

Minutes of The  
Box Elder Rural Fire Protection District  
Board of Directors Meeting

21 February 2022

The meeting was held at the Box Elder Fire Station. President Gonzales called the meeting to order at 6:20 p.m. Present were Allen, Fleming, Jackson, T. Kuenkel, and Saffry. Also present was Fire Chief/Department Coordinator A. Kuenkel.

Motion was made by T. Kuenkel, seconded by Allen, to approve the agenda as presented. All in favor.

Gonzales opened the election proceedings. All incumbents—Allen, Gonzales, Jackson, Saffry—having agreed to stand for reelection, Gonzales called for further nominations. There being none, motion was made by Saffry, seconded by Jackson, to declare all incumbents reelected by acclamation. All in favor. They will serve until March 2024.

The minutes of the 17 January meeting were approved as read. The treasurer's report showed a balance of \$3,012.57 in checking account, \$414,183.41 in savings account.

The following bills were presented:

BH Services—janitorial service .....	\$ 151.92
Box Elder VFD:	
A&B Welding Supply—fill 4 O <sub>2</sub> cylinders .....	\$ 40.32
Best Buy—new meeting room computer .....	\$ 427.98
Best Buy—USB-A extension cable (12 feet), presentation clicker .....	\$ 64.98
Billing for Services—Travelers Insurance .....	\$ (490.00)
Box Elder Hardware—9V batteries (3) .....	\$ 19.77
Door Service—Liftmaster door opener for Bay 5 .....	\$1,400.00
Emrich, Matt—SD instructor conference per diem & mileage .....	\$ 228.00
Hofer Fire Stuff—T2-3 ball valve repair kit, rubber fire boots (pr) .....	\$ 340.95
McKie Ford—E4-1 fuel filter & cover .....	\$ 57.78
Payroll—full-time—A. Kuenkel (1-31 Jan) .....	\$3,254.34
Payroll—part-time—G. Doney (1-31 Jan) .....	\$ 751.24
Payroll—part time—T. Mellen (1-31 Jan) .....	\$ 59.50
Payroll—part time—S. Inmon (1-31 Jan) .....	\$ 600.30
Payroll—part time—S. Halls (1-31 Jan) .....	\$ 262.66
Payroll—part time—M. Helgerson (1-31 Jan) .....	\$ 661.30
Payroll—part time—A. Musselman (1-31 Jan) .....	\$ 602.99
Payroll—part time—M. Emrich (1-31 Jan) .....	\$ 432.84
Payroll—part time—B. Kuenkel (1-31 Jan) .....	\$ 580.14
Payroll—SD Retirement System: Employer/Employee Matching Contributions .....	\$ 634.66
Payroll—SD Retirement System: Employer's Quarterly Contribution .....	\$ 186.97
Payroll—U.S. Treasury: Employer's Federal Employer/Employee Tax 2022 .....	\$4,027.48
Payroll—U.S. Treasury: Employer's Federal Unemployment Tax 2022 .....	\$ 251.32
Prairie Auto Parts—Oil Dry .....	\$ 50.00
Ramkota Hotel—SD instructor conference lodging .....	\$ 202.00
Sam's Club—paper towels, printer paper .....	\$ 57.96
Scheel's—firefighting-, shop supplies .....	\$ 275.32
The Little Print Shop—Purchase Orders, self-inking rubber address stamps .....	\$ 196.32
The UPS Store—return hydrant wrench for repair .....	\$ 13.93
Trident Emergency Products—E1-2 master pump drain seal kit .....	\$ 36.91
U.S. Postal Service—mail tax documents .....	\$ 1.96
CNA Surety—Secretary-Treasurer bond .....	\$ 396.00
Century Business Products—base rate + overage .....	\$ 67.79

Kieffer Sanitation—refuse service.....	\$ 42.40
MIDCO Business—phone/fax/video service.....	\$ 159.81
Montana-Dakota Utilities Company—natural gas .....	\$ 562.56
WEX Bank (Global Fleet)—motor fuel.....	\$ 460.17
West River Electric Association, Inc.—electricity .....	\$ 498.51
Total	\$17,569.08

Motion was made by T. Kuenkel, seconded by Allen, to pay the bills as presented. All in favor.

A. Kuenkel presented the February Department report (attached).

Old Business: None.

New business. Workers' Compensation List: At request of the Fire Chief, motion was made by Jackson, seconded by Allen, to appoint Jordan Dubin and Tyrel Clark to the Department as of 21 February 2022 and to revoke the appointments of Cody McGuire and Andrew Joy, also as of 21 February 2022. All in favor.

Saffry read the 2021 Financial Report.

A donation of \$300.00 has been received from West River Electric Association.

There being no further business, motion was made by T. Kuenkel, seconded by Allen, to adjourn the meeting. All in favor, and the meeting was adjourned at 6:55 p.m.

