

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

NOTICE AND AGENDA FOR MONTHLY MEETING August 10, 2021

NOTE: This meeting will be conducted telephonically. All who attend by phone will be able to audibly listen and participate in the meeting. Those wishing to join and participate in the meeting by phone may do so, as follows: CONFERENCE CALL ACCESS NUMBER-1 (720) 279-0026, THEN ENTER GUEST PASS CODE #8076672. If you experience difficulty with access please call TAMRA PHIPPEN at (208) 522-3001. The number of persons permitted to attend, in person, shall be limited to 10. Priority for personal attendance shall be given to the three serving Fire District commissioners, and officers of the District. Those who attend in person will be requested to wear a mask or face covering (unless they have been vaccinated), cleanse their hands and observe appropriate social distancing.

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 10, 2021 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, 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 July 13, 2021.
Action: Approve minutes of regular meeting held 07/12/2021.
3. Review and action on August 2021 monthly bills and financial statement (Terri Gazdik).
Action: Approve monthly bills and financial report
4. District Liaison, Ammon and Idaho Falls Area reports, discussion and action on pending matters.
 - (a) Discussion relating to budget for fiscal year commencing October 1, 2021 and ending September and action to approve tentative budget for publication and approval at August, 2021 budget hearing.
Action: Approval of tentative budget for publication and approval at August 2021 budget hearing for fiscal year 2021/2020.
 - (b) Discussion and approval of surplus property sale procedure.
Action: Approval of final resolution relating to sale of surplus personal property.
 - (c) Discussion relating to possible sale of District's "South Station" to the City of Idaho Falls and action to approve procedures necessary to conclude such transaction.
Action: Approval of terms of sale of the District's "South Fire Station" to the City of Idaho Falls and resolution to establish procedures to conclude such sale.
5. Comments/ report from Idaho Falls Fire Department and Bonneville County and public.
7. **Summary of Action Items:**
 - (a) **Approval of July 13, 2021 meeting minutes.**
 - (b) **Approval of the August, 2021 monthly bill and financial statement.**
 - (c) **Approval of tentative budget for publication and approval at August 2021 budget hearing for fiscal year 2021/2022.**
 - (d) **Approval of final resolution relating to sale procedures for sale of surplus personal property.**
 - (d) **Approval of proposed terms of sale of the District's "South Fire Station" to the City of Idaho Falls and resolution to establish procedures to conclude such sale.**
8. 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 August 10, 2021

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Tuesday the 10th day of August, 2021 at the offices of Nelson Hall Parry Tucker, PLLC, at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 convening at 12:08 p.m.

The following were present:

Commissioners Dave Long, Dan Gubler and Ralph Isom were present. The following were also present: District Operation Officer Dick Fowler; District’s accountant Terri Gazdik; District’s attorney Doug Nelson; Ammon Area Fire Chief Stacy Hyde, Bonneville County Planning Officer, Steve Serr; Ammon Area Consultant, Dana Kirkham. Also present by telephone connection was Idaho Falls Fire Chief, Duane Nelson.

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 July 13, 2021 were reviewed, and following a motion made by Dave Long and seconded by Dan Gubler, the same were unanimously approved.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated August 10, 2021, prepared and submitted by Accountant Terri Gazdik, was reviewed. Following discussion and upon motion made by David Long and seconded by Ralph Isom, and unanimously accepted, the report was approved including a total expenditure of **\$19,156.66**.
4. **Review, Discussion and Action.** The following items were reviewed, discussed or actions were taken:
 - a. Dick Fowler reported regarding the number of fire and emergency calls and his telephone conference with Alan Dornfest of the Idaho State Tax Commission to review Fire District budgeting requirements and the tax assessment rules that apply to the District.
 - b. Dick Fowler reported that he and Terri Gazdik had met and prepared a proposed budget for the District for the upcoming fiscal year which commences on October 1, 2021 and extends to the last of September in 2022. The proposed budget is \$3,599,231.00. The annual public hearing to review and approve the annual budget is set for Tuesday, August 24, 2021 at 12:00 p.m. at this location. Upon motion made by Ralph Isom and seconded by Dave Long the commissioners voted

unanimously to publish and post the notice of hearing for the proposed budget.

