

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1**  
**Minutes of Regular Meeting held December 11, 2018**

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 11<sup>th</sup> day of December, 2018, 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, Dave Long and Ralph Isom were present. The following were also present: Fire District Liaison, Dick Fowler; Legal Counsel, Doug Nelson; District accountant Terri Gazdick; Bonneville County Planning Supervisor, Steve Serr; City of Idaho Falls deputy fire chief, Duane Nelson, City Council member, James Francis; and fire marshall, Scott Grimmatt.

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 12:18 p.m. by Dan Gubler, acting as Chairman.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on November 13, 2018 were reviewed, and following a motion made by Dave Long, seconded by Ralph Isom, were unanimously approved.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated December 11, 2018, prepared and submitted by Accountant Terri Gazdik was reviewed. Following discussion and upon motion made by Dave Long, seconded by Dan Gubler and unanimously approved for a total expenditure of \$8,944.51. There was an additional action taken by the unanimous vote of commissioners to register and pay the sum of \$1,000.00 for the annual dues for membership with the Idaho State Fire Commissioners Association.
4. **Discussion and Liaison Report.** Dick Fowler reported on the vandalism that occurred at the West side Station involving the spray painting of the outside lights a black color. It was reported that the District is installing a security system with camera to help deter similar event in the future.

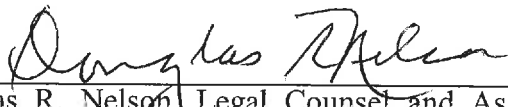
It was reported that vehicle 466 has been taken out of service for approximately 6 to 8 months with only 82,000 miles of use. A concern was expressed that this vehicle be placed back into service in order to keep a balance of miles on various vehicles.

Dan Gubler reviewed the status of maintenance of various vehicles.

The commissioners reviewed the terms of a proposed lease of the New Sweden Hall property to a newly formed Idaho limited liability company named New Sweden Hall, LLC, managed by Whitnie M. Fowler. Dick Fowler, District liason, acknowledged that he is related to Whitnie and therefore he recused himself from commenting on or advocating for or against the proposed lease. He stated that legal council had prepared the proposed lease based upon the terms of the most recent lease granted to the prior tenant which did not renew the lease. Upon motion made by Dave Long and seconded by Ralph Isom the commissioners voted unanimously to offer a lease of the property to the proposed tenant upon the terms of the lease draft.

5. **Report of City Fire Department.** City of Idaho Falls representatives reported on the following:
  - (a) Duane Nelson reviewed vehicle 466 equipment installations and noted that the 2003 International truck will be added to the City's ICRMP insurance policy and the City will transport the vehicle to Logan, Utah for repair.
  - (b) Scott Grimmett, Fire Marshall, provided a spread sheet showing the out of area deployments of vehicles with the reimbursement to the City and the County Fire District illustrated. A copy of the spread sheet will be included in the records of this meeting.
6. **County Report.** Steve Serr reported that a new commercial facility near the Idaho Piano Exchange property that could accommodate 35 to 40 highway commercial lots is under consideration with the County.
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 2:47 p.m.

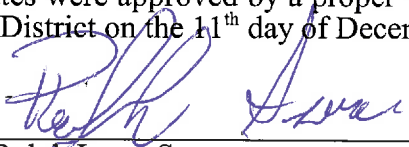
Approved the 8<sup>th</sup> day of January, 2019.

  
\_\_\_\_\_  
Douglas R. Nelson, Legal Counsel and 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 11<sup>th</sup> day of December, 2018.

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


**Bonneville County Fire Protection District #1**  
**Summary of Accounts Payable**  
**December 11, 2018**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	November consulting	11/29/18	Upon receipt	1,000.00		1,000.00
Nelson Hall Parry Tucker PA	November consulting	11/30/18	Upon receipt	2,565.04		2,565.04
Cooper Norman	November consulting	11/30/18	Upon receipt	1,927.63		1,927.63
Century Link	208-525-4800	11/28/18	pd online	18.67		18.67
	208-524-9124	11/10/18	pd online	21.08		21.08
Rocky Mountain Power	11/26/2018	11/26/18	Upon receipt	314.48		314.48
Dan Gubler	12/11/2018	12/11/18	Upon receipt	174.95		174.95
Bonneville Co Tax	3/13/2325	12/01/18	Upon receipt	142.42		142.42
Anderson ERI		12/10/18	Upon receipt	1,849.00		1,849.00
Intermountain Gas	S 55th W	11/30/18	Upon receipt	113.49		113.49
	S 45th W	12/04/18	Upon receipt	102.28		102.28
	E 65th S	12/04/18	Upon receipt	150.67		150.67
Cardmember Services	Rocknaks, Dad's	12/07/18	Upon receipt	348.80		348.80
Idaho Irrigation District	2320	12/01/18	upon receipt	100.00		100.00
New Sweden irrigation District	1051	12/01/18	Upon receipt	116.00		116.00
Total				8,944.51		8,944.51

