

# BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

## Minutes of Regular Meeting held August 14, 2025

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Thursday the 14<sup>th</sup> day of August, 2025 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. 828 0482 6311, and Passcode Fire2025.

The following were present:

Commissioners Ralph Isom, Derik Nielsen (via phone), David Long, and Tyler Gebs were present. Commissioner Dana Kirkham was absent. The following were also present: Attorney Abigail French, District Communications Officer Dick Fowler, Fire Chief Jon Molbert, Fire District Administration Assistant Ashlee Meyer (via Zoom), City of Idaho Falls Fire Department Fire Chief Duane Nelson, Jason Howard, James Hitch, Beth Lange, Mike Dael (via Zoom), Markus Hyde (via Zoom), iPhone x2 (via Zoom at approximately 12:21 p.m.). 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 12:01 p.m. by Chairman Ralph Isom.
2. **Motion to Amend Agenda and Approve Posting and Publication of Amended Proposed Budget.** Chairman Ralph Isom moved, pursuant to Idaho Code Section 74-204(4), to amend the agenda to add an item titled: “Discussion and possible action regarding the proposed amended FY 2025–2026 budget, including authorization to post and publish notice of the annual budget and the amended proposed budget.”

The Board found an emergency exists because, absent action today, the District would be unable to complete the required statutory publication timelines. The Board further found a good-faith reason the item was not on the original agenda: the Fire District’s accountant notified the Commissioners this morning that the total non-exempt levy amount is \$3,591.00 less than previously approved, necessitating an updated and revised budget for posting and publication in time for the previously scheduled budget hearing.

The motion was seconded by David Long. The motion carried by the following vote: Ralph Isom: Aye. David Long: Aye. Tyler Gebbs: Aye. Derik Nielsen: Aye. Nay: none. The motion carried unanimously. A copy of the motion and order to amend the agenda is attached to these minutes.

A motion was made to approve the posting and publication of the amended proposed budget, with posting occurring at NHPT Law Office and BCFD Station No. 1. Said motion was made by Ralph Isom and seconded by David Long. The motion carried unanimously. A copy of the amended proposed budget is attached to these minutes.

3. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held July 10, 2025, were reviewed. A motion to accept the regular meeting minutes was made by Derik Nielsen and seconded by David Long. Said motion carried unanimously.
4. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated August 14, 2025, prepared and submitted by Beth Lange on behalf of Accountant Terri Gazdik, was reviewed with a total expenditure of \$30,782.47. Ms. Lange reported on the financials and the amended proposed budget. After discussion, a motion was made by Ralph Isom and seconded by David Long to approve the total expenditure of \$30,782.47 and unanimously accepted.
5. **Executive Session.** At approximately 12:10 p.m., Ralph Isom moved that the commissioners enter into Executive Session pursuant to Idaho Code Sections 74-206(1)(j) and 74-206A(1)(a) to consider labor contract matters and consider a labor contract offer or to formulate a counteroffer and pursuant to Idaho Code Section 74-206(1)(f) 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 but imminently likely to be litigated. The motion was seconded by Tyler Gebbs. The motion carried by the following roll call vote: Aye: David Long, Ralph Isom, Derik Nielsen, and Tyler Gebbs. Nay- None.

The Commissioner met in Executive Session on Thursday, August 14, 2025, at the law offices of Nelson Hall Parry Tucker, PLLC located at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402, at approximately 12:11 p.m.

There were present:

- Fire District Communications Officer Dick Fowler
- Attorney Abigail French
- Fire Chief Jon Molbert
- Chairman Ralph Ison
- Commissioner Tyler Gebbs
- Commissioner David Long
- Commissioner Derik Nielsen (via phone)

The Executive Session was called pursuant to Idaho Code Sections 74-206(1)(j) and 74-206A(1)(a) to consider labor contract matters and consider a labor contract offer or to formulate a counteroffer as well as pursuant to Idaho Code Section 74-206(1)(f) 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 but imminently likely to be litigated.

At approximately 12:20 p.m., the Executive Session was closed.

