

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

Minutes of Regular Meeting held April 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 April, 2016, at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:14 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; City of Idaho Falls Fire Chief Dave Hanneman; Deputy Chief David Coffey; 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 12:16 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 March 8, 2016, were reviewed. A motion to approve the minutes with the correction 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 April 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 \$491,334.70 was approved. A copy of the report is attached to these minutes.
4. **Reports by Dick Fowler.** Fire District Liaison, Dick Fowler, gave the following reports:
 - A. The District annual budget hearing will be held August 30, 2016 and in advance of that hearing a review meeting will be held on August 9, 2016.
 - B. The south station is ready for sheet rock and should be complete by next month. The west side station is nearly complete with the inspection of the HVAC on schedule.
 - C. New truck equipment list is near completion and the District should expect deliver approximately May 1, 2016.
 - D. It was discussed that truck 412 is not needed and should be considered surplus. It was discussed that the District might consider a sale to the Shelley Fire District for approximately \$15,000. It was agreed that the District should review the status of all other vehicles.
 - E. The numbering system used by the City was discussed and why they are used.

F. Hemmitts training was discussed. The plan is to train a few firefighters to operate it.
G. Discussion took place regarding volunteers manning the District's wild land fire trucks (Hemmitts), or possible use of volunteers for hydrant checks and pre-plan inspections.
H. The City committed to do better in regard to some areas of service, including hydrant checks, pre-plans and the inspection program.
I. Recommended that public service announcements go out regarding rural fires and it was suggested that the District and City work with the fire marshal to get this information out. The City agreed to take care of this.
J. City asked for a budget increase of \$47,550 which appeared to be approximately a 3 % increase from the previous year. The City suggested that the increase is needed in order to purchase additions (PPE)personal protective equipment). Mr. Fowler indicated that the 15 persons named to justify the current budget (15 total) already has this type of equipment. Significant discussion followed regarding the proposed increase

5. **Other Discussion.**

A. Pre-planned inspection was discussed and is on going and the City indicated that it would evaluate the best method of addressing pre-plans in both the City and the District boundaries.

B. Discussion took place on an appropriate time to consider staffing either of the Fire District's new stations. It was mentioned that the District is currently at its maximum tax levy and that there is not presently sufficient funds to add more personnel to staff those facilities. The City indicated that it does have sufficient resources to staff those facilities either.

D. It was agreed that the York station will be identified as station number 7 and the Faust station will be identified as station # 8 for CAD recognition.

6. **County Report.** Steve Serr reported that they just had the ground breaking for the new Volvo building.

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 1:45 p.m.

Approved this 10th day of May, 2016.



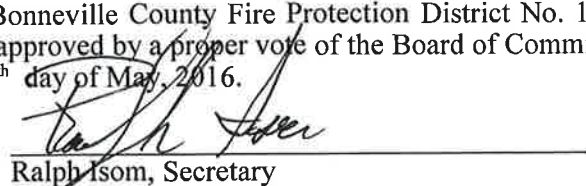
Assistant Secretary, Douglas R. Nelson



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 10th day of May, 2016.


Ralph Isom, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING

April 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, April 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 March 8, 2016 regular monthly meeting.
3. Review and action on March, 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 timetable, methodology and information exchange for conducting negotiations toward a 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.

