

# **Glacier View Fire Protection District January 16, 2017 Board Meeting Minutes**

Call to Order

The meeting was called to order at 7:01pm by President Dave Burk.

Board Members present: President Dave Burk, Vice President Pete Davis, Treasurer AJ Shilling, Secretary Will Boehm, Director Randy Golden.

Also present Fire Chief Jim Perry, Assistant Chief Vanessa Fournier

Public attending: 7

## **Secretary's Report**

Secretary Will Boehm called for the approval of the minutes of the December 19th Board Meeting. A motion to accept the minutes as distributed was made by Treasurer AJ Shilling and seconded by Director Randy Golden. Motion carried.

## **Treasurer's Report – Review of Receipts and Expenditures – Treasurer AJ Shilling**

Balance Sheet – As of December 31, 2016

No significant changes and currently a cash balance of \$44,798.33 in the operating account and \$52,347.91 in the money marketing account.

Profit and Loss vs. Budget – January 1, 2016 through December 31, 2016

Some of the changes were due to reclassification such as \$8700 in grants for the Cascade unit that should have been a fixed asset and income amount from a grant. Also on the income statement we recorded the 4<sup>th</sup> Quarter depreciation of \$17,395.35 and brought that up to date. This is now ready to be sent to the CPA so they can apply for audit exemption.

Checks written over \$1000.00

There was a check for payroll, along with reimbursement for EMT training by one of the volunteer member.

A motion to accept the Treasurers report as distributed was made by Secretary Will Boehm and seconded by Vice President Pete Davis. Motion carried.

## **Chief's Report**

Administration – Member Handbook –

The Member handbook was completed and sent to the Board for final approval, there is however one minor correction to be made with regards to the following:

Section 2 Sub-section K Item 2: Hiring or Appointment of Fire Chief and the Administrator, and

Section 2 Sub-section-K Item 6: Board Hires Fire Chief and District Administrator

The recommendation is to remove paragraph 1 of Section 2, K, 2 and keep Section 2, K, 6. The Board has agreed that this be corrected and brought to the February 20<sup>th</sup> Board meeting for ratification.

Section 2:K3 language to be removed.

Another issue with regarding hiring and promoting with drug testing vs. medical exam. It is agreed that all new hires should be drug tested. Pre-existing medical conditions will be addressed through medical examinations.

It is now confirmed that the Administrative Handbook and the Member Handbook are now combined as one.

Assistant Chief and the District Administrator are to finalize the corrections within the next couple of days. A motion to approve the “new” Members Handbook with the stated corrections as approved effective January 16, 2017 by Secretary Will Boehm and seconded by Vice President Pete Davis.

#### Administration – SOG –

With the completion of the Members handbook the Standard Operating Guidelines will be initiated and presented to the Board prior to the next Board meeting for review. The SOG will encompass the day to day operations of the Fire Department.

Training – Continued with Regularly schedule trainings.

#### Equipment –

Tender 2 and the new water gauge is scheduled for installation on January 25, 2017. On Dec 26<sup>th</sup> we responded to a fire and E706 tire-rods gave way and shattered on the way to the scene. There were no injuries and an estimate for repairs is forthcoming. All vehicles will be scheduled for annual maintenance in the coming months.

### **Committee Reports**

Long Range Planning Committee (LRPC) – Member: (AJ Shilling, Dave Burk, Steve Switzer, Jack Dilly, Diane Nelson)

The Board was provided with a synopsis of the LRPC’s recommendation of a 6 mill levy based on calculations within the report. LRPC at their last meeting went into lengthy discussions on whether to recommend a 6, 7 or 8 Mill Levy. Currently every Mill gives the Fire Department approximately \$20k a year, therefore, representing to the community the tax consequence of their support of a 6 Mill Levy would equate to under \$10 per month (based on a \$250k home value) and allow the Glacier View Fire Protection District to come to the aid of those in need whether it is Fire or medical related. The Board raised concerns as to the adequacy of a 6 mill Levy as it relates to equipment replacement costs; building maintenance and repairs; protective gear for the volunteers; training costs; equipment expense. Another concern is with compensation for a Chief at 20 hours per week on such a low salary. Most qualified candidates could not afford to quit their day job. Discussions led to an ideal candidate that is a part time

or retired Fire Chief. Asking for a 6 Mill Levy would demand the Fire Department rely heavily on Grant monies. Due to the outcome of the last election where the Fire Department requested an exorbitant Mill Levy that the public turned down, the LRPC is sensitive to the communities response and would hope to exhibit a fair request of 6 Mill Levy to allow the Fire Department to provide the necessary emergency support 24/7/365. In light of the last election the LRPC was concerned with community reaction if a ballot requesting 7 or 8 Mill Levy would have a negative outcome.

The LRPC report was accepted and is to be passed on to the Election Committee. A motion to carry was made by Vice President Pete Davis and seconded by President Dave Burk.

Newsletter Committee – Members:

(AJ Shilling, Lisa LaDue, Diane Nelson, Steve Switzer, Mary Braccone).

The newsletter information is in print with a January 30<sup>th</sup> mailing.

### **Unfinished Business**

Generator Installation Completion Update:

On January 6<sup>th</sup> Team Petroleum filled the fuel tank at a cost of \$372.98. The Generator came on line and training for the Fire Department volunteers was held January 12<sup>th</sup>. The GVM HOA is schedule for training on January 17<sup>th</sup>. It will be necessary to replace the two batteries at approximately \$150 each. The batteries will have a life of approximately 5-7 years. Discussions whether GVM HOA should participate with maintenance/repair costs was tabled till a representative could approach the GVM Board at their next meeting.

### **New Business**

Election Committee: (Will Boehm, Jack Dilley)

Will Boehm is the DEO and stated that the committee will need two board members—and members of the community. A team will be formed and presented at the Feb 20<sup>th</sup> Board Meeting. The election is Nov 17, 2027. There are 77 new property owners to Glacier View Meadows and Treasure AJ Shilling will obtain direct contact from Larimer County to give to the Election Committee.

### **Public Comment**

Regarding the back-up generator a request for power to be brought to the HOA office be considered.

Regarding Mill Levy - public members stated that a presentation of Mill Levy options be made to the community to give them options, one stated that he was comfortable with the 6 Mill request. Red Feather Highlands would be available to hold an election presentation. The Election Committee should reach out to the outlying areas within the Fire District.

Request to have each Board Member announce their names prior to the meeting.

**Director's Comment**

No comments were made at this time.

**Adjournment**

A motion to adjourn at 7:56pm was made by Secretary Will Boehm and seconded by Vice President Pete Davis . The Motion carried.

Next Scheduled Meeting: Monday February 20th, 2017 at 7:00pm