

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
Minutes of Regular Meeting held August 12, 2014

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 12th day of August, 2014, at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:05 p.m.


The following were present:

Commissioners Dan Gubler and Dave Long were present, in person. Commissioner Ralph Isom was excused. The following were also present: Fire District Liaison, Dick Fowler; Legal Counsel, Douglas R. Nelson; District accountant Terri Gazdick; Acting City of Idaho Falls Fire Chief, Duane Nelson; and Steve Serr, County Planning Administrator.

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

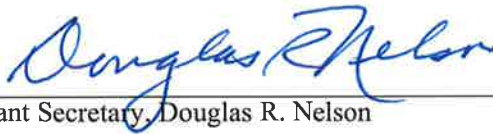
1. **Call to Order.** The meeting was called to order at 12:05p.m. by Dan Gubler, acting as Chairman who confirmed that a quorum of Commissioners was present.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on July 8, 2014 were reviewed. A motion to approve all minutes was made by Dan Gubler ~~Long~~, seconded by Dave Long and the same were unanimously approved. 
4. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated August 12, 2014, prepared and submitted by Accountant Terri Gazdik was reviewed. Upon motion made, seconded and unanimously passed the report was accepted and authorization payments totaling \$270,966.11. A copy of the report is attached to these minutes. An action to move the sum of \$2,967.52 from Key Bank to Scenic Falls Credit Union to bring the balance high enough to avoid monthly fees was also unanimously taken. The commissioner also reviewed the proposed budget for 2014-2015 and directed that the same be published along with a notice of the annual budget hearing.
5. **Report by Dick Fowler.** Dick Fowler reported on status of the new facilities. The group discussed edits to the joint services agreement with the City of Idaho Falls and discussed a goal to have the final agreement ready for District approval at its upcoming special meeting scheduled for August 26, 2014.
6. **Report by Duane Nelson.** Acting Idaho Falls Chief Duane Nelson reported the the Fire Department has been working on procedures to reduce overtime and find additional cost savings. They are hoping to be able to propose a \$58,000.00 reduction in the fire services budget. It was also reported that various locations are being reviewed for a new

down-town fire station.. Chief Nelson also suggested that a discussion take place regarding the possibility of adding firefighter housing on the district's 65th South property.

Chief Nelson reviewed the recent Black Hawk area fire. He also committed to provide the District with a list of individual firefighter presently employed by the City.

7. **Report by Steve Serr.** Steve Serr reported the a final walkthrough at the new Melaleuca facility is being scheduled with the goal of obtaining at least a partial occupancy by the end of September, 2014. He also reported that other commercial facilities are being considered in the County within the next year.
8. **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.

Approved this 9th day of September, 2014.



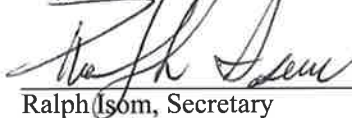
Assistant Secretary, Douglas R. Nelson



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 8th day of July, 2014.



Ralph Isom, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING August 12, 2014

Notice is hereby given that the Bonneville County Fire Protection District No. 1 ("Fire District") will hold its regularly scheduled monthly meeting on Tuesday, August 12, 2014 at the hour of 12:00 o'clock p.m. to be held in the large upstairs 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 approve minutes of the regular meeting held July 8, 2014.
3. Review and take action on July, 2014 monthly bills and financial statement (Terri Gazdik) and discussion regarding proposed 2014-2015 budget
4. District Liaison Report on pending matters and update regarding the City of Idaho Falls Joint Services Agreement.
5. Reports from Idaho Falls Fire Chief (^{Duane Nelson}~~Dean Ellis~~) and County Planning Administrator (Steve Serr).
6. Discussion and Report on Old Business.
7. New Business issues as brought by patrons and participants.
9. Executive Session to discuss contract issues and obtain legal advise
10. Recess/Adjournment