*Warren Saffry*  
Secretary-Treasurer



# BOX ELDER FIRE DEPARTMENT

120 Box Elder Road, Box Elder South Dakota  
605-923-1224 / befdchief@midconetwork.com

21 February 2022

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

<b>1. Calls/Training:</b>	Calls YTD: 150	2021 YTD: 146
	January: 93	2021 Total: 1120
	Medical—48	2020 Total: 971
	Fire—7	2019 Total: 798
	Fire/CO Alarms—16	2018 Total: 728
	Service/Good Intent—17	2017 Total: 737
	MVC—5	

Additional information on calls or other activities since last meeting:

- 2022 Mutual Aid requests—10; Mutual Aid received—3
- Structure Fire in our area at former members Ty and Erin Wilson
- Supported several area Grassfires early in early February---bills submitted

Training:

- Hosted S-200 course for SD Wildland—went well---facility use much appreciated.
- Recent department training has revolved around Engine Company Operations. Will be covering various other fireground operations over the coming months.
- Signing personnel up for Mid-Winter Muster in March and possibly State Wildland Academy

**2. Apparatus:**

Truck replacement plan:

- Nothing to report.

Maintenance:

- Annual inspections and oil changes on larger apparatus...**completed—bill in March packet**  
Engine 1-2 right rear spring bent...**complete—bill in March packet**

**3. Building and Grounds:**

- Building roof; continue to work as weather/time permit—  
--Contract signed with All American Roofing—we will continue to monitor / work on closures.
- Working to refill expansion joints in bay floor with new sealant---**1/2 complete**
- Bay 5 garage door having intermittent issues—**project complete---\$1400**
- Completed annual inspection/lubrication of bay doors; **\$500**—additional parts need replaced

**4. Other miscellaneous items currently being worked:**

- Future property for building 2<sup>nd</sup> station—**no significant progress**
  - Possible land off of Tower Road that belongs to Ellsworth—**paperwork submitted**
  - Other potential land available; contacted owner who advised this land is already involved in discussions for development. Will maintain contact with him—**nothing new**
- Need for ambulance district...still researching
- Department employees...any input on what to plan for future?
- SCBA cylinders hydrostatic testing this year—\$1000—**completed; bill next month**
- Received grant(\$3531.32) from SD Worker's Comp towards purchase of a LUCAS device. Made purchase; will submit bill next month once grant funding comes through...**\$10,684.20.**

**5. New items for discussion/action:**

- Will be starting to work on 2023 budget as well...any input?

**6. Building use applications:**

- Scouts using meeting room; 1<sup>st</sup> Thursday of month. Some other use as coordinated
- AA group Friday evenings, 1900
- Douglas Baseball; 3<sup>rd</sup> Tuesday's for meetings

Personnel/Workmans Comp:

Additions: *Jordan Dubin, Tyrel Clark*

Removals: *Cody McGuire, Andrew Joy,*



*21 Feb 2022*

Fire Chief or Representative



District President or Representative

## BOX ELDER RURAL FIRE PROTECTION DISTRICT

## TREASURER'S REPORT

21 February 2022

Beginning Savings Balance		\$407,133.97
Income		
Pennington County (Dec)	\$4,856.29	
Pennington County (Jan)	\$12,691.03	
Meade County (Dec)	\$986.29	
Meade County (Jan)	\$17.32	
Interest	\$56.73	\$18,607.66
Expenses		
Claims		(\$10,473.22)
Transfer out—Contingency & Improvement		(\$1,085.00)
Ending Savings Balance		\$414,183.41
Payroll earmarks	(\$85,087.41)	\$329,096.00
Checking Balance		\$3,012.57
Contingency & Improvement Fund	\$139,637.89	
Interest	\$11.82	\$139,649.71
Budgeted Funds:		
New Truck Fund	\$331,776.52	
Interest	\$39.58	\$331,816.10
Communications Fund	\$28,192.07	
Interest	\$3.36	\$28,195.43
Training Aids Fund	\$14,173.19	
Interest	\$1.70	\$14,174.89
Firefighting Tools Fund	\$28,879.84	
Interest	\$3.45	\$28,883.29
EMS Tools Fund	\$17,216.89	
Interest	\$2.05	\$17,218.94
SCBA Fund	\$41,418.05	
Interest	\$4.94	\$41,422.99
Office Technology Upgrade Fund	\$14,122.90	
Interest	\$1.70	\$14,124.60
Personal Protective Equipment Fund	\$63,309.13	
Interest	\$7.55	\$63,316.68
Building/Property Fund	\$114,759.34	
Interest	\$13.69	\$114,773.03
Highmark Membership Account		\$25.46
CD 000325580-300	\$107,745.78	
Interest	\$63.15	\$107,808.93
Cash Balance This Date		\$1,732,789.44

*Warren Saffery*  
Secretary-Treasurer

