

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1

Minutes of Regular Meeting held March 13, 2025

The Bonneville County Fire Protection District No. 1 ("Fire District") held its regular monthly meeting of Commissioners on Thursday the 13th day of March, 2025 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. 828 0482 6311, and Passcode Fire2025.

The following were present:

Commissioners Ralph Isom, Derik Nielsen, Tyler Gebbs, Dana Kirkham (via phone at approximately 12:02 p.m.), and David Long were present. The following were also present: Attorney Abigail French, Accountant Terri Gazdik (until 12:11 p.m.), District Communications Officer Dick Fowler (via Zoom and telephone), Fire Chief Stacy Hyde, City of Idaho Falls Fire Department Fire Chief Duane Nelson, Ucon Fire Chief Scott Norman, Ashlee Meyer, David Jackson, Randy Virgil, Chris Breyer and family, Jason Howard, Paul Grate, Jimmie Hitch (via Zoom), and BCFD (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 12:01 p.m. by Chairman Ralph Isom.
2. **Approval of Minutes.** Minutes of the regular meeting of Commissioners held on February 13, 2025, were reviewed. A motion to accept the regular meeting minutes was made by Derik Nielsen and seconded by David Long. Said motion carried unanimously.¹ Minutes of the special meeting of Commissioners held on February 21, 2025, were reviewed. A motion to accept the regular meeting minutes was made by David Long and seconded by Derik Nielsen. Said motion carried unanimously.²
3. **Monthly Financial Report and Bill Authorization.** The summary of accounts payable dated March 13, 2025, prepared and submitted by Accountant Terri Gazdik, were reviewed with a total expenditure of \$49,057.19. Ms. Gazdik reported on the status of the ICCU certificate of deposit that was coming due. Ms. Gazdik also reminded the commission that two (2) more certificates of deposit were coming due in April and that certain institutions were offering a 5% interest rate promotion. Following discussion, a motion was made by

¹ Dana Kirkham was not present for the vote and therefore did not participate in the approval of the regular meeting minutes.

² Dana Kirkham was not present for the vote and therefore did not participate in the approval of the special meeting minutes.

Derik Nielsen and seconded by David Long and unanimously accepted to approve the total expenditure of \$49,057.19

4. **Executive Session.** At approximately 12:11 p.m., Dana Kirkham moved that the commissioners enter into Executive Session pursuant to Idaho Code Section 74-206(1)(b), to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent. The motion was seconded by Derik Nielsen. The motion carried by the following vote: Aye- Dana Kirkham, David Long, Ralph Isom, Tyler Gebbs, and Derik Nielsen. Nay- None.

The Commissioners for the Bonneville County Fire Protection District No. 1 met in Executive Session on Thursday, March 13, 2025, at the offices of Nelson Hall Parry Tucker, PLLC located at 490 Memorial Drive, Suite 200, Idaho Falls, Idaho 83402 at approximately 12:12 p.m.

There were present:

- Commissioner David Long
- Chairman Ralph Isom
- Commissioner Derik Nielsen
- Commissioner Dana Kirkham (via phone)
- Commissioner Tyler Gebbs
- District Operations Officer Dick Fowler (via Zoom)
- Attorney Abigail French

The Executive Session was called pursuant to Idaho Code Section 74-206(1)(b), to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member, or individual agent.

At approximately 12:39 p.m., the Executive Session was closed.

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 discussion on the status of the tanker, namely that it is anticipated to be in service by the end of April. Mr. Fowler also discussed IAFF Local #5396's request to attend interviews for the chief position. Following discussion, a motion was made by Derik Nielsen to approve IAFF Local #5396's request to attend interviews for the chief position. The motion was seconded by Tyler Gebbs and unanimously approved. No discussion nor action was taken on item 6(a)(3) of the agenda, namely modifications to the fire chief hiring committee, including the removal and/or addition of members.
 - b. City of Idaho Falls Fire Department Fire Chief Duane Nelson was unable to pull the data for the month citing a software issue. However, he reported that the groundbreaking of the new IFFD station had taken place, with construction expected to be completed in nine (9) to ten (10) months. Chief Nelson also reported on pending legislation that, if passed, would legalize all aerial fireworks.

