

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

Minutes of Regular Meeting held October 9, 2025

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Thursday the 9th day of October, 2025 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 meeting was broadcast via Zoom with the following Meeting ID No. 828 0482 6311, and Passcode Fire2025.

The following were present:

Commissioners Ralph Isom, Derik Nielsen, and David Long, were present. The following were also present: Attorney Abigail French, District Communications Officer Dick Fowler, Terri Gazdik CPA, Beth Lange with Cooper Norman, Fire Chief Jon Molbert, Fire District Administration Assistant Ashlee Meyer, City of Idaho Falls Fire Department Fire Chief Duane Nelson, Randy Virgil, Sherry Glick, Scott Norman, Paul Grate, Aaron Nelson, Connor Cook, Sherry Glike, Paul Radford (via Zoom), Jason Wilson, (via Zoom), B. Combe (via Zoom), James Hitch (via Zoom), and Wynn Whitmeyer (via Zoom). Notice of the time, place and purpose was posted at premises of 490 Memorial Drive, Idaho Falls, Idaho, as well as the Fire District website. 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 12:00 p.m. by Chairman Ralph Isom.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held September 11, 2025, were reviewed. A motion to accept the regular meeting minutes was made by Derik Nielsen seconded by David Long. Said motion carried unanimously. Minutes of the special meeting of Commissioners held September 16, 2025, were reviewed. A motion to accept said special meeting minutes was made by Derik Nielsen seconded by David Long. Said motion carried unanimously. Minutes of the special meeting of Commissioners held September 29, 2025, were reviewed. A motion to accept said special meeting minutes was made by Derik Nielsen seconded by David Long. Said motion carried unanimously.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated October 9, 2025, prepared and submitted by Terri Gazdik, was reviewed with a total expenditure of \$559,202.37. Ms. Gazdik reported on the financials and briefly discussed the updated budget, payment on software, CDs that required action, and payment from the

Idaho Department of Lands. After discussion, a motion was made by Derik Nielsen and seconded by David Long to approve the total expenditure of \$559,202.37 and unanimously accepted.

4. **Executive Session.** No Executive Session was held because the Board did not have sufficient commissioners present to enter into Executive Session.

5. **Discussion and Reports.** The following items were reviewed and discussed, or actions were taken:

- a) **Operations Report.** District Operations Officer Dick Fowler gave his monthly report, which included:

- i. **ARFF and 2009 E-1 Fire Trucks.**

Mr. Fowler provided estimated values for the ARFF fire truck and the 2009 E-1 Class A fire truck, noting he believed each vehicle to be worth under \$10,000.00. Discussion followed. Commissioner Nielsen requested additional information before any action is taken on disposal of the vehicles. No action was taken.

- ii. **Grange Lease Agreement.**

Mr. Fowler briefly discussed the current lease of 5590 S 45th W, Idaho Falls, ID 83402 to Signature Party and Events LLC. After discussion, a motion was made to not renew the current lease agreement with Signature Party and Events LLC and to issue a formal written notice to the tenant that said lease will not be renewing and will not continue on a month-to-month basis. Said motion was made by Derik Nielsen and seconded by David Long. Said motion carried unanimously.

- iii. **Special Meeting Regarding Proposed Merger/JPA.**

Mr. Fowler discussed the need for a special meeting to address the proposed “merger”/Joint Powers Agreement with the City of Idaho Falls and the need to meet on related matters. Due to the absence of some commissioners, the Board of Commissioners determined that a date and time would be selected later, with notice to be provided in accordance with Idaho Open Meeting Law.

- b) **Report from City of Idaho Falls Fire Department.** Fire Chief Duane Nelson reported the following call volumes: 179 EMS calls, 53 fire calls, multiple cancelled-en-route calls, 11 outdoor vegetation fires, a vehicle fire, and several alarm calls. He noted it was a steady month with no major incidents. Chief Nelson also announced his retirement and informed the commissioners that Paul Radford would serve as Interim Chief. A nationwide search for a permanent chief is expected to begin, likely 4–6 weeks from the time a selection process is initiated.

- c) Report from BCFD1. Chief Jon Molbert reported a total of 27 calls, including CO alarms, false alarms, bushfires in Oregon (deployment of personnel 10-12 days), an assist on the Swan Valley fire (2 days), an elevator rescue, and a cat rescue.

