

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING

December 13, 2016

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, December 8, 2016 at the hour of 12:00 o'clock p.m. to be held in the 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 November 8, 2016 regular monthly meeting.
3. Review and action on November, 2016 monthly bills and financial statement (Terri Gazdik)
4. District Liaison Report on pending matters, including the status 2017 Fire District Elections (report by legal counsel).
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.

Mr. Fowler inquired regarding the allocation of reimbursement payments which are expected to be received by the City for use of equipment and fire fighters during this summer's Tex Creek fire. It was noted that trucks and equipment owned by the Fire District and made available to the City to perform its duties under the Fire Service Agreement were also used for fighting the Tex Creek fire that is not located within the City of Idaho Falls or Fire District boundaries. Mr. Fowler inquired regarding the City billing and reimbursement for those services and whether the portions of such billing relating to use of the Fire District's trucks would be reimbursed to the District.

5. **Report and Discussion by Chief Hanneman.**

A. Chief Hanneman reported on the acquisition of new battalion chief vehicles. They are Chevrolet Suburban with the new City logo and are equipped as a command system truck. He also reported on the acquisition of a new "Rehab" truck to be used to help stabilize victims before transport.

B. It was reported that the City is making safety plans for the August 21, 2017 total eclipse even which is expected to impact the Idaho Falls and 8 county areas. He also mentioned that the City is reviewing plans for other events and areas, including the 4th of July celebration and a 17th Street community risk reduction plan.

C. It was reported that the Fire Department will be expecting 10 Academy graduates in January, 2017. It was also reported that fire hydrants were being checked on a schedule created by Scott Grimmett, City Fire Marshall. He is also working with owners of private hydrant systems.

6. **County Report.** Steve Serr reported regarding a meeting to be held November 14, 2016 at 6:30 p.m. in the Bonneville County Commissioner's office to continue the discussion regarding rural fire protection in areas outside the Fire District boundaries.

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 at 2:18 p.m.

Approved the 13th day of December, 2016.



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 13th day of December, 2016.


Ralph Isom, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
Minutes of Regular Meeting held December 13, 2016

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Tuesday the 13th day of December, 2016, 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; Legal Counsel, Douglas R. Nelson; City of Idaho Falls Fire Chief Dave Hanneman; and, Bonneville Planning Administrator, Steve Serr.

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 12:22 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 November 8, 2016 were reviewed. A motion to approve the minutes was made by David Long, seconded by Ralph Isom, and the same was approved by unanimous vote.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated December 13, 2016 as prepared and submitted by Accountant Terri Gazdik was reviewed. Following discussion and upon motion made by Ralph Isom, seconded by David Long and unanimously approved, the report was accepted and authorization for payments totaling \$13,373.76 was approved. It was noted that The city of Idaho Falls will pay \$284.00 for its portion of the Weidner billing A copy of the report is attached to these minutes.
4. **Report by Dick Fowler.** Fire District Liaison, Dick Fowler, reviewed the status of equipment and trucks and a general discussion followed regarding needs followed.

Mr. Fowler gave a report on the District’s equipment that was used in the Tex Creek fire and for which reimbursement of costs might be expected. The groups discussed the circumstances of when the Fire District trucks and equipment should be used for out of area fire protection and what reimbursement should be considered to the District when payments are received from third party organizations by the City of Idaho for use of

Commissioners:

In research I have found out the following information for you to review.
This is billable dollars for the Henery Creek Fire, August 21, 2016

This is in regard to billable hours the City Fire Dept. submitted for reimbursement from FEMA and is organized under the heading in our area "FMAG" for billing purposes. This attached document represents what was billed.

As you can see there are Command Vehicles listed as well as an ambulance. I removed those costs out of the total listed below.

| | |
|--------------------------------|-------------|
| Total billed for equipment: | \$21,471.70 |
| Deduct Commands and Ambulance: | \$2518.20 |
| | <hr/> |
| | \$18,953.50 |

Now, in that total are listed structural engines. At this time I can not tell you all of the engines were District engines so I have given the City the benefit of doubt and added all costs then divided that amount by 2.. Although I believe there were more District engines on the Henrys Fire than were City owned engines (structural). That assessment is made by using Station 4 as first response which houses a District engine. But, the below figures are divided by 2.

| | |
|--------------------------------------------|-----------|
| Structural engines billable (5 line items) | \$6261.00 |
| Divided by 2 | \$3130.50 |

So, if you deduct another \$3,130.50 from the \$18,953.50 it leaves

\$15,823.00

I believe at the very least this amount should come to the Fire District as we own all the Tender, Tactical Tenders, and Wildland Engines.