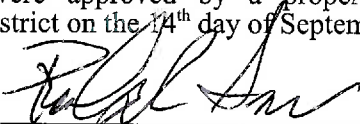
- c. Mr. Fowler reported his recommendation regarding the discussion relating to the possible sale of the "South Station" to the City of Idaho Falls. He suggested that the matter not proceed until the District had identified and contracted for a replacement location and that arrangements for a "move out" could be better assessed. He mentioned that the District has been discussing possible locations for a new location. Further discussion and action regarding a possible sale of the South Station was deferred. Following discussion the commissioners acted to add a vehicle exhaust system to the surplus property list.
 - d. Chief Duane Nelson reported a large fire loss involving a pick up and equipment trailer. He report a total of 132 fire and EMS calls which included 77 EMS and assisting fire truck and 59 fire call in the previous month.
 - d. Ammon Area Chief, Stacy Hyde, reported that last month Ammon responded to 29 emergency calls which included 11 fire calls with no structural losses. He also reported regarding a meeting with Chief Nelson and the Bonneville County Sheriff's office to discuss fire response in the "non-covered" areas that are located outside the City of Idaho Falls and Fire District boundaries, yet are located in Bonneville County. Chief Hyde reported that in the future the Dispatch will bae notified to contact RFPA which will send an investigator prior to final dispatch. The City and County indicated they will send assistance only if they have determined they have capacity to assist without jeopardizing their own areas.
 - e. Steve Serr reported a large number of new construction permits are in process with the County and that a new residential area consisting of approximately 600 acres is being considered for residential development.
5. **Public Comment.** Public comment was invited but none was provided.
6. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn by David Long and seconded by Ralph Isom with unanimous approval at 1:44 p.m.

Approved the 14th day of September, 2021.


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 14th day of September, 2021.


Ralph Isom, Secretary

**Bonneville County Fire Protection District #1
Summary of Accounts Payable
August 10, 2021**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Nelson Hall Parry Tucker PA	consulting	08/04/21	Upon receipt	3,687.64		3,687.64
Cooper Norman	consulting - Inv 79246	07/31/21	Upon receipt	4036.00		4,036.00
Century Link	208-524-9124 208-525-4800	07/10/21 07/28/21	pd online pd online	35.02 14.80		35.02 14.80
Rocky Mountain Power	E 65th , S 55th, S 45th 2137 S Ammon 2137 S Ammon - Res.house	07/26/21 07/07/21 07/07/21	pd online pd online pd online	366.21 221.77 734.40		366.21 221.77 734.40
Intermountain Gas	S 55th W S 45th W 2137 S Ammon 3575 Brookfield Lane	08/02/21 08/04/21 08/03/21 08/03/21	pd online pd online pd online pd online	9.50 9.50 17.55 18.47		9.50 9.50 17.55 18.47
Cardmember Services	BCFD Ammon	08/08/21 08/08/21	Upon receipt Upon receipt	4,579.54 1,144.25		4,579.54 1,144.25
AlSCO	LBLA2199090	07/19/21	Upon receipt	123.66		123.66
Anderson ERI	910	08/04/21	Upon receipt	645.20		645.20
Best Price & Service Carpet Cleaning	11949	07/23/21	Upon receipt	149.00		149.00
BPA	20502-IN	08/01/21	Upon receipt	75.00		75.00
City of Ammon	7/22/2021	07/22/21	Upon receipt	115.13		115.13
DDR Excavation	752	07/15/21	Upon receipt	1,170.50		1,170.50
O'Reilly	7/28/21 stmt	07/28/21	Upon receipt	155.32		155.32
Swansons All American Sports	44,378	07/01/21	Upon receipt	615.00		615.00
Wex Fuel	July	07/31/21	Upon receipt	1,233.20		1,233.20
Total				19,156.66		19,156.66

Financial Institution	Amount	Current Interest Rate
Idaho Central Credit Union matures 12/9/2021	275,952.98	0.40%
Mountain America Federal Credit Union matures 3/19/23	297,649.27	0.30%
Westmark matures 4/25/22	278,079.96	0.45%
Citizens Community Bank/Glacier matures 4/24/2023	272,215.61	0.40%
Lookout CU matures 4/25/22	264,711.32	0.25%
Bank of Commerce CD #6216 matures 6/11/2022	283,089.06	0.25%
Connections CU CD matures 12/1/2022	272,392.84	2.00%
DL Evans matures 9/27/2022	262,473.24	0.35%
LGIP	2,568,716.54	0.15%
Connections savings	31.37	
Idaho Central Credit Union Savings	25.00	
Mountain America Federal Credit Union	5.00	
Westmark Savings	25.28	
Lookout Credit Union savings	25.70	
Lookout Credit Union savings	25.00	
Bank of Commerce	48,783.19	
Bank of Commerce MM	5,281.87	0.05%
TOTAL	4,829,483.23	

