

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

17 July 2023

The meeting was held at the Box Elder Fire Station. President Fleming called the meeting to order at 7:15 p.m. Present were Jackson, T. Kuenkel, Miller, and Saffry. Also present was Fire Chief/Department Coordinator A. Kuenkel.

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

The minutes of the 19 June meeting were approved as read. The treasurer's report showed a balance of \$1,646.64 in checking account, \$615,569.15 in savings account.

The following bills were presented:

Box Elder FD:

Action Mechanical—replace thermostat in apparatus bay.....	\$ 165.00
Batteries Plus—replace ground light battery	\$ 77.55
Best Buy Geek Squad—computer repair plan	\$ 199.99
Equipment Management Company—overhaul extrication equipment.....	\$1,208.26
Fire Safety USA—auto-eject electrical plugs (2), gloves (2), foam applicator kit.....	\$ 899.70
Priority Life Safety—LED strobe lights	\$ 90.90
Gleason, Christopher—officer stipend	\$1,500.00
Great Western Tire Company—rear shocks, front end repairs for #6-1	\$1,222.26
JD Palatine—background check	\$ 3.95
Kuenkel, Adam—officer stipend	\$ 500.00
Mellen, Theresa—officer stipend	\$ 600.00
Musselman, Adam—officer stipend	\$ 600.00
Payroll—full time—A. Kuenkel (1-30 Jun)	\$3,231.05
Payroll—part time—M. Emrich (1-30 Jun)	\$ 691.74
Payroll—part time—B-L Talaro (1-30 Jun)	\$ 409.06
Payroll—part time—D. Severson (1-30 Jun).....	\$ 1,199.62
Payroll—part time—M. Kopp (1-30 Jun).....	\$ 296.46
Payroll—part time—N. Reed (1-30 Jun)	\$ 1,194.07
Payroll—part time—A. Musselman (1-30 Jun).....	\$ 250.56
Payroll—part time—G. Doney (1-30 Jun).....	\$ 518.88
Payroll—part time—M. Helgerson (1-30 Jun)	\$ 613.08
Payroll—SD Retirement System: Retirement Contributions	\$ 524.50
Payroll—U.S. Treasury: Employer’s Federal Employer/Employee Tax 2023	\$ 2,554.38
Power House—power rectifier for pony pump.....	\$ 150.71
Sam’s Club—copy paper, toilet cleaner	\$ 51.85
Utilimaster—repair parts for roll-up door	\$ 85.76
Zoro—office-, shop-, personal supplies	\$ 251.81
Zoro—shop-, firefighting equipment supplies.....	\$ 260.93
Century Business Products— copier base rate + overage (Jun)	\$ 10.45
Kieffer Sanitation—refuse service.....	\$ 59.37
MIDCO Business—telephone/fax service	\$ 173.25
Menards—building supplies	\$ 32.69

Montana-Dakota Utilities Company—natural gas.....	\$ 73.27
Rapid City Journal—publish opt out notice.....	\$ 166.64
WEX Bank (Global Fleet)—motor fuel.....	\$ 687.50
West River Electric Association, Inc.—electricity	\$ 419.97
	Total \$20,975.21

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

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

Old business: West parking lot repair—in progress.

New business: Workers’ Compensation List—no changes currently.

Secretary-Treasurer: Fleming suggested that we should train an assistant to the Secretary-Treasurer.

After discussion, it was decided that the Board would consider the matter informally and report at the next meeting.

There being no further business, motion was made by Miller, seconded by Jackson, to adjourn the meeting. All in favor, and the meeting was adjourned at 7:44 p.m.


 Secretary-Treasurer



BOX ELDER FIRE DEPARTMENT

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

17 July 2023

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

1. Calls/Training:	Calls YTD: 544	2022 YTD: 634
	June: 93	2022 Total: 1183
	Medical—61	2021 Total: 1120
	Fire—7	2020 Total: 971
	Fire/CO Alarms—5	2019 Total: 798
	Service/Good Intent—18	2018 Total: 728
	MVC—2	2017 Total: 737

Additional information on calls or other activities since last meeting:

- 2023 Mutual Aid requests—21; Mutual Aid received—8
- We did staff station 1-4 July with fireworks approved; reduced incidents with good conditions
 - Had four firework related calls; dumpster fire, vehicle/house fire, shed fire, and an injury.

