

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1**  
**Minutes of Regular Meeting held May 8, 2018**

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 8<sup>th</sup> day of May, 2018, 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, Dave Long and Ralph Isom were present. The following were also present: Fire District Liaison, Dick Fowler; Legal Counsel, Doug Nelson; District accountant Terri Gazdik; and, City of Idaho Falls Deputy Chief, Dave Coffey; City of Idaho Falls Council Member James Francis and, Bonneville County Planning Supervisor, 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 12:15 p.m. by Dan Gubler, acting as Chairman.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on April 10, 2018 were reviewed, and following a motion made by Ralph Isom, seconded by Dave Long, were unanimously approved.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated May 8, 2018, prepared and submitted by Accountant Terri Gazdik was reviewed. Following discussion and upon motion made by Dave Long, seconded by Ralph Isom and unanimously approved for a total expenditure of \$11,505.50.

Ralph Isom then made a motion to amend the agenda to consider action on an invoice submitted from Quality Steel, Inc., which had been personally delivered to the District at 11:12 a.m., May 8, 2018 after posting the agenda. Dave long seconded the motion. Following discussion, and upon a roll call vote taken with Dan gubler, Ralph Isom and Dave Long all voting "aye" the agenda was amended to allow discussion and action on the last received invoice. Following discussion the Commissioners unanimously approved the payment of the sum of \$54,749.00 to Quality Steel, Inc., pursuant to the submitted invoice.

4. **Discussion and Liaison Report.**

Liaison Dick Fowler reported on weed control actions taken at the grnage property. He also reported that Teton Communication was finishing the wiring on Tender # 2 and that Grover's has 3 vehicles for which they are installing various wiring and equipment.

Mr. Fowler also reported on a hay stack fire that was started by a 9 year old playing with matches improvements to the Dodge pick up truck and the tools and tool boxes that have been acquired for trucks and stations.

5. **Report of City Fire Department.** Deputy Fire Chief Coffey reported on the rural property burn restrictions issued by the Department of Lands and the call volumes for the year 2017. Those call volumes indicated approximately 450 originating within the City boundary and 170 in the County.

Deputy Chief Coffey also reported on the current status of scheduling pre-plans for structures and the fire hydrant inspection program that is going forward. He mentioned that the inspection program is voluntary and those who refuse will be required to sign a waiver that places responsibility on the property owner.

6. **County Report.** Steve Serr reported that the County is sending out all building plans for scanning so that emergency responders will have those plans available electronically. He also stated that there has been a significant increase in building plan approvals resulting from the recent hail and wind storm damage that occurred in April. did not have a special report for the meeting.

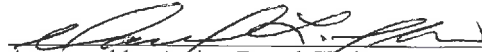
7. **Patron Input.** Councilman Jim Francis shared an observation of a large supply of old tires that have accumulated near Iona Road on a commercial property that is currently zoned IM-2 and IM-3. The commissioners stated they have been aware of the tires and have consulted with the business owner to make recommendations to reduce the growing supply and to more safely store the product. It was stated that the owner has been reminded of the nearby propane storage tanks and that various contacts have been made by DEQ, the County planning office and others regarding potential hazards relating to the storage of large volumes of used tires.

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 1:42 p.m.

Approved the 12<sup>th</sup> day of June, 2018.



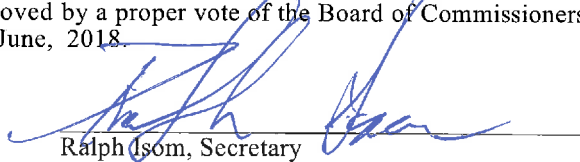
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Douglas R. Nelson, assistant secretary



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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 12<sup>th</sup> day of June, 2018.