Fiscal year 2020/2021 City of Idaho Falls payments Due		
October	x	420,268.07
January	x	420,268.07
April	x	420,268.07
July	x	420,267.79
Total		1,681,072.00

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1
Profit & Loss Budget vs. Actual
October 2020 through July 2021

	01 - BCFD		02 - Ammon		TOTAL	
	Oct '20 - Jul 21	Budget	\$ Over Budget	Oct '20 - Jul 21	Budget	\$ Over Budget
576.00 - Ground Repair & Maint						
576.01 - Ground Repair & Maint - BCFD	225.00	0.00	225.00	0.00	0.00	225.00
576.02 - Ground Repair & Maint - Ammon	0.00	0.00	2,204.81	2,000.00	204.81	2,004.81
Total 576.00 - Ground Repair & Maint:	225.00	0.00	2,204.81	2,000.00	204.81	2,429.61
581.02 - Clothing & Uniforms - Ammon	0.00	0.00	3,042.53	5,833.30	-2,790.77	3,042.53
582.02 - Personal Protective Equip-Ammon	0.00	0.00	294.98	11,666.60	-11,371.62	294.98
583.02 - Postage - Ammon	0.00	0.00	38.55	83.30	-44.75	38.55
584.02 - Health & Safety - Ammon	0.00	0.00	50.12	1,250.00	-1,199.88	50.12
585.00 - Office Supplies/Expense						
585.01 - Office Supplies - BCFD	486.48	9,583.34	-9,096.88	35.02	35.02	521.48
585.02 - Office Supplies - Ammon	0.00	0.00	512.65	416.60	96.05	512.65
Total 585.00 - Office Supplies/Expense	486.48	9,583.34	-9,096.88	416.60	131.07	1,034.13
586.02 - Training & Certification-Ammon	0.00	0.00	0.00	0.00	0.00	0.00
615.00 - Repairs & Maint - Equipment						
615.01 - Repair & Maint Equip- BCFD	12,862.56	16,666.60	-3,804.04	0.00	0.00	12,862.56
615.02 - Repair & Maint- Equip Ammon	0.00	0.00	11,750.77	10,370.80	1,379.97	11,750.77
Total 615.00 - Repairs & Maint - Equipment	12,862.56	16,666.60	-3,804.04	11,750.77	1,379.97	24,613.33
616.00 - Vehicle Repair & Maintenance						
616.01 - Vehicle Repair & Maint - BCFD	546.50	0.00	546.50	0.00	0.00	546.50
616.11 - Truck #						
Total 616.01 - Vehicle Repair & Maint - BCFD	546.50	0.00	546.50	0.00	0.00	546.50
616.21 - Vehicle Repair & Maint - Ammon						
616.21 - Truck # E1 Engine	0.00	0.00	1,477.70	0.00	1,477.70	1,477.70
616.22 - Truck # E2 Engine	0.00	0.00	3,350.69	0.00	3,350.69	3,350.69
616.31 - Truck # WT1 Water Tender	0.00	0.00	999.56	0.00	999.56	999.56
616.33 - Truck # WT3 Water Tender	0.00	0.00	221.56	0.00	221.56	221.56
616.41 - Truck #T1 Tower	0.00	0.00	6,469.19	0.00	6,469.19	6,469.19
616.51 - Truck #B1 Brush	0.00	0.00	953.52	0.00	953.52	953.52
616.53 - Truck # B3 Brush	0.00	0.00	39.30	0.00	39.30	39.30
616.71 - Truck #C1 Chief	0.00	0.00	479.58	0.00	479.58	479.58
616.72 - Truck #C2 Chief	0.00	0.00	565.10	0.00	565.10	565.10
616.73 - Truck #C3 Chief	0.00	0.00	1,388.40	0.00	1,388.40	1,388.40
616.02 - Vehicle Repair & Maint - Ammo...	0.00	0.00	4,663.49	10,416.60	-5,753.11	4,663.49
Total 616.02 - Vehicle Repair & Maint - Am...	0.00	0.00	20,808.09	10,416.60	10,391.49	20,808.09
Total 616.00 - Vehicle Repair & Maintenance	546.50	0.00	546.50	10,416.60	10,391.49	21,354.59
625.00 - Supplies						
625.02 - Department Supplies - Ammon	0.00	0.00	6,631.54	13,333.30	-6,701.76	6,631.54
625.02 - Custodial Supplies - Ammon	0.00	0.00	1,161.51	833.30	328.21	1,161.51
Total 625.00 - Supplies	0.00	0.00	7,793.05	14,166.60	-6,373.55	7,793.05
630.00 - Taxes & Licenses	628.75	0.00	628.75	0.00	0.00	628.75
640.00 - Utilities						
640.01 - Utilities - BCFD	5,889.96	7,083.34	-1,093.38	233.56	233.56	6,223.52
640.02 - Heat - Ammon	0.00	0.00	3,511.71	2,333.30	1,178.41	3,511.71
641.02 - Electric - Ammon	0.00	0.00	8,292.49	6,250.00	2,042.49	8,292.49
642.02 - Utilities - Ammon	0.00	0.00	460.52	0.00	460.52	460.52
Total 640.00 - Utilities	5,989.96	7,083.34	-1,093.38	12,498.28	3,914.98	18,488.24
645.00 - Wages & Salaries						
645.01 - Salaries - BCFD	53,000.00	37,500.00	15,500.00	0.00	0.00	53,000.00
645.02 - Salaries - Ammon	0.00	0.00	414,091.50	442,313.30	-28,221.80	414,091.50
645.02 - Overtime - Ammon	0.00	0.00	0.00	833.30	-833.30	0.00
Total 645.00 - Wages & Salaries	53,000.00	37,500.00	15,500.00	443,146.60	-29,055.10	467,091.50