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

**Bonneville County Fire Protection District #1
Summary of Accounts Payable
August 12, 2014**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	July Consulting	08/08/14	Upon receipt	750.00		750.00
Nelson Hall Parry Tucker PA	July legal	08/07/14	Upon receipt	1,615.63		1,615.63
Cooper Norman	July billing	07/31/14	Upon receipt	1,516.40		1,516.40
Century Link	208-525-4800 (pd online) 208-524-9124 (pd by phone)	08/15/14 07/31/14	paid paid	66.36 96.22		66.36 96.22
CableOne	7/23-8/22/14	08/01/14	paid	59.50		59.50
Keith Kennedy, Architect	July billing	08/06/14	Upon receipt	600.00		600.00
Shook Construction	Faust York	08/06/14 08/06/14	Upon receipt Upon receipt	132,769.00 133,064.00		132,769.00 133,064.00
Materials Testing & Inspection	York Station project 7-14 to 7-27	07/31/14	upon receipt	268.00		268.00
Lincoln Storage	rent Inv 5622	08/06/14	9/1/2014	160.00		160.00
	Total			270,965.11		270,965.11

Financial Institution

	Amount	Current Interest Rate	
Key Bank Matures 12/17/14	248,493.36	0.25%	
Key Bank CD Matures 8/10/16	250,000.00	1.00%	
Mountain America Federal Credit Union matures 3/12/2019	251,636.35	2.20%	
Westmark matures 12/3/14	249,678.31	1.16%	
Scenic Falls - Other Accts.	28.34	0.15%	
Bank of Commerce Matures 01/04/15	210,201.43	0.60%	
Bank of Commerce Matures 01/04/15	267,766.03	0.60%	
Bank of Commerce Matures 7/1/15	267,757.11	0.50%	
Bank of Commerce Matures 7/1/15	269,909.04	0.50%	
Idaho Central Credit Union Savings	25.00		
Key Bank	2,967.52		
Mountain America Federal Credit Union	25.00		
Westmark Savings	25.02		
Zions Bank	226,200.42	0.20%	Not a fixed rate-fluctuates monthly.
Bank of Commerce	31,427.95		Non Interest bearing (net of current month checks)
Bank of Commerce	568,278.94	0.08%	
TOTAL	2,844,419.82		

Fiscal year 2013/2014 City of Idaho Falls payments		
Due		
October	X	390,250.00
January	X	390,250.00
April	X	390,250.00
July	X	390,250.00
Total		1,561,000.00

Authorization to pay bills



11:22 AM
 08/12/14
 Accrual Basis

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October 2013 through July 2014

	Oct '13 - Jul 14	Budget	\$ Over Budget	% of Budget
Income				
4040.00 · Gain/loss on investments	-25,039.50			
400.0 · Tax Revenues	2,199,132.32	2,029,601.00	169,531.32	108.4%
410.00 · Interest Income	6,985.15	9,000.00	-2,014.85	77.6%
Total Income	2,181,077.97	2,038,601.00	142,476.97	107.0%
Expense				
542.00 · Equipment Rent	2,350.00	733.30	1,616.70	320.5%
541.00 · Equipment Insurance	0.00	625.00	-625.00	0.0%
500.00 · Advertising	365.39	416.70	-51.31	87.7%
510.00 · Bank Charges	663.10	83.30	579.80	796.0%
520.00 · Capital Outlay	466,402.08	705,000.00	-238,597.92	66.2%
535.00 · Dues & Subscriptions	1,000.00	1,300.00	-300.00	76.9%
550.00 · Ins - Fire, Auto & Liab.	1,715.00	3,450.00	-1,735.00	49.7%
568.00 · Audit Fees	4,600.00	4,800.00	-200.00	95.8%
569.00 · Accounting Costs	11,159.95	14,166.70	-3,006.75	78.8%
570.00 · Legal Costs	26,220.00	29,166.70	-2,946.70	89.9%
571.00 · Consulting Services - Website	475.00	1,250.00	-775.00	38.0%
572.00 · Contract Services-Inspections	0.00	16,666.70	-16,666.70	0.0%
573.00 · Consulting	7,500.00	7,500.00	0.00	100.0%
574.00 · Contract Services-Machine Hire	0.00	1,250.00	-1,250.00	0.0%
575.00 · Maintenance/Operation #4	334.08	3,750.00	-3,415.92	8.9%
580.00 · Miscellaneous	181.02			
585.00 · Office Expense	2,605.32	3,166.70	-561.38	82.3%
615.00 · Repairs - Equipment	338.00			
625.00 · Supplies	155.78	2,083.30	-1,927.52	7.5%
645.00 · Wages	13,033.00	13,583.30	-550.30	95.9%
700.00 · Payments - City of Idaho Falls	1,561,000.00	1,561,000.00	0.00	100.0%
Total Expense	2,100,097.72	2,369,991.70	-269,893.98	88.6%
Net Income	80,980.25	-331,390.70	412,370.95	-24.4%