6. **Discussion and Reports.** The following items were reviewed and discussed, or actions were taken:

- a) **Operations Report and Negotiation Team Designation.** District Operations Officer Dick Fowler gave his monthly report, which included:
  - i. Discussion regarding status of an engine.
  - ii. Brief discussion was had on the proposed. **2025-2026 Collective Bargaining Agreement (“CBA”)**. Attorney French explained that the proposed collective bargaining agreement had recently been provided to the Union, and it was currently under Union review. Given this, no action was taken on the proposed CBA.
- b) **Report from City of Idaho Falls Fire Department.** Fire Chief Duane Nelson of the City of Idaho Falls Fire Department reported that he was still experiencing ongoing software issues. Chief Nelson reported that it had been a slow month, notable action included a haystack fire west of town as well as a fire at a gun range. Chief Nelson reported that the 4<sup>th</sup> of July had gone well and that the City was deep into training with City employees on equipment.
- c) **Report from Ammon Area Fire Activity.** Fire Chief Jon Molbert reported a total of forty-three (43) calls, six (6) wildland fires, two (2) dumpster fires, and one (1) structure fire. Chief Molbert noted a total of eight (8) mutual aid requests, including Idaho Falls, Central, and Swan Valley. Chief Molbert noted a total of three (3) wildland deployments, to include Fort Hall. Additionally, Chief Molbert reported on the ISO Public Protection Classification review, including response times and emergency communications. The Fire District received a Class 2 rating (a “high 2”), ranking top three percent (3%) in the state and top four percent (4%) in the nation. Chief Molbert noted that this rating will benefit the community, with one benefit being lower insurance premiums. Finally, Chief Molbert noted that a September 11<sup>th</sup> monument that was being constructed at BCFD Station No. 1 with a scheduled completion date of August 29, 2025.

7. **Public Comment.**

Randy Virgil, patron, expressed frustration with what he perceives as a lack of progress and reiterated the continuing need for an additional fire station. Mr. Virgil stated that exploring a metropolitan approach does not preclude moving forward with the building of a new fire station.

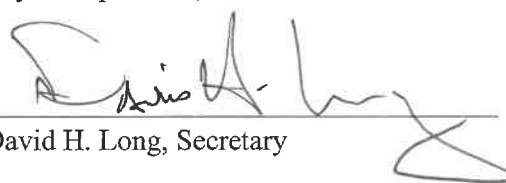
8. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn by Tyler Gebbs and seconded by Derik Nielsen with unanimous approval around 12:33 p.m.

Approved the 11<sup>th</sup> day of September, 2025.

  
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 11<sup>th</sup> day of September, 2025.

  
David H. Long, Secretary

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1**  
**NOTICE AND AGENDA FOR MONTHLY MEETING**  
**August 14, 2025**

**NOTE: This meeting will be conducted in person and by Zoom. Those joining by Zoom may connect with the following Meeting ID: 828 0482 6311 and Passcode: Fire2025. For those attending in person the number of persons permitted to attend may be limited for 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, August, 14 2025, 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 regular meeting held on July 10, 2025.  
**Action: Approve minutes of regular meeting held on 7/10/2025.**
3. Review and action on August 2025 monthly bills and financial statement for preceding month (Terri Gazdik).  
**Action: Approve monthly bills and financial report.**
4. **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:
  - Idaho Code Section 74-206(1)(j) to consider labor contract matters and/or Idaho Code Section 74-206A(1)(a) to consider a labor contract offer or to formulate a counteroffer;
  - Idaho Code Section 74-206(1)(f) 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 but imminently likely to be litigated.**Action: Enter into Executive Session by roll call vote.**
5. Discussion and Reports from District Operations Officer, Fire Chiefs, and legal counsel, including:
  - a. Richard Fowler, Operations Officer, general operations report.
    - (1) General operations report.
    - (2) Discussion regarding proposed bargaining agreement with International Association of Fire Fighters (IAFF) Local # 5396, status of negotiations, and possible approval of the proposed draft of the collective bargaining agreement with IAFF local #5396.  
**Possible Action: Approve proposed collective bargaining agreement with IAFF Local #5396.**
  - b. Chief Duane Nelson, report regarding Idaho Falls Fire Department activity and needs.
  - c. Chief Jonathan Molbert, report regarding Ammon Area fire responses activity and needs.
6. Patron and community comments (limited to 5 minutes each)
7. **Summary of Action Items:**
  - (a) Approval of July 10, 2025, regular meeting minutes.
  - (b) Approval of monthly bills and financial report.

