

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

16 May 2022

The meeting was held at the Box Elder Fire Station. President Gonzales called the meeting to order at 6:40 p.m. Present were Fleming, Jackson, T. Kuenkel, and Saffry. Also present were Fire Chief/Department Coordinator A. Kuenkel and Assistant Chief Gleason.

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

The minutes of the 18 April meeting were approved as read. The treasurer's report showed a balance of \$3,000.00 in checking account, \$401,459.45 in savings account.

The following bills were presented:

Box Elder VFD:

Amazon—Dymo Label Maker + tape	\$ 54.77
Amazon—office supplies	\$ 64.56
Dash Medical Gloves—gloves, wipes.....	\$ 122.63
ESO Solutions—Emergency Reporting Fire Package software.....	\$ 1,633.00
GenPro Energy Solutions—station generator annual service	\$ 325.00
Great Western Tire Company—alignment/tire check for E7-7	\$ 77.85
Great Western Tire Company—tires for E7-7 (4).....	\$ 969.24
JD Palatine—background checks (3)	\$ 11.25
MacQueen Emergency—helmet lights.....	\$ 356.54
Payroll—full time—A. Kuenkel + Rolling Hills Fire (1-30 Apr).....	\$ 3,388.96
Payroll—part time—M. Emrich (1-30 Apr).....	\$ 542.05
Payroll—part time—M. Helgerson (1-30 Apr)	\$ 1,040.90
Payroll—part time—S. Halls (1-30 Apr)	\$ 174.79
Payroll—part time—N Parish (1-30 Apr)	\$ 103.44
Payroll—part time—M. Kopp (1-30 Apr).....	\$ 249.61
Payroll—part time—G. Doney (1-30 Apr).....	\$ 316.62
Payroll—part time—S. Inmon (1-30 Apr)	\$ 172.08
Payroll—part time—A. Musselman + Rolling Hills Fire (1-30 Apr)	\$ 484.69
Payroll—SD Retirement System: Employer/Employee Matching Contributions	\$ 733.22
Payroll—SD Retirement System: Employer's Quarterly Contribution	\$ 407.70
Payroll—U.S. Treasury: Employer's Federal Employer/Employee Tax 2022	\$ 1,843.54
Payroll—SD Rosebud LLC: payroll and employment reports	\$ 210.00
Payroll—SD Wildland—personnel support at Rolling Hills fire.....	\$ (457.15)
Payroll—Pennington County 2021 Workers' Compensation refund.....	\$ (691.00)
Pennington County Fire—host Basic Wildland classes Jan 2022.....	\$ (260.00)
Prairie Auto Parts—windshield wiper refills for E1-1	\$ 9.69
SD Wildland—equipment support at Rolling Hills fire	\$ (586.50)
Sam's Club—building supplies.....	\$ 19.98
U.S. Postal Service—mail tax documents.....	\$ 2.92
Zoro.com—Milwaukee M18 cordless vacuum, cordless blower.....	\$ 334.76
Century Business Products—copier base rate + overage	\$ 47.32
Kieffer Sanitation—refuse service	\$ 47.54
MIDCO Business—telephone/fax/video service.....	\$ 159.43

Montana-Dakota Utilities Company—natural gas	\$ 224.39
U.S. Postal Service—annual rent Box 1334.....	\$ 70.00
WEX (Global Fleet)—motor fuel	\$ 598.92
West River Electric Association, Inc.—electricity	\$ 440.85
Total	\$13,243.59

Motion was made by Jackson, seconded by Fleming, to pay the bills as presented. All in favor.

A. Kuenkel presented the Department’s May report (attached).

Old business: None.

New business: Workers’ Compensation List: At request of the Fire Chief, motion was made by T. Kuenkel, seconded by Fleming, to appoint Daniel Salmeron, Noah Parish, and Matthew Kopp to the Department as of 18 May 2022 and to revoke the appointments of Christopher James and Robert James, also as of 16 May 2022.

All in favor.

Building maintenance bids have been received from Paramount Cleaned Floors and More, and White’s Janitorial and Handyman Services. Motion was made by Jackson, seconded by Fleming, to accept the bid from White’s to strip and wax the tile floors and to provide a case of Damp Mop tile cleaner at cost of \$2,350.00.

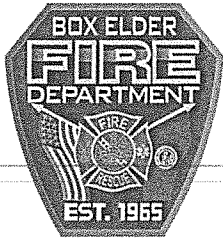
After discission, all in favor.

A. Kuenkel made an oral presentation of a program to pay certain Department members for overnight duty. Pay rates would be \$20.00—\$50.00, depending on training and experience. The program would be funded by the District Recruitment & Retention budget and the Department budget, and would be retroactive to 1 January 2022. Motion was made by T. Kuenkel, seconded by Jackson, to approve this proposal pending documentation.

