

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

18 March 2024

The meeting was held at the Box Elder Fire Station. President Fleming called the meeting to order at 7:09 p.m. Present were Allen, Gehrke, S.D. Miller, S.R. Miller, Saffry and Thiele. Also present were Fire Chief Emrich, Assistant Chief Gleason, and Department Coordinator A. Kuenkel.

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

The minutes of the 19 February meeting were approved as read. The treasurer's report showed a balance of \$2,713.30 in checking account, \$469,356.94 in savings account.

The following bills were presented:

Allen, Betty—director’s fees .....\$ 40.00

Box Elder FD:

Airbnb—Ladder 4 pickup overnight .....	\$ 147.17
Airbnb—SD Wildland Academy (3 nights) .....	\$ 644.80
All Service Electric—receptacle for SCBA fill station .....	\$ 664.53
BEFD—rental car gas (pick up Ladder 4) .....	\$ 103.35
BEFD—Ladder 4 diesel (pickup trip).....	\$ 468.72
BEFD—meals (pick up Ladder 4) .....	\$ 85.70
Emrich, Matthew—Chief stipend.....	\$ 500.00
Enterprise Co. of MT/WY—rental car for Ladder 4 pickup .....	\$ 149.62
Floyd’s Truck Center—driver’s seat air spring kit.....	\$ 71.70
Helgerson, Michael—Training Supervisor stipend .....	\$ 100.00
Helgerson, Michael—per diem for Ladder 4 inspection trip (3 days).....	\$ 90.00
JD Palatine—background investigation .....	\$ 3.95
Kuenkel, Adam—Assistant Chief stipend.....	\$ 250.00
Kuenkel, Adam—mileage for Ladder 4 inspection trip .....	\$ 620.50
Kuenkel, Braden—per diem for Ladder 4 inspection trip (3 days) .....	\$ 90.00
Life-Assist—EMS supplies .....	\$ 293.21
Payroll—full-time—A. Kuenkel (1-29 Feb) .....	\$3,480.24
Payroll—part time—B. Kuenkel (1-29 Feb) .....	\$ 573.78
Payroll—part time—M. Helgerson (1-29 Feb).....	\$ 2,344.32
Payroll—part time—M. Emrich (1-29 Feb) .....	\$ 711.13
Payroll—part time—A. Musselman (1-29 Feb) .....	\$ 197.84
Payroll—part time—G. Doney (1-29 Feb).....	\$ 294.70
Payroll—part time—A. Carris (1-29 Feb).....	\$ 988.20
Payroll—SD Retirement System: Employer/Employee Matching Contributions.....	\$ 1,006.22
Payroll—U.S. Treasury: Employer’s Federal Tax 2024.....	\$ 2,622.12
Pennington County Fire Chiefs—Rushmore Fire Conference (Misselt).....	\$ 50.00
Pennington County Fire Chiefs—Rushmore Fire Conference (Musselman) .....	\$ 75.00
QuickBooks—District access .....	\$ 31.86
SD Wildland Fire—S-290 class (Musselman) .....	\$ 35.00
SD Wildland Fire—S-270 class (B. Kuenkel).....	\$ 35.00
SD Wildland Fire—L-280 class (Ullmann).....	\$ 35.00
Warne Green Force—annual weed spray .....	\$ 310.00
Zoro.com—miscellaneous supplies.....	\$ 369.53
Century Business Products—base rate + overage .....	\$ 14.56
Fleming, Jason—director’s fees .....	\$ 60.00

