

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

Minutes of Regular Meeting held December 8, 2022

The Bonneville County Fire Protection District No. 1 (“Fire District”) held its regular monthly meeting of Commissioners on Thursday the 8th day of December, 2022 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. 915 6054 4357, and Passcode 103418.

The following were present:

Commissioners David H. Long, Ralph Isom, Derik Nielsen, Dana Kirkham (via phone at approximately 12:20 p.m.) and Tyler Gebs (via Zoom) were present. The following were also present: Attorney Doug Nelson, Attorney Abigail French, Accountant Terri Gazdik, District Operations Officer Dick Fowler, City of Idaho Falls Fire Deputy Chief Jon Perry, Ammon City Council Member Scott Wessel, Jason Howard, Andy Moldenhauer with IAFF (via Zoom), Jimmie Hitch (via Zoom), BCFD Station [Jon Molbert, Braxton Comdy, Marcus Hyde, & Steve Berg] (via Zoom), and Kim Gebs (via Zoom).

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 12:05 p.m. by Ralph Isom.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on November 10, 2022 were reviewed and following a motion by Derik Nielsen and seconded by David Long, the same were unanimously approved.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated December 8, 2022 prepared and submitted by Accountant Terri Gazdik, was reviewed, with a total expenditure of \$22,322.90. Ms. Gazdik reviewed the expenditures and reported on related items. Ms. Gazdik discussed the Connections Credit Union CD and the fact that it auto-renews at the same rate unless a different rate is negotiated. Ms. Gazdik also discussed the ICCU and Westmark CDs and

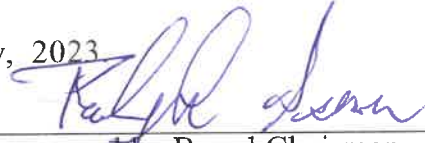
related interest rates. Following discussion and upon motion by Derik Nielsen and seconded by David Long, and unanimously accepted, the report was approved for a total expenditure of \$22,322.90.

4. **Discussion and Reports.** The following items were reviewed and discussed or actions were taken:
 - a. District Operations Officer Dick Fowler reported that he expected to receive an email from the architect with an estimated cost to secure blueprints for the storage facility. Mr. Fowler stated that he expected the cost to be around \$10,800.00. Mr. Fowler also reported on the bids he had received for the siding of a garage. Specifically, he received two (2) bids, with the first one from White Cross Homes with a bid of \$17,140.00; however, White Cross Homes had forgotten to include trim on the bid, so White Cross Homes was in the process of sending an updated bid. The second bid was from Campbell's Siding; however, Campbell's bid was for more than \$20,000.00. Discussion was had on the bids and as to whether White Cross Homes possesses a public works contractors license. Mr. Fowler also discussed the need to add heat to a storage facility on the westside of town and that he believed Chief Stacy Hyde had received an estimate from Idaho Furnace and Plumbing and that the cost would be approximately \$6,000.00, which would include a large unit as well as trenching for the gas line. Direction was given to Mr. Fowler to receive a formal quote from Idaho Furnace and Plumbing to bring to the next meeting. Mr. Fowler also reported on the parade taking place Saturday, December 17, 2022. Lastly, Mr. Fowler discussed the need to select negotiating team for union collective bargaining purposes. Mr. Fowler proposed the following individuals: Chief Stacy Hyde, Terri Gazdik, and himself. Discussion was had on the proposed team. Tyler indicated that he wished to be part of the negotiating team. In response, discussion was had on the individuals making up the City of Idaho Falls negotiating team as well as general reasons for not including elected officials on the negotiating team. In response, Dana Kirkham indicated she was comfortable with the team Mr. Fowler proposed and stated that she believed it was important to have a barrier between the negotiating team and the elected officials. After discussion, David Long made a motion to approve Chief Stacy Hyde, Terri Gazdik, and Dick Fowler as the individuals making up the Bonneville County Fire District negotiation team for union collective bargaining purposes. The motion was seconded by Derik Nielsen and unanimously approved.
 - b. Deputy Chief Jon Perry reported that the City of Idaho Falls had a slow month with twenty-eight (28) fire related calls and seventy-five (75) emergency medical service calls, for a total of 103 calls. Deputy Chief Perry reported on a structure fire that had occurred

at 10880 N 35 W, Idaho Falls, ID 83402, which resulted in an estimated total loss of \$50,000.00. Deputy Chief Perry also reported on a vehicle fire that resulted in an estimated total loss of \$15,000.00. Deputy Chief Perry also reported on the status of getting the newly acquired station up and running; Deputy Chief Perry stated that they could have an ambulance running out of the station as soon as January.

