

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1**  
**Minutes of Regular Meeting held January 12, 2021**

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Tuesday the 12<sup>th</sup> day of January, 2021 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, David Long and Ralph Isom were present. The following were also present: District Operations Officer, Dick Fowler; attorney Doug Nelson; and Ammon Area Consultant, Russell Slack and Ammon Fire Chief Stacy Hyde. Present via telephone were: District accountant Terri Gazdik; City of Idaho Falls Fire Chief, Duane Nelson; and, Ammon Area Consultant Dana Kirkham..

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 12:06 p.m. by Dan Gubler, acting as Chairman.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on December 6, 2020 were reviewed, and following a motion made by Ralph Isom and seconded by David Long said minutes were unanimously approved.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated January 12, 2021, prepared and submitted by Accountant Terri Gazdik, was reviewed. Following discussion and upon motion made by Ralph Isom and seconded by David Long, and unanimously accepted, the report was approved including a total expenditure of **\$456,015.97**.
4. **Review and Discussion.** The following items were reported or discussed:
  - a. Dick Fowler reported on a pool house fire @ Rimrock Estates caused by a propane leak. Loss of pool house estimated between \$75,000 and \$100,000. Mr Fowler also reported that the Toyne representative would be meeting with him to review recommended specifications for new truck.
  - b. It was reported that a list of surplus property was being prepared for consideration by the Commissioners.
  - c. Dick Fowler reported that he and Mr. Nelson had met with the County GIS office to prepare a proposed map for changing the district from 3 to 5 subdistricts. The map and a proposed resolution approving the

changes was discussed, and upon motion by Ralph Isom and a second by David Long, the resolution was unanimously adopted and the same was separately signed for recording in Bonneville County.

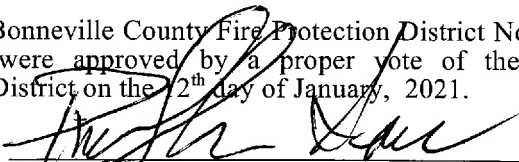
- d. Chief Duane Nelson reported regarding a total of 83 emergency calls of which 10 were fire related. The losses are estimated at \$37,000 with one fatality which is being further investigated by law enforcement.
  - e. Chief Nelson also stated that a Bill of Sale for the air trailer and title transfer will be co-ordinated with the City Attorney. He also mentioned that there have been a few occasions when in order to move equipment at Fire District stations the City was required to move some equipment that is not subject to the City contract. It was reported by Stacy Hyde and Dick Fowler that the equipment is presently stored so that there should be no need for the City to move any equipment that is not subject to the City contract. Chief Nelson also reported that the fire station are expected to be designated by East Idaho Public Health as a COVID vaccine distribution for Bonneville and Jefferson counties for 1<sup>st</sup> responders and police. He also stated that auditing was being concluded on the Wildfire fire response reimbursements and that the Fire District is expected to be reimbursed approximately \$93,000 by the end of February.
  - f. A discussion regarding the timing for a department of lands contract submission for out of area fire response took place. Chairman Dan Gubler expressed his feeling that the current list of available equipment could remain until the end of the current fiscal year in September of 2021; however, he felt the Fire District is unlikely to be interested in renewing any further wild fire agreement.
  - g. Chief Stacy Hyde reported 20 Ammon calls with 1 fire call. He referred to his year end report, copy attached.
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 1:16 p.m.

Approved the 12<sup>th</sup> day of January, 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 12<sup>th</sup> day of January, 2021.

  
Ralph Isom, Secretary

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

**NOTICE AND AGENDA FOR MONTHLY MEETING**

**January 12, 2021**

**NOTE: In accordance with the Proclamation from the Office of the Governor of the State of Idaho and in order to protect the health and safety of the public, 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, 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, January 12, 2021 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 and welcome of Ammon advisors (Chairman)
- 2.. Review and approval of minutes for the regular meeting held December 8, 2020.  
**Action: Approve minutes of regular meeting held 12/08/2020.**
3. Review and action on January, 2021 monthly bills and financial statement (Terri Gazdik).  
**Action: Approve monthly bills and financial report**
4. District Liaison and Ammon Area reports and discussion on pending matters, including discussion relating to a possible resolution of the Fire District Commissioners to expand the number of District Commissioners from 3 to 5 and to establish 5 new subdistricts within the geographical boundary of the District.  
**Action: Possible approval of a resolution expanding the number of fire District commissioners from 3 to 5 and to approve a map which establishes the geographical boundaries 5 new subdistricts embraced within the boundary of the Fire District.**
5. Comments/ report from Idaho Falls Fire Department and Bonneville County and public.
6. **Summary of Scheduled Action Items:**
  - (a) **Approval of December 8, 2020 meeting minutes.**
  - (b) **Approval of the January, 2021 monthly bill and financial statement.**

