

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

**NOTICE AND AGENDA FOR MONTHLY MEETING
September 13, 2016**

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 9, 2016 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 approve minutes of the August 9, 2016 regular monthly meeting.
3. Review and action on August, 2016 monthly bills and financial statement (Terri Gazdik)
4. District Liaison Report on pending matters, including the status of the interior build out on the two new fire stations, and equipment needs.
5. Report from Idaho Falls Fire Chief
6. Comments or reports from Bonneville County and City of Ammon
7. Recess/Adjournment

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

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October 2015 through August 2016

09/13/16

Accrual Basis

	<u>Oct '15 - Aug 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
430.00 · Proceeds from Sale of Assets	5,000.00			
400.0 · Tax Revenues	2,315,307.13	2,180,776.00	134,531.13	106.2%
410.00 · Interest Income	19,088.67	16,522.00	2,566.67	115.5%
Total Income	<u>2,339,395.80</u>	<u>2,197,298.00</u>	<u>142,097.80</u>	<u>106.5%</u>
Expense				
542.00 · Equipment Rent	6,586.13	458.33	6,127.80	1,437.0%
541.00 · Equipment Insurance	0.00	750.00	-750.00	0.0%
500.00 · Advertising	0.00	458.33	-458.33	0.0%
505.00 · Auto	716.06	0.00	716.06	100.0%
510.00 · Bank Charges	6.00	91.67	-85.67	6.5%
520.00 · Capital Outlay	508,574.67	590,000.00	-81,425.33	86.2%
535.00 · Dues & Subscriptions	1,000.00	1,000.00	0.00	100.0%
550.00 · Ins - Fire, Auto & Liab.	561.00	0.00	561.00	100.0%
568.00 · Audit Fees	5,000.00	5,000.00	0.00	100.0%
569.00 · Accounting Costs	14,227.72	14,666.67	-438.95	97.0%
570.00 · Legal Costs	30,086.92	32,083.33	-1,996.41	93.8%
571.00 · Consulting Services - Website	0.00	916.67	-916.67	0.0%
572.00 · Contract Services-Inspections	0.00	18,333.34	-18,333.34	0.0%
573.00 · Consulting	9,400.00	9,350.00	50.00	100.5%
574.00 · Contract Services-Machine Hire	0.00	1,375.00	-1,375.00	0.0%
575.00 · Maintenance/Operation #4	170.00	0.00	170.00	100.0%
580.00 · Miscellaneous	122.60	0.00	122.60	100.0%
585.00 · Office Expense	3,342.99	916.67	2,426.32	364.7%
615.00 · Repairs - Equipment	8,006.41	13,750.00	-5,743.59	58.2%
625.00 · Supplies	364.11	2,291.67	-1,927.56	15.9%
633.00 · Payroll Taxes	1,262.25	2,401.67	-1,139.42	52.6%
640.00 · Utilities	4,181.65	4,583.34	-401.69	91.2%
645.00 · Wages	16,500.00	16,500.00	0.00	100.0%
700.00 · Payments - City of Idaho Falls	1,596,375.00	1,596,375.00	0.00	100.0%
Total Expense	<u>2,206,483.51</u>	<u>2,311,301.69</u>	<u>-104,818.18</u>	<u>95.5%</u>
Net Income	<u>132,912.29</u>	<u>-114,003.69</u>	<u>246,915.98</u>	<u>-116.6%</u>

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
Minutes of Regular Meeting held September 13, 2016

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Tuesday the 13th day of September, 2016, at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:14 p.m.

The following were present:

Commissioners Dan Gubler, Ralph Isom and Dave Long were present. The following were also present: Fire District Liaison, Dick Fowler; District accountant Terri Gazdik; Legal Counsel, Douglas R. Nelson; City of Idaho Falls Fire Chief Dave Hanneman; Deputy Chief Dave Coffey; and, Bonneville Planning Administrator, Steve Serr. Also present was District patron and Birch Creek area property owner, Jerry Schnutter.

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 12:14 p.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 August 9, 2016 were reviewed. A motion to approve the minutes was made by David Long, seconded by Ralph Isom, and the same was approved by unanimous vote.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated September 13, 2016 as prepared and submitted by Accountant Terri Gazdik was reviewed. Following discussion and upon motion made by David Long, seconded by Ralph Isom and unanimously approved, the report was accepted and authorization for payments totaling \$43,883.81 was approved. A copy of the report is attached to these minutes.
4. **Report by Dick Fowler.** Fire District Liaison, Dick Fowler, gave a report regarding the conclusion of the build out contract for the York fire station, including the facts surrounding the failure of the contractor to conclude the contract within the contracted time. It was mentioned that the contract contained a provision which permitted the District to assess some liquidated damages. Following a discussion it was determined that the District had not sustained any actual damage as a result of the delay in completion. David Long made a motion not to assess liquidated damages, which was seconded by Ralph Isom and passed unanimously. ✓

The CAT project progress was discussed.

