

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

**NOTICE AND AGENDA FOR MONTHLY MEETING
May 14, 2019**

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 14, 2019 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 April 9, 2019 and the Special Meeting held April 16, 2019.
Action: Approve minutes of regular meeting held 4/09/2019.
Action: Approve minutes of special meeting held 4/16/2019.
3. Review and action on April, 2019 monthly bills and financial statement (Terri Gazdik)
Action: Approve monthly bills and financial report
4. Presentation of annual audit report for calendar year 2017/2018 by auditor Dana Izatt.
Action: Approve annual audit for calendar year 2017/2018
Action: Consider engagement of auditor for calendar year 2018/2019
5. District Liaison Report on pending matters, including equipment, repairs and maintenance.
6. Review discussion of wild land firefighting with Justin Kidd, former BLM officer
7. Report from Idaho Falls Fire Chief
8. Comments or reports from Bonneville County and City of Ammon
9. Comments from public.
10. **Summary of Scheduled Action Items:**
(a) Approval of April 9, 2019 regular meeting minutes and April 16 Special Meeting minutes.
(b) Approval of the May, 2019 monthly bill and financial statement.
(c) Approval of annual audit for calendar year 2017/2018
(d) Approval of engagement of auditor for calendar year 2018/2019
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 May 14, 2019

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 14th day of May, 2019, 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; auditor Dana Izatt; patron, Dave Martin, director of Idaho State Fire Commission, email: dougrunningm@gmail.com-(208) 313-3316; City Council member James Francis; City Fire Chief Duane Nelson and Deputy Chief, Dave Coffey.

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 12:14 p.m. by Dan Gubler, acting as Chairman.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on April 9, 2019 were reviewed, and following a motion made by Ralph Isom and seconded by Dave Long, were unanimously approved with one typographical correction..
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated May 14, 2019, 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 \$35,906.54.
4. **Audit Review and Discussion.** CPA and auditor, Dana Izatt, presented and reviewed the annual audit and management report for the District. Upon motion made by Ralph Isom and seconded by Dave Long the commissioners unanimously accepted the audit and management report for the fiscal year ending September 30, 2018.

Mr. Fowler reported that tree spraying and expansion of the westside station landscape was concluded and maintenance of the property is ongoing. He also reported on painting and repairs to the New Sweden and the infloor heating and other repairs and updates on the storage building.

5. **Discussion and Comment from City of Idaho Falls.** Fire Chief Duane Nelson expressed his appreciation for the opportunity to serve and to work with the County contract. He hoped to conclude a negotiation with the County to continue the current contractual relationships. He expressed an opinion that the wild land agreement should be combined with a new agreement. He also expressed that a different methodology for determining the amount paid annually by the District for fire serve should be considered. He presented three different conceptual approaches and stated that any of the three methodologies would justify a request for an approximate 18% increase in District payments. Councilman Francis stated that there exists a sentiment within the City Council that the City should not financially "carry" the District any longer and that a greater sum should be paid by the District for fire service if the relationship is to continue. Following discussion among those present it was agreed that Dick Fowler would meet with Duane Nelson after the Fire District had the opportunity of obtain additional information and discuss the matter among the commissioners. The commissioners expressed disappointment that such a profoundly large increase was being suggested, particularly at such a late date in the process.
6. **County Report.** Steve Serr did not have additional information to present at this meeting.
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 2:36 p.m.

Approved the 11th day of June, 2019.



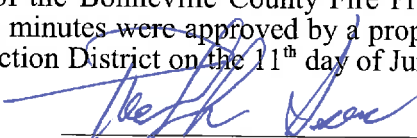
Douglas R. Nelson, Assistant Secretary



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 June, 2019.



Ralph Isom, Secretary

Bonneville County Fire Protection District #1
Summary of Accounts Payable
May 14, 2019