WORK PROPOSAL
RC Heavy Haul Inc.

405 N Ammon Rd.
Idaho Falls ID 83401
Phone (208) 681-2182

"An Equal Opportunity Employer"

Owner: Bonneville County Fire District

Job: York Firestation

Address:

Attn: Dick Fowler

Bid Date: 08/22/2014

WE SUBMIT THIS PROPOSAL FOR YOUR CONSIDERATION AND APPROVAL TO COVER ALL COST OF LABOR, MATERIALS AND EQUIPMENT TO EXPERTLY PERFORM ALL WORK REQUIRED FOR THE IMPROVEMENTS OF THE ABOVE NAMED PROJECT. THE QUANTITIES ARE ASSUMED TO BE CORRECT, HOWEVER, THE FINAL QUANTITIES AND TOTAL PRICE WILL BE BASED ON UNIT PRICE AS SHOWN BELOW, AFTER CONSTRUCTION OR INSTALLATION, AND MEASURED ON THE PROJECT.

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1		Installation of septic system		\$7520
1		1500 gallon septic tank non traffic rated		
1		1000 gallon septic tank non traffic rated (300.00)		

GENERAL PROVISIONS:

TOTAL BID= \$ 7520.00

- ALL PERMITS FOR CITY INSPECTION ARE: INCLUDED. ALL BONDS, PRIVATE FEES AND OTHER HIDDEN COSTS ARE TO BE PAID BY THE OWNER
- ALL FINAL MANHOLE AND VALVE ADJUSTMENT UNDER THE FINAL GRADE ARE: INCLUDED
- ALL TESTING, ENGINEERING AND STAKING ARE: INCLUDED
- MATERIALS ARE PRICED NOW AT TIME OF DELIVERY. WE CAN ONLY HOLD THIS QUOTE FOR :30 DAYS
- ALL PRICING BASED ON TODAYS FUEL PRICES. RCHH RESERVES THE RIGHT TO ADJUST PRICING IF FUEL PRICE SHOULD INCREASE
- ALL UNPAID ACCOUNTS WILL BEAR THE UNDERSTOOD INTEREST RATE 1.5% DAILY ON UMPAID BLANCE. ALL COLLECTION OR ATTORNEY'S FEES ARE TO BE PAID BY OWNER
- STAND BY RATES BEGIN AFTER 30 MIN OF WAIT TIME IS ACCURED AND DIRECTED BY THE CONTRACTOR ON THE SAME DAY

THE PAYMENT FOR THIS WORK WILL BE 100% DUE AND PAYABLE UPON COMPLETION.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written directive, and will become extra charge beyond this proposal. All agreements contingent upon accidents or delays our control. The owner will carry necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

X 

RC HEAVY HAUL INC.

OWNER'S PROPOSAL ACCEPTANCE STATEMENT

The above prices, specifications, conditions, and payment requirements are satisfactory and excepted. You are authorized to do the work as proposed. Payment will be made upon completion. The total payment is due upon acceptance of the work.

X

Signed

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Idaho Falls ID 83401
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"An Equal Opportunity Employer"

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QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1		Installation of septic system		\$7380.00
1		1500 gallon septic tank non traffic rated		
1		1000 gallon septic tank non traffic rated (300.00)		


GENERAL PROVISIONS:

TOTAL BID= \$ 7380.00

- ALL PERMITS FOR CITY INSPECTION ARE: INCLUDED. ALL BONDS, PRIVATE FEES AND OTHER HIDDEN COSTS ARE TO BE PAID BY THE OWNER
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