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Ralph Isom, Secretary

**Bonneville County Fire Protection District #1  
Summary of Accounts Payable  
May 8, 2018**

| Vendor                      | Purchase          | Invoice Date | Due Date     | Invoice Amount   | Discount Available | Net Amt Due      |
|-----------------------------|-------------------|--------------|--------------|------------------|--------------------|------------------|
| Dick Fowler                 | Apr consulting    | 04/30/18     | Upon receipt | 1,000.00         |                    | 1,000.00         |
| Nelson Hall Parry Tucker PA | Apr consulting    | 04/30/18     | Upon receipt | 4,550.70         |                    | 4,550.70         |
| Cooper Norman               | Apr consulting    | 04/30/18     | Upon receipt | 1,181.13         |                    | 1,181.13         |
| Century Link                | 208-524-9124      | 04/10/18     | pd online    | 98.12            |                    | 98.12            |
| CableOne                    | 4/23-5-22 billing | 05/07/18     | pd online    | 79.53            |                    | 79.53            |
| Intermountain Gas           | 144 S 55th W      | 04/30/18     | pd online    | 50.06            |                    | 50.06            |
|                             | 370 E 65thS       | 05/03/18     | pd online    | 88.24            |                    | 88.24            |
|                             | 5990 S 45th W     | 04/03/18     | pd online    | 9.50             |                    | 9.50             |
| Rocky Mountain Power        | 4/24/2018         | 04/24/18     | Upon receipt | 327.63           |                    | 327.63           |
| Cheyenne Smith              | 8970188           | 04/29/18     | Upon receipt | 3,806.00         |                    | 3,806.00         |
| Dan Gubler                  | 4/10/2018         | 05/07/18     | Upon receipt | 164.59           |                    | 164.59           |
| State Insurance Fund        | 2018-2019         | 04/20/18     | Upon receipt | 150.00           |                    | 150.00           |
|                             | <b>Total</b>      |              |              | <b>11,505.50</b> |                    | <b>11,505.50</b> |

| <u>Financial Institution</u>          | <u>Amount</u>      | <u>Current Interest Rate</u>                      |
|---------------------------------------|--------------------|---|
| Idaho Central Credit Union            | matures 11/14/2018 | 259,508.27 1.739%                                 |
| Mountain America Federal Credit Union | matures 3/12/2019  | 273,072.15 2.200%                                 |
| Westmark                              | matures 1/2/19     | 262,283.48 1.75%                                  |
| Citizens Community Bank               | matures 3/24/19    | 256,094.65 1.30%                                  |
| ISU CU                                | matures 5/2/19     | 256,018.86 1.00%                                  |
| ISU Credit Union                      |                    | 25,606.36 0.05%                                   |
| Bank of Commerce                      | matures 5/18/2019  | 273,269.83 1.20%                                  |
| Connections CU CD                     | mature 6/1/2018    | 257,390.65 1.00%                                  |
| DL Evans                              | matures 9/27/2019  | 250,000.00 1.50%                                  |
| LGIP                                  |                    | 935,156.01 1.5723%                                |
| Connections savings                   |                    | 31.37   |
| Idaho Central Credit Union Savings    |                    | 25.00   |
| Mountain America Federal Credit Union |                    | 25.00   |
| Westmark Savings                      |                    | 25.17   |
| ISU Credit Union                      |                    | 25.00 0.01%                                       |
| Zions Bank                            |                    | 128.01 0.00% Not a fixed rate-fluctuates monthly. |
| Bank of Commerce                      |                    | 68,628.37   |
| Bank of Commerce MM                   |                    | 33,254.69 0.15%                                   |
| <b>TOTAL</b>                          |                    | <b>3,150,542.87</b>                               |

| Fiscal year 2017/2018        |   |                     |
|------------------------------|---|---------------------|
| City of Idaho Falls payments |   |                     |
| Due                          |   |                     |
| October                      | X | 402,990.00          |
| January                      | X | 402,990.00          |
| April                        | X | 402,990.00          |
| July                         |   | 402,990.00          |
| <b>Total</b>                 |   | <b>1,611,960.00</b> |

