

## BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

### Minutes of Regular Meeting held July 13, 2023

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Thursday the 13<sup>th</sup> day of July, 2023 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 meeting was broadcast via Zoom with the following Meeting ID No. 863 1776 5963, and Passcode 2023Fire.

The following were present:

Commissioners David Long, Ralph Isom (at approximately 12:07 p.m.), Derik Nielsen, and Tyler Gebs were present. Commissioner Dana Kirkham was absent. The following were also present: Attorney Abigail French, Attorney Douglas Nelson, Accountant Terri Gazdik, District Operations Officer Dick Fowler, Ammon Area Fire Chief Stacy Hyde, City of Idaho Falls Fire Chief Duane Nelson, Jason Howard, Andy Moldenhauer, Jason Wilson, Markus Hyde, BCFD Station (via Zoom), Steven Berg, Keith Banda, and Curtis Smith.

Notice of the time, place and purpose was posted at premises of 490 Memorial Drive, Idaho Falls, Idaho, as well as the Fire District website. 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 12:05 p.m. by Derik Nielsen.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on June 8, 2023 were reviewed and following a motion by David Long and seconded by Derik Nielsen, the same were unanimously approved. Minutes of the special meeting of Commissioners held on June 16, 2023 were reviewed and following a motion by Tyler Gebs and seconded by David Long, the same were unanimously approved. Minutes of the work session of Commissioners held on April 7, 2023 were reviewed and following a motion by Tyler Gebs and seconded by David Long, the same were unanimously approved. Minutes of the meeting to review the sealed bids held on May 25, 2023 were reviewed and following a motion by Tyler Gebs and seconded by David Long, the same were unanimously approved.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated July 13, 2023, prepared and submitted by Accountant Terri Gazdik, was reviewed, with a total expenditure of \$451,239.57. Ms. Gazdik reviewed the expenditures and reported on related items. Following discussion and upon motion by David Long and seconded by Tyler Gebs, and unanimously accepted, the report was approved for a total expenditure of \$451,239.57.

At approximately 12:17 p.m., Derik Nielsen moved that the commissioners enter into Executive Session pursuant to:

- Idaho Code Section 74-206(1)(j) to consider labor contract matters and Idaho Code Section 74-206A(1)(a) to consider a labor contract offer or to formulate a counteroffer.
- Idaho Code Section 74-206(1)(b) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, an employee.
- Idaho Code Section 74-206(1)(f) and (i) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet litigated by imminently likely to be litigated and discussion of claim prevention.

The motion was seconded by David Long. The motion carried by the following vote: Aye- Tyler Gebbs, David Long, Ralph Isom, and Derik Nielsen. Nay- None.

The Commissioners for the Bonneville County Fire Protection District No. 1 met in Executive Session on Thursday, July 13, 2023, at the offices of Nelson Hall Parry Tucker, PLLC located at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 at approximately 12:17 p.m.

The Executive Session was called pursuant to the provisions of:

- Idaho Code Section 74-206(1)(j) to consider labor contract matters and Idaho Code Section 74-206A(1)(a) to consider a labor contract offer or to formulate a counteroffer.
  - There were present:
    - David Long
    - Ralph Isom
    - Derik Nielsen
    - Tyler Gebbs
    - District Operations Officer Dick Fowler
    - Ammon Area Fire Chief Stacy Hyde
    - Attorney Abigail French
    - Attorney Douglas Nelson
    - Terri Gazdik
- Idaho Code Section 74-206(1)(b) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, an employee.
  - There were present:
    - David Long
    - Ralph Isom
    - Derik Nielsen
    - Tyler Gebbs
    - District Operations Officer Dick Fowler
    - Ammon Area Fire Chief Stacy Hyde
    - Attorney Abigail French
    - Attorney Douglas Nelson
    - Employee X
    - IAFF State Representative Andy Moldenhauer

- IAFF/PFFI Representative Curtis Smith
- Idaho Code Section 74-206(1)(f) and (i) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet litigated by imminently likely to be litigated and discussion of claim prevention.
  - No discussion was held.

At approximately 1:47 p.m., Derik Nielsen moved to close Executive Session. Ralph Isom seconded. The motion carried.