Respectfully submitted: Dick Fowler Dated: December 12, 2016



FIREFIGHTING ACTIVITIES

Type of Equipment

OPERATOR'S NAME
(Do Not Group Operators Together, List Separately)

Use Actual Calendar Weeks, Do Not Mix Dates Regardless of Pay Periods Or Dates Used.

Dates and Hours Used Each Day

Costs

| INDICATE SIZE, CAPACITY, HORSEPOWER, MAKE AND MODEL AS APPROPRIATE | Cost Code (From FEMA Rate Sheet) | OPERATOR'S NAME (Do Not Group Operators Together, List Separately) | DATE | SUN | MON | TUES | WED | THURS | FRI | SAT | TOTAL HOURS | EQUIPMENT RATE | TOTAL COST |
|--------------------------------------------------------------------|----------------------------------|--------------------------------------------------------------------|---------|-------------------------------|-------|-------|-------|-------|-----|-----|--------------|----------------|--------------------|
| | | | | Dates and Hours Used Each Day | | | | | | | | | |
| Command Vehicle-SUV | | Dave Coffey | 8/21/16 | 8.00 | 12.00 | 12.00 | 12.00 | 12.00 | | | 56.0 | \$19.45 | \$1,089.20 |
| Command Vehicle-1/2 Ton 4x4 | | Eric Day | 8/22/16 | | 8.00 | | | | | | 8.0 | \$19.45 | \$155.60 |
| Command Vehicle-1/2 Ton 4x4 | | Brian Moncur | 8/23/16 | | | 4.00 | | | | | 12.0 | \$19.45 | \$233.40 |
| Type 1 Ambulance (ALS) | | Shane Saari | 8/24/16 | | | 16.00 | | | | | 16.0 | \$66.00 | \$1,040.00 |
| Type 4 Wildland Engine | | Tony Stewart | 8/25/16 | | | 13.50 | | | | | 13.5 | \$73.00 | \$985.50 |
| Type 4 Wildland Engine | | Ryan Miles | 8/26/16 | | | | | | | | 8.0 | \$73.00 | \$584.00 |
| Type 6 Wildland Engine | | Justin Morgan | 8/27/16 | | | | | | | | 8.0 | \$57.00 | \$456.00 |
| Type 6 Wildland Engine | | Aaron Cliburn | | | | 8.00 | | | | | 8.0 | \$57.00 | \$456.00 |
| Type 6 Wildland Engine | | Lucas Barry | | | | 8.00 | | | | | 8.0 | \$57.00 | \$456.00 |
| Type 6 Wildland Engine | | Rob Hall | | | | 13.00 | | | | | 13.0 | \$57.00 | \$741.00 |
| Type 6 Wildland Engine | | Travis Adams | | | | 6.50 | | | | | 6.5 | \$57.00 | \$370.50 |
| Type 6 Wildland Engine | | Coller Howell | | | | 13.00 | | | | | 13.0 | \$57.00 | \$741.00 |
| Type 6 Wildland Engine | | Mike Scadden | | | | 13.50 | | | | | 13.5 | \$57.00 | \$769.50 |
| Type 6 Wildland Engine | | Robert Zaladonis | | | | 12.50 | | | | | 12.5 | \$57.00 | \$712.50 |
| Type 2 Structural Engine | | Johan Olson | | | | 8.00 | | | | | 8.0 | \$101.00 | \$808.00 |
| Type 2 Structural Engine | | Adam Pearson | | | | 16.00 | | | | | 16.0 | \$101.00 | \$1,616.00 |
| Type 2 Structural Engine | | Levi McAfee | | | | 13.00 | | | | | 13.0 | \$101.00 | \$1,313.00 |
| Type 2 Structural Engine | | Josiah Bigelow | | | | 12.50 | | | | | 12.5 | \$101.00 | \$1,262.50 |
| Type 2 Structural Engine | | Robert Zaladonis | | | | 12.50 | | | | | 12.5 | \$101.00 | \$1,262.50 |
| Type 2 Tactical Tender | | Ryan Carlson | | | | 8.00 | | | | | 8.0 | \$116.00 | \$928.00 |
| Type 2 Tactical Tender | | Whit Albertson | | | | 16.00 | | | | | 16.0 | \$116.00 | \$1,856.00 |
| Type 2 Tactical Tender | | Jeff Hayes | | | | 8.00 | | | | | 8.0 | \$116.00 | \$928.00 |
| Type 2 Tactical Tender | | | | | | | | | | | 0.0 | \$116.00 | \$0.00 |
| Type 2 Support Tender | | Coleman Moore | | | | 8.00 | | | | | 8.0 | \$95.00 | \$760.00 |
| Type 2 Support Tender | | Aaron Nelson | | | | 7.00 | | | | | 7.0 | \$95.00 | \$665.00 |
| Type 2 Support Tender | | Kirby Dennert | | | | 13.50 | | | | | 13.5 | \$95.00 | \$1,282.50 |
| GRAND TOTAL | | | | | | | | | | | 318.5 | | \$21,471.70 |

