



**Rexburg-Madison County Emergency Services Meeting  
1330 hrs \* June 19, 2025 \* Meeting Minutes**

**Board members in attendance:**

Brent Mendenhall, County Commissioner; Eric Erickson (City Council) for Jerry Merrill, City of Rexburg Mayor; Ken Anderson, Fire Protection District Commissioner; Dr. Jeffrey Zollinger, Medical Director

**Others in attendance were:**

Troyce Miskin, Deputy Chief; Amber Steckley; Corey Child, Chief; Matt Nielson

**Meeting Called to Order: 1330**

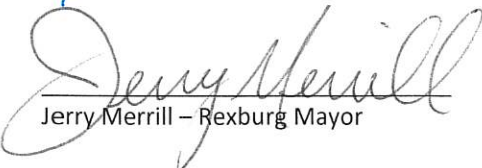
Items on the agenda include:

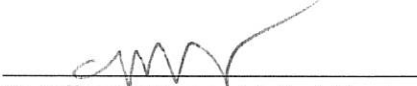
- 1. Welcome:** Commissioner Anderson – welcomed those in attendance and thanked them for being there.
- 2. Roll Call of Board Members:** All in attendance as noted above.
- 3. Approval of Minutes from last meeting:** Commissioner Mendenhall motioned to dispense with the reading of the minutes and to approve the current minutes, seconded by Eric Erickson, all ayes.
- 4. Fuels reduction crew buggy purchase:** Commissioner Mendenhall motioned to ratify correspondence in the purchase of a Crew Carrier (Crew Buggy) for the transporting of the Fuel Reduction Crew in the amount of \$20,000 for the purchase and \$30,000 for the renovation of the used buggy. Dr. Zollinger seconded the motion, all ayes.
- 5. Joint Powers agreement rewrite update:** Dr. Zollinger motioned to approve the rewrite of the Joint Powers agreement making the Fire District the employer of record with no other changes. Motion was seconded by Commissioner Mendenhall, all ayes. Note: this agreement will be sent to the state of Idaho Social Security Administration notifying them.
- 6. Administrative services update-social security, IT, finance, HR, payroll, legal bank accounts and cashflow:** Information only-Chief Child, Chief Miskin and Amber are working on each of these components. State Social Security is waiting for the updated joint powers agreement. Meetings are going on with vendors who can provide IT, finance, HR, payroll, etc. Decisions on who the Fire District will be using will be made by the end of July after proposals are received. Most of the services will be outsourced so no new employees will be hired at the FD. To accommodate cashflow, each entity will need to pay into the operating fund a quarter in advance; the amount will be determined on projections and prior year.
- 7. Next meeting date:** The next meeting will most likely be the third week of July
- 8. Adjourn:** 1428. Motion to adjourn was made by Dr. Zollinger, seconded by Commissioner Mendenhall, all ayes.

Approval of Minutes:

  
Kenneth Anderson – Fire Commissioner

  
Brent Mendenhall – County Commissioner

  
Jerry Merrill – Rexburg Mayor

  
Dr. Jeffrey Zollinger – Medical Director