

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

### **NOTICE AND AGENDA FOR MONTHLY MEETING**

**October 8, 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, October 8, 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 September 10, 2019.  
**Action: Approve minutes of regular meeting held 9/10/2019.**
3. Review and action on October, 2019 monthly bills and financial statement (Terri Gazdik)  
**Action: Approve monthly bills and financial report**
4. District Liaison Report on pending matters.
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 September 10, 2019 meeting minutes.**  
**(b) Approval of the October, 2019 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 October 8, 2019**

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 October, 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; and, City Deputy Chief, Dave Coffey and wild land co-ordinator Brandt Pitcher.

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 12:28 p.m. by Dan Gubler, acting as Chairman.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on September 9, 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 October 8, 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 \$9,797.81.
4. **Review and Discussion.** District liaison, Richard Fowler, reported and the commissioners discussed the following:
  - a. Campbell's Siding has not yet repaired and replaced the siding at the Grange building..
  - b. Colson's Signs is removing the old lettering and placing new signage for Truck 4008 HC and is expected to be in service with the next 2 to 3 months. The commissioners discussed the status and remaining items needed to put the vehicle into service
  - c. Brandt Pitcher, the new wild land co-ordinator, was introduced by Deputy Chief Dave Coffee. Mr. Pitcher indicated that the RAZOR vehicle

would not be feasible for a REMS Unit but could have a potential use for other range fires as a scouting vehicle. It was discussed that the District hold on further improvements to the RAZOR until a purpose is more clearly defined.

d. Dick Fowler reported that no significant fire calls in the County have been recently reported. Dave Coffey reported that Station 1 had 3 calls, Station 2 had 21 calls; Station 4 had 6 calls and Station 5 had 2 calls for a total of 32 calls within the County. His summary report is attached to the minutes.

6. **County Report.** Steve Serr reported that the County has received a number of complaints that their subdivisions do not have fire suppression systems. He reported that the County requires in-home sprinkler systems only when subdivision do not have a fire suppression system.
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 2:23 p.m.

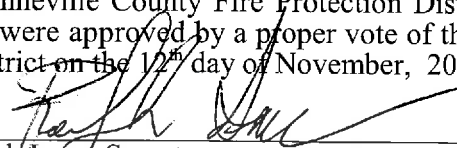
Approved the 12<sup>th</sup> day of November, 2019.

  
\_\_\_\_\_  
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 12<sup>th</sup> day of November, 2019.

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

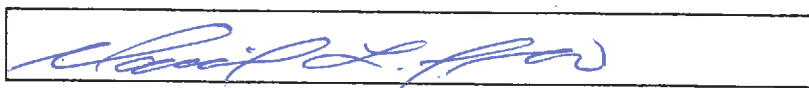
**Bonneville County Fire Protection District #1**  
**Summary of Accounts Payable**  
**October 8, 2019**

| Vendor                      | Purchase                         | Invoice Date | Due Date     | Invoice Amount | Discount Available | Net Amt Due |
|-----------------------------|----------------------------------|--------------|--------------|----------------|--------------------|-------------|
| Dick Fowler                 | September consulting             | 09/30/19     | Upon receipt | 1,000.00       |                    | 1,000.00    |
| Nelson Hall Parry Tucker PA | September consulting             | 09/30/19     | Upon receipt | 2,800.05       |                    | 2,800.05    |
| Cooper Norman               | September consulting             | 09/30/19     | Upon receipt | 1,475.25       |                    | 1,475.25    |
| Century Link                | 208-524-9124<br>208-525-4800     | 09/10/19     | pd online    | 35.02          |                    | 35.02       |
|                             |                                  | 09/28/19     | pd online    | 13.77          |                    | 13.77       |
| Rocky Mountain Power        | 9/25/2019                        | 09/25/19     | Upon receipt | 228.41         |                    | 228.41      |
| Dan Gubler                  | mileage                          | 10/08/19     | Upon receipt | 140.36         |                    | 140.36      |
| Intermountain Gas           | S 55th W<br>S 45th W<br>E 65th S | 10/02/19     | Upon receipt | 11.03          |                    | 11.03       |
|                             |                                  | 10/04/19     | Upon receipt | 14.63          |                    | 14.63       |
|                             |                                  | 10/04/19     | Upon receipt | 32.06          |                    | 32.06       |
| Cardmember Services         | 10/8/19 stmt                     | 10/07/19     | Upon receipt | 1,103.93       |                    | 1,103.93    |
| DDR Contracor               | Inv 287                          | 09/17/19     | Upon receipt | 540.00         |                    | 540.00      |
| Carl Adams                  | fence                            | 10/07/19     | Upon receipt | 1,605.50       |                    | 1,605.50    |
| Weidner                     | Inv 55435                        | 10/02/19     | Upon receipt | 569.80         |                    | 569.80      |
| Idaho Steel                 | 6/25/2317                        | 09/17/19     | Upon receipt | 228.00         |                    | 228.00      |
| Total                       |                                  |              |              | 9,797.81       |                    | 9,797.81    |

