

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

Minutes of Regular Meeting held February 10, 2015

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 10th day of February, 2015, at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:27 p.m.

The following were present:

Commissioners Dan Gubler, Ralph Isom and Dave Long were present. The following were also present: Fire District Liaison, Dick Fowler; Assistant Legal Counsel, Wiley R. Dennert; District accountant Terri Gazdik; City of Idaho Falls Fire Chief, Dave Hennaman; Idaho Falls City Council Member, Ed Marohn; and Bonneville Planning Administrator, Steve Serr. Ammon Fire Chief, Stacy Hyde was not present.

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 12:27 p.m. by Dan Gubler, as Chairman who confirmed that a quorum of Commissioners was present.
2. **Report by City Fire Chief.** City of Idaho Falls Fire Chief Dave Hanneman reported that the architects for the new Fire Station No. 1 had been narrowed down to three by the committee, but they were still looking for land to build the new station.

The Deccan software has been installed at the County's dispatch center.

Chief Hanneman reported that he took an anonymous survey. According to the survey results, the top areas include EMS, adaptability and emergency response. The bottom areas, or areas where improvement is most needed, include training, communications and staffing (occasionally, the fire department runs out of units due to multiple calls and it can only handle one major fire at a time). The department will have a dedicated training chief. They will use Target Solutions, which is online training through computers at the fire stations. This will mean the firefighters will not need to leave their districts for training as they will stay right in the station for the training. It will cost \$24.00 per person each year. They have purchased enough for all city workers since the online training includes training such as H.R. and sexual harassment training.

To improve communications, a progress report, or newsletter, will be sent out about each month. Also, they will Skype with the stations every other week.

To improve staffing, they are trying to balance the resources to have three (3) firefighters per truck. The Deccan software will track things like how often they run out of ambulances, etc.

The Department is purchasing about \$7,200 of new fire hoses. The Fire District also wants additional hoses for its fire truck.

Chief Hanneman said there is a need for a riding lawn mower for Station No. 2 which would be owned by the Fire District.

Ammon is having Silver Star install fiber optics lines which will go right by Station No. 2. It would be easier and cheaper to connect the fiber optics to the station now rather than waiting until after the line has been installed. It will cost about \$2,000 to bring the fiber optics to Station No. 2 now, but that amount does not include monthly service which would be extra. Ralph Isom made a motion to have Silver Star connect the fiber optics line to Station No. 2, Dan Gubler seconded the motion and the motion passed unanimously.

Chief Hanneman also reported that the fire department is getting new uniforms that will be safe, look professional and be comfortable. The uniforms are made of Nomex and will be dark blue. The new uniforms will go into effect on February 15th.

Chief Hanneman had another meeting to attend and excused himself.

3. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on January 13, 2015 were reviewed. A motion to approve the minutes was made by Ralph Isom, seconded by Dave Long, and the same were unanimously approved.
4. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated February 10, 2015, prepared and submitted by Accountant Terri Gazdik was reviewed. There was a discussion regarding payments to various vendors. Upon motion made, seconded and unanimously passed the report was accepted and authorization for payments totaling \$16,864.83 was approved. A copy of the report is attached to these minutes.

A discussion was held regarding the possibility of purchasing a new truck for the Fire District.
5. **Report by Dick Fowler.** Dick Fowler asked about getting new batteries for the HEMTT brush truck, as well as an A.P.U. for it.
6. **Ed Marohn.** Ed Marohn, from the Idaho Falls City Council, lead a discussion regarding Idaho Falls' area of impact and coordination between Idaho Falls, Bonneville County and the Fire District. The history and possibility of a metro fire service was also discussed.
7. **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.

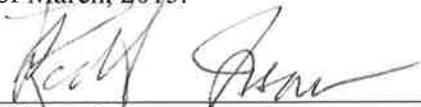
Approved this 10th day of March, 2015.


Assistant Secretary, Douglas R. Nelson


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 10th day of March, 2015.



