

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
Minutes of Regular Meeting held January 12, 2016

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 12th day of January, 2016, at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:15 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; Legal Counsel, Douglas R. Nelson; District Accountant, Terri Gazdik; City of Idaho Falls Fire Chief Dave Hanneman; Deputy Chief David Coffey; 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. Notices were timely posted of such change.

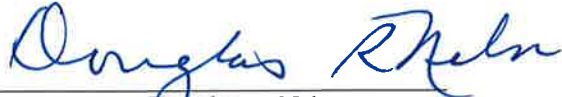
It was declared that a Quorum of Commissioners were present and due notice of the meeting had been posted in accordance with law.

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 December 8, 2015 were reviewed. A motion to approve the minutes was made by Ralph Isom, seconded by Dan Gubler, and the same was approved by majority vote.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated January 12, 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 \$2,047,586.23 was approved. A copy of the report is attached to these minutes.
4. **Report by Dick Fowler.** Fire District Liaison, Dick Fowler, gave the following reports:
 - A. Mention of few fire calls in the preceding month. One garage fire originating from a space heater located near combustibles was noted.
 - B. A discussion regarding the additional build out of the interior of new fire station buildings took place. It was mentioned that 8 bidders were expected to submit bids and the plan was to open the bids on Tuesday, January 19, 2016 at 2:30 p.m. at a meeting which has been properly notice at 490 Memorial Drive, Idaho Falls, Idaho 83402.
 - C. Mr. Fowler reviewed the bids for new hose for the pumper truck. He is looking at 150 feet of 1 1/2 inch hose. Ralph Isom move to accept the Waterax bid of \$6,732.00. David Long seconded the motion and it passed unanimously.
 - D. Dick Fowler reminded the group of the annual Fire District holiday gathering set for 6:30 p.m. on Wednesday, February 10, 2016 at the Copper Rill restaurant.

6. **City of Idaho Falls Report.** The City Fire Department Chief Dave Hannamen reported on the following:
 - A. The City Fire Department has process 5 retirements at 2015 year end.
 - B. The City is continuing to hire 12 fire fighters which are expected to graduate from the 8 week fire academy by the end of February and that the city expect 4 more hires in the first quarter of 2016.
 - C. The City is expecting to spend considerable time in 2016 with training and staffing updates and a number of promotions. The Department is working to fill more driver positions as it is approximately 5 drivers short at the present time. The Department is considering a reduced years of service requirement in order to create a better pool of potential drivers.
 - D. It was reported that work is progressing on building a new CAD system and work is progressing with ISU to open a new paramedic program in the fall of 2016. There are presently 42 applicants seeking to fill 14 positions.
 - E. The Department is in the process of crating a management team group to recommend and approve a 5 year fire plan. That group expects to work and consult with the Fire District in completing an appropriate plan. The plan will look at response standard which should consider the growth taking place in the City and the County.
7. **County Report.** Steve Serr reported that a new Volvo truck shop is under planning for the Andrus commercial subdivision near the existing Watkins and Freightliner buildings. It was also reported that the new Sheriff's Office at Lincoln Drive is expected to be available for use by June of 2016.
8. **Discussion.** It was discussed that the February meeting should include preliminary discussions regarding a methodology for establishing the 2016/2017 review and negotiation for a renewed agreement between the City and the Fire District.
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 1:23 p.m.

Approved this 9th day of February, 2016.



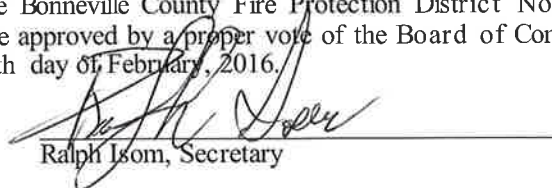
Assistant Secretary, Douglas R. Nelson



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 9th day of February, 2016.



Ralph Isom, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

**NOTICE AND AGENDA FOR MONTHLY MEETING
January 12, 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, January 12, 2016 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 December 8, 2015 regular monthly meeting.
3. Review and action on December, 2015 monthly bills and financial statement (Terri Gazdik)
4. District Liaison Report on pending matters, including the interior build out on the two new fire stations and equipment needs.
5. Report from Idaho Falls Fire Chief
6. Comments or reports from Bonneville County and City of Ammon
7. Business as brought by patrons and participants.
- 8.. 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
January 12, 2016**

| Vendor | Purchase | Invoice Date | Due Date | Invoice Amount | Discount Available | Net Amt Due |
|-----------------------------|--|----------------------------------|--|---------------------------|--------------------|---------------------------|
| Dick Fowler | December consulting | 12/31/15 | Upon receipt | 850.00 | | 850.00 |
| Nelson Hall Parry Tucker PA | December legal | 12/31/15 | Upon receipt | 2,612.25 | | 2,612.25 |
| Cooper Norman | December accounting | 12/31/15 | Upon receipt | 1,654.75 | | 1,654.75 |
| Century Link | 208-524-9124 208-525-4800 | 12/10/15 12/28/15 | pd online pd online | 95.04 68.24 | | 95.04 68.24 |
| Card Service | 12/8/15 billing Iona Food Mart/Targhee Fire | 12/08/15 | pd online | 1,106.63 | | 1,106.63 |
| CableOne | 12/23-1/22 billing | 11/23/15 | pd online | 78.48 | | 78.48 |
| Berggren Diesel | Inv 1572 | 11/23/15 | Upon receipt | 481.52 | | 481.52 |
| First Street Welding | Inv 89231 | 12/22/15 | Upon receipt | 6,372.23 | | 6,372.23 |
| Intermountain Gas | S 55th W E 65th S S 55th W | 12/07/16 12/07/16 01/07/16 | Upon receipt Upon receipt Upon receipt | 143.81 29.85 279.87 | | 143.81 29.85 279.87 |
| ISFCA | 2016 ISFCA membership | 12/31/15 | Upon receipt | 1,000.00 | | 1,000.00 |
| Rocky Mountain Power | 12/20 billing | 12/20/16 | pd online | 209.51 | | 209.51 |
| City of Idaho Falls | Jan payment | 01/01/16 | Upon receipt | 399,093.75 | | 399,093.75 |
| Idaho Steel Products | Inv 131885 | 12/21/15 | Upon receipt | 1,718.00 | | 1,718.00 |
| Total | | | | 415,793.93 | | 415,793.93 |

