



Bonner County Ambulance District
Board of Commissioners

Brian Domke Asia Williams Ron Korn

February 19, 2025

Memorandum

CONSENT
AGENDA

To: Bonner County Ambulance Service District Board

Adopting the Order of the Agenda As Presented

A suggested Motion would be: Based on the information before us, I move to Adopt the Order of the Agenda as presented.

Consent Agenda

The Consent Agenda Includes:

- 1) Bonner County Ambulance Service District Minutes, February 5, 2025

A suggested Motion would be: Based on the information before us, I move to approve the Consent Agenda as presented.

Recommendation Acceptance: ☐ Yes ☐ No

Asia Williams, Chair

Date



Bonner County

Board of Ambulance Service District

Brian Domke

Asia Williams

Ron Korn

MINUTES FOR THE BONNER COUNTY AMBULANCE SERVICE DISTRICT

February 5, 2025 – 11:00 AM

Bonner County Administration Building

1500 Highway 2, First Floor Conference Room, Sandpoint, ID

On Wednesday, February 5, 2025, the Bonner County Board of Ambulance Service District met for their regularly scheduled meeting. Commissioners Domke, Williams, and Korn were present. Commissioner Williams called the meeting to order at a.m. and the Pledge of Allegiance followed.

ADOPT THE ORDER OF AGENDA

Commissioner Korn made a motion to adopt the order of agenda as presented. Commissioner Domke seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Domke – Yes; Commissioner Korn – Yes. The motion carries.

CONSENT AGENDA – Action Item

1) Bonner County Ambulance Service District Minutes January 16, 2025

Commissioner Domke made a motion to approve the Consent Agenda as presented. Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Domke – Yes; Commissioner Korn – Yes. The motion carries.

CLERK – Jessica Stephany

Action Item: Discussion/Decision Regarding FY25 Claims Batch #17, **Totaling \$35,959.43**

Commissioner Korn made a motion to approve payment of the FY25 EMS Claims in Batch #17, Totaling \$35,959.43. Commissioner Domke seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Domke – Yes; Commissioner Korn – Yes. The motion carries.

There was a brief discussion with the BCASD Board and Auditing as to how to proceed with presenting the Claims Batches moving forward. Comptroller Jessica Stephany suggested an MOU between the BCASD and the County.

BUDGET

1) Action Item: Discussion Regarding Budget Update (packet available)

Discussed first tax levy payment, personnel attrition/deployment model, how attrition affects the budget, and the TAN remaining open. Discussed moving forward as a district, working on quotes for outsourcing current services. Christian Jostlein commented on how Risk has been working with Chief Lindsey on how moving forward could potentially look; it could take months to unwind the district from the County. Discussed IC 31-3908.

2) Action Item: Discussion/Decision Regarding Repayment of TAN

Agrees with leaving TAN open and available, will discuss at next meeting

3) Action Item: Discussion/Decision Regarding North Idaho Credit Corp Collection Agreement

Commissioner Korn made a motion to approve and sign the Collection Agreement between the Bonner County Ambulance District and North Idaho Credit Corp. Commissioner Domke seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Domke – Yes; Commissioner Korn – Yes. The motion carries.

BCASD – Commissioner Ron Korn

- 1) Action Item: Discussion/Decision Regarding the Goals of the BCASD Moving Forward and How to Accomplish Goals

Did not hear this item: Commissioner Korn wanted clarification on common goals and moving forward and was hoping that legal would be present.

PUBLIC COMMENT*

- Jeff Armstong – Commented on JPA district formation, they are here to help, more time to adjust is better than limited time
- Dave Bowman – Commented on the original TAN, how much used, available, paid on
- Amy Lunsford – Asked about the fee schedule proposed at a prior meeting, wanted clarification on how things will be paid and TANs in the future; why outsource instead of utilizing the County services, having a separate board might cause transparency issues (compare to the Fair Board)
- Merlin Glass – Commented on Chief Armstrong's comment about the JPA; would not sever until everything is sorted out, commented on insurance, commented on attrition, service levels
- Jessica Stephany – Asked about timeline for workshops and the budget
- Wayne Martin – Commented on payment of the TAN, has EMS been able to keep up with the increased population, has they set up any MH programs for employees
- Dave Bowman – Appreciates all of the transparency and information provided today

The meeting was adjourned at 1:24 p.m.