4. To motion to issue a written decision granting Grievant's request to remove the letter of reprimand from Grievant's employment file was made by Ralph Isom. David Long seconded. The motion carried by the following vote: Aye- David Long, Tyler Gebbs, and Derik Nielsen. Nay- Ralph Isom.
5. **Discussion and Reports.** The following items were reviewed and discussed or actions were taken:
  - a. District Operations Officer Dick Fowler reported on the following items:
    - Mr. Fowler reported on the status of the south property. Specifically, Mr. Fowler explained that he had spoken to Councilman Wessell, and that he was happy with the location of the south property, as growth is anticipated in that area. Mr. Fowler reported that he would continue to look for available property to the east pursuant to the instruction given earlier in the year by the commissioners.
    - Mr. Fowler reported on the proposed purchase of a new water tank for Tender 5. Chief Stacy Hyde reported on the quotes/bids he had received. A motion to approve the purchase of the water tank from Diesel-Depot in the amount of \$18,900.00 was made by Derik Nielsen and seconded by David Long and unanimously approved.
    - Mr. Fowler reported on the proposed budget. Copies of the proposed budget were distributed. A copy of the proposed budget is attached to these minutes. No action was taken on the budget.
    - Mr. Fowler reported on the status of negotiations with the International Association of Fire Fighters (IAFF) Local # 5396. Discussion was had on the proposed collective bargaining agreement. A motion to remove section 13.04(a) and (b) from the proposed collective bargaining agreement and tentatively approve the modified proposed collective bargaining agreement was made by Derik Nielsen and seconded by Ralph Isom and unanimously approved.
  - b. Chief Duane Nelson reported a total of 81 calls, 36 of which were fire related. Chief Nelson reported \$2,000.00 in total damages. Chief Nelson reported that the 4000c was actively being worked on and would soon be turned over.
  - c. Chief Stacy Hyde reported a total of 28 calls and 5 public education events. Chief Hyde reported on the proposed fee schedule. A copy of the proposed fee schedule is attached to these minutes. Specifically, Chief Hyde reported that the proposed fee schedule helped clarify the differences between construction and tenant improvements as well as clarify infraction and violation penalties. No action was taken on the proposed fee schedule. Chief Hyde briefly reported on the proposed

Life Safety License (“LIV”) Agreement. No action was taken on the proposed LIV Agreement.

6. **Public Comment.** No public comments were made.
7. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn by Derik Nielsen and seconded by David Long with unanimous approval at 2:17 p.m.

Approved the 10<sup>th</sup> day of August, 2023.

  
Approved by 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 10<sup>th</sup> day of August, 2023.

  
David H. Long, Secretary

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1  
NOTICE AND AGENDA FOR MONTHLY MEETING  
July 13, 2023**

**NOTE: This meeting will be conducted in person and by Zoom. Those joining by Zoom may connect with the following Meeting ID: 863 1776 5936 and Passcode: 2023Fire. For those attending in person the number of persons permitted to attend may be limited for health safety reasons. Priority for personal attendance shall be given to the five serving Fire District commissioners and other officers of the District.**

Notice is hereby given that the Bonneville County Fire Protection District No. 1 (“Fire District”) will hold its regularly scheduled monthly meeting on Thursday, July 13, 2023, at the hour of 12:00 o’clock p.m. to be held in the conference room at Nelson Hall Parry Tucker, PLLC., located at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 and by Zoom, as above mentioned. The Commissioners of the Fire District will take up the following agenda during the meeting:

