Madison Fire Department Board Meeting
1330 hrs * July 28, 2026 * Meeting Minutes

MFD Board members in attendance:
Ken Anderson, (Chair) Madison County Fire Protection District; Brent Mendenhall, County Commissioner; Jerry Merrill, City of Rexburg; Dr. Aaron Gardner for Dr. Jeffrey Zollinger, Medical Director

Others in attendance were:
Corey Child, Chief; Troyce Miskin, Deputy Chief; Matt Nielson; Robert Ricks; Tyler Martin

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 (May 19, 2026):** Ratification of the minutes due to the minutes being previously signed to fulfill a need for the City of Rexburg. Commissioner Mendenhall motioned to dispense with the reading of the minutes and to approve the May 19th minutes as presented. The motion was seconded by Mayor Merrill, all ayes.
4. **FY 2027 Budget Considerations:**
    a. JPA finance language: each entity representative presented the JPA finance language to their respective boards and each board individually voted on and approved the JPA finance language. Subsequently, Mayor Merrill motioned that the MFD Board approve the JPA finance language and add it as an addendum to the Joint Powers Agreement, the motion was seconded by Dr. Gardner, all aye. Note, the JPA finance language is included with the minutes of this meeting.
    b. Wildand Fire analysis: Matt Nielson presented an analysis of the revenues and expenses from wiland fire. He strongly recommended the wildand fire fund have line items accounting showing estimated revenues and expenses. He also asked if the board would consider allowing the city's capital contribution to be paid out of revenues from wildland fire. This idea was not looked upon favorably by Chief Child. Chief Child said that capital obligations should be paid irrespective of what wildland brings in and considered whatever wildland brought in to simply be an added benefit to the capital fund.
    c. 2027 budget: Chief Miskin and Chief Child presented the proposed FY 2027 budget, which remains flat compared to FY 2026, and answered the board's questions. They recommended hiring a new full-time employee to manage fuel reduction projects and assist with station coverage during the winter. Chief Miskin presented an analysis on the position (attached) and estimated the cost at approximately $96,516 annually, with summertime wages covered by grants and fuels work. The board requested a line-item budget for wildland fire income to be included in the operating budget before the public hearing on September 9th. Mayor Merrill motioned to approve the budget as presented, which includes $2 million in wildland revenues and expenses, as well as the new full-time fuels employee position. Commissioner Mendenhall seconded the motion, all aye.
5. **Public Protection Classification**: Chief Child and Miskin presented the new Public Protection Classification awarded to the community from the Idaho Surveying and Rating Bureau. The City of Rexburg geographic area improved from a Class 3 to a Class 2. The county improved from a Class 4 to a Class 3. This is a significant accomplishment for the department. Insurance premium savings to the community is estimated to be over one million dollars annually. (Summary is attached)
6. **Adjourn**: 1514. Motion to adjourn was made by Commissioner Mendenhall, seconded by Mayor Merrill, all aye.

Approval of Minutes:

Kenneth Anderson, Fire Commissioner

Brent Mendenhall, County Commissioner

Jerry Merrill, Rexburg Mayor

~~Dr. Jeffrey Zollinger~~, Medical Director
DR. AARON GARDNER

Recommendation for Budget and Funding Language in new Joint Venture Agreement for Fire Department

Budgeting and Funding (current contract language)

Madison County Commissioners on behalf of the Ambulance, Madison County Fire Commissioners on behalf of the Fire, and the Rexburg City officials on behalf of the City, shall meet and set the budget for the next year in time that the reimbursement amount for each entity may be included in each entity's respective budgeting and appropriation processes (The "Joint Meeting"). The scheduling of such meetings shall be the responsibility of the City in its capacity as financial administrator. This meeting shall be attended by the Chief of the Madison Fire Department, who shall have the responsibility of having compiled the necessary information to allow the parties to this Agreement to discuss the budgetary needs and demands each shall be requested to address. The Board shall consider and approve a recommended budget based on the determination of the Joint Meeting which shall then be allocated between the parties as provided herein. After approval by Madison County Board of Commissioners, Madison County Fire District Board of Commissioners, and the Rexburg City Council, that shall be the budgeted amount for next year.

If any party fails to pay its portion of the approved and adopted Emergency Services budget, that party loses its vote on the Board during the time it is in default of its payment obligations. The Board may: 1) continue operations through the fiscal years making such budgetary adjustments as it determines appropriate; and 2) implement the default termination procedures outlined in Section 9(b) below.