Clerk: *Alisa Schoeffel*

ATTEST: Michael W. Rosedale

By _____
Commissioner Asia Williams, Chair

By _____
Deputy Clerk

Date



Board of Bonner County
Ambulance Service District

Brian Domke

Asia Williams

Ron Korn

February 19, 2025

BONNER
COUNTY CLERK
Item #1

MEMORANDUM

To: Board of Bonner County Ambulance Service District

Re: FY25 BCASD Claims in Batch #19

The Auditor's Office presented the FY25 BCASD Claims Batch #19, **Totaling \$51,257.94**

A suggested Motion would be: Based on the information before us, I move to approve payment of the FY25 BCASD Claims in Batch #19, totaling \$51,257.94.

Recommendation Acceptance: ☐ Yes ☐ No

Asia Williams, Chair

Date

ACCOUNTS PAYABLE WARRANT REPORT

DATE: 02/12/2025 WARRANT: EMS1925 AMOUNT: \$ 51,257.94

COMMISSIONER'S APPROVAL REPORT

DRAFT

DETAIL INVOICE LIST

CASH ACCOUNT: 999

1099

EMS TREASURER/WARRANT

WARRANT: EMS1925 02/12/2025

DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
4980 AT&T MOBILITY LLC	1 99918 6900	00001		INV	02/04/2025	287297679098 JAN25	169530	
		NEWEMSGEN		CELL PHONE		1,077.77		
		Invoice Net				1,077.77		
				CHECK TOTAL		1,077.77		-----
3800 BOUND TREE MEDICAL LLC	1 99918 6660	00000		INV	02/04/2025	85647768	169528	
		NEWEMSGEN		MEDICAL		159.43		
		Invoice Net				159.43		
3800 BOUND TREE MEDICAL LLC	1 99918 6660	00000		INV	02/07/2025	85655131	169884	
		NEWEMSGEN		MEDICAL		242.00		
		Invoice Net				242.00		
				CHECK TOTAL		401.43		-----
197 CLARK FORK VALLEY AMBU	1 99931 7820	00001		INV	02/03/2025	FEB25	169442	
		NEWEMSCFLK		CTRCT SVCS		3,939.32		
		Invoice Net				3,939.32		
				CHECK TOTAL		3,939.32		-----
209 CLEARWATER SPRINGS	1 99918 7110	00001		INV	02/04/2025	882173	169571	
		NEWEMSGEN		OTHER		28.57		
		Invoice Net				28.57		
209 CLEARWATER SPRINGS	1 99918 7110	00001		INV	02/04/2025	883592	169573	
		NEWEMSGEN		OTHER		34.95		
		Invoice Net				34.95		
				CHECK TOTAL		63.52		-----
2558 COMDATA	1 99918 7000	00001		INV	02/04/2025	20424080	169575	
		NEWEMSGEN		GASOLINE		4,558.65		
		Invoice Net				4,558.65		
				CHECK TOTAL		4,558.65		-----
4183 EMS CONNECT	1 99918 6490	00002		INV	02/04/2025	12306	169568	
		NEWEMSGEN		EDUCATION		317.00		
		Invoice Net				317.00		
				CHECK TOTAL		317.00		-----
310 GALLS PARENT HOLDINGS	1 99918 7710	00002		INV	02/04/2025	030182962	169683	
		NEWEMSGEN		UNIFORMS		372.41		
		Invoice Net				372.41		
				CHECK TOTAL		372.41		-----
3799 HENRY SCHEIN	1 99918 6660	00001		INV	02/04/2025	31202090	169679	
		NEWEMSGEN		MEDICAL		797.69		
		Invoice Net				797.69		
3799 HENRY SCHEIN	1 99918 6660	00001		INV	02/04/2025	31260859	169680	
		NEWEMSGEN		MEDICAL		10.59		
		Invoice Net				10.59		

