



CENTRAL FIRE DISTRICT COMMISSIONER MEETING MINUTES April 10, 2025 @ 7:pm

Opening Prayer: Jim Deuel called meeting to order at 7:00 PM. The opening prayer was offered by Kyle Jacobs. In attendance were Commissioners Mike Miller, Jim Deuel, Dallin Gamble, Roger Anderson and Kyle Jacobs. Fire Chiefs Nic White, Joe Schimanski, BC Mitch Bingham, and BC Corey Albertson. Secretary Nile Hall, and Office Manager Amanda Albertson took minutes

Reading of Agenda: Roger Anderson motioned to amend the agenda to add Item 5 under New Business: Executive Session as per Idaho Code 74-206(1)(a) Personnel issues - DISCUSSION/ACTION ITEM. Mike seconded and voting was unanimous by Jim, Mike, Dallin, Rodger and Kyle in the affirmative.

Approval of Minutes: Dallin made a motion to approve the minutes from the March meeting. Kyle seconded and voting was unanimous by Jim, Mike, Dallin, Roger and Kyle in the affirmative.

Budget Review: Nile reported March was a rather expensive month, however several purchases made were one-time purchases for updating equipment. Fiscal year to date we are halfway through the budget, and we are at 55% spent to date.

Approval of Expenditures: Jim moved to accept the expenditures of \$146,271.40 and \$132,725.95 for payroll for a total of \$278,997.35. Roger seconded and voting was unanimous by Jim, Mike, Dallin, Roger, and Kyle in the affirmative.

OLD BUSINESS:

1. Engine 5 Repair Cost. Discussion Item / Action Item - Chief White explained that the repairs are complete. Mike Miller will be picking it up tomorrow 4/11/2025. Last month the Commissioners approved the repairs. The total repairs will be in between 35,000 – 45,000, so we will have that invoice for payment shortly.
2. Ririe Station update. Discussion Item / Action Item – Attorney Dennis Wilkinson advises that his office has a response letter ready to send to ICRMP. Discussion as to direction from the Commissioners moving forward. Direction given to send the response letter.

NEW BUSINESS:

1. ImageTrend Slate Scheduling program: Discussion Item – Chief White explained that with the full-time personnel and Ambulance shift coverage we need a shift scheduling system. Slate is an add on to a system we currently use for our EMS and Fire report writing. This add on will streamline scheduling and payroll moving forward.
2. Training Prop's. Discussion Item/ Action Item - Chief White explained that District has some additional Grant awarded funds to spend. Last month we purchased 2 training Connex structures. We would like to purchase a forceable door training prop to go with



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the training structures. The cost is \$5950.00, we will pay for it and then be reimbursed by Rebecca Squires with Emergency Management. The District will be spending about \$400 in addition to the grant dollars awarded for the full purchase. Mike motion to authorize purchase of the Forceable door training prop in the amount of \$5940.00. Roger seconded and voting was unanimous by Jim, Mike, Dallin, Roger and Kyle in the affirmative.

3. Civic Review – Online Software for Applications: Discussion item / Action Item. Chief White explained that with the implementation of the fire fee schedule and work being completed for fire plan reviews, inspections, and permits we are lacking in a tracking program and online application process. Civic Review is on an online platform that will allow us to have applications online easily accessible to the public with payment options. The program will be tracking submissions, tasks as they are performed and finalizations. Dallan motion for the District to move forward with Civic Review online portal purchase. Kyle seconded and voting was unanimous by Jim, Mike, Dallin, Roger and Kyle in the affirmative.
4. Payment Processing Options - Discussion item / Action Item. Amanda and Chief White explained that the District currently has no way to process payments by card in the office. We have started discussions with Zion's bank as to options available and fees associated with card payments. Discussion with Commissioners to check into Zelle as an option. Kyle motions to allow the District administration to proceed with inquiring about payment options. Dallin seconded and voting was unanimous by Jim, Mike, Dallin, Roger and Kyle.
5. Executive Session as per Idaho Code 74-206(1)(a) Personnel issues – DISCUSSION/ACTION ITEM – Jim motions to move to executive session 1930. Returned from Executive Session 1943.

FIRE CHIEF REPORT: Chief White discussed that there was a meeting on March 24th at 10 a.m. with the Jefferson County Commissioners for the ambulance district proposal. The hearing was for the County Commissioners to review the motion and approve or deny it moving forward to be placed on the ballot for May. The motion was approved and will be voted on May 20, 2025 by the residents of Jefferson County. The Ballot wording was turned into the County Commissioners office last week with no noted issues. The following public meetings will be held prior to the vote, the public is encouraged to come and ask questions:

- Tuesday, April 22nd @ 7pm. Rigby Fire Station. 697 Annis Hwy. Rigby, ID
- Wednesday, April 30th @ 7pm. Menan Fire Station. 3535 E Menan Lorenzo Hwy, Menan
- Monday, May 5th @ 7pm. Roberts Fire Station. 635 N 2880E, Roberts, ID
- Thursday, May 15th @ 7pm. Ririe Fire Station. 249 W Ririe Hwy. Ririe, ID

Battalion Chief input – None was given.



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ASSISTANT CHIEF REPORT: Amanda gave report; we had 52 Ambulance Transports for March.

DEPUTY CHIEF REPORT: None was given.

COMMISSIONER REPORTS: None was given

Roger - EMS & Training

Kyle Jacobs - Budget

Dallin - Facilities

Jim - Equipment

Mike – PR

Meeting adjourned at 7:57 PM.

Public Attendance:

Hunter Jensen

Baylee Majors