PROB

2018.30

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**Bonneville County Fire Protection District #1
Summary of Accounts Payable
December 13, 2016**

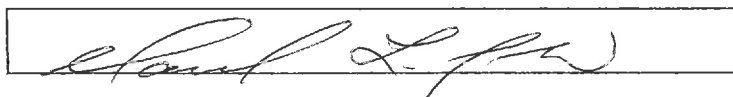
| Vendor | Purchase | Invoice Date | Due Date | Invoice Amount | Discount Available | Net Amt Due |
|-----------------------------|------------------------------|----------------------|------------------------------|-------------------|--------------------|-------------------|
| Dick Fowler | Nov consulting | 11/29/16 | Upon receipt | 950.00 | | 950.00 |
| Nelson Hall Parry Tucker PA | Nov consulting | 11/30/16 | Upon receipt | 2,129.21 | | 2,129.21 |
| Cooper Norman | Nov accounting | 11/30/16 | Upon receipt | 1,567.68 | | 1,567.68 |
| Century Link | 208-524-9124 208-525-4800 | 11/10/16 11/28/16 | pd online pd online | 96.98 72.61 | | 96.98 72.61 |
| CableOne | 11/23-12/22 billing | 12/07/16 | pd online | 78.48 | | 78.48 |
| Weidner | 113570 12/11/2210 | 12/06/16 12/06/16 | Upon receipt Upon receipt | 81.00 5,490.00 | | 81.00 5,490.00 |
| Berggren Diesel Inc | 2325 | 10/31/16 | Upon receipt | 264.60 | | 264.60 |
| Rocky Mountain Power | 11/21 billing | 11/21/16 | pd online | 219.65 | | 219.65 |
| Intermountain Gas | 144 S 55h W 370 E 65th S | 12/06/16 12/07/16 | pd online pd online | 71.00 152.00 | | 71.00 152.00 |
| Cardmember Services | Fastenal, Paramount, Odeli | 12/07/16 | pd online | 2,115.55 | | 2,115.55 |
| Idaho Irrigation District | 2016 assessment | 12/01/16 | Upon receipt | 85.00 | | 85.00 |
| Total | | | | 13,373.76 | | 13,373.76 |