Budgeting and Funding (Draft Contract New Language)

Madison County Commissioners on behalf of the Ambulance, Madison County Fire Commissioners on behalf of the Fire, and the Rexburg City officials on behalf of the City, shall designate a budget representative from each respective entity to assist with the budget creation process for each of the funds noted below and shall meet and set the budget for the next fiscal year in time that the reimbursement amount for each entity may be included in each entity's respective budgeting and appropriation process. (The "Joint Meeting") according to the following schedule:

- The following must be submitted no later than the 3rd Thursday of March each year to Ambulance, Fire, and City designated budget representatives and the Board by the Chief of the Madison Fire Department.
    - Proposed Capital Improvement Plan (CIP) that includes a summary of the next 5 years minimum of capital requests
    - Requests to add new full-time personnel positions in the following fiscal year along with recommended grade and pay scale minimum and maximum salary and anticipated hire date
    - Proposed Cost of Living Adjustment (COLA) with analysis on how determined

- The Chief of the Madison Fire Department shall schedule a budget work meeting in May, or sooner if possible, and provide a recommended budget for each fund to each joint venture partner budget representative and include the following items:

    - A recommended budget for the upcoming fiscal year in a format that shows the two prior year actuals, the current year budget, actual, and projection, and the recommended budget for the upcoming fiscal year.
    - A percentage and dollar amount increase (decrease) for Ambulance, Fire, and City over the prior Fiscal Year contributions/subsidies.
    - The carryover or deficit from the prior fiscal year end in the General Operating Fund (Formerly Fund 17) and include that in the budget recommendation for the next fiscal year.
- The Board and other ambulance, fire, and city representatives shall discuss the budgetary needs and demands presented in the budget reports and make a final recommendation to the respective governing boards for ambulance, fire, and city no later than the 3rd Thursday of May each year.
- Each respective governing board will have opportunity to review and discuss the budget requests recommended by the Board and should respond to the Board no later than the 2nd Monday of June with any recommended reductions in the amount or percentage increase recommended by the Board. The increase allowed each year shall be controlled based on a target-based budget (TBB) approach, which helps set specific expenditure ceilings for departments based on projected revenues, rather than relying on previous spending levels.
- If reductions are required, the Chief of the Madison Fire Department and designated budget representatives will work together to revise the budget within the TBB and complete such recommended budget and present it to the Board and return it to the Ambulance, Fire, and City no later than the 3rd Thursday of June each year.
- The final recommended budget shall then be allocated between the parties as provided herein and after approval by Madison County Board of Commissioners, Madison County Fire District Board of Commissioners, and the Rexburg City Council through their regular budget and appropriation process and shall be the budgeted amount for next fiscal year.

At the end of each fiscal year, once the audit adjustments have been made, any carryover or deficit in the General Operating Fund (Formerly Fund 17) shall be included in the budget process for the following fiscal year.

The Chief of the Madison Fire Department will work with their internal financial staff or contractors to generate and distribute a quarterly report to the Ambulance, Fire, and City within 40 days of the end of a quarter. Quarters will run through the fiscal year with the first quarter being October through December.

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F060- Three Entity New Building Fund (Formerly Fund 16)
F001- General Operating Fund (Formerly Fund 17)
F050- Joint Fire Capital Fund (Formerly Fund 18)
F025- Wildland Fund (Formerly Fund 37)
F030- ESNA (Emergency Services National Academy (New Fund 2026)

Executive Summary - Proposed Fuels Reduction / Shift Coverage & Support Position

Key Financial Results	Annual Amount
Base salary	$54,629
Fixed health / benefits	$25,700
Retirement	$7,637
Payroll taxes	$4,310
Workers compensation	$2,240
Other position costs	$2,000
Total annual position cost	**$96,516**
Avoided overtime premium	**$9,943**
Other annual offsets (Mitigation Grant)	**$48,000**
Net annual budget impact	**$38,573**
Percent of position cost offset	60.0%
Break-even eligible OT hours	10,064

Operational Capacity	Result
Summer fuels reduction hours	1,440
Usable off-season shift coverage hours	1,037
Eligible historical OT hours	1,806
OT hours projected to be replaced	1,037
Uncovered eligible OT hours	769