1. Call to Order and Roll Call by Chairman Ralph Isom.
2. Review and approval of minutes for the regular meeting held June 8, 2023.  
**Action: Approve minutes of regular meeting held 06/08/2023.**
3. Review and approval of minutes for the special meeting held June 16, 2023.  
**Action: Approve minutes of special meeting held 06/16/2023.**
4. Review and approval of minutes for the work session held April 7, 2023.  
**Action: Approve minutes of work session held 04/7/2023.**
5. Review and approval of minutes for the meeting to review sealed bids held May 25, 2023.  
**Action: Approve minutes of meeting held 05/25/2023.**
6. Review and action on July 2023 monthly bills and financial statement for preceding month. (Terri Gazdik).  
**Action: Approve monthly bills and financial report.**
7. **EXECUTIVE SESSION:** An executive session will be held immediately following the agenda items above. The executive session will be closed to the public as permitted by law. The executive session has been called pursuant to the provisions of:
  - (a) Idaho Code Section 74-206(1)(j) to consider labor contract matters and Idaho Code Section 74-206A(1)(a) to consider a labor contract offer or to formulate a counteroffer.
  - (b) Idaho Code Section 74-206(1)(f) and (i) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet litigated by imminently likely to be litigated and discussion of claim prevention.
  - (c) Idaho Code Section 74-206(1)(b) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent.**Action: Enter into Executive Session by roll call vote.**
8. Close Executive Session and reconvene Open Meeting.  
**Action: Close Executive Session and reconvene Open Meeting.**
9. Discussion and possible decision and/or action on employment matter.  
**Possible Action: Render decision and/or prescribe action regarding employment**

**matter.**

10. Discussion and Reports from District Operations Officer, Fire Chiefs and legal counsel, including:

a. Richard Fowler, Operations Officer:

- (1) Operations report.
- (2) Discussion regarding a new water tank purchase for Tender 5.

**Possible Action: Approve purchase of new water tank for Tender 5.**

- (3) Discussion regarding proposed collective bargaining agreement with International Association of Fire Fighters (IAFF) Local #5396, status of negotiations with International Association of Fire Fighters (IAFF) Local #5396, and possible approval of said agreement.

**Possible Action: Approve proposed collective bargaining agreement with IAFF Local #5396.**

- (4) Discussion on south property.
- (5) Discussion regarding proposed budget and authorization to post and publish notice of annual budget hearing (August 29, 2023 at 12:00 p.m.) and proposed budget for the 2023/2024 fiscal year.

**Possible Action: Approve posting and publication of proposed budget and annual budget hearing notice for final action at annual budget meeting to be held on August 29, 2023 at 12:00 p.m.**

b. Chief Duane Nelson, report regarding Idaho Falls Fire Department activity and needs.

c. Chief Stacy Hyde, report regarding Ammon Area fire responses activity and needs.

- (1) Discussion regarding Proposed Resolution 2023-001R - Setting BCFD1 Fees.

**Possible Action: Approval of Resolution 2023-001R Resolution Setting BCFD1 Fees.**

11. Patron and community comments (limited to 5 minutes each)

12. **Summary of Action Items:**

- (a) Approval of June 8, 2023 meeting minutes.**
- (b) Approval of June 16, 2023 meeting minutes.**
- (c) Approval of April 7, 2023 meeting minutes.**
- (d) Approval of May 25, 2023 meeting minutes.**
- (e) Approval of monthly bills and financial report.**
- (f) Action to enter into Executive Session by roll call vote.**
- (g) Action to close Executive Session and reconvene Open Meeting.**

- (h) Possible action to render decision and/or prescribe action regarding employment matter.**
- (i) Possible approval to purchase a new water tank for Tender 5.**
- (j) Possible approval of proposed collective bargaining agreement with IAFF Local #5396.**
- (k) Possible action to approve posting and publication of proposed budget and annual budget hearing notice for final action at annual budget meeting to be held on August 29, 2023 at 12:00 p.m.**
- (l) Possible approval of Resolution 2023-00R- Setting BCFD1 Fees.**

13. Recess/Adjournment

Bonneville County Fire Protection District No. 1, Derik M. Nielsen, Dana Kirkham, David H. Long, Ralph Isom, and Tyler Gebbs, Commissioners.