8:30 AM

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

05/10/16

Profit & Loss Budget vs. Actual

Accrual Basis

October 2015 through April 2016

	Oct '15 - Apr 16	Budget	\$ Over Budget	% of Budget
Income				
430.00 · Proceeds from Sale of Assets	5,000.00			
400.0 · Tax Revenues	1,512,125.86	1,434,000.00	78,125.86	105.4%
410.00 · Interest Income	13,639.18	10,514.00	3,125.18	129.7%
Total Income	1,530,765.04	1,444,514.00	86,251.04	106.0%
Expense				
542.00 · Equipment Rent	6,586.13	291.65	6,294.48	2,258.2%
541.00 · Equipment Insurance	0.00	750.00	-750.00	0.0%
500.00 · Advertising	0.00	291.65	-291.65	0.0%
505.00 · Auto	320.81	0.00	320.81	100.0%
510.00 · Bank Charges	4.00	58.35	-54.35	6.9%
520.00 · Capital Outlay	160,848.66	280,000.00	-119,151.34	57.4%
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%
569.00 · Accounting Costs	8,096.48	9,333.35	-1,236.87	86.7%
570.00 · Legal Costs	19,862.20	20,416.65	-554.45	97.3%
571.00 · Consulting Services - Website	0.00	583.35	-583.35	0.0%
572.00 · Contract Services-Inspections	0.00	11,666.70	-11,666.70	0.0%
573.00 · Consulting	6,000.00	5,950.00	50.00	100.8%
574.00 · Contract Services-Machine Hire	0.00	875.00	-875.00	0.0%
575.00 · Maintenance/Operation #4	170.00	0.00	170.00	100.0%
585.00 · Office Expense	2,353.51	583.35	1,770.16	403.4%
615.00 · Repairs - Equipment	968.49	8,750.00	-7,781.51	11.1%
625.00 · Supplies	364.11	1,458.35	-1,094.24	25.0%
633.00 · Payroll Taxes	803.25	1,528.35	-725.10	52.6%
640.00 · Utilities	3,002.14	2,916.70	85.44	102.9%
645.00 · Wages	10,500.00	10,500.00	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	1,418,722.03	1,554,234.70	-135,512.67	91.3%
Net Income	112,043.01	-109,720.70	221,763.71	-102.1%

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

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	March consulting	04/01/16	Upon receipt	850.00		850.00
Nelson Hall Parry Tucker PA	March legal	03/31/16	Upon receipt	2,362.73		2,362.73
Cooper Norman	March accounting	03/31/16	Upon receipt	1,267.50		1,267.50
Century Link	208-524-9124 208-525-4800	03/20/16 03/28/16	pd online pd online	95.30 68.52		95.30 68.52
City of Idaho Falls	April billing	04/01/16	Upon receipt	399,093.75		399,093.75
CableOne	3/23-4/22 billing	03/16/16	pd online	78.48		78.48
CR Clark Construction	3/29/2016	03/29/16	Upon receipt	40,766.40		40,766.40
Evco	4/11/2016	04/11/16	Upon receipt	51.69		51.69
Idaho Steel	133388	04/04/16	Upon receipt	29,200.00		29,200.00
Intermountain Gas	S 55th W E 65th S	03/07/16 03/08/16	Upon receipt Upon receipt	176.06 144.49		176.06 144.49
Keith Kennedy	3/15/2016	03/15/16	Upon receipt	16,396.36		16,396.36
Rocky Mountain Power	3/ 23 billing	03/23/16	pd online	222.42		222.42
ICRMP	3/18/16 billing	04/01/16	Upon receipt	561.00		561.00
Total				491,334.70		491,334.70

Financial Institution

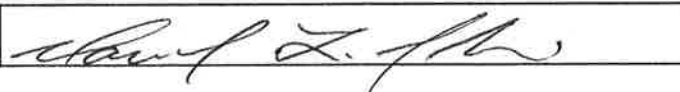
	Amount	Current Interest Rate
Idaho Central Credit Union Matures 4-4-17	254,544.09	1.500% ✓
Key Bank CD Matures 8/10/16	254,621.67	1.00%
Mountain America Federal Credit Union matures 3/12/2019	261,432.27	2.200%
Westmark matures 1/31/17	255,708.30	1.25%
Citizens Community Bank matures 3/24/17	252,464.25	0.20% ✓
Connections CU matures 9/24/16	252,359.12	1.00%
ISU CU matures 4/23/16	250,702.83	0.30% ✓
Scenic Falls - Other Accts.	33.39	0.178%
Scenic Falls CD matures 11/21/16	251,904.63	1.244%
Bank of Commerce Matures 8/18/16	269,777.11	0.50%
Idaho Central Credit Union Savings	25.00	
Mountain America Federal Credit Union	25.00	
Westmark Savings	25.08	
ISU Credit Union	20.85	0.01%
Zions Bank	286,561.61	0.15% Not a fixed rate-fluctuates monthly.
Bank of Commerce	18,063.33	Non Interest bearing (net of current month checks)
Bank of Commerce	265,209.64	0.08%