- c. On behalf of Chief Stacy Hyde, Mr. Fowler provided the report on the Ammon Area fire responses activity. Mr. Fowler reported that there had been a total of twenty-four (24) emergency calls, which the cause of the calls ranging from false alarms, gas leaks, malfunctioning furnace, to a cooking fire. The cooking fire resulted in approximately \$3,000.00 in estimated total loss. Mr. Fowler also reported on a structure fire that occurred in Quail Ridge subdivision, which resulted in an estimated total loss of \$80,000.00 (\$75,000.00 in structure and \$5,000.00 in personal property); the cause of the fire was unknown. Finally, Mr. Fowler reported that a total of 27.5 man hours were spent on public relation events, which included three (3) fire station tours and preschool visits.

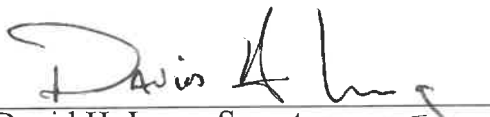
- 5. **Public Comment.** No public comments were made.
- 6. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn by Derik Nielsen and seconded by David Long with unanimous approval at 12:47 p.m.

Approved the 12 day of January, 2023


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 11/27 day of January, 2023.



David H. Long, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

**NOTICE AND AGENDA FOR MONTHLY MEETING
December 8, 2022**

NOTE: This meeting will be conducted in person and by Zoom. Those joining by Zoom may connect with the following Meeting ID number 915 6054 4357 and Pass Code: 103418 . For those attending in person the number of persons permitted to attend may be limited for health 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, December 8, 2022 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 the regular meeting held November 10, 2022
Action: Approve minutes of regular meeting held 11/10/22
3. Review and action on December, 2022 monthly bills and financial statement for preceding month (Terri Gazdik).
Action: Approve monthly bills and financial report
4. Discussion and Reports from District Operations Officer, Fire Chiefs and legal counsel, including:
 - a. Richard Fowler, Operations Officer:
 - (1) Operations report
 - (2) Discussion and possible selection of negotiation team to participate in collective bargaining with IAFF Local #5396
Possible Action: Approval of Bonneville County Fire District negotiation team for union collective bargaining purposes
 - b. Chief Duane Nelson, report regarding Idaho Falls Fire Department activity and needs
 - c. Chief Stacy Hyde, report regarding Ammon Area fire responses activity and needs
5. Patron and community comments (limited to 5 minutes each)
6. **Summary of Action Items:**
 - (a) **Approval of November 10, 2022 meeting minutes.**
 - (b) **Approval of monthly bills and financial report**
 - (c) **Possible approval of Bonneville County Fire District negotiation team for union collective bargaining purposes**
7. Recess/Adjournment

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

Bonneville County Fire Protection District #1
Summary of Accounts Payable
December 8, 2022

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Discount Available	Net Amt Due
Nelson Hall Parry Tucker PA	Nov Consulting	12/02/22	Upon receipt	7,239.00		7,239.00
Cooper Norman	consulting - Inv105507	12/05/22	Upon receipt	4,680.00		4,680.00
Century Link	208-524-9124 208-525-4800	11/10/22 11/28/22	pd online pd online	35.02 23.22		35.02 23.22
Rocky Mountain Power	S 55th, S 45th	11/23/22	pd online	150.36		150.36
Intermountain Gas	S 55th W S 45th W 2137 S Ammon 3575 Brookfield Lane	12/01/22 12/05/22 12/02/22 12/02/22	pd online pd online pd online pd online	345.29 202.03 558.90 109.98		345.29 202.03 558.90 109.98
Cardmember Services	BCFD Ammon	12/07/22	Upon receipt Upon receipt	- 4,501.33		- 4,501.33
ALSCO	LBLA2340139, LBLA2344229	11/21,12/5	Upon receipt	198.90		198.90
Bonn Co Tax Collector	Bil # 100331,147768,100573	11/01/22	Upon receipt	304.42		304.42
City of Ammon	Nov 2137 S Ammon Nov 3575 Brookfield	11/22/22 11/22/22	Upon receipt Upon receipt	120.80 99.17		120.80 99.17
D & L Cleaners & Laundry	12-1-2022	12/01/22	Upon receipt	37.60		37.60
Idaho Furnace Plumbing Service	Inv 17659266	11/08/22	Upon receipt	225.00		225.00
LN Curtis	Inv 757603 , Inv 655186	11/2,11/30	Upon receipt	1,819.01		1,819.01
Teton Communications	Inv 22484	11/21/22	Upon receipt	523.95		523.95
Wex Fuel	Nov billing Total	11/30/22	Upon receipt	1,148.92		1,148.92
				22,322.90		22,322.90

Financial Institution	Amount	Current Interest Rate	
Idaho Central Credit Union	matures 1/13/2023	277,138.50	0.30%
East Idaho Credit Union	matures 9/3/2023	250,798.19	2.00%
East Idaho Credit Union checking		5.00	
Mountain America Federal Credit Union	matures 3/19/23	298,788.45	0.30%
Westmark	matures 1/2/23	279,020.40	0.45%
Citizens Community Bank/Glacier	matures 4/24/2023	272,215.61	0.40%
Lookout CU	matures 10/22/23	265,541.12	0.25%
Bank of Commerce CD #6216	matures 6/11/2023	284,025.19	0.20%
Connections CU CD	matures 12/1/2022	273,166.92	0.20%
DL Evans	matures 3/27/2024	263,858.04	3.05%
LGIP		3,196,174.15	2.8233%
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 savings		50,003.42	0.10%
Bank of Commerce		104,547.02	
Bank of Commerce MM		5,290.38	0.20%
TOTAL		5,820,709.74	

