Fire Chief.
- Additionally, he expressed thanks for the CWPP IT group, and Coordinator Hausfeld.
- He reiterated that the GVFD is very much a 'professionalizing' organization, as we are a government office (agency). As such, President Lamb expressed his uneasiness about the office not being staffed at the advertised hours (which are Tuesday-Thursday, 9:00 AM – 3:30 PM with a half-hour lunch between 12:00 PM and 12:30 PM). [Secretary note: the Chief reported that AO had required time off, and the absence was not able to be filled.] President Lamb stated that nearly anyone can be 'staff' the office, whether it was the AO, the janitor, a Board member or volunteer, that someone must be there to at least answer the phone.
- An observation made by President Lamb was that a 5th Board Member is a 'must-have'.
- Speaking to the newly assigned Secretary Victoria, President Lamb emphasized that the first order of business was to take care of the prior months' unsigned Board Meeting Minutes (as approved) by signing them, and making sure that the AO places them in the GVFPD Minutes binder, having the AO change the password to the Secretary's official email account to restrict access by the former Secretary and to gain access to the Secretary's official email account.

- President Lamb reminded all present that he would be in the firehouse the following Thursday for the scheduled agenda setting for the December Board meeting. He mentioned that he will no longer create any ‘pre-draft’ agendas.
- To conclude, President Lamb commented that he was pleased with the district, blessed for Chief Knox, the Budget Committee and the Board Members.

Action Director Hudson moved to adjourn the regular meeting of the GVFPD Board. Treasurer Thompson seconded the motion. Motion carried 4-0.

President Lamb declared the meeting adjourned at 8:52 pm.

Respectfully Submitted,

Amari Victoria, Secretary

Board Actions

- Approved the appointment of Recording Secretary Amari Victoria as Secretary of the GVFPD, recognizing that the Secretary is not a member of the Board and is an employee of the GVFPD.
- Directed the Chief and Administrative Officer to publish a notice of vacancy for the position of Board Member. Publication means posting the notice on the GVFPD website, on the window of the GVFPD office, on “NextDoor,” and any other social media that the Chief and Administrative Officer deem appropriate. The notice of vacancy shall require a letter of intent delivered or mailed to the GVFPD office at 1414 Green Mountain Drive, Livermore, CO 80536. The letter of intent must include the name of the applicant, her/his official mailing address, and telephone and email contact information. The notice of vacancy shall include an open application period for receiving letters of intent from November 17 through December 2, 2025.
- Accepted the Budget resolution (Resolution to Adopt Budget for 2026) and appropriation of funds for the fiscal year 2026, as amended.

Acronyms

AO – Administrative Officer
CD – Certificate of Deposit
CO – Carbon Monoxide
CWDG – Community Wildfire Defense Grant
CWPP – Community Wildfire Protection Plan
CWPP IT – Community Wildfire Protection Plan Implementation Team
DFPC – Division of Fire Prevention and Control
DU – University of Denver
EMS – Emergency Medical Services
EMT – Emergency Medical Technician
FACO – Fire Adapted Colorado
FD – Fire Department
FRWRM – Forest Restoration & Wildfire Risk Mitigation
GVFD – Glacier View Fire Department
GVFPD – Glacier View Fire Protection District (also referred to as the ‘District’)
GVM – Glacier View Meadows
HOA – Homeowners Association
LCSO – Larimer County Sheriff’s Office
LC OEM – Larimer County Office of Emergency Management
MVA – Moving Vehicle Accident
P & L – Profit & Loss
SCBA – Self-Contained Breathing Apparatus

NEXT BOARD MEETING DECEMBER 8, 2025