**(c) Approval of Resolution expanding the number of Fire District Commissioners from 3 to 5 and approving a map which establishes the geographical boundaries of 5 new subdistricts embraced within the boundary of the Fire District.**

7. 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**  
**January 12, 2021**

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Nelson Hall Parry Tucker PA	Dec consulting	12/31/20	Upon receipt	4,110.00		4,110.00
Cooper Norman	Dec consulting	12/31/20	Upon receipt	4210.50		4,210.50
Century Link	208-524-9124 208-525-4800	12/10/20 12/28/20	pd online pd online	35.02 14.27		35.02 14.27
Rocky Mountain Power	12/24/2020 2137 S Ammon 3575 Brookfield	12/24/20 12/03/20 12/08/20	pd online pd online pd online	295.18 585.30 195.25		295.18 585.30 195.25
Intermountain Gas	S 55th W S 45th W E 65th S	12/31/20 01/06/20 01/06/20	pd online pd online pd online	234.46 140.20 253.92		234.46 140.20 253.92
Cardmember Services	Various	01/08/21	Upon receipt	1,250.52		1,250.52
City of Idaho Falls	various Air compressor contract	01/08/21 12/14/20 01/01/21	Upon receipt Upon receipt Upon receipt	2,831.13 6,000.00 420,268.07		2,831.13 6,000.00 420,268.07
New Sweden Irrigation District	2020 tax	12/14/20	Upon receipt	114.00		114.00
Advanced Traffic Products	28564	12/21/20	Upon receipt	9,576.00		9,576.00
Big O Tires	12990-156873	11/24/20	Upon receipt	80.00		80.00
Alsco	2130157,2134219 2138228,2142164	11-23 to 1-4	Upon receipt	476.28		476.28
BK Collision	3,420	01/05/21	Upon receipt	600.00		600.00
Colson Signs	4664,4663,4661	12/30/20	Upon receipt	3,896.25		3,896.25
A-1 Fire Protection Services	24324	12/15/20	Upon receipt	82.00		82.00
O'Reilly	3832-233974	12/02/20	Upon receipt	23.87		23.87
Idaho Furnace Plumbing Services	3075-1	12/31/20	Upon Receipt	675.00		675.00
BPA Health	15636	12/02/20	Upon receipt	75.00		75.00
Bonneville Tax Collector	143160,126620 - Ammon portion	11/11/20	Upon receipt	193.75		193.75
Apparatus Equipment & Service	20-IV-4618	11/20/20	Upon receipt	169.73		169.73
Berggren Diesel	8506,8376	11-19 & 12-4	Upon receipt	2,492.27		2,492.27
Idaho Regional Optical Network	1/1/21 bill	01/04/21	Upon receipt	100.00		100.00
FirstNet	11/23	11/23/20	Upon receipt	390.42		390.42
Mike Dale	reim Costco 11/28	11/28/21	Upon receipt	138.00		138.00
<b>Total</b>				<b>456,015.97</b>		<b>456,015.97</b>

Financial Institution	Amount	Current Interest Rate
Idaho Central Credit Union	275,599.89	0.40%
Mountain America Federal Credit Union	293,026.57	3.25%
Westmark	277,463.88	1.95%
Citizens Community Bank/Glacier	259,130.60	2.50%
ISU CU	264,383.39	0.25%
Bank of Commerce CD #6216	282,719.07	0.25%
Connections CU CD	269,705.95	2.00%
DL Evans	255,693.70	1.75%
LGIP	1,246,292.41	0.58%
Connections savings	31.37	
Idaho Central Credit Union Savings	25.00	
Mountain America Federal Credit Union	5.00	
Westmark Savings	25.28	
ISU Credit Union	25.00	0.01%
ISU Credit Union savings	25.70	
Bank of Commerce	-342,976.25	
Bank of Commerce MM	5,280.35	0.05%
<b>TOTAL</b>	<b>3,086,456.91</b>	

Fiscal year 2020/2021 City of Idaho Falls payments		
Due		
October	x	420,268.07
January	x	420,268.07
April		420,268.07
July		420,268.07
<b>Total</b>		<b>1,681,072.28</b>