Ralph Isom, Secretary

L:\DRN\6334.fire.district\minutes.feb.10.2015.wpd

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

**NOTICE AND AGENDA FOR MONTHLY MEETING
February 9, 2015**

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, February 9, 2015 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 January 13, 2015 regular monthly meeting.
3. Review and action on January, 2015 monthly bills and financial statement (Terri Gazdik)
4. District Liaison Report on pending matters.
5. Report from Idaho Falls Fire Chief
6. Comments or reports from Bonneville County and City of Ammon and business as brought by patrons and participants.
7. 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
February 10, 2015**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	Jan consulting	02/02/15	Upon receipt	800.00		800.00
Nelson Hall Parry Tucker PA	Jan legal	01/31/15	Upon receipt	2,210.00		2,210.00
Cooper Norman	Jan billing	01/31/15	Upon receipt	1,280.42		1,280.42
Card Service	Gas N Grub		paid online	35.07		35.07
Century Link	208-525-4800 (pd online)	01/28/15	paid	66.66		66.66
	208-524-9124 (pd by phone)	01/10/15	paid	96.16		96.16
CableOne	1/23-15 tp 2-22-15	02/01/14	paid	59.50		59.50
RC Heavy Hauling	Inv 1768	12/01/14	Upon receipt	8,203.96		8,203.96
	Inv 1814	01/14/15	Upon receipt	3,500.00		3,500.00
Rocky Mountain Power	1/23/2015	01/23/15	2/9/2015	230.29		230.29
Intermountain Gas	Faust	01/28/15	paid	236.57		236.57
	York	01/29/15	paid	146.20		146.20
	Total			16,864.83		16,864.83

Financial Institution

	Amount	Current Interest Rate	
Key Bank Matures 12/17/14 Acct was closed No paperwork	251,043.68	0.25%	
Key Bank CD Matures 8/10/16	252,100.97	1.00%	
Mountain America Federal Credit Union matures 3/12/2019	254,414.44	2.20%	
Westmark matures 1/2/2016	252,553.36	1.25%	
Scenic Falls - Other Accts.	28.36	0.15%	
Bank of Commerce Matures 7/1/15	268,094.56	0.50%	
Bank of Commerce Matures 7/1/15	270,249.20	0.50%	
Idaho Central Credit Union Savings	25.00		
Key Bank	2,967.52		
Mountain America Federal Credit Union	25.00		
Westmark Savings	25.04		
Zions Bank	86,385.62	0.15%	Not a fixed rate-fluctuates monthly.
Bank of Commerce	10,220.52		Non Interest bearing (net of current month checks)
Bank of Commerce	1,330,413.94	0.08%	
TOTAL	2,978,547.21		

Fiscal year 2014/2015 City of Idaho Falls payments		
Due		
October	X	391,750.00
January	X	391,750.00
April		391,750.00
July		391,750.00
Total		1,567,000.00

Authorization to pay bills



10:54 AM

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October 2014 through January 2015

02/10/15

Accrual Basis

	Oct '14 - Jan 15	Budget	\$ Over Budget	% of Budget
Income				
400.0 · Tax Revenues	1,368,577.20	1,254,000.00	114,577.20	109.1%
410.00 · Interest Income	7,527.74	3,252.00	4,275.74	231.5%
Total Income	1,376,104.94	1,257,252.00	118,852.94	109.5%
Expense				
542.00 · Equipment Rent	160.00	166.64	-6.64	96.0%
500.00 · Advertising	0.00	166.64	-166.64	0.0%
505.00 · Auto	99.08	0.00	99.08	100.0%
510.00 · Bank Charges	0.00	33.36	-33.36	0.0%
520.00 · Capital Outlay	338,745.88	492,000.00	-153,254.12	68.9%
535.00 · Dues & Subscriptions	1,000.00	1,300.00	-300.00	76.9%
550.00 · Ins - Fire, Auto & Liab.	0.00	500.00	-500.00	0.0%
569.00 · Accounting Costs	5,565.33	5,650.00	-84.67	98.5%
570.00 · Legal Costs	9,165.15	11,670.00	-2,504.85	78.5%
571.00 · Consulting Services - Website	0.00	500.00	-500.00	0.0%
572.00 · Contract Services-Inspections	0.00	8,000.00	-8,000.00	0.0%
573.00 · Consulting	3,150.00	3,200.00	-50.00	98.4%
574.00 · Contract Services-Machine Hire	0.00	500.00	-500.00	0.0%
575.00 · Maintenance/Operation #4	85.00	0.00	85.00	100.0%
585.00 · Office Expense	888.40	1,266.64	-378.24	70.1%
615.00 · Repairs - Equipment	78.34	1,500.00	-1,421.66	5.2%
625.00 · Supplies	148.28	832.00	-683.72	17.8%
633.00 · Payroll Taxes	413.13	666.64	-253.51	62.0%
640.00 · Utilities	1,077.35	0.00	1,077.35	100.0%
645.00 · Wages	5,400.00	5,400.00	0.00	100.0%
650.00 · Wages - Tax & Insurance	0.00	333.36	-333.36	0.0%
700.00 · Payments - City of Idaho Falls	783,500.00	783,500.00	0.00	100.0%
Total Expense	1,149,475.94	1,317,185.28	-167,709.34	87.3%
Net Income	226,629.00	-59,933.28	286,562.28	-378.1%