

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
Minutes of Regular Meeting held June 10, 20014

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 10th day of June, 2014, at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:00 p.m.

The following were present:

Commissioners Ralph Isom, Dan Gubler and Dave Long were present, in person. The following were also present: Fire District Liaison, Dick Fowler; Legal Counsel, Douglas R. Nelson; District accountant Terri Gazdick; City of Idaho Falls Fire Chief, Duane Nelson; and Steve Serr, County Planning Administrator.

Notice of the time, place and purpose was posted at the Bonneville County Courthouse and at the premises of 490 Memorial Drive, Idaho Falls, Idaho. A copy of the notice and agenda is attached to these minutes.

It was declared that a Quorum of Commissioners were present and due notice of the meeting had been posted in accordance with law.

DISCUSSION AND ACTIONS

1. **Call to Order.** The meeting was called to order at 12:10p.m. by Dan Gubler, acting as Chairman who confirmed that a quorum of Commissioners was present.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on May 13, 2014 were reviewed. A motion to approve all minutes was made by Dave Long, seconded by Ralph Isom and the same were unanimously approved.
4. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated June 10, 2014, prepared and submitted by Accountant Terri Gazdik was reviewed. Upon motion made, seconded and unanimously passed the report was accepted and authorization payments totaling \$47,776.26. A copy of the report is attached to these minutes.
5. **Report by Dick Fowler.** Dick Fowler reported on status of ground preparation of new facilities. The sub surface sewage disposal permits have been issued and copies are attached to these minutes. Mr. Fowler noted that the construction contracts must be concluded within 180 days of building permit issuance.
6. **Report by Duane Nelson.** Acting Idaho Falls Chief Duane Nelson provided background information relating to his education, military service and work experience. He expressed a desire to continuing a good working relationship with the District's leadership. He reported that two of the 4 Division Chiefs have retired and that the City has determined not to replace them with personnel serving as Division Chiefs. Chief Nelson indicated he plans to recommend a Fire District contract based on 15 aggregate fire fighters and does not plan to extend negotiations. He reported that he is considering

adopting email notices of significant fire fighting actions in order to give more timely and complete information.

Chief Nelson contact information is: cell phone (208) 390-8785 and email dnelson@idahofallsidaho.gov.

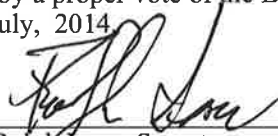
7. **Report by Steve Serr.** Steve Serr reported on new building permits in the County.
8. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn and approved unanimously.

Approved this 8th day of July, 2014.


Approved by Acting Board Chairman

ATTEST:

The undersigned, as Secretary of the Bonneville County Fire Protection District No. 1, hereby attests that the foregoing minutes were approved by a proper vote of the Board of Commissioners of the Fire Protection District on the 8th day of July, 2014.


Ralph Isom, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING June 10, 2014

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, June 10, 2014 at the hour of 12:00 o'clock p.m. to be held in the large upstairs conference room at Nelson Hall Parry Tucker, P.A., located at 490 Memorial Drive, Idaho Falls, Idaho 83402. The Commissioners of the Fire District will take up the following agenda during the meeting:

1. Call to Order and Roll Call (Chairman)
2. Review and approve minutes of the regular meeting held May 13, 2014.
3. Review and take action on May, 2014 monthly bills and financial statement (Terri Gazdik).
4. District Liaison Report on pending matters and update regarding the review process and timetable for renewal of City of Idaho Falls Joint Services Agreement.
5. Introduction of acting Idaho Falls Fire Chief (Duane Nelson) and report from County Planning Administrator (Steve Serr).
6. Discussion and Report on Old Business.
7. New Business issues as brought by patrons and participants.
9. Executive Session to discuss contract issues and obtain legal advise
10. Recess/Adjournment

Bonneville County Fire Protection District No. 1, Ralph Isom, Dan Gubler, and Dave Long, Commissioners.

**Bonneville County Fire Protection District #1
Summary of Accounts Payable
June 10, 2014**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	May Consulting	05/31/14	Upon receipt	750.00		750.00
RC Heavy Hauling	Inv 1596	06/02/14	Upon receipt	5,721.24		5,721.24
	Inv 1597	06/02/14	Upon receipt	4,791.42		4,791.42
	Inv 1587	05/20/14	Upon receipt	12,277.13		12,277.13
Nelson Hall Parry Tucker PA	May legal	05/31/14	Upon receipt	4,043.87		4,043.87
Cooper Norman	May billing	05/31/14	Upon receipt	980.00		980.00
Lincoln Storage	May storage	05/20/14	6/1/2014	80.00		80.00
Century Link	208-525-4800 (pd online)	05/08/14	paid	64.24		64.24
	208-524-9124 (pd by phone)	05/10/14	paid	94.36		94.36
CableOne	5/23-6/22	05/23/14	paid	59.50		59.50
TMC Contractors	Inv 6467 backhoe	05/27/14	Upon receipt	400.00		400.00
Keith Kennedy, Architect	5/12/14	06/06/14	Upon receipt	2,212.50		2,212.50
Shook Construction	Faust and York Road	06/06/14	Upon receipt	16,302.00		16,302.00
	Total			47,776.26		47,776.26