- c. Fire Chief Stacy Hyde reported a total of twenty-six (26) calls for the month and five (5) public education events. Chief Hyde reported that he had lost six (6) part-time paid firefighters but had hired three (3) new part-time firefighters, for a total of seventeen (17) total part-time firefighters. In response, discussion was had on potential COBRA implications; Chief Hyde indicated he would follow up with Beth Lange (Cooper Norman) on the potential implications. Next, Chief Hyde reported that all equipment is currently operational and mentioned a discussion with Lance Bates (sp?) regarding the 65th property. Finally, Chief Hyde briefly reported on the proposed '*Memorandum of Understanding Regarding Working Out of Classification*', noting that said memorandum was currently being tabled but may be presented for consideration at next month's meeting. No action was taken on said memorandum.

6. **Public Comment.**

- Chris Breyer, a homeowner in Rimrock Estates, addressed the commissioners regarding an increase in his homeowner's insurance premium due to the proximity of the responding fire station. Namely that although the Ammon Fire Department is the closest to his residence, it would not be the responding agency in the event of an emergency. He emphasized his concern, noting that a difference of even a few minutes in response time can be critical in emergency situations.
- Paul Grate, president of IAFF Local #1565, inquired about the current status on EMT certification for Fire District firefighters.

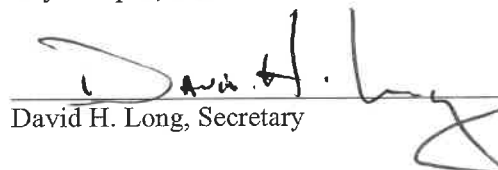
7. **Adjournment.** There being no further business to come before the Board of Commissioners at the meeting a motion was made to adjourn by Tyler Gebbs and seconded by Derik Nielsen with unanimous approval at approximately 12:57 p.m.

Approved the 10th day of April, 2025.


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 10th day of April, 2025.


David H. Long, Secretary

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT NO. 1
NOTICE AND AGENDA FOR MONTHLY MEETING
March 13, 2025

NOTE: This meeting will be conducted in person and by Zoom. Those joining by Zoom may connect with the following Meeting ID: 828 0482 6311 and Passcode: 2025Fire. 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, March 13, 2025, 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 February 13, 2025.
Action: Approve minutes of regular meeting held on 2/13/2025.
3. Review and approval of minutes for special meeting held on February 21, 2025.
Action: Approve minutes of special meeting held on 2/21/2025.
4. Review and action on March 2025 monthly bills and financial statement for preceding month (Terri Gazdik).
Action: Approve monthly bills and financial report.
5. **EXECUTIVE SESSION:** An executive session will be held immediately following the agenda item above. The executive session will be closed to the public as permitted by law. The executive session has been called pursuant to Idaho Code Section 74-206(1)(b) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent.
Action: Enter into Executive Session by roll call vote.
6. Discussion and Reports from District Operations Officer, Fire Chiefs, and legal counsel, including:
 - a. Richard Fowler, Operations Officer:
 - (1) General operations report.
 - (2) Discussion and decision regarding IAFF Local #5396's request to attend interviews for the fire chief position.
Possible Action: Decision regarding IAFF Local #5396's request to attend interviews for fire chief position.
 - (3) Status update on fire chief hiring process, including, but not limited to, possible change(s) to the fire chief hiring committee.
Possible Action: Modifications to the fire chief hiring committee, including the removal and/or addition of members.
 - 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, including, but not limited to discussion and possible action on proposed 'Memorandum of Understanding Regarding Working Out of Classification'. Said discussion may include dialogue regarding the changes that were made based on the feedback from last month's meeting as well as implications, if any, of amending/supplementing the current Collective Bargaining Agreement.

Possible Action: Approve 'Memorandum of Understanding Regarding Working Out of Classification'.

