

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1**  
**Minutes of Regular Meeting held May 8, 2012**

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 8<sup>th</sup> day of May, 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 Dan Gubler, Dave Long and Ralph Isom were present in person. The following were also present: Fire District Liaison, Dick Fowler; Accountant, Terri Gazdik; Legal Counsel, Wiley R. Dennert; City of Idaho Falls Fire Chief, Dean Ellis; Bonneville County Zoning Administrator, Steve Serr; and ISU Emergency Manager, Curtis Eckman.

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 April 10, 2012, were reviewed and amended. A motion to approve the minutes was made and seconded, and the same were unanimously approved and signed.
3. **Approval-Monthly Accountant Report and Bill Authorization.** The summary of accounts payable dated May 8, 2012, prepared and submitted by Accountant, Terri Gazdik was reviewed. The bills totaling the sum of \$8,363.51 were reviewed and discussed. In addition, there is an \$810.00 bill owed to Lincoln Storage. Ms. Gazdik stated that the CD at the Bank of Commerce has not yet rolled over. Ms. Gazdik also stated that a short-term CD is needed to come due to make the payment at the end of October. The landscaping and concrete work at the new station still needs to be paid for. Ralph Isom made a motion to pay the \$8,363.51 of bills as listed on the summary of accounts payable plus the \$810.00 bill to Lincoln Storage. This motion was seconded by Dan Gubler and approved unanimously.
4. **Report by Dick Fowler.** Dick Fowler asked if Seasons West, Inc., the landscaping contractor, had sent a copy of their current general liability insurance policy to Nelson Hall Parry Tucker, P.A. Mr. Dennert checked to see if his office had received a copy of the insurance policy, but it had not. Mr. Fowler said he will check to see if Seasons West, Inc., has a general liability insurance policy before it starts work on the landscaping.

A discussion was had regarding the removal of the Magna Track Exhaust System from the old station. Weider Fire had presented a bid of \$1,600 to remove the exhaust system and to put it into storage. Commissioner Isom made a motion to have Weider Fire remove the exhaust system, David Long seconded the motion, and the motion was approved unanimously.

Mr. Fowler also raised the issue of getting the old building appraised. Curtis Bohm will appraise the old building for \$2,500. It was discussed that the District needs to get the old building appraised before it puts the building up for sale at an auction. Commissioner Isom made a motion to have Curtis Bohm appraise the old building, Commissioner Long seconded the motion and the motion was approved unanimously.

Mr. Fowler raised the issue of consolidating the services for the District's website and the District's email. The District's website is [bdfd1.org](http://bdfd1.org) and the email is [information@bdfd1.org](mailto:information@bdfd1.org). Mr. Fowler said he tried to find out if Cable One could host the website, but that he couldn't get an answer. He will keep trying.

Mr. Fowler had contacted Tony Wise, the operation manager at Falls Water. Mr. Wise said that they are planning on raising the two fire hydrants in Henderson Park that are currently too low and he will contact Lincoln Alternative School to address the placement of the one hydrant that is near the fence. Mr. Fowler obtained from Mr. Wise a printout of a list of hydrants owned by Falls Water. Mr. Fowler gave the list to Chief Ellis.

Mr. Fowler also stated that the Idaho Survey & Rating Bureau, Inc., had given the District an overall ISO rating of 69.94%. Douglas Young is ISRB's field rating representative. Mr. Fowler will call ISRB to find out what criteria were used on some of its ratings. For example, the District received an 18% rating under the ladder truck category, but the District has full access to IFFD's ladder truck. Mr. Fowler will find out which criteria are adjustable so the District will know what it can do to increase its ratings for the patrons.

5. **Report by Dean Ellis.** Chief Ellis state that he will have the dumpster at the old station moved away.
6. **Discussion and Report on Old Business.** The budget hearing date was discussed. The budget hearing will be August 28, 2010, at 12:00 p.m. The district must publish notice of the budget hearing in the newspaper two weeks in advance.

