

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

Minutes of Regular Meeting held October 10, 2024

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Thursday the 10th day of October 2024 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. 843 1907 5816, and Passcode Fire2024.

The following were present:

Commissioners Ralph Isom, Derik Nielsen, David Long, and Dana Kirkham, were present. Commissioner Tyler Gebbs was present via Zoom/telephone for the majority of the meeting. The following were also present: Attorney Abigail French, Accountant Terri Gazdik, District Communications Officer Dick Fowler, Fire Chief Stacy Hyde, City of Idaho Falls Fire Department Deputy Chief Paul Radford, Fire Chief Scott Norman, and Sherry Glick. 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 12:03 p.m. by Chairman Ralph Isom.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on September 12, 2024, were reviewed. A motion to accept the regular meeting minutes was made by Dana Kirkham and seconded by Derik Nielsen. Said motion carried unanimously. Minutes of the special meeting of Commissioners held on September 11, 2024, were reviewed. A motion to accept said special meeting minutes was made by Derik Nielsen and seconded by David Long. Said motion carried unanimously. Minutes of the special meeting of Commissioners held on October 4, 2024, were reviewed. A motion to accept said special meeting minutes was made by Dana Kirkham and seconded by Derik Nielsen. Said motion carried unanimously.
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated October 10, 2024, prepared and submitted by Accountant Terri Gazdik, were reviewed with a total expenditure of \$509,548.73. Following discussion, a motion was made by Dana Kirkham and seconded by Derik Nielsen, and unanimously accepted to approve the total expenditure of \$509,548.73.
4. **Executive Session.** At approximately 12:10 p.m., Dana Kirkham moved that the commissioners enter into Executive Session pursuant to the provision of Idaho Code Section 74-206(1)(c) to acquire an interest in real property not owned by a public agency. Derik Nielsen seconded the motion. The motion carried by the following roll call vote: Aye: David Long, Ralph Isom, Derik Nielsen, Tyler Gebbs, and Dana Kirkham. Nay: None.

The commissioners met in Executive Session on October 10, 2024, at the offices of Nelson Hall Parry Tucker, PLLC located at 490 Memorial Drive, Idaho Falls, ID 83402 at approximately 12:10 p.m.

There were present:

- Ralph Isom
- Tyler Gebs (via telephone)
- Derik Nielsen
- Dana Kirkham
- David Long
- Fire Chief Stacy Hyde
- District Operations Officer Dick Fowler
- Attorney Abigail French
- Certified Public Accountant Terri Gazdik

The Executive Session was called pursuant to the provision of Idaho Code Section 74-206(1)(c) to acquire an interest in real property not owned by a public agency.

At approximately 12:14 p.m., Dana Kirkham moved to close the Executive Session. Derik Nielsen seconded. The motion carried.

5. **Discussion and Reports.** The following items were reviewed and discussed, or actions were taken:

- a. District Operations Officer Dick Fowler gave his monthly report, which included the following:
 - A report on the retrofitting of the chassis for the water tank, namely that there had been a delay due to the difficulty in getting parts.
 - A report on the 65th property, specifically putting money into the property versus selling the property in its current state. Derik Nielsen expressed that he wanted to investigate options and schedule a workshop for further discussion. Ralph Isom stated that he wanted to hold onto the property. Discussion was had on the need to maintain the property as weeds had become a problem, among other things. It was decided that Dick Fowler would look into maintenance options and report back.
 - A report on the raceway that had been discussed at the last meeting. Dick Fowler reported that the raceway had opted to hire a private ambulance service as opposed to contracting with the Fire District.
- b. City of Idaho Falls Fire Department Deputy Chief Paul Radford reported a total of forty-nine (49) calls. Deputy Chief Radford reported total property loss at \$38,000.00, which included a vehicle fire and a residential fire structure.
- c. Fire Chief Stacy Hyde reported a total of twenty-eight (28) calls, of which three (3) were fire related. Chief Hyde reported that they had assisted Rigby with a fire. Chief Hyde reported eighteen (18) hours of public education events. Chief Hyde then informed the commissioners that the Fire District had hired five (5) new part-time personnel. Next, Chief Hyde presented his quarterly report, a copy of which

is attached to these minutes. Following his presentation, discussion was had on the Stanley fire deployment. In response, Chief Hyde explained that the Fire District had not been paid to respond and that the original request had been for forty-eight (48) hours of assistance; however, after the Fire District responded, a request for an additional forty-eight (48) hours was made by Stanley. Ultimately, the Fire District provided seventy-two (72) total hours of assistance. Finally, discussion was had on the executed Ammon Fuel Station Agreement, which had been approved and signed by the City of Ammon Mayor.

6. **Public Comment.** No public comments were made.
7. **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 12:37 p.m.

