

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1**  
**Minutes of Regular Meeting held April 14, 2020**

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Tuesday the 14<sup>th</sup> day of April, 2020 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, David Long and Ralph Isom were present. The following were also present: District Liaison, Dick Fowler; legal counsel, Doug Nelson; and, District accountant, Terri Gazdik. Bonneville County Planning Supervisor, Steve Serr, City Fire Chief, Duane Nelson and, City Deputy Chief of Operations, John Perry were present by telephone.

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 12:02 p.m. by Dan Gubler, acting as Chairman.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on March , 10 2020 were reviewed, and following a motion made by Ralph Isom and seconded by David Long the minuets were **approved**.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated March 10, 2020, prepared and submitted by Accountant Terri Gazdik, was reviewed. Following discussion and upon motion made by Ralph Isom and seconded by David Long and unanimously accepted, the report was **approved** including a total expenditure of **\$485,530.72**.
4. **Faust Interior Build Out Bid Acceptance.** The Commissioners discussed the two bids that were received regarding the interior build out of the Faust Station and upon motion made, seconded and unanimously adopted the bid of Alan Clark Construction, LLC, in the amount of \$239,800 was accepted subject to the parties executing a final Construction Agreement and the posting by the Contractor of the required payment and performance bonds.
5. **Review and Discussion.** The following items were reported or discussed:

- a. The spring clean up of stations by B & K contractors will be performed within the next 30 days.
  - b. It was discussed that a need existed for a lawn mower to be stored and used at the Faust Station.
  - c. Chief Nelson stated that the Fire Department is approximately two weeks out from concluding data collection and will make an effort to try to reach an agreement with the Fire District for an extension of the Fire Service Agreement. Dan Gubler mentioned that the City of Ammon is currently considering seeking annexation into the Fire District but that any such annexation would not require service from the City of Idaho Falls under the Fire Service Agreement.
6. **County Report.** Steve Serr reported that the County is awaiting review of submitted of home plans for last month and new sub divisions are being looked at but nothing is presently scheduled for approval. Mr. Serr stated that the Fire District is losing taxable property as the result of annexation by the City of Idaho Falls.
7. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn was made by Dan Gubler and seconded by Ralph Isom and approved at 1:02 p.m.

Approved the 12<sup>th</sup> day of May, 2020.



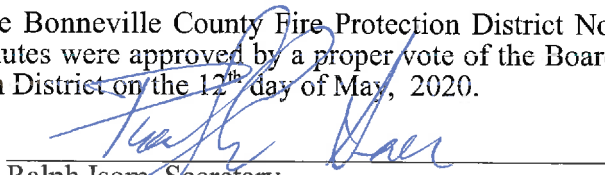
\_\_\_\_\_  
Douglas R. Nelson, Assistant Secretary



\_\_\_\_\_  
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 12<sup>th</sup> day of May, 2020.



\_\_\_\_\_  
Ralph Isom, Secretary

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

**NOTICE AND AGENDA FOR MONTHLY MEETING**

**April 14, 2020**

**NOTE: In accordance with the Proclamation from the Office of the Governor of the State of Idaho dated March 13, 2020 and subsequently updated and in order to protect the health and safety of the public, this meeting will be conducted telephonically. All who attend by phone will be able to audibly listen and participate in the meeting. Those wishing to join and participate in the meeting by phone may do so, as follows: CONFERENCE CALL ACCESS NUMBER-1 (720) 279-0026, THEN ENTER GUEST PASS CODE #8076672. If you experience difficulty with access please call TAMRA PHIPPEN at (208) 522-3001.**

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, April 14, 2020 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 of bids for Faust Fire Station interior build-out  
**Action: Approval or rejection of bids for interior build out**
3. Review and approval of minutes for the regular meeting held March 10, 2020.  
**Action: Approve minutes of regular meeting held 03/10/2020.**
4. Review and action on March, 2020 monthly bills and financial statement (Terri Gazdik). **Action: Approve monthly bills and financial report**
5. District Liaison Report on pending matters and discussion, including status and exchange of information relating to possible renewal of Fire Service Agreement with the City of Idaho Falls..  
**Action: Review and approval of time and place of annual budget hearing.**
6. Comments/ report from Idaho Falls Fire Department and Bonneville County and public.
7. **Summary of Scheduled Action Items:**
  - (a) **Approval of March 10, 2020 meeting minutes.**
  - (b) **Approval of the March, 2020 monthly bill and financial statement.**
  - (c) **Approval of bid schedule for Faust Station interior build out.**
  - (d) *Approval of time and place of annual budget hearing.*
9. Recess/Adjournment