A discussion was had regarding the amount of road base that was laid down at the new fire station in the parking area along the fence. Dick Fowler will follow up with TMC Contractors about them coming back to touch up the road base.

Commissioner Gubler said that the District's property on 55<sup>th</sup> West needs to be surveyed. Mr. Fowler will find an engineering firm to give an estimate on what it will cost to survey the lot.

7. **New Business Issues as Brought by Patrons and Participants.** Curtis Eckman said he came to the meeting today to introduce himself. He is the ISU Emergency Manager. He wants to work with the District to come up with a five-year risk management plan.
8. **Additional Discussion and Report on Old Business.** Steve Serr brought a large map of the District that he had prepared. It does not show the portion of the District owned by

Areva. Mr. Serr rolled the map out on the table for all present to view. He said the map is saved as a .pdf file, so additions or changes can be added. He recommends updating it every year. He will have the map put onto a backing board. The map will be hung at the District's new fire station.

9. **Recess/adjournment.** There being no further business to come before the Board of Commissioners at the meeting and upon motion made unanimously accepted, the meeting was adjourned at approximately 2:15 p.m.

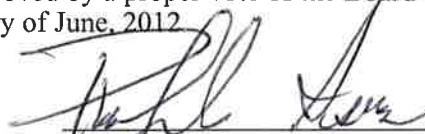
Approved this 12<sup>th</sup> day of June, 2012.

  
\_\_\_\_\_  
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 12<sup>th</sup> day of June, 2012.

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

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

### **NOTICE AND AGENDA FOR MONTHLY MEETING May 8, 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, May 8, 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 April 10, 2012 regular monthly meeting.
3. Review and action on April, 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, including:
  - a. Budget hearing date and issues
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  
May 8, 2012**

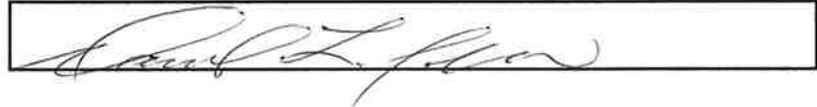
Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	Consulting (April)	05/07/12	Upon receipt	725.00		725.00
Nelson Hall Parry Tucker PA	April Statement	05/03/12	Upon receipt	2,132.26		2,132.26
Cooper Norman	April Statement	04/30/12	05/30/12	1,361.00		1,361.00
Century Link (Paid by phone)	Phone	04/10/12	04/29/12	89.90		89.90
Red, Inc.	Website development	04/20/12	Upon receipt	47.50		47.50
* Merrill Woodworking & Design Inc.	Garage cabinets	04/09/12	Upon receipt	1,565.00		1,565.00
Pest Control Services Inc.	Dormant oil/ornamentals	04/07/12	Upon receipt	34.00		34.00
Rocky Mountain Power	Contract and electric service	04/11/12	04/26/12	249.90		249.90
* YESCO	Move flag pole to new fire station	04/17/12	Upon receipt	885.79		885.79
Cable One	Cable new fire station	04/17/12	05/02/12	59.50		59.50
* Teton Communications	Remove equipment from old fire station	04/27/12	05/12/12	1,152.00		1,152.00
Century Link (Paid online)	Phone	04/28/12	05/17/12	61.66		61.66
* LINCOLN STORAGE						810.00
	<b>Total</b>			<b>8,363.51</b>		<b>8,363.51</b>

**Current  
Interest  
Rate**

Fiscal year 2011/2012 City of Idaho Falls payments		
<u>Due</u>		
October	x	373,598.25
January	x	373,598.25
April	x	373,598.25
July		373,598.25
<b>Total</b>		<b>1,494,393.00</b>
<u>New Construction money</u>		
<u>Due</u>		
03/01/11	x	6,064.00
09/01/11		6,064.00
		<b>12,128.00</b>

