

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
Minutes of Regular Meeting held October 10, 2017

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Tuesday the 10th day of October, 2017, 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 Dan Gubler, Ralph Isom and Dave Long were present. The following were also present: Fire District Liaison, Dick Fowler; District Accountant, Terri Gazdik; Assistant Legal Counsel, Wiley Dennert; Bonneville County Planning Administrator, Steve Serr; City of Idaho Falls Fire Chief, Dave Hanneman; Idaho Falls Fire Marshal, Scott Grimmett; and Jason Riley from Steel Vision.

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 12:15 p.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 September 12, 2017, were reviewed and, following motion, were unanimously approved.
3. **Review and Possible Action on Bids.** The bids in response to the Request for Solicitation of Bids for a new equipment storage building were discussed. Attorney Wiley Dennert set forth a possible problem with the bidding procedure. The bids were due by October 9, 2017, at 5:00 p.m. However, October 9th was a legal holiday, specifically the observation of Columbus Day. The law firm of Nelson Hall Parry Tucker, PLLC, was officially closed because of the holiday. But some attorneys were working that day and into the evening. On Tuesday, October 10, 2017, it was discovered that a sealed envelope from Steel Design LLC entitled “Sealed Bid Enclosed for Fire District Storage Building - Faust Road” had been placed on Attorney Douglas Nelson’s office chair. However, the date and time it was delivered was not know. Jason Riley from Steel Vision was present at the Regular Meeting on October 10, 2017, with a bid, but such a bid was probably late, as the Solicitation for Bids indicated they were due no later than 5:00 p.m. on October 9, 2017. Because of the legal holiday and office closure, a problem with when the bids were actually due arose. Mr. Dennert opined that the best course of action was to redo the bidding process.

Mr. Riley from Steel Vision had some questions regarding the details for the specifications. For example, is the storage facility a critical use facility? Steve Serr indicated it was not a critical use facility, but instead simply a storage building, like a warehouse. Mr. Riley had other questions, such as what was the time frame for building the storage facility. Was it to be built this winter or could it be started in the springtime? What does “match the building” mean? Mr. Riley believed that was pretty vague. Also, what kind of lights were to be installed? What type of overhead doors? Dick Fowler said that maybe the District will have to work with an architect in making more detailed specifications for the storage building.

Mr. Riley left without actually submitting Steel Vision’s bid in order to keep its bid confidential. Also, Steel Design LLC’s bid was not opened. Mr. Dennert will contact Steel Design to explain to them why the bids were not reviewed.

Terri Gazdik suggested having Steve Serr review the next Solicitation for Bids before it is distributed to contractors to make sure it is adequate. Dan Gubler stated the Fire District will figure out the issue at a later date.

4. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated October 10, 2017, as prepared and submitted by Accountant Terri Gazdik was reviewed. Following discussion and upon motion made by Ralph Isom, seconded by Dan Gubler and it was unanimously approved for a total expenditure of \$421,428.42.
5. **Discussion and Liaison Report.** Dick Fowler reported that the landscaping at the South Station is about to be completed. B&K will blow out the sprinklers in preparation for winter.

Dan Gubler reported that Teton Communications will not be doing any more up-fitting.

6. **Report of City Fire Department.** Chief Hanneman reported that Idaho Falls had been working on a real property trade with Bonneville County. But in the end, the City is just going to purchase the 4-H property. So ownership of the dispatch building is not changing.

Kerry Hammon, Idaho Falls spokesperson, is now working with IFFD.

The Wild Land Agreement has been signed by the Idaho Falls City Council.

Chief Hanneman discussed liability releases in regards to fire hydrant ownership.

Chief Hanneman reported on the community block party that took place at the end of September. Approximately 1,100 people attended. They had invited the BLM, Fire Service, INL and Ammon. Scott Grimmett apologized as they forgot to invite the Fire District. He said they will invite the Fire District next year. The block party was held at the new downtown fire station.

Chief Hanneman also stated that there will certainly be some changes to city government as a result of the upcoming election. For example, Barbara Ehardt would not be on the city council any more as she is running for mayor.

7. **County Report.** Steve Serr had no report for the meeting.

A question was asked about the status of Areva, but no one had heard anything about it. It was mentioned that there was a fire last year out on land owned by Areva, but dispatch did not direct the IFFD to respond to the fire. That issue has since been clarified.