**(c) Enter into Executive Session by roll call vote.**

**(d) Approval of proposed collective bargaining agreement with IAFF Local #5396.**

8. Recess/Adjournment

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

**Governing Body:** Bonneville County Fire Protection District No. 1 (“Fire District”)

**Meeting Date, Time and Location:** August 18, 2025, at noon at 490 Memorial Drive, Idaho Falls, ID 83402

## MOTION AND ORDER TO AMEND AGENDA

(less than 48 hours before regular meeting or 24 hours before special meeting)


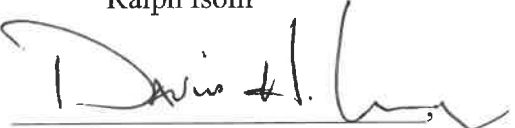
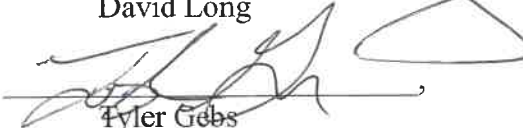

Ralph Isom, Chairman of the Bonneville County Fire Protection District No. 1,  
MOVES THAT THIS GOVERNING BODY, PURSUANT TO IDAHO CODE SECTION 74-204, AMEND THE AGENDA FOR THIS MEETING AS FOLLOWS:

- To add a discussion and action item as it relates to the proposed amended 2025-2026 budget, including authorization to post and publish said notice of the annual budget hearing and the amended proposed budget.

Further, this matter constitutes an emergency because, if approval to publish is not obtained today, there will not be sufficient time to complete the publication process to ensure timely notice in accordance with statutory requirements.


Good Faith reason item not included in the original agenda:

- The Commissioners were informed this morning by their accountant that the total non-exempt budget that can be levied is \$3,591.00 less than what was previously approved. As a result, an updated and revised proposed budget must be posted and published.

	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
 _____, Chair Ralph Isom	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ David Long	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Tyler Gebbs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Derik Nielsen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Via Zoom/phone*

Abigail French, acting Clerk:

  
\_\_\_\_\_  
(Signature)

**Bonneville County Fire  
Protection District #1  
Proposed Budget for Year Ended 9/30/2026**



**BONNEVILLE COUNTY  
FIRE DISTRICT #1**

<b>Revenues</b>	<b>Budgeted 2025-2026</b>
Taxes-limited to 3% increase	4,374,977
Contract fire revenue	150,000
Interest on investments (estimated)	275,000
Miscellaneous - net fees collected by Ammon	40,000
	<b>4,839,977</b>
<b>Expenditures</b>	
Advertising and Public Relations	10,000
Audit	20,000
Vehicle and travel	25,000
Building and Grounds Maintenance	20,000
Equipment Maintenance	66,729
Capital Outlay	61,000
Commissioner's Expense(includes pr taxes, wc, PERSI)	81,000
Computer Support and Equipment	58,000
Property insurance	40,000
Training and Safety	18,000
Workmens Compensation Insurance	68,000
Dues and Subscriptions	3,000
Legal	82,000
Accounting	63,000
Supplies and Miscellaneous	75,000
Utilities	31,000
Employee Payroll, Retirement, Benefits	2,300,000
City of Idaho Falls Contract	1,818,248
Total	<b>4,839,977</b>
Excess (Deficit)	<b>(0)</b>

**Proposed payment to the City of Idaho  
Falls for the year ended 9-30-2026**

October 10, 2025	454,561.88
January 10, 2026	454,561.88
April 10, 2026	454,561.88
July 10, 2026	454,561.88
<b>TOTAL</b>	<b>1,818,247.51</b>

**Proposed Budget:**

General Fund (3%)		4,345,708
New Construction	PY	106,358
Less: Property Tax Replacement	PY	(80,248)
Annexation		655
Urban Renewal		2,504
Maximum non-exempt property tax budget		<b>4,374,977</b>