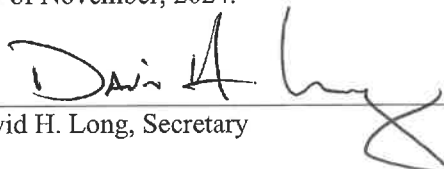
Approved the 14th day of November, 2024.



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 14th day of November, 2024.



David H. Long, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
NOTICE AND AGENDA FOR MONTHLY MEETING
October 10, 2024

NOTE: This meeting will be conducted in person and by Zoom. Those joining by Zoom may connect with the following Meeting ID: 843 1907 5816 and Passcode: Fire2024. 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, October 10, 2024, 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 regular meeting held on September 12, 2024.
Action: Approve minutes of regular meeting held on 09/12/2024.
3. Review and approval of minutes for special meeting held on September 11, 2024.
Action: Approve minutes of special meeting held on 09/11/2024.
4. Review and approval of minutes for special meeting held on October 4, 2024.
Action: Approve minutes of special meeting held on 10/04/2024.
5. Review and action on October 2024 monthly bills and financial statement for preceding month (Terri Gazdik).
Action: Approve monthly bills and financial report.
6. **EXECUTIVE SESSION:** An executive session will be held immediately following the agenda items above. The executive session will be closed to the public as permitted by law. The executive session has been called pursuant to the provisions of:
 - Idaho Code Section 74-206(1)(c) to acquire an interest in real property not owned by a public agency.
Action: Enter into Executive Session by roll call vote.
7. Discussion and Reports from District Operations Officer, Fire Chiefs, and legal counsel, including:
 - a. Richard Fowler, Operations Officer:
 - (1) Operations report, to include discussion regarding the water tank remodel.
 - (2) Report and discussion regarding 65th property to include possible improvements and proposed long-term use plans for said property.
 - 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.
8. Patron and community comments (limited to 5 minutes each)
9. **Summary of Action Items:**
 - (a) **Approval of September 12, 2024 regular meeting minutes.**
 - (b) **Approval of September 11, 2024 special meeting minutes.**
 - (c) **Approval of October 4, 2024 special meeting minutes.**

(d) Approval of monthly bills and financial report.

(e) Enter into Executive Session by roll call vote.

10. 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
October 10, 2024


Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Net Amt Due
Nelson Hall Parry Tucker PA	September billing	09/30/24	Upon receipt	3,510.00	3,510.00
Cooper Norman	September billing	09/30/24	Upon receipt	4,930.00	4,930.00
Century Link	208-524-9124	09/10/24	pd online	29.25	29.25
	208-525-4800	09/28/24	pd online	21.81	21.81
Rocky Mountain Power	S 55th, S 45th	09/24/24	pd online	9.17	9.17
	2137 S Ammon	09/23/24	pd online	765.78	765.78
	2137 S Ammon	09/23/24	pd online	190.94	190.94
Intermountain Gas	144 S 55th W	10/02/24	pd online	29.34	29.34
	2137 S Ammon	10/03/24	pd online	42.27	42.27
	3575 Brookfield Lane	10/03/24	pd online	20.93	20.93
Cardmember Services	Ammon	10/08/24	Upon receipt	6,135.36	6,135.36
	BCFD	10/08/24	Upon receipt	91.44	91.44
	S Berg	10/08/24	Upon receipt	302.74	302.74
	K Banda	10/08/24	Upon receipt	2,514.31	2,514.31
Across the Street Productions	Inv 26217	10/09/24	Upon receipt	3,080.00	3,080.00
Allied Business Solutions	Inv AR512927	09/03/24	Upon receipt	39.92	39.92
ALSCO	LBLA2525056, LBLA2521437	9/25,9/11	Upon receipt	248.24	248.24
Bonneville Co Sheriff	Inv FY24-01, FY23-01	08/29/24	Upon receipt	8,213.77	8,213.77
BPA Health	Inv 59103,58522	9/1 & 10/1	Upon receipt	157.50	157.50
City of Ammon	2137 S Ammon	09/30/24	Upon receipt	136.80	136.80
	3575 Brookfield	09/30/24	Upon receipt	265.47	265.47
D & L Cleaners	9/30/2024 statement	09/30/24	Upon receipt	485.70	485.70
Duo Safety	Inv 493935-000	09/07/24	Upon receipt	252.47	252.47
Holst Truck & Auto	Inv 139233	09/23/24	Upon receipt	5,830.29	5,830.29
Idaho Furnace Plumbing Svc	Inv 28256853,27768793	9/4,7/8	Upon receipt	432.45	432.45
LN Curtis	Inv 927087,864161,867356,932725	9/25,9/10,9/18	Upon receipt	5,617.35	5,617.35
Larsen Fire Apparatus	Inv 3217	09/01/24	Upon receipt	16,962.76	16,962.76
Lighthouse Uniform	Inv A-322754	09/24/24	Upon receipt	6,417.35	6,417.35
Manwaring Web Solutions	Inv 003909,004103	9/30, 10/1	Upon receipt	157.00	157.00
O'Reilly	Inv 468836	09/19/24	Upon receipt	287.26	287.26
Pristine Supply	Inv PS14600	10/03/24	Upon receipt	238.99	238.99
Point S Ron's Tire and Motorsports	Inv 4125576,4120265,4125575	9/17,9/20	Upon receipt	2,283.62	2,283.62
Prevent Fire	Inv 22438	09/13/24	Upon receipt	439.85	439.85
T-Mobile	Sept	09/30/24	Upon receipt	358.53	358.53
Xcitiium	Inv 174	09/17/24	Upon receipt	13.50	13.50
Uniforms2Gear	Inv23059	09/30/24	Upon receipt	330.00	330.00
City of Idaho Falls	10-10-2024	10/10/24	Upon receipt	437,078.73	437,078.73
Wex Fuel	Sept billing	09/30/24	Upon receipt	1,627.84	1,627.84
	Total			509,548.73	509,548.73

