

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
Minutes of Regular Meeting held November 13, 2012

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 13th day of November, 2012, 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 and Dan Gubler were present in person. Commissioner Ralph Isom was excused. The following were also present: Fire District Liaison, Dick Fowler; Legal Counsel, Douglas R. Nelson; City of Idaho Falls Fire Chief, Dean Ellis; County Planning Administrator Steve Serr; and Ammon Fire chief Stacey Hyde. Absent from the meeting was District Accountant, Terri Gazdick.

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 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 October 9, 2012, were reviewed. A motion to approve the minutes was made by Dave Long, seconded by Dan Gubler and the same was unanimously approved.
3. **Approval-Monthly Accountant Report and Bill Authorization.** The summary of accounts payable dated November 13, 2012, prepared and submitted by Accountant, Terri Gazdik was reviewed. The bills totaling the sum of \$5,288.89 were reviewed, discussed and approved for payment.
4. **Report by Dick Fowler.** Dick Fowler reported that there was a garage fire in Iona which was suppressed without any animal loss. He also reported that he was working with Scott Worton from Teton West to review building plans and options for a long term storage facility.

Dave Long reported that he has been looking at possible locations for a south/east area fire station. It was recommended that he contact the City of Idaho Falls to see if they have any excess property in that area. Chief Ellis agreed to identify who in the city might be contacted for such information.

A general discussion of truck, equipment and general storage was undertaken.

5. **Report by Dean Ellis.** Chief Ellis reviewed the details of the Iona area fire response at the Albon Smith family property. It was a garage fire and the timely response resulted in a minimization of damage. He also reported that the new Lincoln Fire Station is in good working order. He inquired if a grid index could be available to overlay with the County map located at the new Lincoln building.
6. **Report by Steve Serr.** Steve Serr discussed the need for establishing a procedure to adopt and release burn bans in the County. He stated that there has been some confusion regarding the area and length of time of such burn bans in this past summer.
6. **New Business.** There was no new business discussed at the meeting. It was discussed that the District and the City are continuing to provide information and work toward a schedule for sharing additional information leading to the negotiation of a new Joint Services Agreement as the current agreement will expire in the late spring of 2013.
7. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made.

Approved this 11th day of December, 2012.



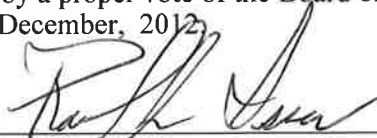
Douglas R. Nelson, Assistant Secretary



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 December, 2012.



Ralph Isem, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING November 13, 2012

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, November 13, 2012 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 October 9, 2012 regular monthly meeting.
3. Review and action on October, 2012 monthly bills and financial statement (Terri Gazdik)
4. District Liaison Report on pending matters. (Dick Fowler)
5. Report from Idaho Falls Fire Chief (Dean Ellis)
6. Discussion and Report on Old Business
7. 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
November 13, 2012**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	Consulting (October)	11/06/12	Upon receipt	750.00		750.00
Nelson Hall Parry Tucker PA	October Statement	11/09/12	Upon receipt	3,332.50		3,332.50
Cooper Norman	October Statement	10/31/12	11/30/2012	1,049.25		1,049.25
Red, Inc.	Website development and hosting	09/21/12	Upon Receipt	47.50		95.00
	Website development and hosting	10/19/12	Upon Receipt	47.50		
Century Link	Phone (525-4800) Pd Online	10/28/12	11/15/2012	62.14		62.14
Total				5,288.89		5,288.89

Current Interest Rate

Fiscal year 2012/2013		
<u>City of Idaho Falls payments</u>		
<u>Due</u>		
October	X	384,806.25
January		384,806.25
April		384,806.25
July		384,806.25
Total		1,539,225.00
<u>New Construction money</u>		
<u>Due</u>		
3/1/2013		6,064.00
9/1/2013		6,064.00
		12,128.00

CD-Scenic Falls CU Account Matures 12/26/12	#466	248,493.36	0.60%	
Scenic Falls - Other Accts.	Share Acct.	33.28	0.25%	
Bank of Commerce Matures 01/06/13	#3801005710	208,452.92	1.00%	
Bank of Commerce Matures 12/14/12	#3801005705	264,878.32	1.00%	
Bank of Commerce Matures 06/05/13	#3801005753	264,834.68	0.80%	
Bank of Commerce 5/31/13	#3801005752	266,963.13	0.80%	
Idaho Central Credit Union Savings	702026946	25.00		Required savings account to open account
Zions Bank	Money Market #473607265	75,499.40	0.15%	Not a fixed rate-fluctuates monthly.
Bank of Commerce	Checking #1101177732	64,173.12		Non Interest bearing (net of current month checks)
Bank of Commerce	Money Market #1101193507	107,835.13	0.15%	
Bank of Idaho	Money Market/Sweep AIM Tax Free Muni	505,567.64		528,565.84 market value 22,998.20 unrealized gain on investment
TOTAL		2,006,755.98		

