

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING

January 14, 2020

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, January 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 and approval of minutes for the regular meeting held December 10, 2019.
Action: Approve minutes of regular meeting held 12/10/2019.
3. Review and action on January, 2020 monthly bills and financial statement (Terri Gazdik)
Action: Approve monthly bills and financial report
4. District Liaison Report on pending matters and discussion.
5. Comments or report from Idaho Falls Fire Department
6. Comments or report from Bonneville County
7. Comments from public.
8. **Summary of Scheduled Action Items:**
(a) Approval of December 10, 2019 meeting minutes.
(b) Approval of the January, 2020 monthly bill and financial statement.
11. Recess/Adjournment

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

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

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Tuesday the 20th day of January, 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, Ralph Isom and Dave Long were present. The following were also present: District Liaison, Dick Fowler; legal counsel, Doug Nelson; District accountant, Terri Gazdik; Bonneville County Planning Supervisor, Steve Serr; and, City Fire Chief, Duane Nelson; and, City Deputy Chief of Operations, John Perry.

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.

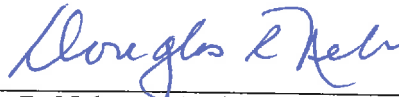
DISCUSSION AND ACTIONS

1. **Call to Order.** The meeting was called to order at 12:32 p.m. by Dan Gubler, acting as Chairman.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on December 10, 2019 were reviewed, and following a motion made by Ralph Isom and seconded by Dave Long, were **unanimously approved**.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated January 14, 2020, prepared and submitted by Accountant Terri Gazdik, was reviewed. Following discussion and upon motion made by Ralph Isom and seconded by Dave Long the report was **unanimously approved** including a total expenditure of **\$428,146.62**. The commissioners discussed the billing detail for various matters shown in the report and the upcoming certificate of deposit due dates.
4. **Review and Discussion.** District liaison, Richard Fowler, reported and the commissioners discussed the following:
 - a. Reported meeting with Keith Kennedy to discuss drafting of an architect contract for assistance with drawings to finish out fire house.
 - b. It was reported that the Station 8 overhead door was found open and that the facility was inspected, cleared and re-secured. The

cause of the open door has not been determined but may have resulted from electronic control malfunction of door opener.

- c. It was reported that new truck was purchased and is ready to be placed in service as soon as some equipment is fully installed. It was also discussed that one of the trucks may become surplus and should be considered for sale.
 - d. Brief discussion about negotiation time table for City contract renewal. Captain Duane Nelson stated that he does not presently foresee unusually large increases. The City is presently in negotiation with the Fire Fighters Union and when that is complete the City's costs will be better known.
5. **City Report.** The City made the following reports:
- a. Chief Nelson indicated that there has been discussion that direct fiber network connections may be available for the fire stations with an estimated cost of approximately \$33,000 per station to permit digital dispatching.
 - b. Chief Nelson stated that last months call report indicted a total of 132 calls with 29 being "fire only".
 - c. Chief Nelson stated that the Wildlands fire payment settlement had concluded and reported that the Fire District would receive \$26,682.32 as its payment.
 - d. It was reported that Ammon is pursuing QRU for first responder approval. If approved, the City would no long run QRU units into Ammon which currently represent approximately 200 calls annually. It was mentioned that Ammon does not have its own dispatch and therefore Ammon will need to provide dispatch on its own that could cost as much as \$325,000 or perhaps share the cost of the Idaho Falls dispatch with additional personnel for a cost of approximately \$80,000.00 annually.
6. **County Report.** Steve Serr indicated he had no additional report.
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 1:29 p.m.

Approved the 11th day of February, 2020.



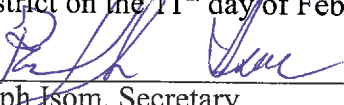
Douglas R. Nelson, Assistant Secretary



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 11th day of February, 2020.