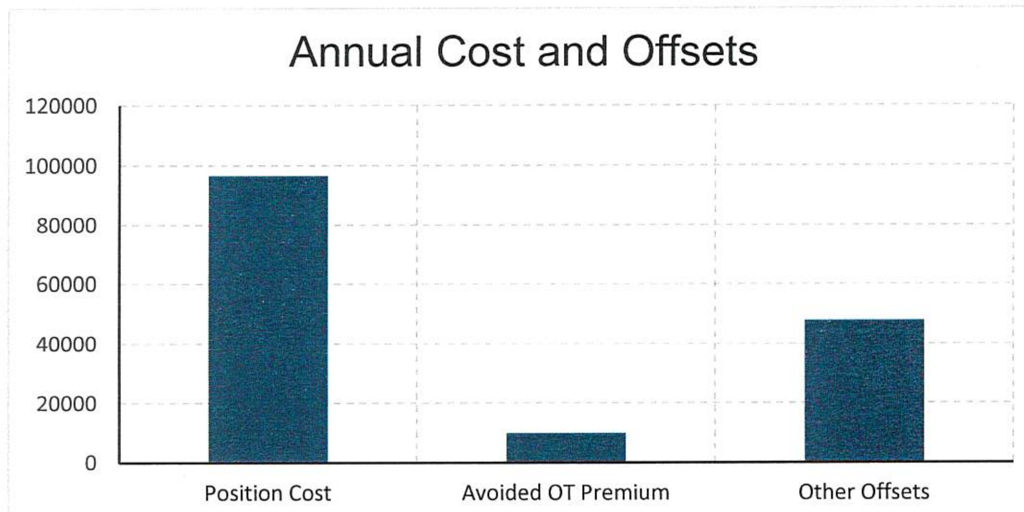
Impact to Entities:	**Without OT / With OT:**
Fire District	$10,596 / $8,425
City Fire	$14,633 / $11,634
Ambulance	$23,288 / $18,516

Decision Indicator

Projected Net Annual Cost: $38,573

Model Interpretation

The position is not fully funded by overtime premium savings alone. The remaining annual budget impact is shown at left; operational benefits should be considered alongside the financial result.



Public Protection Classification
2026

The Idaho Surveying and Rating Bureau, Inc. evaluates fire departments through a comprehensive Public Protection Classification (PPC) process that measures a community's ability to prevent, respond to, and suppress structure fires. These evaluations are done once every five years. The rating is based on nationally recognized standards and considers numerous factors, including the fire department's staffing, training, apparatus, equipment, response capabilities, communications and 911 dispatch systems, water supply, fire hydrant distribution and testing, emergency operations, fire prevention programs, and community risk reduction efforts. Each component is assigned a weighted value, and the combined score determines the community's fire protection classification. An improved classification demonstrates that a community has enhanced its overall level of fire protection, which can positively influence property insurance premiums for many homeowners and businesses.

The Idaho Surveying and Rating Bureau's evaluation improved the City of Rexburg from a Class 3 to a Class 2 and the rural portions of Madison County from a Class 4 to a Class 3. While each insurance company applies these ratings differently, improved fire protection classifications generally result in lower property insurance premiums for many homeowners and businesses. Given the nearly $4.4 billion in taxable property within Madison County, even modest premium reductions represent hundreds of thousands of dollars in potential annual savings to our community.

The combined estimated annual insurance premium savings for Madison County property owners is approximately ~$315,000 - ~$770,000 per year. Madison County property owners, outside the city of Rexburg, is ~$160,000 - ~$380,000 annually. The Estimated Annual Savings for Rexburg property owners is ~$155,000 - ~$390,000.

The Fire Department, 911 Dispatch, and the Sugar City and Rexburg Water Departments are to be complimented for their great efforts of coordination, ongoing maintenance of systems, and training of personnel. The results of these collaborative efforts are clearly shown in the improvement in class rating and should be celebrated.

Area	Taxable Value
City of Rexburg	$2,589,268,779
Madison County (outside Rexburg)	$1,798,563,284

Typical Insurance Savings

While every insurer is different, industry data generally shows:

- **Class 4 → Class 3:** approximately **3–7%** savings
- **Class 3 → Class 2:** approximately **2–5%** savings

Commercial properties often see larger savings than residential properties because fire protection weighs more heavily in commercial underwriting.

Estimated Community Impact

Insurance premiums vary, but a common statewide average is that annual insured property premiums equal roughly **0.25%–0.40% of insured value.**

Using a middle estimate of **0.30%**:

City of Rexburg

Estimated annual premiums:

$2.589 billion × 0.30%

≈ **$7.77 million** in annual property insurance premiums.

A Class 3 → Class 2 improvement:

- 2% savings = **$155,000/year**
- 3% savings = **$233,000/year**
- 5% savings = **$389,000/year**

Estimated annual savings:

Approximately $155,000–390,000 each year.

Madison County Outside Rexburg

Estimated annual premiums:

$1.799 billion × 0.30%

≈ **$5.40 million** annually.

A Class 4 → Class 3 improvement:

- 3% savings = **$162,000/year**
- 5% savings = **$270,000/year**
- 7% savings = **$378,000/year**

Estimated annual savings:

Approximately $160,000–380,000 each year.

Commercial buildings, farms, schools, churches, and industrial facilities can experience substantially larger reductions because their premiums are much higher.