Financial Institution

| | Amount | Current Interest Rate |
|------------------------------------------------------------|---------------------|-----------------------|
| Idaho Central Credit Union Matures 4-4-17 | 255,464.29 | 1.492% |
| Key Bank CD Matures 2/10/2017 | 256,276.56 | 0.10% |
| Mountain America Federal Credit Union matures 3/12/2019 | 264,302.76 | 2.200% |
| Westmark matures 1/31/17 | 257,433.46 | 0.90% |
| Citizens Community Bank matures 3/24/17 | 252,464.25 | 0.20% |
| ISU CU matures 11/2/17 | 251,939.52 | 1.11% |
| Scenic Falls - Other Accts. | 33.39 | 0.178% |
| Scenic Falls CD matures 11/21/16 | 253,478.21 | 1.244% |
| Bank of Commerce Matures 8/18/17 | 270,788.37 | 0.50% |
| Connections CU - savings | 253,986.33 | 0.01% |
| Idaho Central Credit Union Savings | 25.00 | |
| Mountain America Federal Credit Union | 25.00 | |
| Westmark Savings | 25.11 | |
| iSU Credit Union | 18.85 | 0.01% |
| Zions Bank | 128.01 | 0.20% |
| Bank of Commerce | 32,864.47 | |
| Bank of Commerce | 233,363.66 | 0.08% |
| TOTAL | 2,582,617.24 | |

| Fiscal year 2016/2017 City of Idaho Falls payments | | |
|-------------------------------------------------------|---|---------------------|
| Due | | |
| October | x | 399,093.75 |
| January | | 399,093.75 |
| February | | 23,500.00 |
| April | | 399,093.75 |
| July | | 399,093.75 |
| August | | 23,500.00 |
| Total | | 1,643,375.00 |

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1
Profit & Loss Budget vs. Actual
 October through November 2016

| | Oct - Nov 16 | Budget | \$ Over Budget | % of Budget |
|-----------------------------------------|--------------------|--------------------|-------------------|---------------|
| Income | | | | |
| 430.00 · Proceeds from Sale of Assets | 14,000.00 | 0.00 | 14,000.00 | 100.0% |
| 400.0 · Tax Revenues | 73,155.09 | 63,600.00 | 9,555.09 | 115.0% |
| 410.00 · Interest Income | 780.27 | 2,500.00 | -1,719.73 | 31.2% |
| Total Income | 87,935.36 | 66,100.00 | 21,835.36 | 133.0% |
| Expense | | | | |
| 542.00 · Equipment Rent | 0.00 | 83.30 | -83.30 | 0.0% |
| 500.00 · Advertising | 0.00 | 83.30 | -83.30 | 0.0% |
| 505.00 · Auto | 170.47 | 0.00 | 170.47 | 100.0% |
| 510.00 · Bank Charges | 5.00 | 16.70 | -11.70 | 29.9% |
| 520.00 · Capital Outlay | 20,227.38 | 52,500.00 | -32,272.62 | 38.5% |
| 535.00 · Dues & Subscriptions | 0.00 | 166.70 | -166.70 | 0.0% |
| 550.00 · Ins - Fire, Auto & Liab. | 0.00 | 250.00 | -250.00 | 0.0% |
| 569.00 · Accounting Costs | 2,996.01 | 2,750.00 | 246.01 | 108.9% |
| 570.00 · Legal Costs | 3,650.87 | 5,833.30 | -2,182.43 | 62.6% |
| 571.00 · Consulting Services - Website | 0.00 | 333.30 | -333.30 | 0.0% |
| 572.00 · Contract Services-Inspections | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| 573.00 · Consulting | 1,900.00 | 1,900.00 | 0.00 | 100.0% |
| 574.00 · Contract Services-Machine Hire | 0.00 | 250.00 | -250.00 | 0.0% |
| 575.00 · Maintenance/Operation #4 | 85.00 | 0.00 | 85.00 | 100.0% |
| 585.00 · Office Expense | 496.14 | 166.70 | 329.44 | 297.6% |
| 615.00 · Repairs - Equipment | 699.51 | 2,500.00 | -1,800.49 | 28.0% |
| 625.00 · Supplies | 0.00 | 1,199.30 | -1,199.30 | 0.0% |
| 633.00 · Payroll Taxes | 275.40 | 564.00 | -288.60 | 48.8% |
| 640.00 · Utilities | 489.99 | 833.30 | -343.31 | 58.8% |
| 645.00 · Wages | 3,600.00 | 3,600.00 | 0.00 | 100.0% |
| 700.00 · Payments - City of Idaho Falls | 399,093.75 | 399,093.75 | 0.00 | 100.0% |
| Total Expense | 433,689.52 | 477,123.65 | -43,434.13 | 90.9% |
| Net Income | -345,754.16 | -411,023.65 | 65,269.49 | 84.1% |