Gehrke, Debra— director’s fees .....	\$ 60.00
Highmark FCU—annual loan payment #5 (Rescue 9) .....	\$30,488.41
Highmark FCU—annual loan payment #1 (Ladder 4) .....	\$69,312.76
Highmark FCU—prepaid finance charges/other charges .....	\$ 260.00
Jackson, Tully— director’s fees .....	\$ 40.00
Kieffer Sanitation—refuse service.....	\$ 67.38
Kuenkel, Tara—director’s fees.....	\$ 20.00
Leavitt Heartland Insurance—add Ladder 4 to policy.....	\$ 1,199.00
MIDCO Business—phone/fax/video service.....	\$ 181.02
Menards—shop supplies.....	\$ 55.66
Menards—shop supplies.....	\$ 57.54
Menards—shop supplies.....	\$ 96.80
Miller, Shane— director’s fees .....	\$ 40.00
Miller, Summer— director’s fees .....	\$ 20.00
Montana-Dakota Utilities Company—natural gas .....	\$ 391.14
Rapid City Journal—notice of annual meeting/election.....	\$ 24.28
SD Federal Property Agency—LDV (2), LDV (3), Zieman trailer.....	\$ 542.85
SD Motor Vehicle Division—registration & plates for Ladder 4 .....	\$ 26.70
Saffry, Warren—director’s fees, mail Ladder 4 registration .....	\$ 146.63
Thiele, Thomas— director’s fees.....	\$ 40.00
WEX (Global Fleet)—motor fuel .....	\$ 535.60
West River Electric Association, Inc.—electricity .....	\$ 505.31
Total.....	\$121,668.83

Motion was made by Thiele, seconded by S.D. Miller, to pay the bills as presented. All in favor.

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

Old business: MOU review—still working.

New business: Workers’ Compensation List—At request of the Fire Chief, motion was made by Thiele, seconded by S.R. Miller, to appoint Raya Brackins to the Department as of 18 March 2024 and to revoke the appointment of Nathan McMillin, also as of 18 March 2024. All in favor.

Ladder 4 Opt Out: Saffry presented a proposed Ladder 4 Opt Out resolution for \$69,312.76 for a period of six years. Motion was made by Saffry, seconded by S.D. Miller, to adopt this resolution. After discussion, the vote was taken: Aye—Allen, Gehrke, S.D. Miller, S.R. Miller, Saffry, Thiele. Nay—none. Presiding—Fleming. Absent—T. Kuenkel.

Election of President: Fleming called for nominations for President. Jason Fleming was nominated. There being no further nominations, motion was made by Gehrke, seconded by S.R. Miller, to close nominations and declare Fleming elected by acclamation. All in favor. He will take office in April 2024 and serve until March 2026.

Election of Secretary-Treasurer: Fleming called for nominations for Secretary-Treasurer. Saffry was nominated. There being no further nominations, motion was made by Gehrke, seconded by S.R. Miller, to close nominations and declare Saffry elected by acclamation. All in favor. He will take office in April 2024 and serve until March 2026

There being no further business, motion was made by Thiele, seconded by S.D. Miller, to adjourn the meeting. All in favor, and the meeting was adjourned at 7:25 p.m.

*Warren Saffry*  
Secretary-Treasurer



# BOX ELDER FIRE DEPARTMENT

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

18 March 2024

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

<b>1. Calls/Training:</b>	Calls YTD: 247	2023 YTD: 192
	February: 97	2023 Total: 1059
	Medical—63	2022 Total: 1183
	Fire—8	2021 Total: 1120
	Fire/CO Alarms—6	2020 Total: 971
	Service/Good Intent—17	2019 Total: 798
	MVC—3	2018 Total: 728

Additional information on calls or other activities since last meeting:

- 2024 Mutual Aid requests—7; Mutual Aid received—5; Overlapping--21
- Supported a structure fire in Rapid Valley

Training:

- SD Certified Firefighter course jointly with Rapid Valley and New Underwood. The current personnel with test for Firefighter 1 this Thursday and then they will combine with others to complete Firefighter 2 by the end of April.
- SD Wildland Academy—three personnel attended this past weekend.

**2. Apparatus:**

Truck replacement plan:

- Aerial—has been picked up. Thank you!
  - Process of purchasing equipment has started along with training of personnel.