Authorization to pay bills



Accrual Basis

**BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1**  
**Profit & Loss Budget vs. Actual**

October through December 2020

	01 - BCFD				02 - Ammon				TOTAL			
	Oct - Dec 20	Budget	\$ Over Budget	% of Budget	Oct - Dec 20	Budget	\$ Over Budget	% of Budget	Oct - Dec 20	Budget	\$ Over Budget	% of Budget
<b>Income</b>												
400.00 - Tax Revenues	66,698.51	122,094.00	-55,395.49	54.6%	0.00	0.00	0.00	0.0%	66,698.51	122,094.00	-55,395.49	54.6%
410.00 - Interest Income	7,749.01	7,613.73	135.28	101.8%	0.00	0.00	0.00	0.0%	7,749.01	7,613.73	135.28	101.8%
420.00 - Miscellaneous Income	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
430.00 - Contract Services-City of Ammon	0.00	0.00	0.00	0.0%	259,095.75	259,095.75	0.00	100.0%	259,095.75	259,095.75	0.00	100.0%
440.00 - Grant Proceeds	0.00	0.00	0.00	0.0%	0.00	300,000.00	-300,000.00	0.0%	0.00	300,000.00	-300,000.00	0.0%
<b>Total Income</b>	<b>74,447.52</b>	<b>129,707.73</b>	<b>-55,260.21</b>	<b>57.4%</b>	<b>259,095.75</b>	<b>559,095.75</b>	<b>-300,000.00</b>	<b>46.3%</b>	<b>333,543.27</b>	<b>688,803.48</b>	<b>-355,260.21</b>	<b>48.4%</b>
<b>Expense</b>												
500.00 - Advertising	0.00	0.00	0.00	0.0%	0.00	1,324.95	-1,324.95	0.0%	0.00	1,324.95	-1,324.95	0.0%
505.00 - Auto - Fuel & Oil	0.00	0.00	0.00	0.0%	1,455.74	2,250.00	-794.26	64.7%	1,455.74	2,250.00	-794.26	64.7%
510.00 - Bank Charges	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
520.00 - Capital Outlay	271,679.83	94,999.98	176,679.85	286.0%	0.00	1,798.50	-1,798.50	0.0%	271,679.83	96,798.48	174,881.35	280.7%
530.00 - Travel	119.03	625.03	-506.00	19.0%	234.43	187.50	46.93	125.0%	353.46	812.53	-459.07	43.5%
535.00 - Dues & Subscriptions	1,000.00	250.03	749.97	400.0%	554.11	874.98	-320.87	63.3%	1,554.11	1,125.01	429.10	138.1%
542.00 - Equipment Rent	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
550.00 - Ins - Fire, Auto & Liab.	0.00	499.98	-499.98	0.0%	0.00	3,789.00	-3,789.00	0.0%	0.00	4,288.98	-4,288.98	0.0%
555.00 - Interest	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
568.00 - Audit Fees	0.00	1,875.00	-1,875.00	0.0%	0.00	0.00	0.00	0.0%	0.00	1,875.00	-1,875.00	0.0%
569.00 - Accounting Costs	6,617.50	6,875.06	-257.56	96.3%	8,500.00	6,250.03	2,249.97	136.0%	15,117.50	13,125.09	1,992.41	115.2%
570.00 - Legal Costs	12,486.24	12,750.00	-263.76	97.9%	0.00	0.00	0.00	0.0%	12,486.24	12,750.00	-263.76	97.9%
571.00 - Consulting Services - Website	0.00	2,092.50	-2,092.50	0.0%	0.00	0.00	0.00	0.0%	0.00	2,092.50	-2,092.50	0.0%
572.00 - Contract Services-Inspections	0.00	3,750.00	-3,750.00	0.0%	0.00	0.00	0.00	0.0%	0.00	3,750.00	-3,750.00	0.0%
573.00 - Consulting	0.00	8,250.00	-8,250.00	0.0%	0.00	0.00	0.00	0.0%	0.00	8,250.00	-8,250.00	0.0%
574.00 - Contract Services-Machine Hire	0.00	375.00	-375.00	0.0%	0.00	0.00	0.00	0.0%	0.00	375.00	-375.00	0.0%
575.00 - Building Maintenance/Operation	0.00	2,499.99	-2,499.99	0.0%	809.09	1,249.98	-440.89	64.7%	809.09	3,749.97	-2,940.88	21.6%