**Bonneville County Fire Protection District #1**  
**Summary of Accounts Payable**  
**July 13, 2023**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Net Amt Due
Nelson Hall Parry Tucker PA	Inv 7-10-23	07/10/23	Upon receipt	9,248.00	9,248.00
Cooper Norman	Inv 120929	06/30/23	Upon receipt	3,305.75	3,305.75
Century Link	208-524-9124	06/10/23	pd online	35.02	35.02
	208-525-4800	06/28/23	pd online	23.24	23.24
Rocky Mountain Power	S 55th, S 45th	06/22/23	pd online	86.51	86.51
	2137 S Ammon	07/07/23	pd online	722.67	722.67
	2137 S Ammon	07/07/23	pd online	174.79	174.79
Intermountain Gas	S 55th W	06/30/23	pd online	42.44	42.44
	2137 S Ammon	07/03/23	pd online	47.38	47.38
	3575 Brookfield Lane	07/03/23	pd online	39.71	39.71
Cardmember Services	Ammon	07/07/23	Upon receipt	4,623.69	4,623.69
	BCFD	07/07/23	Upon receipt	91.44	91.44
AC and S LLC	Inv 28219	06/21/23	Upon receipt	917.25	917.25
Allied Business Solutions	Inv AR434419,AR439558	5/5 & 6/8/23	Upon receipt	99.40	99.40
	Inv AR443123	07/03/23	Upon receipt	19.26	19.26
ALSCO	LBLA2396181, LBLA2400114	6/5 & 6/19	Upon receipt	218.84	218.84
BPA Health	0031998-IN	06/01/23	Upon receipt	75.00	75.00
	0032258-IN	07/01/23	Upon receipt	75.00	75.00
City of Ammon	2137 S Ammon	06/23/23	Upon receipt	130.80	130.80
	3575 Brookfield	06/23/23	Upon receipt	214.96	214.96
City of Idaho Falls	July payment	07/01/23	Upon receipt	420,268.00	420,268.00
DL Cleaners	60223,70123	6/2 & 7/1/23	Upon receipt	479.10	479.10
Delta Fabrication	Inv 82424	07/05/23	Upon receipt	670.00	670.00
Diversified Inspections	Inv IDI6446	07/13/23	Upon receipt	2,236.25	2,236.25
Eriks	Inv 186777	06/14/23	Upon receipt	9.16	9.16
First Street Welding	Inv 33149	06/30/23	Upon receipt	2,808.00	2,808.00
Municipal Emergency Services	Inv 1884778	06/01/23	Upon receipt	40.14	40.14
Powertech Diesel	Inv 53105	06/21/23	Upon receipt	2,375.00	2,375.00
T-Mobile	Inv 713/23	07/13/23	Upon receipt	218.65	218.65
Teton Communications	Inv 24061	06/19/23	Upom Receipt	120.00	120.00
Wex Fuel	June billing	06/30/23	Upon receipt	1,824.12	1,824.12
	<b>Total</b>			<b>451,239.57</b>	<b>451,239.57</b>

Financial Institution	Amount	Current Interest Rate
Idaho Central Credit Union	matures 1/13/2024	277,584.64 4.43%
East Idaho Credit Union	matures 9/3/2023	254,568.60 2.00%
East Idaho Credit Union checking		5.00
Mountain America Federal Credit Union	matures 3/19/25	303,039.20 4.56%
Westmark	matures 4/24/2024	280,596.02 5.25%
Citizens Community Bank/Glacier	matures 5/27/2024	275,042.42 4.00%
Lookout CU	matures 10/22/23	266,038.05 0.25%
Bank of Commerce CD #6216	matures 6/24/2024	288,970.47 4.25%
Connections CU CD	matures 6/1/2024	277,809.37 3.35%
DL Evans	matures 3/27/2024	263,858.04 3.05%
LGIP		3,365,644.60 4.33%
Stifel		500,106.85 4.50%
Connections savings		31.37
Idaho Central Credit Union Savings		25.00
Mountain America Federal Credit Union		5.00
Westmark Savings		25.28
Lookout Credit Union savings		25.00
Lookout Credit Union savings		25.70
Bank of Commerce savings		50,112.38 0.41%
Bank of Commerce		108,363.50
Bank of Commerce MM		5,318.51 1.50%
<b>TOTAL</b>		<b>6,517,195.00</b>

Fiscal year	2022/2023
City of Idaho Falls payments	
<b>Due</b>	
October	x 420,268.00
January	x 420,268.00
April	x 420,268.00
July	x 420,268.00
<b>Total</b>	<b>1,681,072.00</b>

