

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

Minutes of Regular Meeting held June 12, 2025

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular meeting of Commissioners on Thursday the 12th of June, 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, David Long, Derik Nielsen, and Dana Kirkham were present. Commissioner Tyler Gebbs was absent. The following were also present: Attorney Doug Nelson, Attorney Jessica Steadman, District Communications Office Richard Fowler, Resident Randy Virgil, Bonneville County Fire District Chief Jon Molbert, Ammon Deputy Fire Chief Paul Radford, Accountant Terri Gazdik, Accountant Beth Lange, Sherry Glick, James Hitch (via Zoom at approximately 12:07 p.m.) And Wynn (via Zoom at approximately 12:07 p.m.). 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.

1. Call to Order. The meeting was called to order at 12:07 p.m. by Chairman Ralph Isom.
2. Approval of Minutes. Minutes of the regular meeting of Commissioners held May 8, 2025, were reviewed. A motion to accept the regular meeting minutes was made by Dana Kirkham and seconded by Derik Nielsen. Said motion carried unanimously. Minutes of the special meeting of Commissioners held on May 16, 2025, were reviewed. A motion to accept the special meeting minutes was made by Dana Kirkham and seconded by Derik Nielsen. Said motion carried unanimously. Minutes of the special meeting of Commissioners held on May 7, 2025, were reviewed. A motion to accept said special meeting minutes was made by Dana Kirkham and seconded by Derik Nielsen. Said motion carried unanimously.
3. Monthly Financial Report and Bill Authorization. The summary of accounts payable dated May 8, 2025, prepared and submitted by Accountant Terri Gazdik, were reviewed with a total expenditure of \$31,670.86. Ms. Gazdik reported on the City of Idaho Falls payment coming due in July as well as the 6-month property tax remittance. Dana Kirkham brought to attention that the Fire District is currently over-budget by approximately \$109,421.77. That is primarily due to Capital Outlay. However, Ms. Gazdik stated there is no indication the Fire District will be over budget at the end of the year. For the Ammon area, Jon Molbert noted that the "Rural Firefighter Training" was completed for three (3) people costing approximately \$4,200.00, and said expense was not included in the initial budget but should be in the future. Following discussion, a motion was made by David Long and seconded by Dana Kirkham and unanimously accepted to approve the total expenditure of \$31,670.86.
4. **EXECUTIVE SESSION:** At approximately 12:24 p.m., Dana Kirkham moved that the commissioners enter into Executive Session pursuant to Idaho Code Section 74-206A(1)(j) to consider labor contract matters and Idaho Code Section 74-206A(1)(a) to consider a labor

contract offer or to formulate a counteroffer and 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 being litigated but imminently likely to be litigated. The motion was seconded by Derik Nielsen. The motion carried by the following vote: Aye-Dana Kirkham, David Long, Ralph Isom, Derik Nielsen, and Richard Fowler. Nay-None.

The Commissioners for the Bonneville County Fire Protection District No. 1 met in Executive Session on Thursday June 12, 2025, at the offices of Nelson Hall Parry Tucker, PLLC located at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 at approximately 12:25 p.m.

There was present:

- Commissioner David Long
- Chairman Ralph Isom
- Commissioner Derik Nielsen
- Commissioner Dana Kirkham
- District Operations Officer Richard Fowler
- Attorney Douglas Nelson
- Attorney Jessica Steadman

The session was called pursuant to Idaho Code Section 74-206(1)(j) to consider labor contract matters and Idaho Code Section 74-206(1)(a) to consider a labor contract offer or to formulate a counteroffer and 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 being litigated but imminently likely to be litigated.

At approximately 12:49 p.m., the Executive Session was closed.

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

a. Operations Report. Richard Fowler, Operations Officer, gave his monthly report, which included updates on the new fire truck acquired from Bonneville Joint School District No. 93. Namely that it is being outfitted with the proper equipment and will be ready for use shortly. Mr. Folwer also reported that the District experienced a fairly light month with no structural fires.

b. Report from City of Idaho Falls Fire Department. Deputy Chief Paul Radford gave us a report regarding Idaho Falls Fire Department activity and needs. He stated it was a quiet month with no structural fires, only bush fires. Paul Radford indicated that one of their fire trucks has been out of service for six (6) months due to a wiring issue. He has been working with the mechanics to have it fixed and hopes to have it back in service as soon as possible.

c. Report from Ammon Area Fire Activity. Chief Jonathan Molbert gave a report regarding Ammon Area fire responses activity needs. He reported there were thirty-four (34) calls, a hazardous material release, and a victim extraction from playground equipment. The extraction resulted in no harm to the child or damage to the playground equipment. Dana Kirkham recommended notifying the City of Idaho Falls ("City") of the issue to ensure it does not happen again. Chief Molbert reported the City has been notified and is working to address the matter. He also reported that Jason Howard has been newly promoted to A Shift Captain. In compliance with Dana Kirkham's request at the Fire District Meeting on May 8, 2025, Jon Molbert brought

data on the Fire District's response times on calls from January 1, 2024 through December 31, 2025. The same was provided to Doug Nelson and Commissioners but was not discussed at this meeting.