<u>Financial Institution</u>	<u>Amount</u>	<u>Current Interest Rate</u>	
Key Bank Matures 12/17/14	248,493.36	0.25%	
Key Bank CD Matures 8/10/16	250,000.00	1.00%	
Mountain America Federal Credit Union matures 3/12/2019	250,273.61	2.20%	
Westmark matures 12/3/14	249,678.31	1.16%	
Scenic Falls - Other Accts.	33.34	0.15%	
Bank of Commerce Matures 01/04/15	209,939.72	0.60%	
Bank of Commerce Matures 01/04/15	267,432.66	0.60%	
Bank of Commerce Matures 06/12/14	267,757.11	0.50%	
Bank of Commerce Matures 6/12/14	269,909.04	0.50%	
Idaho Central Credit Union Savings	25.00		
Key Bank	2,967.52		
Mountain America Federal Credit Union	25.00		
Westmark Savings	25.01		
Zions Bank	226,122.52	0.20%	Not a fixed rate-fluctuates monthly.
Bank of Commerce	8,591.65		Non Interest bearing (net of current month checks)
Bank of Commerce	658,206.87	0.08%	
TOTAL	2,909,480.72		

Fiscal year 2013/2014 City of Idaho Falls payments		
Due		
October	X	390,250.00
January	X	390,250.00
April	X	390,250.00
July		390,250.00
Total		1,561,000.00

Authorization to pay bills



8:54 PM

06/09/14

Accrual Basis

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1
Profit & Loss Budget vs. Actual
October 2013 through May 2014

	<u>Oct '13 - May 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4040.00 · Gain/loss on investments	-25,039.50			
400.0 · Tax Revenues	1,489,929.43	1,354,601.00	135,328.43	110.0%
410.00 · Interest Income	4,200.60	7,200.00	-2,999.40	58.3%
Total Income	<u>1,469,090.53</u>	<u>1,361,801.00</u>	<u>107,289.53</u>	<u>107.9%</u>
Expense				
542.00 · Equipment Rent	2,260.00	586.64	1,673.36	385.2%
541.00 · Equipment Insurance	0.00	500.00	-500.00	0.0%
500.00 · Advertising	365.39	333.36	32.03	109.6%
510.00 · Bank Charges	658.10	66.64	591.46	987.5%
520.00 · Capital Outlay	64,534.42	160,000.00	-95,465.58	40.3%
535.00 · Dues & Subscriptions	1,000.00	1,300.00	-300.00	76.9%
550.00 · Ins - Fire, Auto & Liab.	538.00	3,450.00	-2,912.00	15.6%
568.00 · Audit Fees	4,600.00	4,800.00	-200.00	95.8%
569.00 · Accounting Costs	9,816.20	11,333.36	-1,517.16	86.6%
570.00 · Legal Costs	22,881.21	23,333.36	-452.15	98.1%
571.00 · Consulting Services - Website	475.00	1,000.00	-525.00	47.5%
572.00 · Contract Services-Inspections	0.00	13,333.36	-13,333.36	0.0%
573.00 · Consulting	6,750.00	6,000.00	750.00	112.5%
574.00 · Contract Services-Machine Hire	0.00	1,000.00	-1,000.00	0.0%
575.00 · Maintenance/Operation #4	334.08	3,000.00	-2,665.92	11.1%
585.00 · Office Expense	2,225.47	2,533.36	-307.89	87.8%
615.00 · Repairs - Equipment	338.00			
625.00 · Supplies	155.78	1,666.64	-1,510.86	9.3%
645.00 · Wages	10,449.40	10,866.64	-417.24	96.2%
700.00 · Payments - City of Idaho Falls	1,170,750.00	1,170,750.00	0.00	100.0%
Total Expense	<u>1,298,131.05</u>	<u>1,415,853.36</u>	<u>-117,722.31</u>	<u>91.7%</u>
Net Income	<u><u>170,959.48</u></u>	<u><u>-54,052.36</u></u>	<u><u>225,011.84</u></u>	<u><u>-316.3%</u></u>