576.00 - Ground Repair & Maint	225.00	0.00	225.00	100.0%	0.00	600.00	-600.00	0.0%	225.00	600.00	-375.00	37.5%
580.00 - Miscellaneous	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
581.02 - Clothing & Uniforms - Ammon	0.00	0.00	0.00	0.0%	122.50	1,749.99	-1,627.49	7.0%	122.50	1,749.99	-1,627.49	7.0%
582.02 - Personal Protective Equip-Ammon	0.00	0.00	0.00	0.0%	0.00	3,499.98	-3,499.98	0.0%	0.00	3,499.98	-3,499.98	0.0%
583.02 - Postage - Ammon	0.00	0.00	0.00	0.0%	0.00	24.99	-24.99	0.0%	0.00	24.99	-24.99	0.0%
584.02 - Health & Safety - Ammon	0.00	0.00	0.00	0.0%	375.00	375.00	0.00	100.0%	375.00	375.00	0.00	100.0%
585.00 - Office Supplies/Expense	172.20	2,875.03	-2,702.83	6.0%	0.00	124.98	-124.98	0.0%	172.20	3,000.01	-2,827.81	5.7%
586.02 - Training & Certification-Ammon	0.00	0.00	0.00	0.0%	0.00	1,749.99	-1,749.99	0.0%	0.00	1,749.99	-1,749.99	0.0%
615.00 - Repairs & Maint - Equipment	1,484.56	4,999.98	-3,515.42	29.7%	1,996.38	3,111.24	-1,114.86	64.2%	3,480.94	8,111.22	-4,630.28	42.9%
616.00 - Vehicle Repair & Maintenance	0.00	0.00	0.00	0.0%	7,911.51	3,124.98	4,786.53	253.2%	7,911.51	3,124.98	4,786.53	253.2%
625.00 - Supplies	0.00	0.00	0.00	0.0%	2,947.65	4,249.98	-1,302.33	69.4%	2,947.65	4,249.98	-1,302.33	69.4%
630.00 - Taxes & Licenses	628.75	0.00	628.75	100.0%	0.00	0.00	0.00	0.0%	628.75	0.00	628.75	100.0%
640.00 - Utilities	2,132.72	2,125.03	7.69	100.4%	3,261.34	2,574.99	686.35	126.7%	5,394.06	4,700.02	694.04	114.8%
645.00 - Wages & Salaries	15,900.00	11,250.00	4,650.00	141.3%	115,843.28	132,943.98	-17,100.70	87.1%	131,743.28	144,193.98	-12,450.70	91.4%
647.00 - Employee Benefits	1,898.46	0.00	1,898.46	100.0%	49,351.18	61,200.99	-11,849.81	80.6%	51,249.64	61,200.99	-9,951.35	83.7%
650.00 - Wages - Tax & Insurance	1,216.35	0.00	1,216.35	100.0%	4,285.24	0.00	4,285.24	100.0%	5,501.59	0.00	5,501.59	100.0%
655.00 - Workmens Compensation	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
656.00 - Payroll Expenses - BCFD	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
660.02 - IT - Ammon	0.00	0.00	0.00	0.0%	18,601.44	11,039.53	7,561.91	168.5%	18,601.44	11,039.53	7,561.91	168.5%
675.02 - Fire Dept Grant Expand - Ammon	0.00	0.00	0.00	0.0%	0.00	300,000.00	-300,000.00	0.0%	0.00	300,000.00	-300,000.00	0.0%
700.00 - Payments - City of Idaho Falls	420,268.07	420,268.00	0.07	100.0%	0.00	0.00	0.00	0.0%	420,268.07	420,268.00	0.07	100.0%
800.00 - Depreciation	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
999 - Undistributed	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>735,828.71</b>	<b>576,360.61</b>	<b>159,468.10</b>	<b>127.7%</b>	<b>215,873.89</b>	<b>544,095.56</b>	<b>-328,221.57</b>	<b>39.7%</b>	<b>951,702.60</b>	<b>1,120,456.17</b>	<b>-168,753.57</b>	<b>84.9%</b>
<b>Net Income</b>	<b>-661,381.19</b>	<b>-446,652.88</b>	<b>-214,728.31</b>	<b>148.1%</b>	<b>43,221.86</b>	<b>15,000.19</b>	<b>28,221.87</b>	<b>288.1%</b>	<b>-618,159.33</b>	<b>-431,652.69</b>	<b>-186,506.64</b>	<b>143.2%</b>



