

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
Minutes of Regular Meeting held March 12, 2019

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 12th day of February, 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 and Dave Long were present. Commissioner Ralph Isom was excused. The following were also present: District Liason, Dick Fowler; legal counsel, Doug Nelson; District accountant Terri Gazdick; Bonneville County Planning Supervisor, Steve Serr; City of Idaho Falls Fire Chief, Dave Hanneman; Deputy Chief, Dave Coffee; and, City Council Member, Jim Francis.

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 12:08 p.m. by Dan Gubler, acting as Chairman.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on February 12, 2019 were reviewed, and following a motion made by Dave Long and seconded by Dan Gubler, were unanimously approved.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated March 11, 2019, prepared and submitted by Accountant Terri Gazdik was reviewed. Following discussion and upon motion made by Dave Long, seconded by Dan Gubler the report was unanimously approved for a total expenditure of \$19,396.72.
4. **Discussion.** Fire District Liaison, Dick Fowler, reported on snow damage that has occurred at the Grange building and the need to paint the exterior of the building in various areas was discussed. Mr. Fowler was requested to obtain bids. It was noted that the Fire District budget contains fund allocations for asphalt work to be concluded at the York station along with some concrete curbing. Mr. Fowler reported that he is working to obtain bids for this work.

It was reported that the Fire District has received a bill for exterior lights on the westside building for approximately \$1,200.00 from Dale Garner Electric which Mr. Gubler said he would take to the accountant for payment.

Dave Long made a motion to declare as surplus 12 SCBA units and to donate those units to the City of Idaho Falls. After discussion a motion to that affect was made and passed unanimously. The City intends to declare a similar number of such units as surplus which are also being replaced. The City stated that it intends to donate this equipment to the Roberts Fire District.

It was reported that the new 2019 Ford F-450 truck has arrived and will exchange the box from another truck before putting it into service. Grover's All Wheel submitted the smallest bid to exchange bed and paint for \$3,468.50. A motion was made by Dave Long to accept Grover's bid which was seconded by Dan Gubler and unanimously passed. It was mentioned that the F450 wheel covers need to be replaced.

5. **Report of City Fire Department.** City of Idaho Falls representatives reported on the following:

It was reported that the funds from out of area fire services have recently arrived and the City expect to make payment to the Fire District for its portion in April.

Chief Hanneman announced that he is planning to retire and that the City is in the process of selecting a new fire chief. He mentioned that if the Fire District supports Duane Nelson for that positions then a letter of support might be appropriately directed to Mayor Rebecca Casper.

6. **County Report.** Steve Serr had no additional information to 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 2:12 p.m.

Approved the 9th day of April, 2019.



Douglas R. Nelson, Legal Counsel and 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 9th day of April, 2019.

A handwritten signature in black ink, appearing to read "Ralph Isom", written over a horizontal line.

Ralph Isom, Secretary


Bonneville County Fire Protection District #1
Summary of Accounts Payable
March 11, 2019

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	February consulting	02/28/19	Upon receipt	1,000.00		1,000.00
Nelson Hall Parry Tucker PA	February consulting	02/28/19	Upon receipt	1,943.43		1,943.43
Cooper Norman	February consulting	02/28/19	Upon receipt	1,527.25		1,527.25
Century Link	208-524-9124 208-525-4800	02/10/19 02/28/19	pd online pd online	35.02 18.66		35.02 18.66
Rocky Mountain Power	1/25/2019	02/25/19	Upon receipt	359.02		359.02
Dan Gubler	3/11/19 mileage	03/11/19	Upon receipt	205.32		205.32
Weidner	53600	02/01/19	Upon receipt	1,129.16		1,129.16
Intermountain Gas	S 55th W S 45th W E 65th S	02/28/19 03/04/19 03/04/19	Upon receipt Upon receipt Upon receipt	155.07 114.48 205.94		155.07 114.48 205.94
Cardmember Services	Walmart/Erick	02/26/19	Upon receipt	238.87		238.87
BME Fire Fighter Supply	2407	02/27/19	Upon receipt	3,662.50		3,662.50
Idaho Steel	148915, 149039	2/4,2/19	Upon receipt	557.00		557.00
Helix Truck	2866	02/22/19	Upon receipt	613.74		613.74
Powerhouse Coach	2/14/19	02/14/19	Upon receipt	8,245.00		8,245.00
Total				20,010.46 19,396.72		20,010.46 19,396.72