7. Patron and community comments (limited to 5 minutes each)
8. **Summary of Action Items:**
 - (a) **Approval of February 13, 2025, regular meeting minutes.**
 - (b) **Approval of February 21, 2025, special meeting minutes.**
 - (c) **Approval of monthly bills and financial report.**
 - (d) **Possible action to enter into executive session pursuant to Idaho Code Section 74-206(1)(b).**
 - (e) **Possible decision regarding IAFF Local #5396's request to attend interviews for fire chief position.**
 - (f) **Possible modifications to the fire chief hiring committee, including the removal and/or addition of members.**
 - (g) **Possible approval of 'Memorandum of Understanding Regarding Working Out of Classification'.**
9. 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
March 13, 2025

Vendor	Purchase	Invoice Date	Due Date	Invoice Amount	Net Amt Due
Nelson Hall Perry Tucker PA	Feb billing	02/28/25	Upon receipt	6,414.00	6,414.00
Cooper Norman	Inv 171140	03/06/25	Upon receipt	4,115.00	4,115.00
Rocky Mountain Power	S 55th	02/24/25	pd online	227.71	227.71
	2137 S Ammon	02/24/25	pd online	674.46	674.46
	2137 S Ammon	02/24/25	pd online	358.97	358.97
Intermountain Gas	144 S 55th W	02/28/25	pd online	484.26	484.26
	2137 S Ammon	02/03/25	pd online	450.71	450.71
	3575 Brookfield Lane	03/03/25	pd online	71.47	71.47
Cardmember Services	#8581	03/07/25	Upon receipt	5,124.46	5,124.46
	#8458	03/07/25	Upon receipt	801.65	801.65
	#8458	02/05/25	Upon receipt	2,944.99	2,944.99
	#4788	03/07/25	Upon receipt	158.76	158.76
	#0216	03/07/25	Upon receipt	311.88	311.88
ALSCO	LBLA2549728,2560589,2564251	1/1,2/12,2/26	Upon receipt	405.76	405.76
BPA	Inv 60726	03/01/25	Upon receipt	78.75	78.75
City of Ammon	2137 S Ammon	02/28/25	Upon receipt	158.60	158.60
	3575 Brookfield	02/28/25	Upon receipt	116.22	116.22
City of Ammon	Inv 10265	02/25/25	Upon receipt	922.08	922.08
City of Idaho Falls	Inv 5639	02/13/25	Upon receipt	4,803.48	4,803.48
D & L Cleaners	Feb stmt	03/01/25	Upon receipt	69.05	69.05
Fleetpride	4138	03/06/25	Upon receipt	1,685.98	1,685.98
Holidaygoo	Inv 21084	02/12/25	Upon receipt	1,602.00	1,602.00
ICRMP	Inv 3/1/2025	03/01/25	Upon receipt	15,650.50	15,650.50
Idaho Furnace Plumbing	Inv 30176494	11/12/24	Upon receipt	125.00	125.00
Jeff Peterson	2/14 & 15 reimbursement	2/14,2/15	Upon receipt	52.63	52.63
LN Curtis	Inv 958047, 970153	2/21,2/12	Upon receipt	407.51	407.51
Ryan Collins	2/14 & 2/15 reimbursement	2/14, 2/15	Upon receipt	47.56	47.56
T-Mobile	2/26/25 billing	02/26/25	Upon receipt	712.12	712.12
O'Reilly	Inv 3832-258826	02/13/25	Upon receipt	22.99	22.99
Wex	Feb stmt	02/28/25	Upon receipt	50.39	50.39
Xcelium	Inv 179	2/17/2025	Upon receipt	28.25	28.25
Total				49,057.19	49,057.19

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	266,260.09	4.25%
Mountain America Federal Credit Union	matures 3/19/25	324,119.31	4.56%
Westmark	matures 10/2/25	294,991.49	4.15%
Citizens Community Bank/Glacier	matures 5/27/2025	284,667.25	4.00%
Lookout CU	matures 4/19/25	286,205.73	5.11%
Bank of Commerce CD #6216	matures 6/8/25	308,226.17	3.96%
Connections CU CD	matures 6/13/25	294,169.89	4.79%
DL Evans	matures 4/30/2025	275,534.81	4.91%
LGIP		5,948,775.71	4.71%
Stifel		542,301.44	4.48%
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		15,928.93	
Lookout Credit Union savings		25.70	
Bank of Commerce savings		50,481.61	0.50%
Bank of Commerce		32,376.98	

Fiscal year	2024-2025
City of Idaho Falls payments	
Due	
October x	437,078.72
January x	437,078.27
April	437,078.50
July	437,078.50
Total	1,748,313.99