6. **Public Comment.**

- a) Randy Virgil commented on property procurement concerns, stating he believes current storage facilities are inadequate. He expressed concerns regarding the Rockwell property previously identified and questioned why it was not secured. He emphasized the continued need for progress.
- b) Scott Norman congratulated Chief Nelson on his retirement and made comments regarding mutual aid responses.
- c) Sherry Glich commented regarding dispatch hiring and staffing.

7. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn by Derik Nielsen and seconded by David Long with unanimous approval around 12:32 p.m.

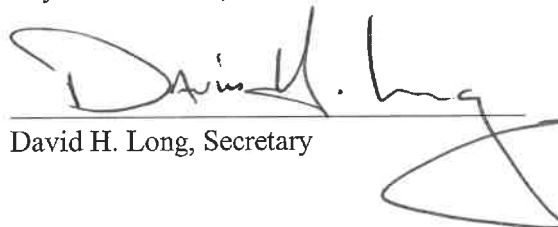
Approved the 13th day of November, 2025



Approved by 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 13th day of November, 2025.



David H. Long, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
NOTICE AND AGENDA FOR MONTHLY MEETING
October 9, 2025

NOTE: This meeting will be conducted in person and by Zoom. Those joining by Zoom may connect with the following Meeting ID: 828 0482 6311 and Passcode: Fire2025. For those attending in person the number of persons permitted to attend may be limited for safety reasons. Priority for personal attendance shall be given to the five serving Fire District commissioners and other officers of the District.

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Thursday, October 9, 2025, at the hour of 12:00 o'clock p.m. to be held in the conference room at Nelson Hall Parry Tucker, PLLC., located at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 and by Zoom, as above mentioned. The Commissioners of the Fire District will take up the following agenda during the meeting:

1. Call to Order and Roll Call by Chairman Ralph Isom.
2. Review and approval of minutes for regular meeting held on September 11, 2025.
Action: Approve minutes of regular meeting held on 9/11/2025.
3. Review and approval of minutes for special meeting held on September 16, 2025.
Action: Approve minutes of special meeting held on 9/16/2025.
4. Review and approval of minutes for special meeting held on September 29, 2025.
Action: Approve minutes of special meeting held 9/29/2025.
5. Review and action on October 2025 monthly bills and financial statement for preceding month (Terri Gazdik).
Action: Approve monthly bills and financial report.
6. **EXECUTIVE SESSION:** An executive session will be held immediately following the agenda items above. The executive session will be closed to the public as permitted by law. The executive session has been called pursuant to the provision of:
 - Idaho Code Section 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet litigated but imminently likely to be litigated.
Action: Enter into Executive Session by roll call vote.
7. Discussion and Reports from District Operations Officer, Fire Chiefs, and legal counsel, including:
 - a. Richard Fowler, Operations Officer, general operations report.
 - (1) General operations report.
 - (2) Discussion regarding ARFF fire truck and possible action to find and declare that the Fire District has no use for said truck and that the truck should be disposed of pursuant to Idaho Code Section 31-1420.
Possible Action: Finding and declaration that the Fire District has no use for the ARFF fire truck and authorize disposal pursuant to I.C. Section 31-1420.
 - (3) Discussion regarding 2009 E1 Class A fire truck and possible action to find and declare that the Fire District has no use for said truck and that the truck should be disposed of pursuant to Idaho Code Section 31-1420.
Possible Action: Finding and declaration that the Fire District has no use for the 2009 E1 Class A fire truck and authorize disposal pursuant to I.C. Section 31-1420.

- (4) Consideration of lease of 5590 S 45th W, Idaho Falls, ID 83402 (the “grange”), including possible discussion and action on whether to terminate or renew the lease with current tenant.

Possible Action: Decision regarding grange lease agreement with current tenant.

- (5) Discussion regarding proposed merger/JPA with the City of Idaho Falls Fire Department. Limited discussion. Board to possibly set date and time for special meeting dedicated to consideration of specific financial projections, staffing/response models, transition timeline, and operational logistics.

Possible Action: Selection of date, time, and location for special meeting regarding proposed merger/JPA with the City of Idaho Falls Fire Department.