Financial Institution

		Amount	Current Interest Rate
Idaho Central Credit Union	matures 3/14/2025	277,584.64	4.72%
Frontier Credit Union	matures 4/11/2025	263,438.05	4.25%
Mountain America Federal Credit Union	matures 3/19/25	320,493.75	4.56%
Westmark	matures 1/2/25	291,694.94	5.25%
Citizens Community Bank/Glacier	matures 5/27/2025	284,667.25	4.00%
Lookout CU	matures 4/19/25	266,205.73	5.11%
Bank of Commerce CD #6216	matures 12/10/24	300,895.86	4.94%
Connections CU CD	matures 6/13/25	290,675.82	4.79%
DL Evans	matures 4/30/2025	275,534.81	4.91%
LGIP		4,907,981.46	5.19%
Stifel		532,535.95	5.00%
Connections savings		31.37	
Frontier savings		8.50	
Idaho Central Credit Union Savings		25.00	
Mountain America Federal Credit Union		5.00	
Westmark Savings		25.28	
Lookout Credit Union savings		12,582.83	
Lookout Credit Union savings		25.70	
Bank of Commerce savings		50,424.38	0.50%
Bank of Commerce		-359,687.53	
Bank of Commerce MM		5,411.75	1.50%
TOTAL		7,720,560.54	

Fiscal year	2024-2025
City of Idaho Falls payments	
Due	
October	437,078.73
January	437,078.73
April	437,078.73
July	437,078.73
Total	1,748,314.92

Authorization to pay bills



BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October 2023 through September 2024