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

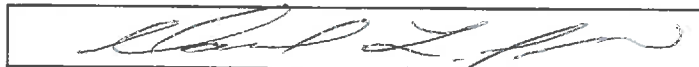
**Bonneville County Fire Protection District #1  
Summary of Accounts Payable  
April 14, 2020**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	March consulting	03/31/20	Upon receipt	1,075.00		1,075.00
Nelson Hall Parry Tucker PA	March consulting	03/31/20	Upon receipt	3,401.32		3,401.32
Cooper Norman	March consulting	03/31/20	Upon receipt	1,077.00		1,077.00
Century Link	208-524-9124 208-525-4800	03/10/20 03/28/20	pd online pd online	35.02 13.61		35.02 13.61
Rocky Mountain Power	3/25/2020	03/25/20	Upon receipt	217.78		217.78
Intermountain Gas	S 55th W S 45th W E 65th S	04/01/20 04/03/20 04/03/20	Upon receipt Upon receipt Upon receipt	103.98 74.20 126.90		103.98 74.20 126.90
Cardmember Services	Fybercom	04/05/20	Upon receipt	91.44		91.44
Dan Gubler	mileage	04/10/20	Upon receipt	148.35		148.35
Campbell's Quality Exteriors	Inv 32002 & 32001	03/24/20	Upon receipt	22,302.00		22,302.00
IRMP	10-/1/19 to 9/30/20	03/12/20	Upon receipt	902.00		902.00
Idaho Dept of Transportation	BCFD2	03/05/20	Upon receipt	23.00		23.00
Keith Kennedy	Inv - Faust Road	03/23/20	Upon receipt	3,000.00		3,000.00
Curtis Tools	Inv 376835, 376151, 377227 372685, 372266, 373146, 374258, 37090, 378421	3/19-4/2/2020	Upon receipt	6,671.13		6,671.13
Teton Communications	Inv 15051	03/16/20	Upon receipt	22,512.77		22,512.77
Municipal Emergency Services	Inv 1445299	04/07/20		3,487.22		3,487.22
City of Idaho Falls	April Total	04/01/20	Upon receipt	420,268.00 <b>485,530.72</b>		420,268.00 <b>485,530.72</b>

Financial Institution		Amount	Current Interest Rate
Idaho Central Credit Union	matures 11/28/2020	270,692.69	2.000%
Mountain America Federal Credit Union	matures 3/19/21	288,368.96	3.250%
Westmark	matures 1/2/2021	273,433.00	2.40%
Citizens Community Bank/Glacier	matures 4/24/2021	259,130.60	2.50%
ISU CU	matures 10/27/20	262,152.97	1.40%
ISU Credit Union	matures 8/21/2020	26,593.91	2.42%
Bank of Commerce CD #6216	matures 6/11/2020	280,908.82	2.00%
Connections CU CD	matures 6/01/2021	265,683.44	2.00%
DL Evans	matures 3/27/2021	255,693.70	1.75%
LGIP		2,003,587.07	1.7996%
Connections savings		31.37	
Idaho Central Credit Union Savings		25.00	
Mountain America Federal Credit Union		5.00	
Westmark Savings		25.25	
ISU Credit Union		25.00	0.01%
ISU Credit Union savings		25.70	
Bank of Commerce		-370,060.34	
Bank of Commerce MM		5,278.22	0.12%
<b>TOTAL</b>		<b>3,821,600.36</b>	

Fiscal year 2019/2020 City of Idaho Falls payments		
Due		
October	x	420,268.07
January	x	420,268.07
April	x	420,268.00
July		420,268.07
<b>Total</b>		<b>1,681,072.21</b>

Authorization to pay bills



## BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

04/14/20

## Profit &amp; Loss Budget vs. Actual

Accrual Basis

October 2019 through March 2020

	Oct '19 - Mar 20	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
400.0 · Tax Revenues	1,530,140.53	1,382,038.00	148,102.53	110.7%
410.00 · Interest Income	32,416.35	20,498.00	11,918.35	158.1%
420.00 · Miscellaneous Income	26,682.32			
<b>Total Income</b>	<b>1,589,239.20</b>	<b>1,402,536.00</b>	<b>186,703.20</b>	<b>113.3%</b>
<b>Expense</b>				
505.00 · Auto	40.26	1,252.00	-1,211.74	3.2%
520.00 · Capital Outlay	124,810.80	195,000.00	-70,189.20	64.0%
530.00 · Commissioners Travel	379.25	1,252.00	-872.75	30.3%
535.00 · Dues & Subscriptions	1,000.00	1,000.00	0.00	100.0%
550.00 · Ins - Fire, Auto & Liab.	902.00	0.00	902.00	100.0%
569.00 · Accounting Costs	8,495.50	8,752.00	-256.50	97.1%
570.00 · Legal Costs	13,705.67	18,000.00	-4,294.33	76.1%
571.00 · Consulting Services - Website	0.00	1,002.00	-1,002.00	0.0%
572.00 · Contract Services-Inspections	0.00	7,500.00	-7,500.00	0.0%
573.00 · Consulting	6,450.00	6,450.00	0.00	100.0%
574.00 · Contract Services-Machine Hire	0.00	750.00	-750.00	0.0%
575.00 · Maintenance/Operation	206.15	4,998.00	-4,791.85	4.1%
585.00 · Office Expense	325.93			
615.00 · Repairs - Equipment	2,076.31	10,002.00	-7,925.69	20.8%
625.00 · Supplies	0.00	5,400.00	-5,400.00	0.0%
630.00 · Taxes & Licenses	264.00			
633.00 · Payroll Taxes	1,032.78	0.00	1,032.78	100.0%
640.00 · Utilities	4,400.20	3,750.00	650.20	117.3%
645.00 · Wages	13,500.00	15,900.00	-2,400.00	84.9%
700.00 · Payments - City of Idaho Falls	840,536.00	840,536.00	0.00	100.0%
<b>Total Expense</b>	<b>1,018,124.85</b>	<b>1,121,544.00</b>	<b>-103,419.15</b>	<b>90.8%</b>
<b>Net Income</b>	<b>571,114.35</b>	<b>280,992.00</b>	<b>290,122.35</b>	<b>203.2%</b>