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1
Profit & Loss Budget vs. Actual
October 2020 through July 2021

	01 - BCFD		02 - Ammon		TOTAL	
	Oct '20 - Jul '21	Budget	Oct '20 - Jul '21	Budget	Oct '20 - Jul '21	Budget
647.00 - Employee Benefits						
647.01 - Employee Benefits - BCFD	6,328.20	0.00	0.00	0.00	6,328.20	0.00
647.02 - Employee Benefits - Ammon						
648.00 - Insurances - Employee	6,314.88	0.00	65,448.92	0.00	71,761.80	0.00
648.11 - HSA	0.00	0.00	27,517.82	0.00	27,517.82	0.00
648.12 - PERSI	0.00	0.00	44,449.60	0.00	44,449.60	0.00
648.13 - HRA	0.00	0.00	4,951.00	0.00	4,951.00	0.00
648.14 - Phone Reim	0.00	0.00	610.50	0.00	610.50	0.00
647.02 - Employee Benefits - Ammon - O...	0.00	0.00	675.00	204,003.30	204,003.30	-203,328.30
Total 647.02 - Employee Benefits - Ammon	6,314.88	0.00	143,650.84	204,003.30	204,003.30	-54,037.58
647.00 - Employee Benefits - Other	0.00	0.00	-1,240.92	0.00	-1,240.92	-1,240.92
Total 647.00 - Employee Benefits	12,643.08	0.00	142,409.92	204,003.30	204,003.30	-48,950.30
650.00 - Wages - Tax & Insurance						
633.01 - Wages - Tax & Ins BCFD	4,054.50	0.00	0.00	0.00	4,054.50	0.00
633.02 - Wages - Tax & Ins Ammon	0.00	0.00	17,706.05	0.00	17,706.05	0.00
Total 650.00 - Wages - Tax & Insurance	4,054.50	0.00	17,706.05	0.00	21,760.55	0.00
655.00 - Workmens Compensation	76.00	0.00	20,418.00	0.00	20,494.00	0.00
660.02 - IT - Ammon	0.00	0.00	29,185.67	36,798.34	36,798.34	-7,612.67
675.02 - Fire Dept Grant Expend - Ammon	1,681,072.00	1,681,072.00	18,354.75	300,000.00	1,681,072.00	-281,645.25
700.00 - Payments - City of Idaho Falls	2,122,644.77	2,201,380.20	745,105.65	1,113,651.68	2,967,750.62	3,315,031.88
Total Expense	419,466.39	11,470.90	606,922.85	222,731.32	1,026,378.24	234,202.22
Net Income						
			407,985.49	384,191.53	1,026,378.24	792,177.02