	Oct '23 - Sep 24	Budget	\$ Over Budget	% of Budget
Income				
400.00 · Tax Revenues	4,319,612.14	3,906,919.00	412,693.14	110.6%
410.00 · Interest Income	345,316.50	315,000.00	30,316.50	109.6%
420.00 · Miscellaneous Income	60,819.06	175,403.00	-114,583.94	34.7%
440.00 · Grant Proceeds	3,000.00	427,500.00	-424,500.00	0.7%
Total Income	4,728,747.70	4,824,822.00	-96,074.30	98.0%
Expense				
500.00 · Advertising				
501.02 · Public Relations - Ammon	3,429.65	0.00	3,429.65	100.0%
502.02 · Fire Prevention - Ammon	2,438.70	0.00	2,438.70	100.0%
503.02 · Notices & Publications - Ammon	3,800.00	0.00	3,800.00	100.0%
500.00 · Advertising - Other	0.00	10,000.00	-10,000.00	0.0%
Total 500.00 · Advertising	9,668.35	10,000.00	-331.65	96.7%
505.00 · Auto - Fuel & Oil	20,872.89	20,000.00	872.89	104.4%
510.00 · Bank Charges	2.40	0.00	2.40	100.0%
520.00 · Capital Outlay	92,361.86	705,000.00	-612,638.14	13.1%
530.00 · Travel	440.35	0.00	440.35	100.0%
535.00 · Dues & Subscriptions	2,319.00	5,000.00	-2,681.00	46.4%
550.00 · Ins - Fire, Auto & Liab.	27,689.50	25,000.00	2,689.50	110.8%
568.00 · Audit Fees	18,000.00	15,000.00	3,000.00	120.0%
569.00 · Accounting Costs	59,409.20	60,000.00	-590.80	99.0%
570.00 · Legal Costs	70,257.86	68,000.00	2,257.86	103.3%
572.00 · Contract Services - Fires	50.95	0.00	50.95	100.0%
575.00 · Building Maintenance/Operation	27,659.98	35,000.00	-7,340.02	79.0%
576.00 · Ground Repair & Maint	615.00	0.00	615.00	100.0%
580.00 · Miscellaneous	7,576.92	0.00	7,576.92	100.0%
581.02 · Clothing & Uniforms - Ammon	23,029.96	0.00	23,029.96	100.0%
582.02 · Personal Protective Equip-Ammon	17,502.89	0.00	17,502.89	100.0%
583.02 · Postage - Ammon	25.08	0.00	25.08	100.0%
584.02 · Health & Safety - Ammon	1,450.08	0.00	1,450.08	100.0%
585.00 · Office Supplies/Expense	761.53	0.00	761.53	100.0%
586.00 · Training & Certification	19,643.00	7,500.00	12,143.00	261.9%
615.00 · Repairs & Maint - Equipment	14,562.22	45,000.00	-30,437.78	32.4%
616.00 · Vehicle Repair & Maintenance	77,176.14	0.00	77,176.14	100.0%
625.00 · Supplies	28,283.80	65,000.00	-36,716.20	43.5%
630.00 · Taxes & Licenses	1,196.00	0.00	1,196.00	100.0%
640.00 · Utilities	21,964.06	25,000.00	-3,035.94	87.9%
644 · Payroll, Benefits, & Taxes				
645.00 · Wages & Salaries	1,207,945.88	1,990,750.00	-782,804.12	60.7%
647.00 · Employee Benefits				
648.00 · Insurances - Employee	225,049.97	0.00	225,049.97	100.0%
648.11 · HSA	28,765.35	0.00	28,765.35	100.0%
648.12 · PERSI	145,203.75	0.00	145,203.75	100.0%
648.13 · HRA	2,674.42	0.00	2,674.42	100.0%
648.14 · Phone Reim	27.75	0.00	27.75	100.0%
647.00 · Employee Benefits - Other	858.75	0.00	858.75	100.0%
Total 647.00 · Employee Benefits	402,579.99	0.00	402,579.99	100.0%
650.00 · Wages - Tax Employer	91,282.82	0.00	91,282.82	100.0%
644 · Payroll, Benefits, & Taxes - Other	12,656.08			
Total 644 · Payroll, Benefits, & Taxes	1,714,464.77	1,990,750.00	-276,285.23	86.1%
655.00 · Workmens Compensation	42,327.00	45,000.00	-2,673.00	94.1%
660.00 · IT	33,385.17	22,500.00	10,885.17	148.4%
675.00 · Fire Dept Grant Expend	8,143.70	0.00	8,143.70	100.0%
700.00 · Payments - City of Idaho Falls	1,681,072.00	1,681,072.00	0.00	100.0%
Total Expense	4,021,911.66	4,824,822.00	-802,910.34	83.4%
Net Income	706,836.04	0.00	706,836.04	100.0%



**BONNEVILLE COUNTY FIRE
DISTRICT #1 - AMMON DIVISION**
 2137 South Ammon Road
 Ammon, Idaho, 83406
 Office: 208-612-4059 Cell: 208-589-3473
shyde@bcfd1.us

September 30, 2024

Operations Status Quarterly Report

EQUIPMENT

At this time, we have three apparatus needing repairs; Tower 1 has an electrical issue and is scheduled for repair at Teton Communications October 10th; Tender 3 has an issue with the main pump motor, we are removing the motor to have it repaired, estimate repairs to be completed by ; Tender 5 has a broken front spring and it is scheduled for repair at Automotive Springs & Overloads on October 11th.

In the last 90 days we have had repairs to Engine 1, Engine 2, Engine 3, Tower 1, Transport Semi 1, HEMTT 1 and Tender 1, that are all operational at this time.

All fire apparatus will have their annual pump tests completed on October 10th at the Ammon Station.

Status of equipment as of this date:

Engine 1	Operational
Engine 2	Operational
Engine 3	Operational
Tower 1	Operational
Brush 1	Operational
Brush 3	Operational
HEMTT	Operational
HEMTT	Operational
Tender 1	Operational
Tender 2	Operational
Tender 3	Main Pump Repair – October 25th
Tender 4	Operational
Tender 5	Front Spring assembly broken – October 11th
ARFF 1	Operational
Unit 1	Operational
Semi 1	Operational
Semi 2	Operational
Semi 3	Operational
Semi 4	Retrofit - Powerhouse Coach

DEPLOYMENTS

We have had three deployments to date this summer.

- Engine 3 – Mutual Aid deployment to Stanley to assist Wapati Fire for three days.
- Tender 3 – Contract Fire deployment to Middle Fork Complex near Cascade for four weeks.
- Tender 5 – Contract Fire deployment to Middle Fork Complex near Cascade for one week.

After expenses, Contract Fire deployment has netted \$61,270 in revenue.

Stacy Hyde

Fire Chief
Ammon Division