Authorization to pay bills





BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

07/12/23

October 2022 through June 2023

Accrual Basis

	Oct '22 - Jun 23	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
400.00 · Tax Revenues	2,700,302.70	2,512,073.52	188,229.18	107.5%
4040.00 · Gain/loss on investments	25,000.00	0.00	25,000.00	100.0%
410.00 · Interest Income	124,643.62	9,374.99	115,268.63	1,329.5%
420.00 · Miscellaneous Income	21,489.59	18,225.00	3,264.59	117.9%
440.00 · Grant Proceeds	0.00	400,000.00	-400,000.00	0.0%
<b>Total Income</b>	<b>2,871,435.91</b>	<b>2,939,673.51</b>	<b>-68,237.60</b>	<b>97.7%</b>
<b>Expense</b>				
500.00 · Advertising				
501.02 · Public Relations - Ammon	4,364.33	0.00	4,364.33	100.0%
502.02 · Fire Prevention - Ammon	714.95	0.00	714.95	100.0%
500.00 · Advertising - Other	0.00	3,749.99	-3,749.99	0.0%
<b>Total 500.00 · Advertising</b>	<b>5,079.28</b>	<b>3,749.99</b>	<b>1,329.29</b>	<b>135.4%</b>
505.00 · Auto - Fuel & Oil	11,145.63	18,748.00	-7,602.37	59.4%
520.00 · Capital Outlay	249,130.41	48,750.02	200,380.39	511.0%
530.00 · Travel	31.04	0.00	31.04	100.0%
535.00 · Dues & Subscriptions	3,154.20	3,750.02	-595.82	84.1%
542.00 · Equipment Rent	1,872.00	0.00	1,872.00	100.0%
550.00 · Ins - Fire, Auto & Liab.	9,646.50	22,500.00	-12,853.50	42.9%
568.00 · Audit Fees	14,000.00	7,500.01	6,499.99	186.7%
569.00 · Accounting Costs	42,195.55	33,750.00	8,445.55	125.0%
570.00 · Legal Costs	48,416.80	47,250.00	1,166.80	102.5%
574.00 · Contract Services-Machine Hire	0.00	1,125.00	-1,125.00	0.0%
575.00 · Building Maintenance/Operation	27,971.73	23,250.01	4,721.72	120.3%
576.00 · Ground Repair & Maint	865.39	0.00	865.39	100.0%
580.00 · Miscellaneous	99.15	0.00	99.15	100.0%
581.02 · Clothing & Uniforms - Ammon	3,626.60	0.00	3,626.60	100.0%
582.02 · Personal Protective Equip-Ammon	2,011.22	0.00	2,011.22	100.0%
583.02 · Postage - Ammon	86.29	0.00	86.29	100.0%
584.02 · Health & Safety - Ammon	1,524.20	0.00	1,524.20	100.0%
585.00 · Office Supplies/Expense	596.20	0.00	596.20	100.0%
586.00 · Training & Certification	338.84	3,750.02	-3,411.18	9.0%
615.00 · Repairs & Maint - Equipment	9,136.60	38,250.00	-29,113.40	23.9%
616.00 · Vehicle Repair & Maintenance				
616-1.1 · Truck #	1,952.33	0.00	1,952.33	100.0%
616.2.1 · Truck # E1 Engine	2,986.48	0.00	2,986.48	100.0%
616.2.2 · Truck # E2 Engine	19.84	0.00	19.84	100.0%
616.2.3 · Truck # E3 Engine	36.02	0.00	36.02	100.0%
616.3.3 · Truck # WT3 Water Tender	9,507.24	0.00	9,507.24	100.0%
616.5.1 · Truck #B1 Brush	15.57	0.00	15.57	100.0%
616.5.3 · Truck # B3 Brush	21.99	0.00	21.99	100.0%
616.00 · Vehicle Repair & Maintenance - Other	9,363.24	0.00	9,363.24	100.0%
<b>Total 616.00 · Vehicle Repair &amp; Maintenance</b>	<b>23,902.71</b>	<b>0.00</b>	<b>23,902.71</b>	<b>100.0%</b>
625.00 · Supplies	14,356.35	48,750.02	-34,393.67	29.4%
630.00 · Taxes & Licenses	304.42	0.00	304.42	100.0%
640.00 · Utilities	13,267.69	19,500.02	-6,232.33	68.0%
644 · Payroll, Benefits, & Taxes				
645.00 · Wages & Salaries				
645.01 · Salaries - BCFD	70,338.15	57,000.01	13,338.14	123.4%
645.02 · Salaries - Ammon	691,671.07	1,104,930.00	-413,258.93	62.6%
645.00 · Wages & Salaries - Other	-29,523.00	0.00	-29,523.00	100.0%
<b>Total 645.00 · Wages &amp; Salaries</b>	<b>732,486.22</b>	<b>1,161,930.01</b>	<b>-429,443.79</b>	<b>63.0%</b>
647.00 · Employee Benefits				
648.00 · Insurances - Employee	103,941.55	0.00	103,941.55	100.0%
648.11 · HSA	33,357.28	0.00	33,357.28	100.0%
648.12 · PERSI	85,711.81	0.00	85,711.81	100.0%
648.13 · HRA	7,919.95	0.00	7,919.95	100.0%
648.14 · Phone Reim	555.00	0.00	555.00	100.0%
647.00 · Employee Benefits - Other	525.00	0.00	525.00	100.0%
<b>Total 647.00 · Employee Benefits</b>	<b>232,010.59</b>	<b>0.00</b>	<b>232,010.59</b>	<b>100.0%</b>
650.00 · Wages - Tax Employer	59,519.65	0.00	59,519.65	100.0%
644 · Payroll, Benefits, & Taxes - Other	197.62			
<b>Total 644 · Payroll, Benefits, &amp; Taxes</b>	<b>1,024,214.08</b>	<b>1,161,930.01</b>	<b>-137,715.93</b>	<b>88.1%</b>