- b. Chief Duane Nelson, report regarding Idaho Falls Fire Department activity and needs.
- c. Chief Jonathan Molbert, report regarding Ammon Area fire responses activity and needs.

8. Patron and community comments (limited to 5 minutes each)

9. **Summary of Action Items:**

- (a) **Approval of September 11, 2025, regular meeting minutes.**
- (b) **Approval of September 16, 2025, special meeting minutes.**
- (c) **Approval of September 29, 2025, special meeting minutes.**
- (d) **Approval of monthly bills and financial report.**
- (e) **Enter into Executive Session by roll call vote.**
- (f) **Finding and declaration that the Fire District has no use for the ARFF fire truck and therefore authorize disposal pursuant to I.C. Section 31-1420.**
- (g) **Finding and declaration that the Fire District has no use for the 2009 E1 Class A fire truck and therefore authorize disposal pursuant to I.C. Section 31-1420.**
- (h) **Decision regarding grange lease agreement with current tenant.**
- (i) **Possible decision regarding date, time, and location for special meeting regarding proposed merger/JPA with the City of Idaho Falls Fire Department.**

10. Recess/Adjournment.

Bonneville County Fire Protection District #1
Summary of Accounts Payable
October 9, 2025

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Net Amt Due
Nelson Hall Parry Tucker PA	September Stmt	09/30/25	Upon receipt	4,020.00	4,020.00
Cooper Norman	Inv 191386	10/07/25	Upon receipt	6,140.00	6,140.00
Rocky Mountain Power	S 55th	09/23/25	pd online	114.53	114.53
	2137 S Ammon	10/07/25	pd online	676.79	676.79
	3575 Brookfield	10/07/25	pd online	127.38	127.38
Intermountain Gas	144 S 55th W	10/02/25	pd online	25.55	25.55
	2137 S Ammon	10/03/25	pd online	29.74	29.74
	3575 Brookfield Lane	10/03/25	pd online	16.71	16.71
Cardmember Services	#8581- Ammon	10/09/25	Upon receipt	6.50	6.50
	#4788 Berg	10/09/25	Upon receipt	1,580.10	1,580.10
	#0216 Fowler	10/09/25	Upon receipt	173.31	173.31
	#5644 - Molbert	10/09/25	Upon receipt	8,522.76	8,522.76
	#8458 - Banda	10/09/25	Upon receipt	29.95	29.95
	Norman	10/09/25	Upon receipt	1,444.25	1,444.25
Wex	September Stmt	9/30/2025	Upon receipt	1612.52	1,612.52
Allied Business Solutions	AR571056	09/10/25	Upon receipt	39.09	39.09
ALSCO	LBLA2617707	09/24/25	Upon receipt	221.92	221.92
Bonneville County Sheriff	FY25-13	09/11/25	Upon receipt	4,310.02	4,310.02
BPA Health	Inv 609043	10/01/25	Upon receipt	78.75	78.75
City of Ammon	2135 S Ammon - fuel 11007, 11038	08/29/25	Upon receipt	3,328.09	3,328.09
	2137 S Ammon Rd - utilities	09/30/25	Upon receipt	187.32	187.32
	3575 Brookfield - utilities	09/30/25	Upon receipt	290.21	290.21
D & L Cleaners	9/30 Stmt	09/30/25	Upon receipt	97.75	97.75
Elite Extraction & Equipment	Bill 1325	09/12/25	Upon receipt	1,400.00	1,400.00
First Due	Inv 6020	09/03/25	Upon receipt	20,950.00	20,950.00
Idaho Furnace Plumbing Source	Inv 35306965	04/07/25	Upon receipt	125.00	125.00
International Code Council	Inv Q15.000035139	07/29/25	Upon receipt	170.00	170.00
Curtis & Sons	Inv 985495	09/03/25	Upon receipt	3,841.00	3,841.00
	Inv 1030374	09/23/25	Upon receipt	6,549.33	6,549.33
	Inv 886049	10/07/25	Upon receipt	(511.77)	(511.77)
	1030634	09/24/25	Upon receipt	13,510.44	13,510.44
Orkin	Inv 1057207	09/17/25	Upon receipt	120.00	120.00
O'Reilly	Inv 6899-113288	10/03/25	Upon receipt	58.39	58.39
	Inv 6899-113311	10/03/25	Upon receipt	25.78	25.78
	Inv 6899-113329	10/03/25	Upon receipt	91.86	91.86
Southern Tire Mart	Inv 6550000461	07/29/25	Upon receipt	595.50	595.50
Teton Communications	Inv 30822	10/01/25	Upon receipt	1,872.00	1,872.00
T Mobile	Inv 10/1	10/01/25	Upon receipt	919.24	919.24
Nova Maps	Inv GQZHJOAL-0002	10/02/25	Upon receipt	1,140.00	1,140.00
Idaho Department of Lands	Inv 442	09/30/25	Upon receipt	18,366.88	18,366.88
White Cloud	Inv	09/29/25	Upon receipt	2,343.60	2,343.60
City of Idaho Falls	Oct payment	10/01/25	Upon receipt	454,561.88	454,561.88
	Total			559,202.37	559,202.37