CD-Scenic Falls CU Account Matures 12/26/12	#466	247,747.52	0.60%	
Scenic Falls - Other Accts.	Share Acct.	33.03	0.25%	
Bank of Commerce Matures 01/06/13	#3801005710	207,411.72	1.00%	
Bank of Commerce Matures 12/14/12	#3801005705	263,548.07	1.00%	
Bank of Commerce Matures 04/29/12	#3801005596	266,426.63	1.00%	
Idaho Central Credit Union Savings	702026946	25.00		Required savings account to open account
Idaho Central Credit Union CD Matures 5/24/12	702026997	263,806.97	1.24%	
Zions Bank	Money Market #473607265	75,423.32	0.20%	Not a fixed rate-fluctuates monthly.
Bank of Commerce	Checking #1101177732	60,288.33		Non Interest bearing (net of current month checks)
Bank of Commerce	Money Market #1101193507	87,686.31	0.15%	
Bank of Idaho	Money Market/Sweep AIM Tax Free Muni	249,832.74		
	<b>TOTAL</b>	<b>1,722,229.64</b>		

Authorization to pay bills



10:49 AM  
 05/08/12  
 Accrual Basis

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1**  
**Profit & Loss Budget vs. Actual**  
 October 1, 2011 through May 8, 2012

	<u>Oct 1, '11 - May 8, 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
400.0 · Tax Revenues	1,314,700.79	1,182,462.10	132,238.69	111.2%
410.00 · Interest Income	9,110.43	17,127.22	-8,016.79	53.2%
<b>Total Income</b>	<u>1,323,811.22</u>	<u>1,199,589.32</u>	<u>124,221.90</u>	<u>110.4%</u>
<b>Expense</b>				
500.00 · Advertising	0.00	302.44	-302.44	0.0%
510.00 · Bank Charges	175.79	120.95	54.84	145.3%
520.00 · Capital Outlay	382,541.65	377,600.00	4,941.65	101.3%
535.00 · Dues & Subscriptions	0.00	907.26	-907.26	0.0%
550.00 · Ins - Fire, Auto & Liab.	3,292.63	2,116.92	1,175.71	155.5%
568.00 · Audit Fees	0.00	2,721.77	-2,721.77	0.0%
569.00 · Accounting Costs	10,127.50	8,467.73	1,659.77	119.6%
570.00 · Legal Costs	18,114.35	18,145.16	-30.81	99.8%
571.00 · Consulting Services - Website	395.00	907.26	-512.26	43.5%
572.00 · Contract Services-Inspections	0.00	6,048.40	-6,048.40	0.0%
573.00 · Consulting	5,075.00	5,262.10	-187.10	96.4%
574.00 · Contract Services-Machine Hire	0.00	1,209.66	-1,209.66	0.0%
575.00 · Maintenance/Operation #4	1,729.79	3,326.63	-1,596.84	52.0%
585.00 · Office Expense	657.00	0.00	657.00	100.0%
587.00 · Office Rent and Telephone	1,083.54	1,500.00	-416.46	72.2%
615.00 · Repairs - Equipment	1,708.36	0.00	1,708.36	100.0%
625.00 · Supplies	6,547.10	0.00	6,547.10	100.0%
634.00 · Property Taxes	62.00	0.00	62.00	100.0%
640.00 · Utilities	1,874.49	0.00	1,874.49	100.0%
650.00 · Wages - Tax & Insurance	6,781.94	7,900.00	-1,118.06	85.8%
700.00 · Payments - City of Idaho Falls	1,126,858.75	1,126,858.75	0.00	100.0%
<b>Total Expense</b>	<u>1,567,024.89</u>	<u>1,563,395.03</u>	<u>3,629.86</u>	<u>100.2%</u>
<b>Net Income</b>	<u><b>-243,213.67</b></u>	<u><b>-363,805.71</b></u>	<u><b>120,592.04</b></u>	<u><b>66.9%</b></u>