**Bonneville County Fire Protection District #1**  
**Summary of Accounts Payable**  
**August 14, 2025**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Net Amt Due
Nelson Hall Parry Tucker PA	July statement	07/31/25	Upon receipt	5,340.00	5,340.00
Cooper Norman	Inv 186074	07/31/25	Upon receipt	5,430.00	5,430.00
Rocky Mountain Power	S 55th	08/08/25	pd online	119.70	119.70
	2137 S Ammon	08/07/25	pd online	152.54	152.54
	2137 S Ammon	08/07/25	pd online	809.85	809.85
Intermountain Gas	144 S 55th W	07/31/25	pd online	15.56	15.56
	2137 S Ammon	08/01/25	pd online	36.61	36.61
	3575 Brookfield Lane	08/01/25	pd online	17.84	17.84
Cardmember Services	#8581- Ammon	08/08/25	Upon receipt	1,142.56	1,142.56
	#4788 Berg	08/08/25	Upon receipt	2,965.68	2,965.68
	#0216 Fowler	08/08/25	Upon receipt	147.61	147.61
	#5644 - Jon	08/08/25	Upon receipt	2,388.62	2,388.62
	#8458 - Keith	08/08/25	Upon receipt	352.69	352.69
AC & S	Inv 33118	08/05/25	Upon receipt	349.90	349.90
Allied Business Solutions	AR565377, AR562042	8/4, 7/11	Upon receipt	96.30	96.30
ALSCO	LBLA2603299	07/30/25	Upon receipt	211.34	211.34
BPA Health	Inv 607167	07/01/25	Upon receipt	153.75	153.75
City of Ammon	2137 S Ammon	07/31/25	Upon receipt	233.38	233.38
	3575 Brookfield	7/318/25	Upon receipt	305.27	305.27
City of Ammon	Inv 10872	07/30/25	Upon receipt	1,039.07	1,039.07
	Inv 10803	07/11/25	Upon receipt	1,614.18	1,614.18
D & L Cleaners	July statement	07/31/25	Upon receipt	89.82	89.82
Hotshot Logistics	Inv 2430	08/05/25	Upon receipt	840.00	840.00
Idaho Department of Lands	Inv IN400	07/28/25	Upon receipt	234.12	234.12
IIA Lifting Services Inc	Inv INDI98980	06/19/25	Upon receipt	3,107.58	3,107.58
Michael Morin	BCFD reimbursement 5-12-25	07/25/25	Upon receipt	104.00	104.00
O'Reilly	Inv 3832-311590,312437,312551,137112	8/4-8/10/25	Upon receipt	590.82	590.82
Snake River Steel	Inv 5718	07/03/25	Upon receipt	250.00	250.00
T Mobile	Inv 8-19-2025	08/19/25	Upon receipt	676.88	676.88
Wex	July stmnt	7/31/2025	Upon receipt	1966.80	1966.80
	Total			<b>30,782.47</b>	<b>30,782.47</b>

Financial Institution	Amount	Current Interest Rate
Idaho Central Credit Union	matures 4/14/2026	304,330.81 4.91%
Frontier Credit Union	matures 4/14/2026	270,844.32 4.18%
Mountain America Federal Credit Union	matures 9/20/2026	331,790.97 4.89%
Westmark	matures 10/2/25	294,991.49 1.50%
Citizens Community Bank/Glacier	matures 5/27/2026	298,768.91 3.50%
Lookout CU	matures 2/14/26	287,558.18 4.00%
Bank of Commerce CD #6216	matures 6/11/26	314,351.59 3.74%
Connections CU CD	matures 6/13/26	301,720.02 4.07%
DL Evans	matures 4/30/2026	289,513.49 4.18%
LGIP		5,080,649.70 4.36%
Stifel		552,638.07 3.85%
Connections savings		31.37
Frontier savings		8.50
Idaho Central Credit Union Savings		25.00
Mountain America Federal Credit Union		1.00
Westmark Savings		25.28
Lookout Credit Union savings		25.70
Lookout Credit Union savings		25.08
Bank of Commerce savings		50,593.64 0.50%
Bank of Commerce		244,761.92
<b>TOTAL</b>		<b>8,622,655.04</b>

Fiscal year 2024-2025	
City of Idaho Falls payments	
Due	
October x	437,078.72
January x	437,078.27
April x	437,078.50
July x	437,078.50
<b>Total</b>	<b>1,748,313.99</b>