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October 2022 through June 2023

	Oct '22 - Jun 23	Budget	\$ Over Budget	% of Budget
655.00 · Workmens Compensation	43,843.00	15,000.02	28,842.98	292.3%
660.00 · IT	12,826.88	22,500.00	-9,673.12	57.0%
675.00 · Fire Dept Grant Expend	0.00	400,000.00	-400,000.00	0.0%
700.00 · Payments - City of Idaho Falls	1,260,804.00	1,260,804.00	0.00	100.0%
<b>Total Expense</b>	<b>2,824,446.76</b>	<b>3,180,857.14</b>	<b>-356,410.38</b>	<b>88.8%</b>
<b>Net Income</b>	<b>46,989.15</b>	<b>-241,183.63</b>	<b>288,172.78</b>	<b>-19.5%</b>

Bonneville County Fire  
 Protection District #1  
 Proposed Budget for Year Ended 9/30/2024



**BONNEVILLE COUNTY  
 FIRE DISTRICT #1**

<b>Revenues</b>	<b>Budgeted 2023-2024</b>	
Taxes-limited to 3% increase	3,780,985	
Contract fire revenue	150,000	
Grant proceeds - Pumper etc	427,500	
Interest on investments (estimated)	315,000	
Miscellaneous - net fees collected by Ammon	25,403	
	<u>4,698,888</u>	
<b>Expenditures</b>		
Advertising and Public Relations	10,000	
Audit	15,000	
Vehicle and travel	15,000	
Building and Grounds Maintenance	35,000	
Equipment Maintenance	45,000	
Capital Outlay	230,000	
Capital Outlay - Grant Expended	475,000	
Commissioner's Expense(includes pr taxes, wc, PERSI)	80,000	
Computer Support and Equipment	22,500	
Property insurance	25,000	
Training and Safety	7,500	
Workmens Compensation Insurance	45,000	
Dues and Subscriptions	5,000	
Legal	68,000	
Accounting	60,000	
Supplies and Miscellaneous	65,000	
Utilities	25,000	
Employee Payroll, Retirement, Benefits	1,826,514	
City of Idaho Falls Contract	1,681,072	
Total	<u>4,735,586</u>	
Excess (Deficit)	<u>(36,698)</u>	
<b>Proposed payment to the City of Idaho Falls for the year ended 9-30-2024</b>		
1,681,072.27/4 payments	October 10, 2023	420,268.07
	January 10, 2024	420,268.07
\$1,681,072.27 represents the contract agreed upon with The City of Idaho Falls	April 10, 2024	420,268.07
	July 10, 2024	<u>420,268.07</u>
	<b>TOTAL</b>	<b>1,681,072.27</b>
<b>Proposed Budget:</b>		
General Fund (3%)	3,775,548	
New Construction	75,751	
Less: Property Tax Replacement	(70,314)	
Maximum non-exempt property tax budget	<u>3,780,985</u>	