TOTAL

2,873,478.17

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		399,093.75	
Total		1,596,375.00	

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

Minutes of Regular Meeting held April 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 April, 2016, at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:14 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; City of Idaho Falls Fire Chief Dave Hanneman; Deputy Chief David Coffey; 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 12:16 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 March 8, 2016, were reviewed. A motion to approve the minutes with the correction 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 April 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 \$491,334.70 was approved. A copy of the report is attached to these minutes.
4. **Reports by Dick Fowler.** Fire District Liaison, Dick Fowler, gave the following reports:
 - A. The District annual budget hearing will be held August 30, 2016 and in advance of that hearing a review meeting will be held on August 9, 2016.
 - B. The south station is ready for sheet rock and should be complete by next month. The west side station is nearly complete with the inspection of the HVAC on schedule.
 - C. New truck equipment list is near completion and the District should expect deliver approximately May 1, 2016.
 - D. It was discussed that truck 412 is not needed and should be considered surplus. It was discussed that the District might consider a sale to the Shelley Fire District for approximately \$15,000. It was agreed that the District should review the status of all other vehicles.
 - E. The numbering system used by the City was discussed and why they are used.

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

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	March consulting	04/01/16	Upon receipt	850.00		850.00
Nelson Hall Parry Tucker PA	March legal	03/31/16	Upon receipt	2,362.73		2,362.73
Cooper Norman	March accounting	03/31/16	Upon receipt	1,267.50		1,267.50
Century Link	208-524-9124	03/20/16	pd online	95.30		95.30
	208-525-4800	03/28/16	pd online	68.52		68.52
City of Idaho Falls	April billing	04/01/16	Upon receipt	399,093.75		399,093.75
CableOne	3/23-4/22 billing	03/16/16	pd online	78.48		78.48
CR Clark Construction	3/29/2016	03/29/16	Upon receipt	40,766.40		40,766.40
Evco	4/11/2016	04/11/16	Upon receipt	51.69		51.69
Idaho Steel	133388	04/04/16	Upon receipt	29,200.00		29,200.00
Intermountain Gas	S 55th W	03/07/16	Upon receipt	176.06		176.06
	E 65th S	03/08/16	Upon receipt	144.49		144.49
Keith Kennedy	3/15/2016	03/15/16	Upon receipt	16,396.36		16,396.36
Rocky Mountain Power	3/ 23 billing	03/23/16	pd online	222.42		222.42
ICRMP	3/18/16 billing	04/01/16	Upon receipt	561.00		561.00
Total				491,334.70		491,334.70

Financial Institution

Idaho Central Credit Union
Matures 4-4-17

Amount **Current Interest Rate**

254,544.09 1.500% ✓

Key Bank CD
Matures 8/10/16

254,621.67 1.00%

Mountain America Federal Credit Union
matures 3/12/2019

261,432.27 2.200%

Westmark
matures 1/31/17

255,708.30 1.25%

Citizens Community Bank
matures 3/24/17

252,464.25 0.20% ✓

Connections CU
matures 9/24/16

252,359.12 1.00%

ISU CU
matures 4/23/16

250,702.83 0.30% ✓

Scenic Falls - Other Accts.

33.39 0.178%

Scenic Falls CD
matures 11/21/16

251,904.63 1.244%

Bank of Commerce
Matures 8/18/16

269,777.11 0.50%

Idaho Central Credit Union Savings

25.00

Mountain America Federal Credit Union

25.00

Westmark Savings

25.08

ISU Credit Union

20.85 0.01%

Zions Bank

286,561.61 0.15% Not a fixed rate-fluctuates monthly.

Bank of Commerce

18,063.33 Non Interest bearing (net of current month checks)

Bank of Commerce


265,209.64 0.08%

TOTAL

2,873,478.17

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		399,093.75	
Total		1,596,375.00	

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING

April 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, April 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 March 8, 2016 regular monthly meeting.
3. Review and action on March, 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 timetable, methodology and information exchange for conducting negotiations toward a 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.