TOTAL

9,181,744.90

Authorization to pay bills



10:40 AM

03/13/25

Accrual Basis

BONNEVILLE COUNTY FIRE PROTECTION DISTRICT #1

Profit & Loss Budget vs. Actual

October 2024 through February 2025

	Oct '24 - Feb 25	Budget	\$ Over Budget	% of Budget
Income				
400.00 - Tax Revenues	2,777,357.05	2,197,599.00	579,758.05	126.4%
410.00 - Interest Income	122,238.22	137,500.00	-15,261.78	88.9%
420.00 - Miscellaneous Income	108,909.23	74,716.25	34,192.98	145.8%
Total Income	3,008,504.50	2,409,815.25	598,689.25	124.8%
Expense				
500.00 - Advertising				
501.02 - Public Relations - Ammon	3,630.45	0.00	3,630.45	100.0%
500.00 - Advertising - Other	2,400.00	4,166.69	-1,766.69	57.6%
Total 500.00 - Advertising	6,030.45	4,166.69	1,863.76	144.7%
505.00 - Auto - Fuel & Oil	5,856.30	8,333.31	-2,477.01	70.3%
520.00 - Capital Outlay	54,378.48	41,655.00	12,723.48	130.5%
530.00 - Travel	40.68	0.00	40.68	100.0%
535.00 - Dues & Subscriptions	1,354.00	2,060.00	-706.00	65.7%
550.00 - Ins - Fire, Auto & Liab.	15,650.50	12,500.00	3,150.50	125.2%
569.00 - Accounting Costs	20,955.00	26,250.00	-5,295.00	79.8%
570.00 - Legal Costs	25,097.00	30,000.00	-4,903.00	83.7%
572.00 - Contract Services - Fires	494.68	0.00	494.68	100.0%
575.00 - Building Maintenance/Operation	5,508.34	8,340.00	-2,833.66	66.0%
576.00 - Ground Repair & Maint	17,937.50	0.00	17,937.50	100.0%
580.00 - Miscellaneous	94.96	0.00	94.96	100.0%
581.02 - Clothing & Uniforms - Ammon	8,062.26	0.00	8,062.26	100.0%
582.02 - Personal Protective Equip-Ammon	4,090.07	0.00	4,090.07	100.0%
583.02 - Postage - Ammon	174.62	0.00	174.62	100.0%
585.00 - Office Supplies/Expense	230.18	0.00	230.18	100.0%
586.00 - Training & Certification	7,800.43	3,125.00	4,675.43	249.6%
615.00 - Repairs & Maint - Equipment	6,838.13	20,419.00	-13,580.87	33.5%
616.00 - Vehicle Repair & Maintenance	11,732.09	0.00	11,732.09	100.0%
625.00 - Supplies	12,943.30	27,100.00	-14,156.70	47.8%
630.00 - Taxes & Licenses	1,247.50	0.00	1,247.50	100.0%
640.00 - Utilities	13,791.25	10,419.00	3,372.25	132.4%
644 - Payroll, Benefits, & Taxes				
645.00 - Wages & Salaries	597,978.69	700,649.00	-102,670.31	85.3%
647.00 - Employee Benefits				
648.00 - Insurances - Employee	130,658.83	102,500.00	28,158.83	127.5%
648.11 - HSA	14,139.84	12,000.00	2,139.84	117.8%
648.12 - PERSI	77,184.33	75,000.00	2,184.33	102.9%
648.13 - HRA	4,337.29	10,000.00	-5,662.71	43.4%
647.00 - Employee Benefits - Other	393.75	0.00	393.75	100.0%
Total 647.00 - Employee Benefits	226,714.04	199,500.00	27,214.04	113.6%
650.00 - Wages - Tax Employer	42,989.08	52,000.00	-9,010.92	82.7%
Total 644 - Payroll, Benefits, & Taxes	867,681.81	952,149.00	-84,467.19	91.1%
655.00 - Workmens Compensation	0.00	24,169.00	-24,169.00	0.0%
660.00 - IT	30,931.62	31,669.00	-737.38	97.7%
700.00 - Payments - City of Idaho Falls	874,157.00	874,157.00	0.00	100.0%
Total Expense	1,993,076.15	2,076,512.00	-83,435.85	96.0%
Net Income	1,015,428.35	333,303.25	682,125.10	304.7%