Ralph Isom, Secretary

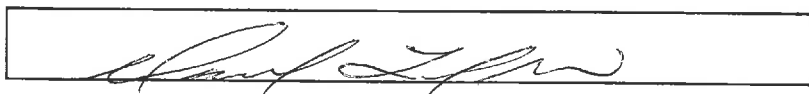
**Bonneville County Fire Protection District #1
Summary of Accounts Payable
January 14, 2020**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	Nov consulting	12/31/19	Upon receipt	1,075.00		1,075.00
Nelson Hall Parry Tucker PA	Nov consulting	12/31/19	Upon receipt	2,473.27		2,473.27
Cooper Norman	Nov consulting	12/31/19	Upon receipt	1,644.50		1,644.50
Century Link	208-524-9124 208-525-4800	12/10/19 12/28/19	pd online pd online	35.02 14.04		35.02 14.04
Rocky Mountain Power	11/22/2019	12/22/19	Upon receipt	279.26		279.26
Dan Gubler	1/13/2020	01/13/20	Upon receipt	117.87		117.87
Intermountain Gas	S 55th W S 45th W E 65th S	01/02/20 01/06/20 01/06/20	Upon receipt Upon receipt Upon receipt	194.03 118.07 217.54		194.03 118.07 217.54
Cardmember Services	1/8/20 statement	01/08/20	Upon receipt	441.62		441.62
City of Idaho Falls	January	01/01/20	Upon receipt	420,268.07		420,268.07
Idaho irrigation District	tax 2019	12/17/19	Upon receipt	102.00		102.00
ISFCA	2020 membership	01/01/20	Upon receipt	1,000.00		1,000.00
Targhee Fire	Inv S0007440	12/13/19	upon receipt	166.33		166.33
	Total			428,146.62		428,146.62

Financial Institution	Amount	Current Interest Rate	
Idaho Central Credit Union	matures 11/28/2020	270,207.72	2.000%
Mountain America Federal Credit Union	matures 3/19/21	286,080.50	3.250%
Westmark	matures 1/2/2021	272,131.14	2.40%
Citizens Community Bank/Glacier	matures 4/24/2021	259,130.60	2.50%
ISU CU	matures 10/27/20	261,242.56	1.40%
ISU Credit Union	matures 8/21/2020	26,435.85	2.42%
Bank of Commerce CD #6216	matures 6/11/2020	279,533.06	2.00%
Connections CU CD	matures 6/01/2021	264,365.25	2.00%
DL Evans	matures 3/27/2021	255,693.70	1.75%
LGIP		1,067,625.78	2.3463%
Connections savings		31.37	
Idaho Central Credit Union Savings		25.00	
Mountain America Federal Credit Union		5.00	
Westmark Savings		25.23	
ISU Credit Union		25.00	0.01%
ISU Credit Union savings		25.70	
Bank of Commerce		-320,476.14	
Bank of Commerce MM		5,276.90	0.12%
TOTAL		2,927,384.22	

Fiscal year 2019/2020 City of Idaho Falls payments		
Due		
October	x	420,268.07
January	x	420,268.07
April		420,268.07
July		420,268.07
Total		1,681,072.28

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

01/14/20

Profit & Loss Budget vs. Actual

Accrual Basis

October through December 2019

	Oct - Dec 19	Budget	\$ Over Budget	% of Budget
Income				
400.0 · Tax Revenues	116,635.10	118,538.00	-1,902.90	98.4%
410.00 · Interest Income	16,975.73	10,248.00	6,727.73	165.6%
Total Income	133,610.83	128,786.00	4,824.83	103.7%
Expense				
505.00 · Auto	40.26	628.00	-587.74	6.4%
520.00 · Capital Outlay	16,312.50	97,500.00	-81,187.50	16.7%
530.00 · Commissioners Travel	151.38	628.00	-476.62	24.1%
535.00 · Dues & Subscriptions	0.00	1,000.00	-1,000.00	0.0%
569.00 · Accounting Costs	4,721.00	4,378.00	343.00	107.8%
570.00 · Legal Costs	6,192.09	9,000.00	-2,807.91	68.8%
571.00 · Consulting Services - Website	0.00	501.00	-501.00	0.0%
572.00 · Contract Services-inspections	0.00	3,750.00	-3,750.00	0.0%
573.00 · Consulting	3,225.00	3,225.00	0.00	100.0%
574.00 · Contract Services-Machine Hire	0.00	375.00	-375.00	0.0%
575.00 · Maintenance/Operation	206.15	2,499.00	-2,292.85	8.2%
585.00 · Office Expense	189.20			
615.00 · Repairs - Equipment	2,076.31	5,001.00	-2,924.69	41.5%
625.00 · Supplies	0.00	2,700.00	-2,700.00	0.0%
630.00 · Taxes & Licenses	264.00			
633.00 · Payroll Taxes	516.39	0.00	516.39	100.0%
640.00 · Utilities	1,788.18	1,875.00	-86.82	95.4%
645.00 · Wages	6,750.00	7,950.00	-1,200.00	84.9%
700.00 · Payments - City of Idaho Falls	420,268.00	420,268.00	0.00	100.0%
Total Expense	462,700.46	561,278.00	-98,577.54	82.4%
Net Income	-329,089.63	-432,492.00	103,402.37	76.1%