Discussion took place regarding the replacement of some nozzles and hoses and that some may have been donated to the start up Meridian Fire District. The City of Idaho Falls agreed to investigate the number and location of nozzles, hoses and pumps belong to the Fire District but in use by the City. The City agreed that if such item are no longer at the City premises that the City would act to replace any of the District owned pumps that may be missing.

5. **Report and Discussion by Chief Hanneman.**

A. Chief Hanneman gave a report on the large rural fire commonly known as the Tex Creek fire. He reported that no loss of life occurred and that no primary structures resulted, although there was some loss of out buildings. The cost of fighting the fire was estimated at over \$5,00,000.00 with the federal government resources paying at least 4 million of that through FMAG as a result of their approval of an application made in the first hours of the fire incident. It was reported that the chain of events commenced with a fire starting on Saturday night originating in Bingham County. The I F City Fire Department responded and put out the fire. The BLM took over the fire management and agreed to check on the fire area the following day. At approximately 4:30 p.m. on Sunday a strong wind re-kindled and blew hot cinders into the undergrowth. The BLM, I F City Fire Department and the Sheriff's office then unified their efforts with the help of many volunteers and various other groups. It was a difficult fire because of dry and windy conditions.

B. It was reported that a ladder truck and water tender was called for in an effort to fight a fire at a potato warehouse facility in the Shelley-Firth area. There is currently no agreement in place with the Shelley-Firth area and it was mentioned that these matters be discussed in the future. It was suggested that questions regarding out of District emergency assistance be referred to Dick Fowler

C. It was reported that the I F City Council approved the fire budget and the Fire Department is now moving forward with 8 hires plus 3 more that may come soon from retirements that expected in the near future.

D. It was reported that Shawn Allen received the Idaho Medal of Honor for life safety and heroism.

E. It was also reported that a new training officer is planned to be in service by the 1st week of December and a new fire inspector will also join the Department by year end. It was mentioned that the CAD system is now operational.

6. **County Report.** Steve Serr had no report for new information.

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 2:17 p.m.

**Bonneville County Fire Protection District #1
Summary of Accounts Payable
September 13, 2016**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Dick Fowler	Aug consulting	09/01/16	Upon receipt	850.00		850.00
Nelson Hall Parry Tucker PA	Aug consulting	08/31/16	Upon receipt	2,862.72		2,862.72
Cooper Norman	Aug accounting	08/31/16	Upon receipt	1,364.51		1,364.51
Century Link	208-524-9124 208-525-4800	08/10/16 08/28/16	pd online pd online	97.08 72.70		97.08 72.70
CableOne	8/23-9/22 billing	09/06/16	pd online	78.48		78.48
CR CLARK	8/31/16 billing	08/31/16	Upon receipt	33,166.79		33,166.79
Keith Kennedy Architect	9/7/2016	09/07/16	Upon receipt	3,879.58		3,879.58
Rocky Mountain Power	8/22 billing	08/22/16	pd online	230.11		230.11
Intermountain Gas	144 S 55h W 370 E 65th S	09/07/16 09/08/16	pd online pd online	2.00 2.00		2.00 2.00
Cardmember Services	Limitless Electronics, Dad's	07/26/28	pd online	199.37		199.37
Evco	Inv 075409	07/13/16	Upon receipt	11.57		11.57 0.00
Weidner Fire	Inv 112624	07/29/16	Upon receipt	144.20		144.20
Targhee Fire	Inv 2432	08/09/16	Upon receipt	350.70		350.70
ICRMP	10-1-16 to 9-30-17 first 1/2	09/01/16	Upon receipt	572.00		572.00
Total				43,883.81		43,883.81

Fiscal year 2015/2016 City of Idaho Falls payments Due		
October	X	399,093.75
January	x	399,093.75
April	x	399,093.75
July	x	399,093.75
Total		1,596,375.00

<u>Financial Institution</u>	<u>Amount</u>	<u>Current Interest Rate</u>	
Idaho Central Credit Union Matures 4-4-17	254,544.09	1.500%	
Key Bank CD Matures 8/10/16 renewed 2/10/19?	256,093.37	1.00%	
Mountain America Federal Credit Union matures 3/12/2019	262,855.76	2.200%	
Westmark matures 1/31/17	256,850.80	0.90%	
Citizens Community Bank matures 3/24/17	252,464.25	0.20%	
Connections CU matures 9/24/16	252,994.23	1.00%	
ISU CU matures 11/2/17	251,244.19	0.80%	
Scenic Falls - Other Accts.	33.39	0.178%	
Scenic Falls CD matures 11/21/16	252,685.90	1.244%	
Bank of Commerce Matures 8/18/17	270,450.12	0.50%	
Idaho Central Credit Union Savings	25.00		
Mountain America Federal Credit Union	25.00		
Westmark Savings	25.10		
ISU Credit Union	18.85	0.01%	
Zions Bank	286,805.30	0.20%	Not a fixed rate-fluctuates monthly.
Bank of Commerce	20,088.29		Non Interest bearing (net of current month checks)
Bank of Commerce	303,303.30	0.08%	
TOTAL	2,920,506.94		

Authorization to pay bills