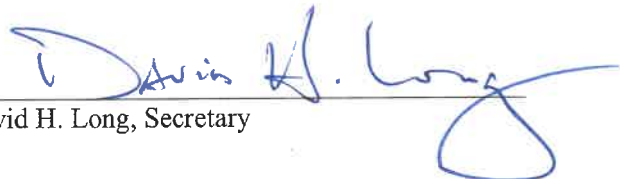
6. Public Comment. Randy Virgil asked whether the District has looked at cost for a storage facility, which had been brought up at a meeting approximately four (4) months ago. Dana Kirkham responded that the Fire District needs to work on other decisions which will affect the same before looking at that issue. She stated the upcoming meeting with the City of Idaho Falls will be paramount to that. No further public comments were made.
7. Adjournment. There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn by David Long and seconded by Derik Nielsen with unanimous approval at approximately 12:59 p.m.

Approved the 10th day of July, 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 10th day of July, 2025.


David H. Long, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
NOTICE AND AGENDA FOR MONTHLY MEETING
June 12, 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, June 12, 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 May 8, 2025.
Action: Approve minutes of regular meeting held on 5/8/2025.
3. Review and approval of minutes for special meeting held on May 16, 2025.
Action: Approve minutes of special meeting held on 5/16/2025.
4. Review and approval of minutes for special meeting/workshop held on May 7, 2025.
Action: Approve minutes of special meeting held on 5/7/2025.
5. Review and action on June 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 provisions of:
 - Idaho Code Section 74-206(1)(j) to consider labor contract matters and/or Idaho Code Section 74-206A(1)(a) to consider a labor contract offer or to formulate a counteroffer.
 - 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 being 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.
 - 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 May 8, 2025, regular meeting minutes.
 - (b) Approval of May 16, 2025, special meeting minutes.
 - (c) Approval of May 7, 2025, special meeting/workshop minutes.

(d) Approval of monthly bills and financial report.

(e) Enter into Executive Session by roll call vote.

10. Recess/Adjournment

Bonneville County Fire Protection District No. 1, Derik M. Nielsen, Dana Kirkham, David H. Long, Ralph Isom, and Tyler Gebbs,
Commissioners.

Bonneville County Fire Protection District #1
Summary of Accounts Payable
June 12, 2025

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Net Amt Due
Nelson Hall Parry Tucker PA	May invoice	05/31/25	Upon receipt	3,867.85	3,867.85
Cooper Norman	Inv 181441	06/05/25	Upon receipt	5,385.00	5,385.00
Rocky Mountain Power	S 55th	06/09/25	pd online	142.31	142.31
	2137 S Ammon	5/6,6/6	pd online	334.33	334.33
	2137 S Ammon	5/7,6/7	pd online	1,241.31	1,241.31
Intermountain Gas	144 S 55th W	05/30/25	pd online	101.58	101.58
	2137 S Ammon	06/02/25	pd online	76.04	76.04
	3575 Brookfield Lane	06/02/25	pd online	22.36	22.36
Cardmember Services	#8581	06/06/25	Upon receipt	3,085.04	3,085.04
	#4788	06/06/25	Upon receipt	84.56	84.56
	#0216	06/06/25	Upon receipt	1,603.08	1,603.08
Allied Business Solutions	Inv AR552560	56/25	Upon receipt	20.91	20.91
ALSCO	LBLA2582364,2585977,2589522	5/7,5/21,6/4	Upon receipt	422.46	422.46
BPA	Inv 606970	06/01/25	Upon receipt	78.75	78.75
City of Ammon	2137 S Ammon	05/30/25	Upon receipt	158.60	158.60
	3575 Brookfield	05/30/25	Upon receipt	113.31	113.31
City of Ammon	Inv 10573	05/14/25	Upon receipt	1,224.52	1,224.52
	inv 10623	06/03/25	Upon receipt	1,029.63	1,029.63
D & L Cleaners	May stmt	06/01/25	Upon receipt	184.70	184.70
Hillman Power Systems	Inv 209	05/14/25	Upon receipt	1,193.87	1,193.87
Idaho Furnace Plumbing Source	Inv 35871189	05/30/25	Upon receipt	218.75	218.75
LN Curtis	Inv 944177,992455,993858	5/2, 5/9,5/28	Upon receipt	10,297.58	10,297.58
O'Reilly	Inv 3832-289985, 3832-291659	5/30,6/4	Upon receipt	648.50	648.50
Wex	May stmt	5/1/2025	Upon receipt	135.82	135.82
Total				31,670.86	31,670.86



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	269,363.63	4.18%
Mountain America Federal Credit Union	matures 9/20/2026	327,723.30	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	286,615.88	4.00%
Bank of Commerce CD #6216	matures 6/11/26	314,351.59	3.74%
Connections CU CD	matures 6/13/25	297,666.87	4.91%
DL Evans	matures 4/30/2026	289,513.49	4.18%
LGIP		4,545,315.55	4.36%
Stifel		549,073.43	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		50,537.65	0.50%
Bank of Commerce		144,170.92	