Training:

- Planning continues for a fall FF Certification course.
- Training event using Rapid Valley's containers for initial fireground operations
- Upcoming training focusing on upcoming vehicle accident potential with rally coming, grassfire prep, and a live fire training event is planned to happen on Ellsworth.
- Looking to build a training prop in backyard; some expenses will be donated.

2. Apparatus:

Truck replacement plan:

- Nothing to report.

Maintenance:

- Annual preventative maintenance w/Josh from Olson's Towing. services complete; **still awaiting invoices.**
- Engine 4-1 fully back in service with new pump and tank gauge.

3. Building and Grounds:

- Black Hills Doors completed inspection/PM work; see quote for windows.
 - Knecht's also providing a quote for the windows
- West parking lot showing wear over culvert and standing water—Savvy working.
- Building entry system having some problems; awaiting quote for replacement—**no progress**, west door has begun to give us trouble again
- Roof was looked at by All American Roofing; no obvious area—we will continue to monitor—**no leaks with recent rain.**
- Tiled floors being re-buffed; need to consider another option...carpet or vinyl tiles/matting

SERVICE, HONOR, COMMUNITY

4. Other miscellaneous items currently being worked:

- Future property for building 2nd station—**met 10 July with Daene Boomsma**
 - Other potential land available; 225th and 150th—**nothing new**
 - Have had some discussion with others, Northern Lights area?
- Ambulance district... discussions continue to happen;
- Reporting software—several options, however all are at a significant increase to what we are currently paying. Still reviewing our options.
- Hose testing nearly complete for the year—lost several more sections; need to order replacement

5. New items for discussion/action:

- none

6. Building use applications:

- Scouts using meeting room; 1st Thursday of month. Some other use as coordinated
- AA group Friday evenings, 1900—halting program for now.
- Douglas Baseball; 3rd Tuesday's for meetings
- Douglas JrROTC parents committee—reoccurring starting 17 Jan at 5pm
- Local Boy Scout troop looking to use meeting room—awaiting application

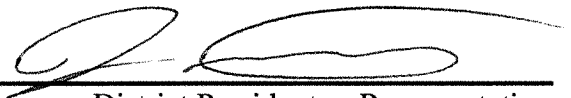
Personnel/Workmans Comp:

Additions: none

Removals: none



Fire Chief or Representative



District President or Representative

BOX ELDER RURAL FIRE
PROTECTION DISTRICT
TREASURER'S REPORT
17 July 2023

Beginning Savings Balance		\$628,568.91
Income		
Pennington County (Jun)	\$6,006.32	
Meade County (Jun)	\$228.11	
Interest	\$178.43	
BH Workshop refund	\$151.92	\$6,564.78
Expenses		
Claims		(\$27,585.99)
Transfer Out— Budgeted Funds		(\$18,888.36)
Transfer In— Budgeted Funds		\$27,409.81
Transfer Out—C&I		(\$500.00)
Ending Savings Balance		\$615,569.15
Payroll Earmarks	(\$54,042.72)	\$561,526.43
Checking Balance		\$1,646.64
Contingency & Improvement Fund	\$99,408.20	
Donation—SD Towing Association	\$500.00	
Interest	\$16.37	\$99,924.57
Budgeted Funds:		
New Truck Fund	\$394,443.91	
Truck Fund opt out	\$923.73	
Interest	\$114.59	\$395,482.23
Communications Fund	\$34,285.13	
Interest	\$9.94	\$34,295.07
Training Aids Fund	\$15,217.27	
Amazon	(\$204.34)	
Amazon	(\$212.97)	
Interest	\$4.29	\$14,804.25
Firefighting Tools Fund	\$34,161.13	
Hofer Fire Stuff	(\$9,027.87)	
Interest	\$7.28	\$25,140.54
EMS Tools Fund	\$7,376.16	
Interest	\$2.21	\$7,378.37
SCBA Fund	\$50,054.35	
Interest	\$14.51	\$50,068.86
Office Technology Upgrade Fund	\$9,494.03	
Interest	\$2.75	\$9,496.78
Personal Protective Equipment Fund	\$66,283.01	
Interest	\$19.21	\$66,302.22
Building/Property Fund	\$161,167.29	
Interest	\$46.71	\$161,214.00
Highmark Membership Account		\$25.46
CD 000325580-300	\$108,801.70	
Interest	\$61.71	\$108,863.41
Cash Balance This Date		\$1,590,211.55

Waven Saffery
Secretary-Treasurer