DETAIL INVOICE LIST

CASH ACCOUNT: 999

1099

EMS TREASURER/WARRANT

WARRANT: EMS1925 02/12/2025

DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
3799 HENRY SCHEIN		00001		INV	02/04/2025	31384038	169681	
1 99918 6660		NEWEMSGEN		MEDICAL		157.08		
		Invoice Net				157.08		
3799 HENRY SCHEIN		00001		INV	02/04/2025	31385602	169682	
1 99918 6660		NEWEMSGEN		MEDICAL		213.14		
		Invoice Net				213.14		
		CHECK TOTAL				1,178.50		-----
3825 RONALD D JENKINS MD		00001		INV	02/03/2025	FEB25	169445	
1 99918 7820		NEWEMSGEN		CTRCT SVCS		3,780.00		
		Invoice Net				3,780.00		
		CHECK TOTAL				3,780.00		-----
3829 KOOTENAI COUNTY EMS		00001		INV	02/03/2025	FEB25	169443	
1 99934 7820		NEWEMSKOO		CTRCT SVCS		773.79		
		Invoice Net				773.79		
		CHECK TOTAL				773.79		-----
6238 YELLOW DOG VENTURES LL		00001		INV	02/07/2025	184003	169887	
1 99918 7040		NEWEMSGEN		REPAIR		525.00		
		Invoice Net				525.00		
		CHECK TOTAL				525.00		-----
5695 DRUG TESTING EXPERTS		00001		INV	02/06/2025	338411	169883	
1 99918 7110		NEWEMSGEN		OTHER		222.00		
		Invoice Net				222.00		
		CHECK TOTAL				222.00		-----
6018 GENUINE PARTS COMPANY		00001		INV	02/04/2025	217168	169685	
1 99918 7040		NEWEMSGEN		REPAIR		25.58		
		Invoice Net				25.58		
6018 GENUINE PARTS COMPANY		00001		INV	02/04/2025	213151	169686	
1 99918 7040		NEWEMSGEN		REPAIR		55.96		
		Invoice Net				55.96		
		CHECK TOTAL				81.54		-----
2334 NORTHERN LIGHTS INC.		00001		INV	02/04/2025	50317661JAN25	169525	
1 99918 6930		NEWEMSGEN		ELECTRIC		159.09		
		Invoice Net				159.09		
2334 NORTHERN LIGHTS INC.		00001		INV	02/04/2025	50641560JAN25	169678	
1 99918 6930		NEWEMSGEN		ELECTRIC		696.59		
		Invoice Net				696.59		
		CHECK TOTAL				855.68		-----
5721 EMS TECHNOLOGY SOLUTIO		00001		INV	02/04/2025	66644	169565	
1 99918 7820		NEWEMSGEN		CTRCT SVCS		920.00		
		Invoice Net				920.00		

DETAIL INVOICE LIST

CASH ACCOUNT: 999 1099

EMS TREASURER/WARRANT

WARRANT: EMS1925 02/12/2025

DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	920.00	-----
2788 OXARC		00001		INV	02/04/2025	0032255808	169677	
1 99918	6650	NEWEMSGEN		OXYGEN		172.36		
		Invoice Net				172.36		
2788 OXARC		00001		INV	02/07/2025	0061930616	169888	
1 99918	6650	NEWEMSGEN		OXYGEN		1,016.25		
		Invoice Net				1,016.25		
						CHECK TOTAL	1,188.61	-----
3828 PRIEST LAKE EMTS INC		00001		INV	02/03/2025	FEB25	169444	
1 99932	7820	NEWEMSPRLK		CTRCT SVCS		3,939.32		
		Invoice Net				3,939.32		
						CHECK TOTAL	3,939.32	-----
3325 PRIEST RIVER CITY OF U		00001		INV	02/04/2025	0685-00JAN25	169579	
1 99918	6980	NEWEMSGEN		OTHER UTIL		114.01		
		Invoice Net				114.01		
						CHECK TOTAL	114.01	-----
3329 PRIEST RIVER ACE HARDW		00002		INV	02/04/2025	400907	169535	
1 99918	6530	NEWEMSGEN		OFFICE		18.99		
		Invoice Net				18.99		
						CHECK TOTAL	18.99	-----
768 FRIGGLE PICKLE LLC		00001		INV	02/04/2025	09836	169675	
1 99918	7710	NEWEMSGEN		UNIFORMS		72.50		
		Invoice Net				72.50		
						CHECK TOTAL	72.50	-----
800 SANDPOINT CITY OF - UT		00001		INV	02/03/2025	05-02410.02FEB25	169364	
1 99918	6980	NEWEMSGEN		OTHER UTIL		172.31		
		Invoice Net				172.31		
800 SANDPOINT CITY OF - UT		00001		INV	02/04/2025	02-02880.01JAN25	169577	
1 99918	6980	NEWEMSGEN		OTHER UTIL		40.36		
		Invoice Net				40.36		
						CHECK TOTAL	212.67	-----
2437 SCHWEITZER FIRE DISTRI		00001		INV	02/03/2025	FEB25	169446	
1 99933	7820	NEWEMSSCH		CTRCT SVCS		3,323.82		
		Invoice Net				3,323.82		
						CHECK TOTAL	3,323.82	-----
1631 SOUTH FORK HARDWARE -		00001		INV	02/04/2025	396822	169533	
1 99918	6670	NEWEMSGEN		OTHER		10.99		
		Invoice Net				10.99		
						CHECK TOTAL	10.99	-----