<b>Capital Outlays:</b>	
Tinder	90,000
Plow truck, inspector car, equipment replacement	140,000
Grant expended on Truck	<u>475,000</u>
	<u>705,000</u>

<b>Appropriated Funds</b>	
Satellite Station	1,050,000
South Station	<u>2,165,000</u>
	<u>3,215,000</u>

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT 1  
CITY OF AMMON DIVISION  
BONNEVILLE COUNTY, IDAHO**

**RESOLUTION NO. 2023-001R**

**A RESOLUTION OF THE BONNEVILLE COUNTY PROTECTION FIRE DISTRICT 1 - AMMON DIVISION, IDAHO,  
ESTABLISHING THE FEES FOR: FIRE CODE ENFORCEMENT SERVICES INCLUDING PERMITS, INSPECTIONS,  
INFRACTIONS, VIOLATIONS, NON-COMPLIANCE PENALTIES; CPR CLASSES; LATE PAYMENT OF INVOICED  
BILLINGS; RETURNED CHECKS; PUBLIC RECORD REQUESTS.**

WHEREAS, THE BONNEVILLE COUNTY FIRE PROTECTION DISTRICT 1, Bonneville County, Idaho, has adopted the provision requiring the payment of Fire District Fees for International Fire Code (IFC) compliance to be charged for permits, inspections and non-compliance penalties within the City of Ammon ; and,

WHEREAS, the Bonneville County Fire Protection District provides that Fire District Fees are to be established by resolution of the Fire District Commission and posted on the Bonneville County Fire Protection District 1 website and may be amended from time to time by resolution; and,

WHEREAS, the Fire District Commission has examined the rates and fees charged and have determined, and hereby find that such rates and fees should be adopted to meet expenses of operation and other appropriate expenses and charges.

NOW THEREFORE, be it hereby resolved by the Fire District Commission of Bonneville County Fire Protection District 1, Bonneville County, Idaho, as follows:

**Section 1.**

That the Fire District Commission does hereby find that the charges and rates as set forth in this Resolution for Fire District Fees which shall be provided as reasonable and in reasonable relationship to the cost of the services to be provided.

**Section 2.**

That a copy of this Resolution shall be posted on the Bonneville County Fire Protection District 1 website and subject to examination by any interested party.

**Section 3.**

That the portions of this Resolution relating to Fire Code Fees as provided for in this Resolution required a public hearing, said hearing was published and heard as required by Idaho State Statute.

**Section 4.**

The Fire Chief or designated representative is authorized to charge a maximum fee in an amount set by the Bonneville County Fire Protection District 1 Commissioners in accordance with the current, approved Fire District Fee Resolution for Infractions and Violations. The fee may be charged to the responsible person, business owner, business operator and/or service contractor after review by and at the discretion of the Fire Chief or designated representative. (References: Infractions, Ammon City Ordinance Title 5, Chapter 2 and Title 1, Chapter 4)

**Section 5.**

Pursuant to the provisions of Title VII of the Codified Ordinances of the City of Ammon, State of Idaho, the rates for various permits, licenses, violations and services furnished by the Bonneville County Fire Protection District 1 as set forth in the following Schedule of Charges are hereby established and adopted which are hereby made effective:

