

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING

July 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, July 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 June 14, 2016 regular monthly meeting.
3. Review and action on June, 2016 monthly bills and financial statement (Terri Gazdik)
4. District Liaison Report on pending matters, including the status of 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. Discussion regarding status of new fire service contract between the District and the City of Idaho Falls.
8. Recess/Adjournment

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

A discussion followed regarding the need to increase the availability of funds for new equipment purchases by \$150,000. A motion was made, seconded and unanimously approved to revise the 2015-2016 budget by allocating the sum of \$150,000.00 from the unrestricted reserve fund to the capital outlay account.

6. **Report by Dick Fowler.** Fire District Liaison, Dick Fowler, gave the following reports:

A. The upcoming state meeting of fire commissioners was discussed.

B. Mr. Fowler recommended installation of rain gutters on the two new building. Following discussion a motion was made, seconded and unanimously adopted to approve the expenditure of up to \$2,000 per stations (\$4,000.00 total) for the installation of new rain gutters at each of the new buildings.

C. A discussion regarding the need to acquire new Pig & Piglet hand tools was followed by a motion which was seconded and unanimously approved to spend up to \$450.00 for new hand tools.

5. **Report and Discussion by Chief Hanneman.**

A. Chief Hanneman reported that the City has received an unusual number of calls, including a number of auto accidents.

B. It was reported that training on fire suppression and extraction is ongoing and that a home located near Hitt Road and Iona Road was donated to the City for fire testing.

C. Deputy Chief Dave Coffey made the following report:

(1) Hemmitt training has been accomplished except for the final 8 persons whose training is expected to be completed by the end of June.

(2) Hydrant testing is proceeding. Captains are collecting liability release forms and proceeding to conduct flow test within various sections of the County.

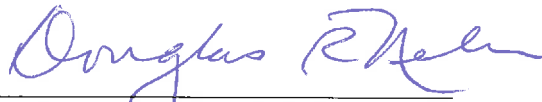
(3) The City is considering various types of new tools and a suggestion was made that the Fire District and City consult regarding these choices so that tool needs and types will be jointly planned for.

D. It was mentioned that AFG offers grants administered through the State Fire Marshall. The eastern Idaho fire chief's association is advocating a grant for 16 new Air Pacs to be updated.

6. **County Report.** Steve Serr discussed locating several older hydrants on Henerson Street near Lincoln school.

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 2:16 p.m.

Approved this 12th day of July, 2016.

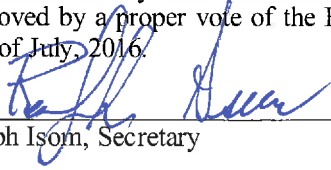


Assistant Secretary, Douglas R. Nelson


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 12th day of July, 2016.



Ralph Isom, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

Minutes of Regular Meeting held July 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 June, 2016, at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:24 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; District accountant Terri Gazdik; Legal Counsel, Douglas R. Nelson; City of Idaho Falls Fire Chief Dave Hanneman; City council member Ed Mahron; and, 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.

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 who confirmed that a quorum of Commissioners was present.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on June 14, 2016, and the special meeting held May 27, 2016 were reviewed. A motion to approve the minutes was made by Ralph Isom, seconded by Dave Long, and the same was approved by unanimous vote.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated July 12, 2016 as prepared and submitted by Accountant Terri Gazdik was reviewed. Following discussion and upon motion made by David Long, seconded by Ralph Isom and unanimously approved, the report was accepted and authorization for payments totaling \$446,040.45 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. The upcoming budget hearing and preliminary budget for 2016/17 was discussed. It was noted that the hearing will be held Tuesday, August 30, 2016 at 12:00 p.m. and that the preliminary budget will be reviewed and approved for publication at the next regular meeting held Tuesday, August 9th. The District intends to publish notice of the budget hearing on two separate days prior to the final budget hearing.
 - B. Mr. Fowler reported on the interior finishes of the new fire stations. It was mentioned that carpet, hvac, and final plumbing should be concluded within 30 days or less.
 - C. A bid in the amount of \$22,405.00 for landscaping at the York Station A was reviewed and discussed. It was commented that a desert landscape might be better for