Maintenance:

- Annual maintenance/oil changes completed...awaiting bill.
  - Tender 2-3 has a brake can that needs replaced.

**3. Building and Grounds:**

- West parking lot work—waiting on Savvy; most likely won't be until April/May now.
- Building entry system having some problems; awaiting quote for replacement—received quotes from New Vision Security Systems and Architectural Specialties---systems are different; one cloud based and the other involves a new computer setup to manage system---**no progress at this time.**

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

- Future property for building 2<sup>nd</sup> station—
  - Other potential land available; 225<sup>th</sup> and 150<sup>th</sup>—**received phone call from Mike DeMersseman.** Has land available in this area and is willing to talk.
  - Met with an engineer and architect about helping select land option for what we want—they are willing to meet with us to discuss further. Looking at potential options.
- Ambulance district...discussions continue to happen; meetings have continued at the county level as well as locally. **Nothing new.**
- District Quickbooks software...online version has been started.
- Awarded \$13,940 from state grant for PPE---placed several sets of structure coats/pants on order
- SD Wildland has announced the VFA grant will open next month--\$7000 matching—**awarded**
  - orders have started.

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

- none

**6. Building use applications:**

- Scouts using meeting room; 1<sup>st</sup> Thursday of month. Some other use as coordinated.
- Douglas JrROTC parents committee—
- Boy Scout Pack 28; Sunday evenings 5:30 to 7pm.
- Ralph Johnson's daughter's graduation...18 May, 11am-5pm.

Personnel/Workmans Comp:

Additions: *Raya Brackins*

Removals: *Nathan McMillin*




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Fire Chief or Representative



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District President or Representative

BOX ELDER RURAL FIRE PROTECTION DISTRICT TREASURER'S REPORT 18 March 2024		
Beginning Savings Balance		\$472,270.94
Income		
Pennington County (Jan)	\$14,786.66	
Meade County (Feb)	\$3,361.83	
Meade County (Feb)	\$11.72	
Meade County (Mar)	\$4,289.36	
Interest	\$1,025.68	
Transfer In—C&I	\$15,587.90	
Transfer In—BudFunds	\$26,145.22	\$65,208.37
Expenses		
Claims		(\$67,485.62)
Transfer Out—BudFunds		(\$636.75)
Ending Savings Balance		\$469,356.94
Checking Balance	\$3,000.00	
BudFunds 24	\$100,000.00	
Highmark FCU	\$350,000.00	
Highmark FCU	(\$260.00)	
City of Brooklyn Center, MN	(\$450,000.00)	
SD Motor Vehicle Division	(\$26.70)	\$2,713.30
Contingency & Improvement Fund	\$95,030.12	
Black Hills Flooring	(\$15,587.90)	
Interest	\$138.91	\$79,581.13
Budgeted Funds:		
New Truck Fund	\$483,340.71	
New Truck Fund opt out	\$636.75	
Highmark FCU	(\$100,000.00)	
Interest	\$928.40	\$384,905.86
Communications Fund	\$40,716.99	
Interest	\$98.45	\$40,815.44
Training Aids Fund	\$15,983.24	
Interest	\$38.64	\$16,021.88
Firefighting Tools Fund	\$28,044.54	
Interest	\$67.81	\$28,112.35
EMS Tools Fund	\$8,484.47	
Interest	\$25.11	\$8,509.58
SCBA Fund	\$41,264.08	
Interest	\$99.77	\$41,363.85
Office Technology Upgrade Fund	\$11,117.19	
Interest	\$26.88	\$11,144.07
Personal Protective Equipment Fund	\$44,243.36	
Interest	\$106.97	\$44,350.33
Building/Property Fund	\$210,234.52	
Interest	\$508.31	\$210,742.83
Highmark Membership Account		\$25.46
CD 000325580-300	\$110,396.27	
Interest	\$268.40	\$110,664.67
Cash Balance This Date		\$1,448,307.69
 Secretary-Treasurer		