TOTAL

7,972,565.45

Fiscal year	2024-2025
City of Idaho Falls payments	
Due	
October x	437,078.72
January x	437,078.27
April x	437,078.50
July	437,078.50
Total	1,748,313.99

Authorization to pay bills

4:43 PM

06/11/25

Accrual Basis

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1**Profit & Loss Budget vs. Actual****October 2024 through May 2025**

	Oct '24 - May 25	Budget	\$ Over Budget	% of Budget
Income				
400.00 · Tax Revenues	2,955,467.55	2,698,497.90	256,969.65	109.5%
410.00 · Interest Income	233,698.62	220,000.00	13,698.62	106.2%
420.00 · Miscellaneous Income	119,998.69	119,546.00	452.69	100.4%
Total Income	3,309,164.86	3,038,043.90	271,120.96	108.9%
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%
500.00 · Advertising - Other	2,400.00	6,666.68	-4,266.68	36.0%
Total 500.00 · Advertising	9,956.67	6,666.68	3,289.99	149.3%
505.00 · Auto - Fuel & Oil	10,481.09	13,333.32	-2,852.23	78.6%
510.00 · Bank Charges	162.83	0.00	162.83	100.0%
520.00 · Capital Outlay	526,145.69	66,660.00	459,485.69	789.3%
530.00 · Travel	1,084.37	0.00	1,084.37	100.0%
535.00 · Dues & Subscriptions	1,791.75	3,320.00	-1,528.25	54.0%
550.00 · Ins - Fire, Auto & Liab.	15,650.50	12,500.00	3,150.50	125.2%
568.00 · Audit Fees	18,950.00	20,000.00	-1,050.00	94.8%
569.00 · Accounting Costs	33,740.00	42,000.00	-8,260.00	80.3%
570.00 · Legal Costs	44,306.85	48,000.00	-3,693.15	92.3%
572.00 · Contract Services - Fires	494.68	0.00	494.68	100.0%
575.00 · Building Maintenance/Operation	11,221.88	13,360.00	-2,138.12	84.0%
576.00 · Ground Repair & Maint	18,067.50	0.00	18,067.50	100.0%
580.00 · Miscellaneous	2,337.76	0.00	2,337.76	100.0%
581.02 · Clothing & Uniforms - Ammon	9,013.46	0.00	9,013.46	100.0%
582.02 · Personal Protective Equip-Ammon	21,239.22	0.00	21,239.22	100.0%
583.02 · Postage - Ammon	174.62	0.00	174.62	100.0%
585.00 · Office Supplies/Expense	353.30	0.00	353.30	100.0%
586.00 · Training & Certification	13,094.93	5,000.00	8,094.93	261.9%
615.00 · Repairs & Maint - Equipment	14,446.55	32,668.00	-18,221.45	44.2%
616.00 · Vehicle Repair & Maintenance	16,604.92	0.00	16,604.92	100.0%
625.00 · Supplies	17,738.48	43,360.00	-25,621.52	40.9%
630.00 · Taxes & Licenses	1,247.50	0.00	1,247.50	100.0%
640.00 · Utilities	18,770.95	16,668.00	2,102.95	112.6%
644 · Payroll, Benefits, & Taxes				
645.00 · Wages & Salaries				
645.01 · Salaries - BCFD	0.00	54,000.00	-54,000.00	0.0%
645.02 · Salaries - Ammon	968,630.27	1,067,039.00	-98,408.73	90.8%
645.00 · Wages & Salaries - Other	-600.00	0.00	-600.00	100.0%
Total 645.00 · Wages & Salaries	968,030.27	1,121,039.00	-153,008.73	86.4%
647.00 · Employee Benefits				
648.00 · Insurances - Employee	199,645.62	164,000.00	35,645.62	121.7%
648.11 · HSA	20,997.39	19,200.00	1,797.39	109.4%
648.12 · PERSI	127,071.68	120,000.00	7,071.68	105.9%
648.13 · HRA	7,555.78	16,000.00	-8,444.22	47.2%
647.00 · Employee Benefits - Other	630.00	0.00	630.00	100.0%
Total 647.00 · Employee Benefits	355,900.47	319,200.00	36,700.47	111.5%
650.00 · Wages - Tax Employer	72,231.12	83,200.00	-10,968.88	86.8%
Total 644 · Payroll, Benefits, & Taxes	1,396,161.86	1,523,439.00	-127,277.14	91.6%
655.00 · Workmens Compensation	77,127.00	38,668.00	38,459.00	199.5%
660.00 · IT	36,489.87	50,668.00	-14,178.13	72.0%
700.00 · Payments - City of Idaho Falls	1,311,235.50	1,311,236.00	-0.50	100.0%
Total Expense	3,628,089.73	3,247,547.00	380,542.73	111.7%
Net Income	-318,924.87	-209,503.10	-109,421.77	152.2%