After much discussion, all in favor.

There being no further business, motion was made by T. Kuenkel, seconded by Fleming, to adjourn the meeting. All in favor, and the meeting was adjourned at 8:23 p.m.

Warren Daffy
Secretary-Treasurer



BOX ELDER FIRE DEPARTMENT

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

16 May 2022

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

1. Calls/Training:	Calls YTD: 404	2021 YTD: 391
	April: 92	2021 Total: 1120
	Medical—53	2020 Total: 971
	Fire—3	2019 Total: 798
	Fire/CO Alarms—11	2018 Total: 728
	Service/Good Intent—14	2017 Total: 737
	MVC—11	

Additional information on calls or other activities since last meeting:

- 2022 Mutual Aid requests—28; Mutual Aid received—16
- Assisted New Underwood during snow storm when their Rescue truck was totaled.
- Assisted Ellsworth with another prescribed burn.

Training:

- Department training has consisted of apparatus familiarization and further work using the house on Line Road. Plan to burn that come June.
- Three personnel attending Driver/Operator course; all complete.
- Adam Musselman completed his EMT qualification...congratulations.
- State Fire School early June in Fort Pierre...3 personnel signed up.

2. Apparatus:

Truck replacement plan:

- Nothing to report.

Maintenance:

- Eng 7-7 got new tires installed.
- Eng 1-1 has a foam leak...will try to fix in house
- Eng 1-2 has leaking intake valve. Looking into rebuild kit.

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.
- Floor contract was not extended by Black Hills Services.
 - See quote from White's Janitorial and Handyman Services.
- Awaiting parts for bay doors that need replaced

4. Other miscellaneous items currently being worked:

- Future property for building 2nd station—**no significant progress**
 - Possible land off of Tower Road that belongs to Ellsworth—**paperwork submitted**
 - Other potential land available; 225th and 150th—**nothing new**
 - Have had some discussion with others, but nothing significant to report.
- Need for ambulance district...still researching
- Department employees...hired two part-time and another intern.
- Compensation for overnight shifts---have breakdown of levels prepared.

5. New items for discussion/action:

- Preliminary payroll budget is ready if we want to discuss—still needs some work.
- Overall district budget is close as well.

6. Building use applications:

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

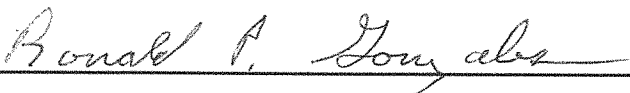
Personnel/Workmans Comp:

Additions: Daniel Salmeron(vol), David Severson(intern), Noah Parish(PT), Matthew Kopp(PT)

Removals: Christopher James, Robert James




Fire Chief or Representative



District President or Representative

BOX ELDER RURAL FIRE
PROTECTION DISTRICT
TREASURER'S REPORT
16 May 2022

Beginning Savings Balance		\$382,567.67
Income		
Pennington County (Mar)	\$17,069.74	
Meade County (Mar)	\$16,304.68	
Interest	\$47.65	
Transfer in—Budgeted Funds	\$4,715.51	\$38,137.58
Expenses		
Claims		(\$13,834.96)
Transfer out—C&I		(\$3,024.44)
Transfer out—Budgeted Funds		(\$2,386.40)
Ending Savings Balance		\$401,459.45
Payroll Earmarks	(\$62,763.79)	\$338,695.66
Checking Balance		\$3,000.00
Contingency & Improvement Fund	\$140,952.37	
Billing for services	\$3,024.44	
Interest	\$11.69	\$143,988.50
Budgeted Funds:		
New Truck Fund	\$304,083.01	
Truck fund opt out	\$2,386.40	
Interest	\$37.87	\$306,507.28
Communications Fund	\$28,202.42	
Interest	\$3.48	\$28,205.90
Training Aids Fund	\$14,178.40	
Interest	\$1.75	\$14,180.15
Firefighting Tools Fund	\$28,890.45	
Interest	\$3.57	\$28,894.02
EMS Tools Fund	\$6,357.57	
Interest	\$0.80	\$6,358.37
SCBA Fund	\$41,433.26	
Interest	\$5.12	\$41,438.38
Office Technology Upgrade Fund	\$13,700.03	
Interest	\$1.69	\$13,701.72
Personal Protective Equipment Fund	\$63,332.38	
MacQueen Emergency	(\$4,715.51)	
Interest	\$7.24	\$58,624.11
Building/Property Fund	\$114,801.49	
Interest	\$14.19	\$114,815.68
Highmark Membership Account		\$25.46
CD 000325580-300	\$107,929.22	
Interest	\$61.21	\$107,990.43
Cash Balance This Date		\$1,269,189.45
 Secretary-Treasurer		