Financial Institution		Amount	Current Interest Rate
Idaho Central Credit Union	matures 11/14/2018	261,750.49	1.739%
Mountain America Federal Credit Union	matures 3/12/2019	276,070.44	2.200%
Westmark	matures 1/2/19	264,576.59	1.75%
Citizens Community Bank	matures 3/24/19	256,094.65	1.30%
ISU CU	matures 5/1/19	257,305.15	1.00%
ISU Credit Union	matures 8/20/2020	25,654.06	2.42%
Bank of Commerce	matures 5/18/2019	275,702.75	1.20%
Connections CU CD	matures 12/1/19	258,751.52	1.45%
DL Evans	matures 9/27/2019	250,000.00	1.50%
LGIP		670,897.77	1.5723%
Connections savings		31.37	
Idaho Central Credit Union Savings		25.00	
Mountain America Federal Credit Union		25.00	
Westmark Savings		25.19	
ISU Credit Union		25.00	0.01%
ISU Credit Union savings		25.70	0.05%
Zions Bank		128.01	0.00%
Bank of Commerce		91,673.38	
Bank of Commerce MM		5,264.54	0.15%
TOTAL		2,894,026.61	

Fiscal year 2018/2019		
City of Idaho Falls payments		
Due		
October	x	408,027.25
January		408,027.25
April		408,027.25
July		408,027.25
Total		1,632,109.00

Authorization to pay bills



## BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

12/10/18

## Profit &amp; Loss Budget vs. Actual

Accrual Basis

October through November 2018

	Oct - Nov 18	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
400.0 · Tax Revenues	39,763.75	33,213.00	6,550.75	119.7%
410.00 · Interest Income	4,329.32	5,833.30	-1,503.98	74.2%
<b>Total Income</b>	<b>44,093.07</b>	<b>39,046.30</b>	<b>5,046.77</b>	<b>112.9%</b>
<b>Expense</b>				
500.00 · Advertising	0.00	80.00	-80.00	0.0%
505.00 · Auto	320.80	330.00	-9.20	97.2%
510.00 · Bank Charges	0.00	17.50	-17.50	0.0%
520.00 · Capital Outlay	54,827.17	66,166.70	-11,339.53	82.9%
530.00 · Commissioners Travel	251.79	416.70	-164.91	60.4%
569.00 · Accounting Costs	3,455.04	2,833.30	621.74	121.9%
570.00 · Legal Costs	4,336.99	5,000.00	-663.01	86.7%
571.00 · Consulting Services - Website	0.00	333.30	-333.30	0.0%
572.00 · Contract Services-Inspections	0.00	3,333.30	-3,333.30	0.0%
573.00 · Consulting	2,000.00	2,000.00	0.00	100.0%
574.00 · Contract Services-Machine Hire	0.00	250.00	-250.00	0.0%
575.00 · Maintenance/Operation	65.00	3,333.30	-3,268.30	2.0%
585.00 · Office Expense	131.50	0.00	131.50	100.0%
615.00 · Repairs - Equipment	285.32	3,833.30	-3,547.98	7.4%
625.00 · Supplies	0.00	1,717.30	-1,717.30	0.0%
633.00 · Payroll Taxes	321.30	633.30	-312.00	50.7%
640.00 · Utilities	1,105.81	1,166.70	-60.89	94.8%
645.00 · Wages	4,200.00	4,200.00	0.00	100.0%
700.00 · Payments - City of Idaho Falls	408,027.25	408,027.25	0.00	100.0%
<b>Total Expense</b>	<b>479,327.97</b>	<b>503,671.95</b>	<b>-24,343.98</b>	<b>95.2%</b>
<b>Net Income</b>	<b>-435,234.90</b>	<b>-464,625.65</b>	<b>29,390.75</b>	<b>93.7%</b>

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

### **NOTICE AND AGENDA FOR MONTHLY MEETING**

**December 11, 2018**

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, December 11, 2018 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 minutes of the regular meeting held November 13, 2018.  
**Action: Approve minutes of regular meeting held 11/13/2018.**
3. Review and action on November, 2018 monthly bills and financial statement (Terri Gazdik)  
**Action: Approve monthly bills**
5. District Liaison Report on pending matters.  
**Action: Discussion and possible action on proposed lease of Grange Building**
6. Report from Idaho Falls Fire Chief
7. Comments or reports from Bonneville County and City of Ammon
8. Comments from public.
9. **Summary of Scheduled Action Items:**  
**(a) Approval of November 13, 2018 regular meeting minutes.**  
**(b) Approval of the November, 2018 monthly bill and financial statement.**  
**(c) Possible action to approve lease of Grange Building**
10. Recess/Adjournment

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