Bonner County
Board of Ambulance Service District

Brian Domke Asia Williams Ron Korn

MINUTES FOR THE BONNER COUNTY
AMBULANCE SERVICE DISTRICT
August 20, 2025 – 11:00 AM – 12:00 PM
Bonner County Administration Building
1500 Highway 2, Third Floor Conference Room, Sandpoint, ID

On Wednesday, August 20, 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 11:06 a.m.

ADOPT THE ORDER OF AGENDA AS PRESENTED / AMENDED
Commissioner Domke made a motion to adopt the Order of the Agenda as presented. Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

CONSENT AGENDA – Action Item
1) Bonner County Ambulance Service District Minutes August 6, 2025
2) Invoice Over $5k: ESO (**$12,070.66**)
Commissioner Domke clarified some information regarding the ESO payment.
Commissioner Korn made a motion to adopt the Consent Agenda as presented. Commissioner Domke seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes; Commissioner Williams – Yes. The motion carries.

BCASD – Sarah Nixon
1) Action Item: Discussion/Decision Regarding FY25 Claims Batch #45, **Totaling $61,800.75**
Commissioner Domke made a motion to approve payment of the FY25 BCASD Claims in Batch #45 Totaling $61,800.75. Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes. The motion carries.

2) Action Item: Discussion/Decision Regarding FY25 Demands Batch #45, **Totaling $9,267.00**
Commissioner Domke made a motion to approve payment of the FY25 BCASD Demands in Batch #45, Totaling $9,267.00. Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes. The motion carries.

3) Action Item: Discussion/Decision Regarding a lease agreement from Canon Solutions America for a 60-month lease of a Canon IR4925 for the total monthly lease of **$106.22**
Commissioner Domke asked if they got bids from any other companies to see price differences. Sarah said she didn't, they have used this company forever, so they prefer to stay with them. Commissioner Domke said it might be worth shopping around for better prices to see if there are any out there. Commissioner Korn said he isn't sure how many other copy services are out there. Commissioner Williams said that this is the company that most, if not all, departments in the county use, so they should be getting the best rates based on the volume of business the county gives them. Discussion followed. Commissioner Korn made a motion to approve the lease agreement from Canon Solutions America for a 60-month lease of a Canon IR4925 for the total monthly lease of $106.22. Commissioner Domke seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation
1) Task List: Review & Updates
- Commissioner Korn asked about inviting legal to one of the meetings to dissolve the commissioners from being the district commissioners as well. He said that it

feels like it could be a bad look to the public and they sometimes have to make some tough calls that could hurt the county. Lengthy discussion followed. Commissioner Domke said at this time, he does not wish to change the organizational structure. Jeff said it was up in the air for a while, but he sees more stability now. Discussion followed. Commissioner Domke suggested putting this on an agenda to have a deeper conversation on this item.

2) Insurance Update – Commissioner Williams said there is a need to do a cost benefit analysis of Bonner County and the Ambulance District being on the same policy. She said there is a possibility they may need to be connected through this next fiscal year, then work toward a separation. What is the benefit of being in a different type of insurance that is specific for emergency services? Jeff talked about looking at a service where 100% of the employees' premiums would be paid, which is what counties surrounding us are doing. Commissioner Domke said he wants to look deeper into this to make a decision that is more functionally focused toward the ambulance district. The board is not abandoning them. They are committed to finding ways to make this work. He said he hopes employees have seen that when the board says they're going to do something regarding insurance, they follow through. Discussion followed. Jeff said it can be confusing because they are split, but facilities are still on Christian Jostlein's books, so it's difficult trying to figure out for insurance what can get covered and what is still covered by the county. This will come back at another meeting for a more in-depth discussion. Christian said that October 1 is their renewal date for insurance. He will plan to keep everything on the books until he is instructed to take them off. Commissioner Williams said that whoever owns the facility is who is billed.

Discussion was had regarding the new budget. Commissioner Domke talked about how the ending balance should be the same as the beginning balance.

3) Discussion: Signers for Accounts

Jessica and Mike are no longer going to be able to do this after 10/01. After talking to legal, Jeff said options will be brought forward at the Sept. 3 meeting. He said one option could be the two commissioners who sign all the checks, or the BOCC approves the check signers, which could be Jeff and one other person who would physically sign the checks. Jeff said option one would be a lot of signing and might get overwhelming. Commissioner Williams asked what Mike Rosedale deemed most efficient. Jeff said he didn't list a preference, although the more frequently seen one is option two, so it does not over burden the commissioners. He said this registry signing would be twice a month, one at each meeting. Commissioner Williams asked if the bookkeeper could be the second signer. Jeff said he would look into it and bring that answer to the next meeting. Commissioner Domke said he prefers the registry option.

Commissioner Domke brought up the TAN again. Jeff said he will plan on making TAN decisions in October, so they are not scrambling at the last minute. He discussed last year's TAN compared to where they're at this year. Discussion followed.

The meeting was adjourned at 11:55

Clerk: *Lauren Reichenbach*

By Asia Williams
Commissioner Asia Williams, Chair

9.2.2025
Date