

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
Minutes of Regular Meeting held May 14, 2013

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Tuesday the 14th day of May, 2013, at the offices of Nelson Hall Parry Tucker, P.A., at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:00 p.m.

The following were present:

Commissioners Dave Long, Ralph Isom, and Dan Gubler were present, in person. The following were also present: Dick Fowler, District Liaison; Legal Counsel, Douglas R. Nelson; County Planning Administrator Steve Serr; District Accountant, Terri Gazdik and I. F. Fire Chief, Dean Ellis. Also present was Dana Izatt, CPA the appointed outside auditor of the Fire District.

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 12:10 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 at 12:00 p.m. on April 9, 2013, were reviewed. A motion to approve the minutes was made by Ralph Isom, seconded by Dave Long and the same was unanimously approved. Minutes of the Special Meeting held April 25, 2013 were also reviewed and approved unanimously.
3. **Approval-Monthly Accountant Report and Bill Authorization.** The summary of accounts payable dated May 14, 2013, prepared and submitted by Accountant, Terri Gazdik was reviewed. (copy attached). In addition one bill relating to storage was revised from \$80 to \$880 in order to provide for a full year payment. Mr. Long moved to pay the bills in the total sum of \$10,347.55 and approve the financial report. This motion was seconded by Mr. Isom and approved unanimously.

Time was then turned to Dana Izatt to review the annual audit and the management report for the year ending September 30, 2012 and the auditors governance letter. It was noted that the current years excess revenue was \$102,835.00. However, the auditor pointed out that if the current contract formula with the City of Idaho Falls remains in place that the Fire District is projected to be unable to meet its current obligations from

the expected revenues within 18 to 24 months. The auditor stated that the excess revenue was quite "thin" in relation to total revenue and the projected near term operation costs if the current contract formula is extended. He further stated that the position of the Fire District does not indicate an ability to budget for abnormally large future expenditures for proposed construction of facilities, equipment or staffing expansion.

Following the auditor's presentation Ralph Isom moved to accept the audit and Dave Long seconded the motion. The same was then passed unanimously.

4. **Old Business.** No other old business was presented.
5. **Report by Dick Fowler.** District Liason Fowler stated that the new truck should be completed by the end of the following week and the group then discussed possible dispositions of the old truck. Budget issues were briefly discussed. Mr Fowler reported that he had spoked with a realtor regarding the possible purchase of a parcel on York Road subject to platting and a reasonable price.
8. **Other Business/Reports.** Dean Ellis reported regarding a fire in the Cloverdale subdivision which caused approximately \$140,000 in damage. He also responded to general questions regarding the City of Idaho Falls projected fire budget and expenses for the upcoming fiscal year. Steve Serr reported briefly regarding south end area commercial property and the prospect of new development.
9. **Executive Session.** At 1:37 p.m. Ralph Isom moved to adjourn into executive session in accordance with Title 67 of the Idaho Code for the purpose of discussing contract liability and negotiation issues relating to the provision of services by the City of Idaho Falls, A roll call vote was taken and Ralph Isom, Dave Long and Dan Gubler each voted in favor of the resolution, thus approving the same unanimously. At 2:15 p.m. the commissioner adjourned their executive session and upon motion made seconded and unanimously approved reconvened in open session.
10. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting, a motion was made, seconded and unanimously adopted to adjourn the meeting at 2:18 p.m.

Approved this 11th day of June, 2013.



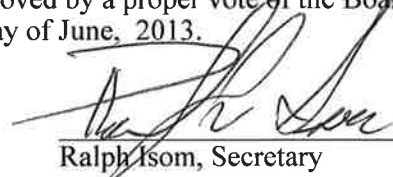
Douglas R. Nelson, Assistant Secretary



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 11th day of June, 2013.