# Ammon Fire Department

Year in Review 2020

## *A Letter from the Chief*

On behalf of the professional men and women dedicated to protecting the lives and property within our City, I am pleased to present the 2020 Annual Report.

As our City grows, the demands placed on emergency services increase as well and with this, the constant need to do more with limited funding. I am proud of what our department accomplishes with the budget we have, but I am most proud of our team of dedicated and caring professionals who respond with a singular focus – the protection and safety of the citizens who live, work, shop and play within our City.

With the City Council vote to join Bonneville County Fire Protection District #1, we had some transitional challenges but I think our entire team has managed this transition very well and we continue to provide exceptional service to the citizens of Ammon.

In an effort to minimize the financial impact on the City and now the District, we continue to rely on our outstanding paid-call firefighters. The Resident Firefighter Program was implemented in 2016 and continues to be a very successful program currently housing seven Resident Firefighters in exchange for day-time shifts.

The year was very challenging for everyone due to the Covid-19 pandemic and we will continue to see its effects for many more months. Due to this our call volume, fire inspections, and number of public education events were lower than normal for the year.

As the City continues to grow we will continue to find innovative ways to provide the best service to our citizens for the lowest possible cost.

*Stacy Hyde*

### *Our Mission Statement*

*We are committed to the fundamental beliefs of life safety, incident stabilization and property conservation. We dedicate ourselves to serving the community with honor and integrity.*

## Emergency Calls for Service

<b>Fires.....</b>	<b>14</b>
Structure.....	3
Natural Vegetation.....	5
Other Outside.....	4
Vehicle.....	2
<b>Hazardous Conditions..</b>	<b>76</b>
Vehicle Accidents.....	46
Haz-Mat Cleanup.....	10
Natural Gas Leak.....	7
Electrical.....	10
Other.....	3
<b>Alarm Activations.....</b>	<b>135</b>
Unintentional.....	80
System Malfunction.....	19
False Alarm.....	36
<b>Service Calls.....</b>	<b>21</b>
Unauthorized Burning....	9
Public Assist.....	10
Assist Other Agency.....	2
<b>TOTAL:</b>	<b>246</b>

## Property Loss

Estimated value....\$187,000

## Property Saved

Estimated Value..\$1,165,000



September 11th  
Remembrance  
Ceremony



# Ammon Fire Department

Year in Review 2020



## Fire Prevention Division

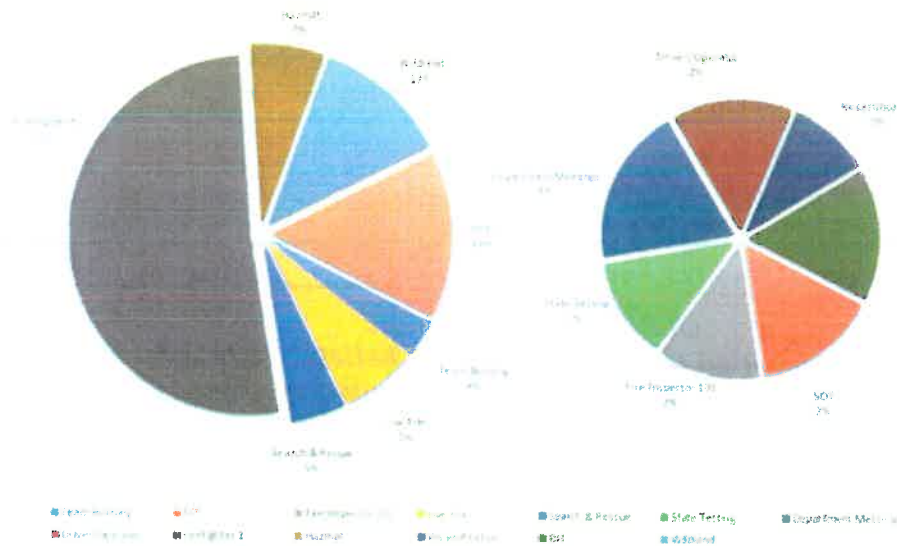
Community fire prevention is integral to minimizing fire occurrence. Due to the Covid-19 Pandemic, the Fire Department worked with businesses that were closed or had legitimate concern for in person interactions, and we had to cancel many of our public education events. This resulted in totals that are much lower than average.

In 2020 we conducted 176 fire inspections on businesses and participated in 30 public events that totaled over 115 man-hours.

## Training Division

The training of our firefighters is key to successful operations; if a department cannot field effectively trained individuals in an emergent situation, they take great risk in making the situation worse and increase the possibility of injury. Our firefighters are required to attain minimum training certifications and maintain minimum training attendance.

Total Training Hours - 5578



**5,578**  
man-  
hours in  
99  
training  
events

LPG Fire Training  
May 15, 2020