Financial Institution	Amount	Current Interest Rate
Idaho Central Credit Union	263,448.56	2.526%
Mountain America Federal Credit Union	277,590.19	2.200%
Westmark	265,749.63	2.40%
Citizens Community Bank	256,094.65	1.30%
ISU CU	257,954.24	1.00%
ISU Credit Union	25,809.56	2.42%
Bank of Commerce	276,518.53	1.20%
Connections CU CD	259,682.11	1.45%
DL Evans	250,000.00	1.50%
LGIP	1,609,689.48	2.5624%
Connections savings	31.37	
Idaho Central Credit Union Savings	25.00	
Mountain America Federal Credit Union	25.00	
Westmark Savings	25.20	
ISU Credit Union	25.00	0.01%
ISU Credit Union savings	25.70	0.05%
Zions Bank	128.01	0.00%
Bank of Commerce	73,566.48	
Bank of Commerce MM	5,267.62	0.15%
TOTAL	3,821,656.33	

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

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

03/11/19

Profit & Loss Budget vs. Actual

Accrual Basis

October 2018 through February 2019

	Oct '18 - Feb 19	Budget	\$ Over Budget	% of Budget
Income				
400.0 · Tax Revenues	1,509,592.25	1,375,613.00	133,979.25	109.7%
410.00 · Interest Income	15,065.94	14,583.31	482.63	103.3%
Total Income	1,524,658.19	1,390,196.31	134,461.88	109.7%
Expense				
500.00 · Advertising	0.00	206.00	-206.00	0.0%
505.00 · Auto	386.81	831.00	-444.19	46.5%
510.00 · Bank Charges	0.00	42.25	-42.25	0.0%
520.00 · Capital Outlay	108,161.05	165,416.69	-57,255.64	65.4%
530.00 · Commissioners Travel	599.00	1,041.69	-442.69	57.5%
535.00 · Dues & Subscriptions	1,000.00	1,000.00	0.00	100.0%
569.00 · Accounting Costs	8,911.27	7,083.31	1,827.96	125.8%
570.00 · Legal Costs	9,961.54	12,500.00	-2,538.46	79.7%
571.00 · Consulting Services - Website	0.00	833.31	-833.31	0.0%
572.00 · Contract Services-Inspections	0.00	8,333.31	-8,333.31	0.0%
573.00 · Consulting	5,000.00	5,000.00	0.00	100.0%
574.00 · Contract Services-Machine Hire	0.00	625.00	-625.00	0.0%
575.00 · Maintenance/Operation	65.00	8,333.31	-8,268.31	0.8%
580.00 · Miscellaneous	149.00	0.00	149.00	100.0%
585.00 · Office Expense	405.38	0.00	405.38	100.0%
615.00 · Repairs - Equipment	2,615.72	9,583.31	-6,967.59	27.3%
625.00 · Supplies	0.00	4,293.31	-4,293.31	0.0%
630.00 · Taxes & Licenses	358.42			
633.00 · Payroll Taxes	803.25	1,583.31	-780.06	50.7%
640.00 · Utilities	3,578.94	2,916.69	662.25	122.7%
645.00 · Wages	10,500.00	10,500.00	0.00	100.0%
700.00 · Payments - City of Idaho Falls	816,054.50	816,054.50	0.00	100.0%
Total Expense	968,549.88	1,056,176.99	-87,627.11	91.7%
Net Income	556,108.31	334,019.32	222,088.99	166.5%



P.O. Box 51330
Idaho Falls, Idaho 83405

March 12, 2019

Idaho Falls Fire Department
Dave W. Hanneman, Chief
343 E. Street
P.O. Box 50220
Idaho Falls, Idaho 83405

RE: *Equipment Donation*

Dear Chief Hanneman:

I am writing to confirm and document the gift and ownership transfer from the Bonneville County Fire Protection District No. 1 ("Fire District") to the City of Idaho Falls Fire Department ("Fire Department") of 12 self contained breathing apparatus (SCBA's) which are currently being replaced with new units.

These SCBA's have been owned by the Fire District but have been used and maintained by the Fire Department. The Fire District, at its regular meeting held March 12, 2019, acted to declare the equipment as surplus and to donate the SCBA's to the Fire Department for its further use or donation to another fire department or district.

Best regards,

Daniel Gubler, Chairman
Bonneville County Fire Protection District No. 1

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING

March 12, 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, March 12, 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 minutes of the regular meeting held February 12, 2019.
Action: Approve minutes of regular meeting held 2/12/2019.
3. Review and action on February, 2019 monthly bills and financial statement (Terri Gazdik)
Action: Approve monthly bills
5. District Liaison Report on pending matters, including discussion and possible approval surplus property declaration.
Action: Approval of resolution declaring 12 self contained breathing apparatus (SCBA's) surplus and authorizing disposition.
6. Report from Idaho Falls Fire Chief
7. Comments or reports from Bonneville County and City of Ammon
8. Comments from public.
9. **Summary of Scheduled Action Items:**
 - (a) **Approval of February 12, 2019 regular meeting minutes.**
 - (b) **Approval of the February, 2019 monthly bill and financial statement.**
 - (c) **Approval and action to declare SCBA units as surplus and to authorize non-compensated disposition to another municipal organization.**
10. Recess/Adjournment

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