| Financial Institution | Amount | Current Interest Rate | |
|--|--------------|-----------------------|--|
| Idaho Central Credit Union Matures 2/22/16 | 253,206.27 | 1.244% | |
| Key Bank CD Matures 8/10/16 | 253,984.09 | 1.00% | |
| Mountain America Federal Credit Union matures 3/12/2019 | 260,016.49 | 2.200% | |
| Westmark matures 1/31/17 | 255,708.30 | 1.25% | |
| Citizens Community Bank matures 3/24/16 | 251,236.59 | 0.98% | |
| Connections CU matures 9/24/16 | 251,731.91 | 1.00% | |
| ISU CU matures 4/23/16 | 250,516.55 | 0.30% | |
| Scenic Falls - Other Accls. | 33.37 | 0.178% | |
| Scenic Falls CD matures 11/21/16 | 250,340.82 | 1.244% | |
| Bank of Commerce Matures 8/18/16 | 269,437.54 | 0.50% | |
| Idaho Central Credit Union Savings | 25.00 | | |
| Mountain America Federal Credit Union | 25.00 | | |
| Westmark Savings | 25.08 | | |
| ISU Credit Union | 22.85 | 0.01% | |
| Zions Bank | 86,506.28 | 0.15% | Not a fixed rate-fluctuates monthly. |
| Bank of Commerce | (340,334.44) | | Non Interest bearing (net of current month checks) |
| Bank of Commerce | 5,104.53 | 0.08% | |
| TOTAL | | 2,047,586.23 | |

| Fiscal year 2015/2016 City of Idaho Falls payments | | |
|---|---|--------------|
| Due | | |
| October | X | 399,093.75 |
| January | | 399,093.75 |
| April | | 399,093.75 |
| July | | 399,093.75 |
| Total | | 1,596,375.00 |

Authorization to pay bills 

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October through December 2015

01/12/16

Accrual Basis

| | <u>Oct - Dec 15</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|---|---------------------|--------------------|-----------------------|--------------------|
| Income | | | | |
| 430.00 · Proceeds from Sale of Assets | 5,000.00 | | | |
| 400.0 · Tax Revenues | 102,695.38 | 100,000.00 | 2,695.38 | 102.7% |
| 410.00 · Interest Income | 3,905.17 | 4,506.00 | -600.83 | 86.7% |
| Total Income | 111,600.55 | 104,506.00 | 7,094.55 | 106.8% |
| Expense | | | | |
| 542.00 · Equipment Rent | 6,586.13 | 124.97 | 6,461.16 | 5,270.2% |
| 500.00 · Advertising | 0.00 | 124.97 | -124.97 | 0.0% |
| 505.00 · Auto | 212.13 | 0.00 | 212.13 | 100.0% |
| 510.00 · Bank Charges | 2.00 | 25.03 | -23.03 | 8.0% |
| 520.00 · Capital Outlay | 28,456.51 | 120,000.00 | -91,543.49 | 23.7% |
| 535.00 · Dues & Subscriptions | 1,000.00 | 0.00 | 1,000.00 | 100.0% |
| 569.00 · Accounting Costs | 4,019.46 | 4,000.03 | 19.43 | 100.5% |
| 570.00 · Legal Costs | 8,308.67 | 8,749.97 | -441.30 | 95.0% |
| 571.00 · Consulting Services - Website | 0.00 | 250.03 | -250.03 | 0.0% |
| 572.00 · Contract Services-Inspections | 0.00 | 5,000.06 | -5,000.06 | 0.0% |
| 573.00 · Consulting | 2,550.00 | 2,550.00 | 0.00 | 100.0% |
| 574.00 · Contract Services-Machine Hire | 0.00 | 375.00 | -375.00 | 0.0% |
| 575.00 · Maintenance/Operation #4 | 170.00 | 0.00 | 170.00 | 100.0% |
| 585.00 · Office Expense | 820.81 | 250.03 | 570.78 | 328.3% |
| 615.00 · Repairs - Equipment | 816.80 | 3,750.00 | -2,933.20 | 21.8% |
| 625.00 · Supplies | 253.74 | 625.03 | -371.29 | 40.6% |
| 633.00 · Payroll Taxes | 344.25 | 405.00 | -60.75 | 85.0% |
| 640.00 · Utilities | 951.50 | 1,250.06 | -298.56 | 76.1% |
| 645.00 · Wages | 4,500.00 | 4,500.00 | 0.00 | 100.0% |
| 650.00 · Wages - Tax & Insurance | 0.00 | 250.03 | -250.03 | 0.0% |
| 700.00 · Payments - City of Idaho Falls | 399,093.75 | 399,093.75 | 0.00 | 100.0% |
| Total Expense | 458,085.75 | 551,323.96 | -93,238.21 | 83.1% |
| Net Income | -346,485.20 | -446,817.96 | 100,332.76 | 77.5% |