Authorization to pay bills



## BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

## Profit &amp; Loss Budget vs. Actual

October 2017 through April 2018

05/08/18

Accrual Basis

|   | Oct '17 - Apr 18    | Budget              | \$ Over Budget     | % of Budget   |
|---|---------------------|---------------------|--------------------|---------------|
| <b>Income</b>                           |                     |                     |                    |               |
| 400.0 · Tax Revenues                    | 1,463,574.13        | 1,433,296.00        | 30,278.13          | 102.1%        |
| 410.00 · Interest Income                | 20,308.14           | 9,338.00            | 10,970.14          | 217.5%        |
| <b>Total Income</b>                     | <b>1,483,882.27</b> | <b>1,442,634.00</b> | <b>41,248.27</b>   | <b>102.9%</b> |
| <b>Expense</b>                          |                     |                     |                    |               |
| 542.00 · Equipment Rent                 | 432.48              | 0.00                | 432.48             | 100.0%        |
| 500.00 · Advertising                    | 0.00                | 294.00              | -294.00            | 0.0%          |
| 505.00 · Auto                           | 529.82              | 1,169.00            | -639.18            | 45.3%         |
| 510.00 · Bank Charges                   | -12.15              | 57.75               | -69.90             | -21.0%        |
| 520.00 · Capital Outlay                 | 127,732.29          | 233,500.00          | -105,767.71        | 54.7%         |
| 530.00 · Commissioners Travel           | 1,174.11            | 0.00                | 1,174.11           | 100.0%        |
| 535.00 · Dues & Subscriptions           | 1,000.00            | 1,000.00            | 0.00               | 100.0%        |
| 550.00 · Ins - Fire, Auto & Liab.       | 630.47              | 700.00              | -69.53             | 90.1%         |
| 569.00 · Accounting Costs               | 11,522.43           | 9,916.65            | 1,605.78           | 116.2%        |
| 570.00 · Legal Costs                    | 16,240.54           | 17,500.00           | -1,259.46          | 92.8%         |
| 571.00 · Consulting Services - Website  | 0.00                | 1,166.65            | -1,166.65          | 0.0%          |
| 572.00 · Contract Services-Inspections  | 0.00                | 11,666.65           | -11,666.65         | 0.0%          |
| 573.00 · Consulting                     | 7,000.00            | 7,000.00            | 0.00               | 100.0%        |
| 574.00 · Contract Services-Machine Hire | 0.00                | 875.00              | -875.00            | 0.0%          |
| 575.00 · Maintenance/Operation          | 65.00               | 11,666.65           | -11,601.65         | 0.6%          |
| 585.00 · Office Expense                 | 2,810.83            | 1,458.35            | 1,352.48           | 192.7%        |
| 615.00 · Repairs - Equipment            | 6,712.98            | 13,416.65           | -6,703.67          | 50.0%         |
| 625.00 · Supplies                       | 651.94              | 6,058.50            | -5,406.56          | 10.8%         |
| 630.00 · Taxes & Licenses               | 211.00              | 0.00                | 211.00             | 100.0%        |
| 633.00 · Payroll Taxes                  | 1,124.55            | 2,216.65            | -1,092.10          | 50.7%         |
| 640.00 · Utilities                      | 4,494.42            | 4,083.35            | 411.07             | 110.1%        |
| 645.00 · Wages                          | 14,700.00           | 14,700.00           | 0.00               | 100.0%        |
| 700.00 · Payments - City of Idaho Falls | 1,208,970.00        | 1,208,970.00        | 0.00               | 100.0%        |
| <b>Total Expense</b>                    | <b>1,405,990.71</b> | <b>1,547,415.85</b> | <b>-141,425.14</b> | <b>90.9%</b>  |
| <b>Net Income</b>                       | <b>77,891.56</b>    | <b>-104,781.85</b>  | <b>182,673.41</b>  | <b>-74.3%</b> |

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1**

**NOTICE AND AGENDA FOR MONTHLY MEETING  
May 8, 2018**

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, May 8, 2018 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 regular meeting held April 10, 2018.
3. Review and action on April, 2018 monthly bills and financial statement (Terri Gazdik)
4. District Liaison Report on pending matters, including status of requests for proposals on new west side storage facility.
5. Report from Idaho Falls Fire Chief
6. Comments or reports from Bonneville County and City of Ammon
7. Comments from public.
8. Recess/Adjournment

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