| Financial Institution                 | Amount            | Current Interest Rate |
|---------------------------------------|-------------------|-----------------------|
| Idaho Central Credit Union            | matures 11/29/19  | 265,732.91 2.526%     |
| Mountain America Federal Credit Union | matures 3/19/21   | 283,785.38 3.250%     |
| Westmark                              | matures 1/2/2020  | 268,877.88 2.40%      |
| Citizens Community Bank/Glacier       | matures 4/24/2021 | 259,130.60 2.50%      |
| ISU CU                                | matures 10/27/20  | 260,322.86 1.40%      |
| ISU Credit Union                      | matures 8/21/2020 | 26,276.57 2.42%       |
| Bank of Commerce CD #6216             | matures 6/11/2020 | 278,161.31 2.00%      |
| Connections CU CD                     | matures 12/1/19   | 263,064.78 2.00%      |
| DL Evans                              | matures 9/27/2019 | 254,730.61 1.50%      |
| LGIP                                  |                   | 1,480,730.51 2.3463%  |
| Connections savings                   |                   | 31.37                 |
| Idaho Central Credit Union Savings    |                   | 25.00                 |
| Mountain America Federal Credit Union |                   | 5.00                  |
| Westmark Savings                      |                   | 25.22                 |
| ISU Credit Union                      |                   | 25.00 0.01%           |
| ISU Credit Union savings              |                   | 25.70                 |
| Bank of Commerce                      |                   | 25,256.82             |
| Bank of Commerce MM                   |                   | 5,275.18 21.00%       |
| TOTAL                                 |                   | 3,671,482.70          |

| 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                         | x | 408,027.25   |
| Total                        |   | 1,632,109.00 |

Authorization to pay bills



8:58 AM

## BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

10/08/19

## Profit &amp; Loss Budget vs. Actual

Accrual Basis

October 2018 through September 2019

|   | Oct '18 - Sep 19    | Budget              | \$ Over Budget    | % of Budget   |
|---|---------------------|---------------------|-------------------|---------------|
| <b>Income</b>                           |                     |                     |                   |               |
| 430.00 · Proceeds from Sale of Assets   | 25,000.00           |                     |                   |               |
| 400.0 · Tax Revenues                    | 2,432,380.58        | 2,180,013.00        | 252,367.58        | 111.6%        |
| 410.00 · Interest Income                | 63,329.98           | 35,000.00           | 28,329.98         | 180.9%        |
| 420.00 · Miscellaneous Income           | 63,524.16           |                     |                   |               |
| <b>Total Income</b>                     | <b>2,584,234.72</b> | <b>2,215,013.00</b> | <b>369,221.72</b> | <b>116.7%</b> |
| <b>Expense</b>                          |                     |                     |                   |               |
| 500.00 · Advertising                    | 0.00                | 500.00              | -500.00           | 0.0%          |
| 505.00 · Auto                           | 1,151.53            | 2,000.00            | -848.47           | 57.6%         |
| 510.00 · Bank Charges                   | 0.00                | 100.00              | -100.00           | 0.0%          |
| 520.00 · Capital Outlay                 | 412,376.14          | 397,000.00          | 15,376.14         | 103.9%        |
| 530.00 · Commissioners Travel           | 5,077.75            | 2,500.00            | 2,577.75          | 203.1%        |
| 535.00 · Dues & Subscriptions           | 1,000.00            | 1,000.00            | 0.00              | 100.0%        |
| 550.00 · Ins - Fire, Auto & Liab.       | 1,745.00            | 0.00                | 1,745.00          | 100.0%        |
| 560.00 · Insurance - Life               | 0.00                | 1,500.00            | -1,500.00         | 0.0%          |
| 568.00 · Audit Fees                     | 6,500.00            | 6,500.00            | 0.00              | 100.0%        |
| 569.00 · Accounting Costs               | 18,045.07           | 17,000.00           | 1,045.07          | 106.1%        |
| 570.00 · Legal Costs                    | 32,576.22           | 30,000.00           | 2,576.22          | 108.6%        |
| 571.00 · Consulting Services - Website  | 0.00                | 2,000.00            | -2,000.00         | 0.0%          |
| 572.00 · Contract Services-Inspections  | 0.00                | 20,000.00           | -20,000.00        | 0.0%          |
| 573.00 · Consulting                     | 12,150.00           | 12,000.00           | 150.00            | 101.3%        |
| 574.00 · Contract Services-Machine Hire | 0.00                | 1,500.00            | -1,500.00         | 0.0%          |
| 575.00 · Maintenance/Operation          | 1,265.65            | 20,000.00           | -18,734.35        | 6.3%          |
| 580.00 · Miscellaneous                  | 456.00              | 0.00                | 456.00            | 100.0%        |
| 585.00 · Office Expense                 | 1,581.46            | 0.00                | 1,581.46          | 100.0%        |
| 600.00 · Repairs - Engine #1 FMC 1      | 91.12               |                     |                   |               |
| 615.00 · Repairs - Equipment            | 8,500.48            | 23,000.00           | -14,499.52        | 37.0%         |
| 625.00 · Supplies                       | 9,095.65            | 10,304.00           | -1,208.35         | 88.3%         |
| 630.00 · Taxes & Licenses               | 358.42              |                     |                   |               |
| 633.00 · Payroll Taxes                  | 1,927.80            | 3,800.00            | -1,872.20         | 50.7%         |
| 640.00 · Utilities                      | 7,068.52            | 7,000.00            | 68.52             | 101.0%        |
| 645.00 · Wages                          | 25,200.00           | 25,200.00           | 0.00              | 100.0%        |
| 6560 · Payroll Expenses                 | 150.00              | 0.00                | 150.00            | 100.0%        |
| 700.00 · Payments - City of Idaho Falls | 1,632,109.00        | 1,632,109.00        | 0.00              | 100.0%        |
| <b>Total Expense</b>                    | <b>2,178,425.81</b> | <b>2,215,013.00</b> | <b>-36,587.19</b> | <b>98.3%</b>  |
| <b>Net Income</b>                       | <b>405,808.91</b>   | <b>0.00</b>         | <b>405,808.91</b> | <b>100.0%</b> |