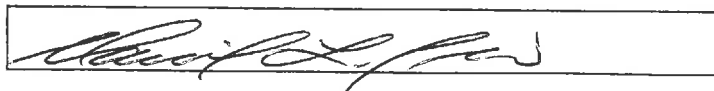
Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	April consulting	04/30/19	Upon receipt	1,018.00		1,018.00
Nelson Hall Parry Tucker PA	April consulting	04/30/19	Upon receipt	3,313.78		3,313.78
Cooper Norman	April consulting	04/30/19	Upon receipt	1,071.70		1,071.70
Century Link	208-524-9124 208-525-4800	04/10/19 04/28/19	pd online pd online	35.02 13.18		35.02 13.18
Rocky Mountain Power	4/24/2019	04/24/19	Upon receipt	313.14		313.14
Dan Gubler	5/13/2019 mileage	05/13/19	Upon receipt	231.42		231.42
Intermountain Gas	S 55th W S 45th W E 65th S	05/01/19 05/03/19 05/03/19	Upon receipt Upon receipt Upon receipt	48.46 46.40 71.53		48.46 46.40 71.53
Cardmember Services	5/7 statement	04/07/19	Upon receipt	5,586.98		5,586.98
Discount Door Company	Inv 43815	05/13/19	Upon receipt	425.00		425.00
Searle Hart & Associates	audit	05/13/19	Upon receipt	6,500.00		6,500.00
State Insurance Fund	4/22/2019	04/22/19	Upon receipt	150.00		150.00
Justin Kidd	Wildland deployment	04/30/19	Upon receipt	150.00		150.00
Idaho Steel	Inv 149990	04/22/19	Upon receipt	1,333.00		1,333.00
ICRMP	10/1/2018 - 9/30/2019	04/05/19	Upon receipt	843.00		843.00
Grover's All-Wheel	3,621	04/25/19	Upon receipt	4,450.45		4,450.45
Targhee Fire LLC	005-19	04/23/19	Upon receipt	923.28		923.28
Jacks Tire & Oil	4/25/2019	04/25/19	Upon receipt	8,800.00		8,800.00
B & K Professionals	tree spraying & cleanup	04/30/19	Upon receipt	582.20		582.20
	Total			35,906.54		35,906.54

Financial Institution	Amount	Current Interest Rate
Idaho Central Credit Union	matures 11/29/19	264,088.06 2.526%
Mountain America Federal Credit Union	matures 3/19/21	279,274.65 3.250%
Westmark	matures 1/2/2020	267,291.85 2.40%
Citizens Community Bank	matures 3/24/19	256,094.65 1.30%
ISU CU	matures 5/1/19	258,590.81 1.00%
ISU Credit Union	matures 8/20/2020	25,962.59 2.42%
Bank of Commerce	matures 5/18/2019	276,518.53 1.20%
Connections CU CD	matures 12/1/19	260,605.77 2.00%
DL Evans	matures 9/27/2019	250,000.00 1.50%
LGIP		1,316,102.96 2.5624%
Connections savings		31.37
Idaho Central Credit Union Savings		25.00
Mountain America Federal Credit Union		5.00
Westmark Savings		25.21
ISU Credit Union		25.00 0.01%
ISU Credit Union savings		25.70 0.05%
Zions Bank		128.01 0.00%
Bank of Commerce		32,854.81
Bank of Commerce MM		5,269.82 0.15%
TOTAL		3,492,919.79

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

Not a fixed rate-fluctuates monthly.

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October 2018 through April 2019

Accrual Basis

	Oct '18 - Apr 19	Budget	\$ Over Budget	% of Budget
Income				
400.0 · Tax Revenues	1,564,193.75	1,432,613.00	131,580.75	109.2%
410.00 · Interest Income	27,041.07	20,416.65	6,624.42	132.4%
420.00 · Miscellaneous Income	63,524.16			
Total Income	1,654,758.98	1,453,029.65	201,729.33	113.9%
Expense				
500.00 · Advertising	0.00	290.00	-290.00	0.0%
505.00 · Auto	427.86	1,165.00	-737.14	36.7%
510.00 · Bank Charges	0.00	58.75	-58.75	0.0%
520.00 · Capital Outlay	131,858.41	231,583.35	-99,724.94	56.9%
530.00 · Commissioners Travel	969.64	1,458.35	-488.71	66.5%
535.00 · Dues & Subscriptions	1,000.00	1,000.00	0.00	100.0%
560.00 · Insurance - Life	0.00	700.00	-700.00	0.0%
569.00 · Accounting Costs	11,164.72	9,916.65	1,248.07	112.6%
570.00 · Legal Costs	16,034.63	17,500.00	-1,465.37	91.6%
571.00 · Consulting Services - Website	0.00	1,166.65	-1,166.65	0.0%
572.00 · Contract Services-Inspections	0.00	11,666.65	-11,666.65	0.0%
573.00 · Consulting	7,000.00	7,000.00	0.00	100.0%
574.00 · Contract Services-Machine Hire	0.00	875.00	-875.00	0.0%
575.00 · Maintenance/Operation	65.00	11,666.65	-11,601.65	0.6%
585.00 · Office Expense	630.99	0.00	630.99	100.0%
615.00 · Repairs - Equipment	2,449.94	13,416.65	-10,966.71	18.3%
625.00 · Supplies	47.33	6,010.65	-5,963.32	0.8%
630.00 · Taxes & Licenses	358.42			
633.00 · Payroll Taxes	1,124.55	2,216.65	-1,092.10	50.7%
640.00 · Utilities	4,854.80	4,083.35	771.45	118.9%
645.00 · Wages	14,700.00	14,700.00	0.00	100.0%
6560 · Payroll Expenses	150.00	0.00	150.00	100.0%
700.00 · Payments - City of Idaho Falls	1,224,081.75	1,224,081.75	0.00	100.0%
Total Expense	1,416,918.04	1,560,556.10	-143,638.06	90.8%
Net Income	237,840.94	-107,526.45	345,367.39	-221.2%