There was a discussion regarding the responsibility of fire fighting on the east side of Idaho Falls on land that may or may not be in the Fire District. Sometimes calls come in for a fire but the fire is actually outside of the Fire District's boundaries.

There was a discussion regarding what relationship, if any, should there be between the Fire District and the Rangeland Fire Protection Association (RFPA).

At 1:38 p.m., Terri Gazdik, Chief Hanneman and Marshal Grimmett left the meeting.

Dick Fowler asked a question about whether it was okay for one of the firefighters who commutes from the Boise area for his two-day shift, to occasionally stay at the south building. Following a discussion about this question, the Commissioners were okay with that.

There was a continued discussion about the specifications for the westside storage building.

A recess was taken at 2:00 p.m. and by 2:07, the commissioners were back in session.

Additional discussions regarding the specifications for the storage building were had.

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 at 2:25 p.m.

Approved the 14th day of November, 2017.



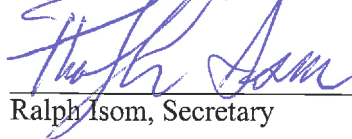
Assistant Secretary, Douglas R. Nelson



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 14th day of November, 2017.



Ralph Isom, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

**NOTICE AND AGENDA FOR MONTHLY MEETING
October 10, 2017**

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, October 10, 2017 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 September 12, 2017 regular monthly meeting.
3. Review and action on September, 2017 monthly bills and financial statement (Terri Gazdik)
4. Report on pending matters from Dick Fowler, District Liaison
5. Report from Idaho Falls Fire Chief
6. Comments or reports from Bonneville County and City of Ammon
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
October 10, 2017**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	Sept consulting	09/30/17	Upon receipt	950.00		950.00
Nelson Hall Parry Tucker PA	Sept consulting	09/30/17	Upon receipt	3,210.52		3,210.52
Cooper Norman	Sept accounting	09/30/17	Upon receipt	977.50		977.50
Century Link	208-524-9124 208-525-4800	09/10/17 09/28/17	pd online pd online	97.80 75.35		97.80 75.35
CableOne	9/23-10/22 billing	10/07/17	pd online	78.48		78.48
Intermountain Gas	144 S 55th W 370 E 65thS 5990 S 45th W	10/02/17 10/05/17 10/05/17	pd online pd online pd online	11.46 36.69 13.36		11.46 36.69 13.36
Rocky Mountain Power	9/22 billing	09/22/17	Upon receipt	289.25		289.25
Berggren Diesel	Inv 3166	09/18/17	Upon receipt	1,368.54		1,368.54
Evco	Inv IF093916	09/13/17	Upon receipt	61.36		61.36
Card Member Services	9/7 billing	09/07/17	Upon receipt	4,862.76		4,862.76
Dan Gubler	10/9/17 mileage Paramount reim	10/09/17 09/27/17	Upon receipt Upon receipt	126.80 63.94		126.80 63.94
RC Heavy Hauling	Inv 2961	09/18/17	Upon Receipt	1,960.00		1,960.00
Targhee Fire	Inv C01517616	10/05/17	Upon Receipt	4,254.61		4,254.61
City of Idaho Falls	October Invoice - 1st Q	N/A	N/A	402,990.00		402,990.00
Total				421,428.42		421,428.42

Financial Institution	Amount	Current Interest Rate
Idaho Central Credit Union	258,361.93	0.350%
Mountain America Federal Credit Union	270,122.52	2.200%
Westmark	258,221.75	1.25%
Citizens Community Bank	252,464.25	0.20%
ISU CU	254,722.95	1.11%
ISU Credit Union	25,601.06	0.05%
Bank of Commerce	271,802.30	1.20%
Connections CU CD	255,900.07	1.00%
LGIP	724,783.52	1.1310%
Connections savings	31.37	
Idaho Central Credit Union Savings	25.00	
Mountain America Federal Credit Union	25.00	
Westmark Savings	25.14	
ISU Credit Union	12.85	0.01%
Zions Bank	128.01	0.00%
Bank of Commerce	5,556.78	
Bank of Commerce MM	84,735.34	0.08%
TOTAL	2,662,519.84	

Fiscal year 2017/2018	
City of Idaho Falls payments	
Due	
October	402,990.00
January	402,990.00
April	402,990.00
July	402,990.00
Total	1,611,960.00

Authorization to pay bills