**A. FIRE CODE COMPLIANCE**

Schedule of Charges	
<i><b>Fire Code Plan Review Fee</b></i>	Total Square Footage/5,000=> Round up X \$50.00; Not to Exceed \$500.00
<i><b>Fire Alarm System Construction Permit/Tenant Improvement (TI) Permit</b></i>	Flat Fee \$100.00 per System/\$50.00 per Tenant Improvement (TI)
<i><b>Fire Sprinkler System Construction Permit/TI Permit</b></i>	Flat Fee \$100.00 per System/\$50.00 per TI
<i><b>Alternative Fire Suppression System Construction Permit/TI Permit</b></i>	Flat Fee \$75.00 per System or TI
<i><b>Fire Pump System Construction Permit</b></i>	Flat Fee \$100.00 per System
<i><b>Stop Work Order Violation</b></i>	Flat Fee \$1,000.00 per Violation
<i><b>Fire Code Annual Inspection Fee for Businesses</b></i>	\$40.00 (\$50.00*) per Man-Hour (minimum 1 MH); Not to Exceed \$400.00 (500.00*) <i>*Effective October 1<sup>st</sup>, 2023.</i>
<i><b>Fire Department Operational Permit</b></i>	Flat Fee \$50.00
<i><b>Life Safety License Fee</b></i>	\$75.00 per Year
<i><b>Burn Permit</b></i>	\$0.00

<b><i>Infraction Fee</i></b>	\$100.00 per Infraction
<b><i>Nuisance Alarm Fee</i></b>	\$100.00 per Response

1. **Infraction** - A violation of the Fire Code or City Ordinance not necessarily related to inspection compliance.

2. **Nuisance Alarms (False/Negligent)**. Examples include: four or more false alarm emergency responses to the same location within a 12-month period; excessive emergency responses to the same location due to non-fire conditions; any alarm caused by a device or system failure, malfunction, improper installation or lack of proper maintenance; an emergency response due to a life safety system activation where a service contractor fails to contact the Fire District, Fire Code Official and/or Fire Dispatch Center when servicing such systems; malicious false alarms, of any number, defined as the willful and knowing initiation or transmission of a signal, message or other notification of an event of fire when no such danger exists; a life safety system activation with a cause that cannot be determined; a response due to unauthorized burning after previous notification of violation/non-compliance. This list is not all inclusive.

**B. CODE ENFORCEMENT PENALTIES-FAILURE TO COMPLY**

- |    |   |   |
|----|---|---|
| 1. | Inspection Violation(s) not fixed on or before the third follow-up visit  | \$50.00 per Violation                                 |
| 2. | Inspection Violation(s) not fixed on or before the fourth follow-up visit | \$100.00 per Violation                                |
| 3. | Inspection Violation(s) not fixed on or before the fifth follow-up visit  | <b>STOP WORK ORDER</b><br>issued                      |
| 4. | <b>STOP WORK ORDER</b> for Fire Code Violation(s)                         | \$1,000.00 per day until<br>compliance is achieved*** |

\*\*\* A **STOP WORK ORDER** may be issued at any time during an inspection process or when identified otherwise.

**C. MISCELLANEOUS FEES, NOTES**

- 1. Fireworks Display Permit \$125.00\*\*
- 2. CPR Classes \$50.00 for Ammon Resident or Ammon Child Care Worker; \$75.00 for Non-Resident
- 3. Return Check Fee \$25.00
- 4. Late Fee for Invoiced Billings - \$5.00 or 1.5% of the total amount invoiced per month, whichever is greater.
- 5. Refunds - A \$10.00 minimum fee applies to all authorized refunds.

\*\*Shall be a State of Idaho "Licensed Fireworks Wholesaler or Import Company" with approved training and Insurance Bonding.

- 6. Public Record Requests pursuant to Idaho 74-102
  - a. Copying Fee, up to 100 sheets No charge
  - b. Copying Fee, more than 100 sheets \$0.05 per sheet of 8.5"X11" paper, black and white only
  - c. Labor Fee, up to two hours No charge
  - d. Labor Fee, more than two hours Pursuant to Idaho Code 74-102(10)
  - e. Materials Fee Pursuant to Idaho Code 74-102(10)

**Other costs and fees associated with a Public Records Request not itemized in this section shall be charged to the Requester according to Idaho Code 74.102**

**Section 6. Effective Date**

This resolution shall be in force and effect upon the passage and approval by the Fire District Commission and shall take effect as of the 11th day of May, 2023.

**Passed by the Commission and approved on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.**

BONNEVILLE COUNTY PROTECTION FIRE DISTRICT 1, IDAHO

\_\_\_\_\_  
Ralph Isom, Chairperson

ATTEST:

\_\_\_\_\_  
Douglas Nelson, Legal Counsel