Fiscal year	2022/2023
City of Idaho Falls payments	
Due	
October x	420,268.00
January	420,268.00
April	420,268.00
July	420,268.00
Total	1,681,072.00

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October through November 2022

12/08/22
Accrual Basis

	Oct - Nov 22	Budget	\$ Over Budget
Income			
400.00 · Tax Revenues	106,608.58	104,623.84	1,984.74
410.00 · Interest Income	14,414.93	2,083.30	12,331.63
420.00 · Miscellaneous Income	7,983.87	4,050.00	3,933.87
Total Income	129,007.38	110,757.14	18,250.24
Expense			
500.00 · Advertising			
501.02 · Public Relations - Ammon	1,018.65	0.00	1,018.65
500.00 · Advertising - Other	0.00	833.30	-833.30
Total 500.00 · Advertising	1,018.65	833.30	185.35
505.00 · Auto - Fuel & Oil	2,632.59	4,166.00	-1,533.41
520.00 · Capital Outlay	212,534.06	10,833.40	201,700.66
535.00 · Dues & Subscriptions	1,727.50	833.34	894.16
542.00 · Equipment Rent	1,872.00	0.00	1,872.00
550.00 · Ins - Fire, Auto & Liab.	0.00	5,000.00	-5,000.00
568.00 · Audit Fees	0.00	1,666.68	-1,666.68
569.00 · Accounting Costs	10,208.30	7,500.00	2,708.30
570.00 · Legal Costs	8,160.90	10,500.00	-2,339.10
572.00 · Contract Services - Fires	48.40	0.00	48.40
574.00 · Contract Services-Machine Hire	0.00	250.00	-250.00
575.00 · Building Maintenance/Operation	1,777.80	5,166.67	-3,388.87
580.00 · Miscellaneous	77.96	0.00	77.96
581.02 · Clothing & Uniforms - Ammon	797.48	0.00	797.48
582.02 · Personal Protective Equip-Ammon	1,786.00	0.00	1,786.00
584.02 · Health & Safety - Ammon	1,399.20	0.00	1,399.20
585.00 · Office Supplies/Expense	176.61	0.00	176.61
586.00 · Training & Certification	-405.00	833.34	-1,238.34
615.00 · Repairs & Maint - Equipment	11,711.53	8,500.00	3,211.53
616.00 · Vehicle Repair & Maintenance			
616-1.1 · Truck #	606.02	0.00	606.02
616.2.1 · Truck # E1 Engine	2,986.48	0.00	2,986.48
616.3.3 · Truck # WT3 Water Tender	1,778.00	0.00	1,778.00
616.00 · Vehicle Repair & Maintenance - Other	80.00	0.00	80.00
Total 616.00 · Vehicle Repair & Maintenance	5,450.50	0.00	5,450.50
625.00 · Supplies	3,552.70	10,833.34	-7,280.64
630.00 · Taxes & Licenses	268.50	0.00	268.50
640.00 · Utilities	1,737.15	4,333.34	-2,596.19
644 · Payroll, Benefits, & Taxes			
645.00 · Wages & Salaries			
645.01 · Salaries - BCFD	15,571.50	12,666.68	2,904.82
645.02 · Salaries - Ammon	150,517.95	245,540.00	-95,022.05
Total 645.00 · Wages & Salaries	166,089.45	258,206.68	-92,117.23
647.00 · Employee Benefits			
648.00 · Insurances - Employee	24,436.37	0.00	24,436.37
648.11 · HSA	8,724.32	0.00	8,724.32
648.12 · PERSI	16,948.89	0.00	16,948.89
648.13 · HRA	3,070.47	0.00	3,070.47
648.14 · Phone Reim	111.00	0.00	111.00
647.00 · Employee Benefits - Other	75.00	0.00	75.00
Total 647.00 · Employee Benefits	53,366.05	0.00	53,366.05
650.00 · Wages - Tax Employer	12,420.99	0.00	12,420.99

8:51 AM

12/08/22

Accrual Basis

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October through November 2022

	<u>Oct - Nov 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
644 · Payroll, Benefits, & Taxes - Other	200.00		
Total 644 · Payroll, Benefits, & Taxes	232,076.49	258,206.68	-26,130.19
655.00 · Workmens Compensation	0.00	3,333.34	-3,333.34
660.00 · IT	3,820.31	5,000.00	-1,179.69
700.00 · Payments - City of Idaho Falls	420,268.07	420,268.00	0.07
Total Expense	922,697.70	758,057.43	164,640.27
Net Income	-793,690.32	-647,300.29	-146,390.03