DETAIL INVOICE LIST

CASH ACCOUNT: 999 1099

EMS TREASURER/WARRANT

WARRANT: EMS1925 02/12/2025

DUE DATE: 03/15/2025

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	VOUCHER	CHECK
832 STATE INSURANCE FUND	00001	INV	02/07/2025	29500721		169480		
1 99918 6210	NEWEMSGEN	WORK COMP		22,209.00				
	Invoice Net			22,209.00				
		CHECK TOTAL		22,209.00				
2474 VERIZON WIRELESS	00001	INV	02/04/2025	77026864800003JAN25		169676		
1 99918 6900	NEWEMSGEN	CELL PHONE		488.22				
	Invoice Net			488.22				
		CHECK TOTAL		488.22				
5595 EAGLE BROADBAND INVEST	00001	INV	02/04/2025	033-593176FEB25		169578		
1 99918 6980	NEWEMSGEN	OTHER UTIL		184.29				
	Invoice Net			184.29				
		CHECK TOTAL		184.29				
2919 WASTE MANAGEMENT OF ID	00001	INV	02/07/2025	0237540-1827-5		169885		
1 99918 6980	NEWEMSGEN	OTHER UTIL		247.34				
	Invoice Net			247.34				
2919 WASTE MANAGEMENT OF ID	00001	INV	02/07/2025	0416923-1827-6		169886		
1 99918 6980	NEWEMSGEN	OTHER UTIL		71.62				
	Invoice Net			71.62				
		CHECK TOTAL		318.96				
1756 WIRED OR WIRELESS INC.	00001	INV	02/04/2025	57993		169569		
1 99918 6980	NEWEMSGEN	OTHER UTIL		109.95				
	Invoice Net			109.95				
		CHECK TOTAL		109.95				
38 INVOICES		WARRANT TOTAL		51,257.94		51,257.94		

WARRANT SUMMARY

WARRANT: EMS1925 02/12/2025

DUE DATE: 03/15/2025

FUND	ORG		ACCOUNT		AMOUNT	AVLB BUDGET
999	99918	NEW EMS - GENERAL	999-18-00-000-6210-	WORKERS COMP INS	22,209.00	803,333.13
999	99918	NEW EMS - GENERAL	999-18-00-000-6490-	EDUCATION	317.00	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-6530-	SUPPLIES - OFFICE	18.99	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-6650-	SUPPLIES - OXYGEN	1,188.61	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-6660-	SUPPLIES - MEDICAL	1,579.93	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-6670-	SUPPLIES - OTHER	10.99	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-6900-	UTILITIES - CELLULAR T	1,565.99	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-6930-	UTILITIES - ELECTRICIT	855.68	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-6980-	UTILITIES - OTHER	939.88	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-7000-	VEHICLES - FUEL, GASOL	4,558.65	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-7040-	VEHICLES - REPAIR/MAIN	606.54	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-7110-	PROF. SVCS - OTHER	285.52	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-7710-	UNIFORMS	444.91	369,301.42
999	99918	NEW EMS - GENERAL	999-18-00-000-7820-	CONTRACT SERVICES	4,700.00	369,301.42
999	99931	NEW EMS - CLARK FO	999-18-31-000-7820-	CONTRACT SERVICES	3,939.32	369,301.42
999	99932	NEW EMS - PRIEST L	999-18-32-000-7820-	CONTRACT SERVICES	3,939.32	369,301.42
999	99933	NEW EMS - SCHWEITZ	999-18-33-000-7820-	CONTRACT SERVICES	3,323.82	369,301.42
999	99934	NEW EMS - KOOTENAI	999-18-34-000-7820-	CONTRACT SERVICES	773.79	369,301.42
				FUND TOTAL	51,257.94	
WARRANT SUMMARY TOTAL					51,257.94	
GRAND TOTAL					51,257.94	

