

# Madison County Fire District

26 North Center Street \* Rexburg, Idaho 83440 \* 208-359-3010

Minutes from July 3, 2025 at 9:00 am

## **Board Members in Attendance/Roll Call:**

Commissioner Ken Anderson, Commissioner Wes Donahoo, Commissioner Cole Baldwin (Chair)

## **Others in attendance were:**

Troyce Miskin, Deputy Chief; Corey Child, Chief/Secretary; Amber Steckley

## **Meeting Called to Order:** 9:00 am

1. **Approval of Minutes from last meeting:** Commissioner Anderson motioned to approve the minutes from the June 17, 2025 meeting, seconded by Commissioner Donahoo, all aye.
2. **The Fire District agrees to become the employer of record:** On May 14, 2025, the Emergency Services Board unanimously voted in favor of the Madison County Fire Protection District becoming the Employer of Record for the three entities, Madison County Ambulance, Madison County Fire Protection District and the City of Rexburg-Fire. The Fire Commissioners agree that becoming the Employer of Record would be a positive change for the three entities. The Fire District only has one purpose, the management of the fire department, whereas the City of Rexburg has several interests. The Emergency Services Board felt the needs of the community would be better met with the Fire District being the employer. Commissioner Anderson motioned that the Madison County Fire Protection District become the Employer of Record for the joint partnership beginning October 1, 2025. Commissioner Donahoo seconded the motion, all aye.
3. **The fire district elects to join PERSI:** With the Fire District becoming the Employer of Record, the Fire District Commissioners must select a retirement system to participate in. PERSI is what is currently being used under the City of Rexburg. Chief Child recommended the Fire District also use PERSI for the retirement fund the employees will participate in. Commissioner Donahoo motioned to have the Fire District elect to join PERSI. The motion was seconded by Commissioner Anderson, all aye.
4. **Letter of engagement with Cooper Norman:** After much investigation, Chief Child recommended to the Fire Commissioners that Cooper Norman, an accounting firm, be selected to handle the accounting and payroll for the Fire District. Cooper Norman will begin accounting and payroll services on October 1, 2025, but will begin immediately to prepare for the October 1<sup>st</sup> date. Commissioner Donahoo motioned to accept Cooper Norman as the accounting firm for the Madison County Fire Protection District and that Chief Child sign the engagement letter with them. The motion was seconded by Commissioner Anderson, all aye.
5. **Other items approved by the board:** Because of the time sensitivity in notifying other government entities, Social Security, PERSI etc. of the Fire District becoming the Employer of Record for the three entities, Commissioner Anderson motioned that these minutes immediately be typed up and voted upon and approved in this meeting. The motion was seconded by Commissioner Donahoo, all aye.
6. **Meeting adjourned:** Commissioner Anderson motioned to adjourn the meeting at 9:30 a.m., Commissioner Donahoo seconded the motion, all aye.

Approval of Minutes:

By:

  
Cole Baldwin

  
Wes Donahoo

  
Ken Anderson