Authorization to pay bills



4:19 PM
 11/12/12
 Cash Basis

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October 2011 through September 2012

	Oct '11 - Sep 12	Budget	\$ Over Budget	% of Budget
Income				
430.00 · Proceeds from Sale of Assets	254,207.50			
400.0 · Tax Revenues	2,108,936.74	1,955,004.00	153,932.74	107.9%
410.00 · Interest Income	15,391.80	28,317.00	-12,925.20	54.4%
Total Income	2,378,536.04	1,983,321.00	395,215.04	119.9%
Expense				
500.00 · Advertising	0.00	500.00	-500.00	0.0%
510.00 · Bank Charges	1,048.02	200.00	848.02	524.0%
520.00 · Capital Outlay	606,116.40	377,600.00	228,516.40	160.5%
535.00 · Dues & Subscriptions	1,000.00	1,500.00	-500.00	66.7%
550.00 · Ins - Fire, Auto & Liab.	3,292.63	3,500.00	-207.37	94.1%
568.00 · Audit Fees	4,600.00	4,500.00	100.00	102.2%
569.00 · Accounting Costs	16,287.25	14,000.00	2,287.25	116.3%
570.00 · Legal Costs	32,740.83	30,000.00	2,740.83	109.1%
571.00 · Consulting Services - Website	585.00	1,500.00	-915.00	39.0%
572.00 · Contract Services-Inspections	0.00	10,000.00	-10,000.00	0.0%
573.00 · Consulting	8,675.00	8,700.00	-25.00	99.7%
574.00 · Contract Services-Machine Hire	0.00	2,000.00	-2,000.00	0.0%
575.00 · Maintenance/Operation #4	1,786.79	5,500.00	-3,713.21	32.5%
585.00 · Office Expense	799.50			
587.00 · Office Rent and Telephone	1,849.44	1,500.00	349.44	123.3%
615.00 · Repairs - Equipment	3,258.36			
625.00 · Supplies	6,562.75			
634.00 · Property Taxes	62.00			
640.00 · Utilities	2,763.53			
650.00 · Wages - Tax & Insurance	13,748.89	15,800.00	-2,051.11	87.0%
700.00 · Payments - City of Idaho Falls	1,506,521.00	1,506,521.00	0.00	100.0%
Total Expense	2,211,697.39	1,983,321.00	228,376.39	111.5%
Net Income	166,838.65	0.00	166,838.65	100.0%



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/17/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Leavitt Group of Boise, Inc. 6220 N. Discovery Way, Ste 100 Boise ID 83713		CONTACT NAME: Debbie Mills PHONE (A/C, No, Ext): (208) 375-9199 FAX (A/C, No): (208) 658-1951 E-MAIL ADDRESS: debbie-mills@leavitt.com PRODUCER CUSTOMER ID #: 10006645													
INSURED Ultimate Steel Erection, Inc. 1121 S. Desert Rock Dr Rexburg ID 83440		INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <td>INSURER A: Cincinnati Insurance</td> <td>10677</td> </tr> <tr> <td>INSURER B: Liberty Northwest Ins. Corp.</td> <td>22659</td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER A: Cincinnati Insurance	10677	INSURER B: Liberty Northwest Ins. Corp.	22659	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES CERTIFICATE NUMBER: 12/13 Master /Updated WC REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			EPP0125566	2/8/2012	2/8/2013	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	AUTOMOBILE LIABILITY			EBA0125566	2/8/2012	2/8/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	HIRED AUTOS						Uninsured motorist BI split limit \$ 1,000,000
	NON-OWNED AUTOS						Medical payments \$ 5,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			EPP0125566	2/8/2012	2/8/2013	EACH OCCURRENCE \$ 4,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 4,000,000
	DEDUCTIBLE						\$
	<input checked="" type="checkbox"/> RETENTION \$ 0						\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC41NC016414 (ID, MT)	11/1/2012	11/1/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		N/A				E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below			WC1-163-951188-013 (NV)	11/1/2012	11/1/2013	E.L. DISEASE - EA EMPLOYEE \$ 100,000
A	Leased/Rented Equipment			EPP0125566	2/8/2012	2/8/2013	E.L. DISEASE - POLICY LIMIT \$ 500,000
							Limit \$50,000
							Deductible \$1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Project: New Fire Station #2 Bonneville County Fire District #1 & Shook Construction Co. Inc. are included as Additional Insured in regards to general liability where required by written contract. This certificate of insurance is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not alter, amend or extend coverage, terms, exclusions and conditions afforded by the policies reference herein.

CERTIFICATE HOLDER**CANCELLATION**

Bonneville County Fire District PO Box 51330 Idaho Falls, ID 83405	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Debbie Mills/DEMILL <i>Debbie Mills</i>