WARRANT LIST BY VOUCHER

WARRANT: EMS1925 02/12/2025

DUE DATE: 03/15/2025

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
169364	800	SANDPOINT CITY OF - UTILITI	05-02410.02FEB25		INV	02/03/2025	172.31	521 S DIVISION SEWER/W
169442	197	CLARK FORK VALLEY AMBULANCE	FEB25		INV	02/03/2025	3,939.32	MEDICAL TRANSPORT SERV
169443	3829	KOOTENAI COUNTY EMS	FEB25		INV	02/03/2025	773.79	MEDICAL TRANSPORT SERV
169444	3828	PRIEST LAKE EMTS INC	FEB25		INV	02/03/2025	3,939.32	MEDICAL TRANSPORT SERV
169445	3825	RONALD D JENKINS MD	FEB25		INV	02/03/2025	3,780.00	MEDICAL DIRECTOR SERVI
169446	2437	SCHWEITZER FIRE DISTRICT	FEB25		INV	02/03/2025	3,323.82	MEDICAL TRANSPORT SERV
169480	832	STATE INSURANCE FUND	29500721		INV	02/07/2025	22,209.00	SIF WC for EMS POLICY
169525	2334	NORTHERN LIGHTS INC.	50317661JAN25		INV	02/04/2025	159.09	Electric Groomer build
169528	3800	BOUND TREE MEDICAL LLC	85647768		INV	02/04/2025	159.43	Sheets, coban
169530	4980	AT&T MOBILITY LLC	287297679098JAN25		INV	02/04/2025	1,077.77	Cells phones, cradle p
169533	1631	SOUTH FORK HARDWARE - SANDP	396822		INV	02/04/2025	10.99	Dish Pods
169535	3329	PRIEST RIVER ACE HARDWARE	400907		INV	02/04/2025	18.99	IPad charger
169565	5721	EMS TECHNOLOGY SOLUTIONS LL	66644		INV	02/04/2025	920.00	Inventory and fleet ma
169568	4183	EMS CONNECT	12306		INV	02/04/2025	317.00	Online training
169569	1756	WIRED OR WIRELESS INC.	57993		INV	02/04/2025	109.95	Internet Station 3
169571	209	CLEARWATER SPRINGS	882173		INV	02/04/2025	28.57	Water service
169573	209	CLEARWATER SPRINGS	883592		INV	02/04/2025	34.95	Water Service
169575	2558	COMDATA	20424080		INV	02/04/2025	4,558.65	January Fuel charges
169577	800	SANDPOINT CITY OF - UTILITI	02-02880.01JAN25		INV	02/04/2025	40.36	Water station 4
169578	5595	EAGLE BROADBAND INVESTMENTS	033-593176FEB25		INV	02/04/2025	184.29	Television, Internet s
169579	3325	PRIEST RIVER CITY OF UTILIT	0685-00JAN25		INV	02/04/2025	114.01	Water, Sewer station 2
169675	768	FRIGGLE PICKLE LLC	09836		INV	02/04/2025	72.50	Uniform embroidery
169676	2474	VERIZON WIRELESS	77026864800003JAN25		INV	02/04/2025	488.22	Phones
169677	2788	OXARC	0032255808		INV	02/04/2025	172.36	Oxygen
169678	2334	NORTHERN LIGHTS INC.	50641560JAN25		INV	02/04/2025	696.59	Electric MUF

WARRANT LIST BY VOUCHER

WARRANT: EMS1925 02/12/2025

DUE DATE: 03/15/2025

VOUCHER	VENDOR	VENDOR NAME	INVOICE	PO	TYPE	DUE DATE	AMOUNT	COMMENT
169679	3799	HENRY SCHEIN	31202090		INV	02/04/2025	797.69	Chitosam, mega movers,
169680	3799	HENRY SCHEIN	31260859		INV	02/04/2025	10.59	Suction units
169681	3799	HENRY SCHEIN	31384038		INV	02/04/2025	157.08	Nebs, NRBS
169682	3799	HENRY SCHEIN	31385602		INV	02/04/2025	213.14	Tegaderm, 4x4s, prep p
169683	310	GALLS PARENT HOLDINGS LLC	030182962		INV	02/04/2025	372.41	Sweatshirts
169685	6018	GENUINE PARTS COMPANY	217168		INV	02/04/2025	25.58	DEF
169686	6018	GENUINE PARTS COMPANY	213151		INV	02/04/2025	55.96	DEF
169883	5695	DRUG TESTING EXPERTS	338411		INV	02/06/2025	222.00	Random drug testing
169884	3800	BOUND TREE MEDICAL LLC	85655131		INV	02/07/2025	242.00	IV Caths
169885	2919	WASTE MANAGEMENT OF IDAHO I	0237540-1827-5		INV	02/07/2025	247.34	Dumpster Station 1
169886	2919	WASTE MANAGEMENT OF IDAHO I	0416923-1827-6		INV	02/07/2025	71.62	Trash station 4
169887	6238	YELLOW DOG VENTURES LLC	184003		INV	02/07/2025	525.00	C21995 Filter pressure
169888	2788	OXARC	0061930616		INV	02/07/2025	1,016.25	Oxygen Cylinder rental
WARRANT TOTAL							51,257.94	

** END OF REPORT - Generated by Nichole Janes **