Financial Institution

		Amount	Current Interest Rate
Idaho Central Credit Union	matures 4/14/2026	304,330.81	4.91%
Frontier Credit Union	matures 4/14/2026	273,697.91	4.18%
Mountain America Federal Credit Union	matures 9/20/2026	335,954.55	4.89%
Westmark	matures 10/2/25	294,991.49	1.50%
Citizens Community Bank/Glacier	matures 5/27/2026	298,768.91	3.50%
Lookout CU	matures 2/14/26	290,467.15	4.07%
Bank of Commerce CD #1003	matures 5/11/26	314,351.59	3.74%
Connections CU CD	matures 6/13/26	304,459.37	4.16%
DL Evans	matures 4/30/2026	289,513.49	4.18%
LGIP		4,865,951.72	4.31%
Stifel		554,440.47	3.85%
Connections savings		31.37	
Frontier savings		8.50	
Idaho Central Credit Union Savings		25.00	
Mountain America Federal Credit Union		1.00	
Westmark Savings		25.28	
Lookout Credit Union savings		25.70	
Lookout Credit Union savings		25.08	
Bank of Commerce savings		50,651.06	0.45%
Bank of Commerce		333,173.00	
TOTAL		7,844,547.45	

Fiscal year	2025-2026
City of Idaho Falls payments	
Due	
October	454,561.88
January	454,561.88
April	454,561.88
July	454,561.88
Total	1,818,247.52