Authorization to pay bills



**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1**

**Profit & Loss Budget vs. Actual**

October 2024 through July 2025

	Oct '24 - Jul 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
400.00 · Tax Revenues	4,396,792.95	3,752,039.90	644,753.05	117.2%
410.00 · Interest Income	303,424.29	275,000.00	28,424.29	110.3%
420.00 · Miscellaneous Income	128,668.65	149,432.50	-20,763.85	86.1%
<b>Total Income</b>	<b>4,828,885.89</b>	<b>4,176,472.40</b>	<b>652,413.49</b>	<b>115.6%</b>
<b>Expense</b>				
500.00 · Advertising				
501.02 · Public Relations - Ammon	6,196.67	0.00	6,196.67	100.0%
502.02 · Fire Prevention - Ammon	1,360.00	0.00	1,360.00	100.0%
500.00 · Advertising - Other	2,650.00	8,333.34	-5,683.34	31.8%
<b>Total 500.00 · Advertising</b>	<b>10,206.67</b>	<b>8,333.34</b>	<b>1,873.33</b>	<b>122.5%</b>
505.00 · Auto - Fuel & Oil	17,094.13	16,666.66	427.47	102.6%
510.00 · Bank Charges	162.83	0.00	162.83	100.0%
520.00 · Capital Outlay	526,145.69	83,330.00	442,815.69	631.4%
530.00 · Travel	6,266.90	0.00	6,266.90	100.0%
535.00 · Dues & Subscriptions	1,816.75	4,160.00	-2,343.25	43.7%
550.00 · Ins - Fire, Auto & Liab.	15,650.50	12,500.00	3,150.50	125.2%
568.00 · Audit Fees	18,950.00	20,000.00	-1,050.00	94.8%
569.00 · Accounting Costs	51,742.00	52,500.00	-758.00	98.6%
570.00 · Legal Costs	54,383.85	60,000.00	-5,616.15	90.6%
572.00 · Contract Services - Fires	494.68	0.00	494.68	100.0%
575.00 · Building Maintenance/Operation	12,870.64	16,680.00	-3,809.36	77.2%
576.00 · Ground Repair & Maint	18,236.82	0.00	18,236.82	100.0%
580.00 · Miscellaneous	2,337.76	0.00	2,337.76	100.0%
581.02 · Clothing & Uniforms - Ammon	9,785.54	0.00	9,785.54	100.0%
582.02 · Personal Protective Equip-Ammon	22,033.25	0.00	22,033.25	100.0%
583.02 · Postage - Ammon	408.80	0.00	408.80	100.0%
585.00 · Office Supplies/Expense	468.67	0.00	468.67	100.0%
586.00 · Training & Certification	13,334.55	6,250.00	7,084.55	213.4%
615.00 · Repairs & Maint - Equipment	15,195.04	40,834.00	-25,638.96	37.2%
616.00 · Vehicle Repair & Maintenance	22,693.30	0.00	22,693.30	100.0%
625.00 · Supplies	18,736.47	54,200.00	-35,463.53	34.6%
630.00 · Taxes & Licenses	1,247.50	0.00	1,247.50	100.0%
640.00 · Utilities	23,075.79	20,834.00	2,241.79	110.8%
644 · Payroll, Benefits, & Taxes				
645.00 · Wages & Salaries	1,213,233.07	1,401,299.00	-188,065.93	86.6%
647.00 · Employee Benefits				
648.00 · Insurances - Employee	249,983.93	205,000.00	44,983.93	121.9%
648.11 · HSA	24,823.39	24,000.00	823.39	103.4%
648.12 · PERSI	159,287.33	150,000.00	9,287.33	106.2%
648.13 · HRA	8,249.21	20,000.00	-11,750.79	41.2%
647.00 · Employee Benefits - Other	862.50	0.00	862.50	100.0%
<b>Total 647.00 · Employee Benefits</b>	<b>443,206.36</b>	<b>399,000.00</b>	<b>44,206.36</b>	<b>111.1%</b>
650.00 · Wages - Tax Employer	90,724.93	104,000.00	-13,275.07	87.2%
<b>Total 644 · Payroll, Benefits, &amp; Taxes</b>	<b>1,747,164.36</b>	<b>1,904,299.00</b>	<b>-157,134.64</b>	<b>91.7%</b>
655.00 · Workmens Compensation	77,127.00	48,334.00	28,793.00	159.6%
660.00 · IT	40,150.96	63,334.00	-23,183.04	63.4%
676 · Powers Fire Contract	1,308.36			
700.00 · Payments - City of Idaho Falls	1,748,314.00	1,748,315.00	-1.00	100.0%
<b>Total Expense</b>	<b>4,477,402.81</b>	<b>4,160,570.00</b>	<b>316,832.81</b>	<b>107.6%</b>
<b>Net Income</b>	<b>351,483.08</b>	<b>15,902.40</b>	<b>335,580.68</b>	<b>2,210.3%</b>