Ralph Isom, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING May 14, 2013

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 14, 2013 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 April 9, 2013 regular monthly meeting.
3. Review and action on April, 2013 monthly bills and financial statement (Terri Gazdik)
4. Outside auditor's report. (Dana Izatt, CPA)
5. District Liaison Report on pending matters. (Dick Fowler)
6. Report from Idaho Falls Fire Chief (Dean Ellis)
7. Discussion and Report on Old Business, including resolution authorizing signatures on depository accounts held by the Fire District
8. New Business issues as brought by patrons and participants.
9. Executive Session to discuss contract negotiation and obtain legal advise
10. 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
May 14, 2013**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	Consulting (March)		Upon receipt	750.00		750.00
Nelson Hall Parry Tucker PA	March Legal	05/02/13	Upon receipt	2,600.05		2,600.05
Cooper Norman	March Consulting	04/29/13	4/30/2013	1,422.50		1,422.50
Red, Inc.	Website hosting	03/22/13	Upon receipt	47.50		95.00
	Website hosting	04/19/13	Upon receipt	47.50		
Lincoln Storage	Storage	04/18/13	5/1/2013	80.00		80.00
Seale Hart & Associates PLLC	Audit Financial Statement	05/09/13	Upon Receipt	4,600.00		4,600.00
	Total			9,547.55		9,547.55

Full yr. 880.00

Current Interest Rate

Fiscal year 2012/2013		
<u>City of Idaho Falls payments Due</u>		
October	X	384,806.25
January	X	384,806.25
April	X	384,806.25
July		384,806.25
Total		1,539,225.00
<u>New Construction money Due</u>		
3/1/2013	X	10,922.50
9/1/2013		10,922.50
		21,845.00

Key Bank Matures 12/17/14	#12113820783304	248,493.36	0.25%
Key Investment Services	#HU3-045198	527,833.85	
Scenic Falls - Other Accts.	Share Acct.	33.30	0.25%
Bank of Commerce Matures 01/06/13	#3801005809	208,761.32	0.60%
Bank of Commerce Matures 01/04/14	#3801005810	265,931.55	0.60%
Bank of Commerce Matures 06/05/13	#3801005753	265,886.36	0.80%
Bank of Commerce Matures 05/31/13	#3801005752	268,023.25	0.80%
Idaho Central Credit Union Savings	702026946	25.00	
Zions Bank	Money Market #473607265	225,626.86	0.20%
Bank of Commerce	Checking #1101177732	114,726.14	
Bank of Commerce	Money Market #1101193507	157,958.37	0.08%
Bank of Idaho	Money Market/Sweep AIM Tax Free Muni	249,960.39	
	TOTAL	2,533,259.75	

Required savings account to open account

Not a fixed rate-fluctuates monthly.

Non Interest bearing (net of current month checks)

250,348.75 market value
388.36 unrealized gain on investment

Authorization to pay bills



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Douglas R. Nelson
Blake G. Hall
Scott R. Hall
Steven R. Parry
Brian T. Tucker
Wiley R. Dennert
Sam L. Angell
Weston S. Davis
Nathan R. Starnes
W. Joe Anderson
(1923-2002)

490 Memorial Drive
PO Box 51630
Idaho Falls, ID 83405-1630
Phone: (208) 522-3001
Fax: (208) 523-7254
e-mail: nhpt@nhptlaw.net
www.nhptlaw.com

May 7, 2013

Dana Izatt
Searle Hart & Associates
P.O. Box 519
Rexburg, Idaho 83440

Re: Bonneville County Fire Protection No. 1

Dear Mr. Izatt:

I am writing this letter in response to your request regarding the status of claims involving Bonneville County Fire Protection No. 1 ("District") for the audit period of October 1, 2011 through September 30, 2012.

Our office serves as legal counsel to the District and I serve as assistant secretary for the purpose of preparing minutes of the regularly held meetings. I have previously provided you with copies of Minutes taken during the audit period.

There are no pending legal actions, claims or threats of claims known to our office which would have a material impact on the District for the audit period and, the period including through the date of this letter. The District does not have an outstanding obligation to this firm other than the current monthly billing.

It is my understanding that you will attend the regular meeting of the District to be held on Tuesday, May 14, 2013 at our office for the purpose of reviewing your audit with the Commissioners.

Thank you for your assistance.

Sincerely,

Douglas R. Nelson

Enclosures

cc: Terri Gazdik

David Long

Dan Gubler

Ralph Isom

Dick Fowler