Authorization to pay bills

10:19 AM

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

10/09/25

October 2024 through September 2025

Accrual Basis

	Oct '24 - Sep 25	Budget	\$ Over Budget	% of Budget
Income				
400.00 · Tax Revenues	4,549,314.28	4,139,655.00	409,659.28	109.9%
4030.00 · Proceeds from Sale of Assets	0.00	0.00	0.00	0.0%
4040.00 · Gain/Loss on Investments	0.00	0.00	0.00	0.0%
410.00 · Interest Income	353,251.62	330,000.00	23,251.62	107.0%
420.00 · Miscellaneous Income	239,198.80	179,319.00	59,879.80	133.4%
440.00 · Grant Proceeds	0.00	430,000.00	-430,000.00	0.0%
Total Income	5,141,764.70	5,078,974.00	62,790.70	101.2%
Expense				
500.00 · Advertising				
501.02 · Public Relations - Ammon	6,196.67	0.00	6,196.67	100.0%
502.02 · Fire Prevention - Ammon	1,360.00	0.00	1,360.00	100.0%
503.02 · Notices & Publications - Ammon	0.00	0.00	0.00	0.0%
500.00 · Advertising - Other	2,731.67	10,000.00	-7,268.13	27.3%
Total 500.00 · Advertising	10,288.54	10,000.00	288.54	102.9%
505.00 · Auto - Fuel & Oil	24,656.51	20,000.00	4,656.51	123.3%
510.00 · Bank Charges	162.83	0.00	162.83	100.0%
520.00 · Capital Outlay	526,145.69	530,000.00	-3,854.31	99.3%
530.00 · Travel	13,260.63	0.00	13,260.63	100.0%
535.00 · Dues & Subscriptions	1,986.75	5,000.00	-3,013.25	39.7%
542.00 · Equipment Rent	0.00	0.00	0.00	0.0%
550.00 · Ins - Fire, Auto & Liab.	33,710.00	25,000.00	8,710.00	134.8%
565.00 · Interest	0.00	0.00	0.00	0.0%
568.00 · Audit Fees	18,950.00	20,000.00	-1,050.00	94.8%
569.00 · Accounting Costs	56,307.00	63,000.00	-6,693.00	89.4%
570.00 · Legal Costs	65,328.52	72,000.00	-6,671.48	90.7%
571.00 · Consulting Services - Website	0.00	0.00	0.00	0.0%
572.00 · Contract Services - Fires	494.68	0.00	494.68	100.0%
574.00 · Contract Services-Machine Hire	0.00	0.00	0.00	0.0%
575.00 · Building Maintenance/Operation	13,668.90	20,000.00	-6,331.10	68.3%
576.00 · Ground Repair & Maint	18,526.20	0.00	18,526.20	100.0%
580.00 · Miscellaneous	2,337.76	0.00	2,337.76	100.0%
581.02 · Clothing & Uniforms - Ammon	10,364.00	0.00	10,364.00	100.0%
582.02 · Personal Protective Equip-Ammon	15,835.23	0.00	15,835.23	100.0%
583.02 · Postage - Ammon	408.80	0.00	408.80	100.0%
584.02 · Health & Safety - Ammon	0.00	0.00	0.00	0.0%
585.00 · Office Supplies/Expense	541.93	0.00	541.93	100.0%
588.00 · Training & Certification	14,557.69	7,500.00	7,057.69	194.1%
615.00 · Repairs & Maint - Equipment	20,637.18	49,000.00	-28,362.82	42.1%
616.00 · Vehicle Repair & Maintenance	29,275.67	0.00	29,275.67	100.0%
625.00 · Supplies	65,605.36	65,000.00	605.36	100.9%
630.00 · Taxes & Licenses	1,247.50	0.00	1,247.50	100.0%
640.00 · Utilities	26,386.24	25,000.00	1,386.24	105.5%
644 · Payroll, Benefits, & Taxes				
645.00 · Wages & Salaries	1,490,842.33	1,681,559.00	-190,716.67	88.7%
647.00 · Employee Benefits				
648.00 · Insurances - Employee	275,550.35	246,000.00	29,550.35	112.0%
648.11 · HSA	28,649.39	28,800.00	-150.61	99.5%
648.12 · PERSI	194,664.16	180,000.00	14,664.16	108.1%
648.13 · HRA	9,708.81	24,000.00	-14,291.19	40.5%
648.14 · Phone Reim	0.00	0.00	0.00	0.0%
647.00 · Employee Benefits - Other	1,020.00	0.00	1,020.00	100.0%
Total 647.00 · Employee Benefits	509,592.71	478,800.00	30,792.71	106.4%
650.00 · Wages - Tax Employer	111,421.07	124,800.00	-13,378.93	89.3%
644 · Payroll, Benefits, & Taxes - Other	-1,567.64	0.00	-1,567.64	100.0%
Total 644 · Payroll, Benefits, & Taxes	2,110,288.47	2,285,159.00	-174,870.53	92.3%
655.00 · Workmens Compensation	77,127.00	58,000.00	19,127.00	133.0%
660.00 · IT	67,553.51	76,000.00	-8,446.49	88.9%
675.00 · Fire Dept Grant Expend	0.00	0.00	0.00	0.0%
676 · Powers Fire Contract	1,308.36	0.00	1,308.36	100.0%
700.00 · Payments - City of Idaho Falls	1,748,314.00	1,748,315.00	-1.00	0.0%
800.00 · Depreciation	0.00	0.00	0.00	0.0%
999.10 · Pension Asset	0.00	0.00	0.00	0.0%
999.11 · Deferred Outflows Assumptions	0.00	0.00	0.00	0.0%
999.21 · Deferred Inflows Investments	0.00	0.00	0.00	0.0%
999.50 · Contribution Expense	0.00	0.00	0.00	0.0%
Total Expense	4,975,274.95	5,078,974.00	-103,699.05	98.0%
Net Income	166,489.75	0.00	166,489.75	100.0%