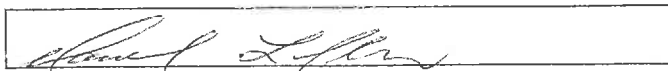
**Bonneville County Fire Protection District #1
Summary of Accounts Payable
July 12, 2016**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	June consulting	07/01/16	Upon receipt	850.00		850.00
Nelson Hall Parry Tucker PA	June consulting	06/30/16	Upon receipt	2,052.21		2,052.21
Cooper Norman	June accounting	06/30/16	Upon receipt	1,592.97		1,592.97
Century Link	208-524-9124 208-525-4800	i 06/28/16	pd online pd online	95.52 72.44		95.52 72.44
CableOne	6/23-7/22 billing	07/05/16	pd online	78.48		78.48
City of Idaho Falls		07/01/16	Upon receipt	399,093.75		399,093.75
Cardmember Service	Keefer's Island 5/27 Dad's 5/26	43.71 243.57	06/07/16	287.28		287.28
Intermountain Gas	S 55th W E 65th S S 55th W	06/09/16 06/09/16 07/09/16	Upon receipt Upon receipt Upon receipt	2.00 85.85 2.00		2.00 85.85 2.00
CR CLARK	6-30-16 billing	06/30/16	Upon receipt	27,433.57		27,433.57
Rocky Mountain Power	6/21 billing	06/21/16	pd online	252.80		252.80
Deal Enterprises		07/01/16	Upon receipt	3,050.00		3,050.00
Evco	Inv IF074476	06/30/16	Upon receipt	1,908.57		1,908.57
Southern Idaho Timber	Inv 2416	06/17/16	Upon receipt	4,358.78		4,358.78
Waterwax	Inv SV-2 0014672	06/26/16	Upon receipt	3,151.00		3,151.00
Weidner Fire	Inv 112010 Inv 112084 Inv 111817	06/10/16 06/23/16 06/27/16	Upon receipt Upon receipt Upon receipt	711.00 472.97 489.26		711.00 472.97 489.26
Total				446,040.45		446,040.45

Financial Institution	Amount	Current Interest Rate
Idaho Central Credit Union Matures 4-4-17	254,544.09	1.500%
Key Bank CD Matures 8/10/16	255,460.61	1.00%
Mountain America Federal Credit Union matures 3/12/2019	262,855.76	2.200%
Westmark matures 1/31/17	256,850.80	0.90%
Citizens Community Bank matures 3/24/17	252,464.25	0.20%
Connections CU matures 9/24/16	252,994.23	1.00%
ISU CU matures 11/2/17	251,244.19	0.80%
Scenic Falls - Other Accts.	33.39	0.178%
Scenic Falls CD matures 11/21/16	252,685.90	1.244%
Bank of Commerce Matures 8/18/16	270,109.71	0.50%
Idaho Central Credit Union Savings	25.00	
Mountain America Federal Credit Union	25.00	
Westmark Savings	25.10	
ISU Credit Union	18.85	0.01%
Zions Bank	286,706.52	0.20%
Bank of Commerce	(428,536.69)	
Bank of Commerce	183,267.42	0.08%
TOTAL	2,350,774.13	

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

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October 2015 through June 2016

07/12/16

Accrual Basis

	Oct '15 - Jun 16	Budget	\$ Over Budget	% of Budget
Income				
430.00 · Proceeds from Sale of Assets	5,000.00			
400.0 · Tax Revenues	1,622,607.26	1,514,000.00	108,607.26	107.2%
410.00 · Interest Income	18,321.24	13,518.00	4,803.24	135.5%
Total Income	1,645,928.50	1,527,518.00	118,410.50	107.8%
Expense				
542.00 · Equipment Rent	6,586.13	374.99	6,211.14	1,756.3%
541.00 · Equipment Insurance	0.00	750.00	-750.00	0.0%
500.00 · Advertising	0.00	374.99	-374.99	0.0%
505.00 · Auto	564.38	0.00	564.38	100.0%
510.00 · Bank Charges	6.00	75.01	-69.01	8.0%
520.00 · Capital Outlay	403,948.41	510,000.00	-106,051.59	79.2%
535.00 · Dues & Subscriptions	1,000.00	1,000.00	0.00	100.0%
550.00 · Ins - Fire, Auto & Liab.	561.00	0.00	561.00	100.0%
568.00 · Audit Fees	5,000.00	5,000.00	0.00	100.0%
569.00 · Accounting Costs	11,129.13	12,000.01	-870.88	92.7%
570.00 · Legal Costs	25,297.12	26,249.99	-952.87	96.4%
571.00 · Consulting Services - Website	0.00	750.01	-750.01	0.0%
572.00 · Contract Services-Inspections	0.00	15,000.02	-15,000.02	0.0%
573.00 · Consulting	7,700.00	7,650.00	50.00	100.7%
574.00 · Contract Services-Machine Hire	0.00	1,125.00	-1,125.00	0.0%
575.00 · Maintenance/Operation #4	170.00	0.00	170.00	100.0%
580.00 · Miscellaneous	43.71	0.00	43.71	100.0%
585.00 · Office Expense	2,924.26	750.01	2,174.25	389.9%
615.00 · Repairs - Equipment	7,142.57	11,250.00	-4,107.43	63.5%
625.00 · Supplies	364.11	1,875.01	-1,510.90	19.4%
633.00 · Payroll Taxes	1,032.75	1,965.01	-932.26	52.6%
640.00 · Utilities	3,742.72	3,750.02	-7.30	99.8%
645.00 · Wages	13,500.00	13,500.00	0.00	100.0%
700.00 · Payments - City of Idaho Falls	1,197,281.25	1,197,281.25	0.00	100.0%
Total Expense	1,687,993.54	1,810,721.32	-122,727.78	93.2%
Net Income	-42,065.04	-283,203.32	241,138.28	14.9%