

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

19 February 2024

The meeting was held at the Box Elder Fire Station. President Fleming called the meeting to order at 6:51 p.m. Present were Allen, Gehrke, Jackson, Miller, and Saffry. Also present were Fire Chief Emrich, Assistant Chief Gleason, and Department Coordinator A. Kuenkel.

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

Fleming opened the election proceedings. Incumbents Allen, Miller, and Saffry agreed to stand for reelection. Jackson declined, and there is one seat vacant. Fleming called for further nominations. Summer Miller of Meade County was nominated. Motion was made by Jackson, seconded by Miller, to close nominations and declare all nominees elected by acclamation. All in favor. The directors will serve until March 2026.

Jackson resigned his directorship and left the meeting.

The minutes of the 16 January meeting were approved as read. The treasurer's report showed a balance of \$1,155.50 in checking account, \$472,270.94 in savings account.

The following bills were presented:

Box Elder VFD:

Affordable Automotive Repair & Sales—LOF for R-9 .....	\$ 148.00
Airbnb—inspection of aerial truck in Brooklyn, MN .....	\$ 271.26
Best Buy—case & screen protection for iPads (2) .....	\$ 417.96
Best Buy—case & screen protection for iPad (1).....	\$ 223.98
Black Hills Flooring—carpet tiles for station.....	\$15,587.90
Box Elder Hardware—drain cock for E1-1 .....	\$ 12.13
Dash Medical—Nitrile gloves (20 boxes) .....	\$ 121.34
Dakota Supply Group—new toilet for restroom .....	\$ 102.35
Emrich, Matthew—Chief stipend .....	\$ 500.00
Fleet Farm—drill/impact driver for shop .....	\$ 116.10
Helgerson, Michael—Training Supervisor stipend .....	\$ 100.00
Image Trend—report writing software access.....	\$5,250.00
Intuit QuickBooks—District QuickBooks account .....	\$ 9.56
Jones & Bartlett Learning—structure books and access .....	\$ 526.16
Kuenkel, Adam—Assistant Chief stipend.....	\$ 250.00
MacQueen Equipment—structure gear (2 sets).....	\$6,560.56
MacQueen Equipment—replace SCBA backplate .....	\$ 299.00
PartsOne—oil filter for E6-1 pony engine.....	\$ 9.29
Payroll—full-time—A. Kuenkel (1-31 Jan).....	\$3,479.99
Payroll—full-time—M. Helgerson (1-31 Jan).....	\$2,958.22
Payroll—part time—A. Musselman (1-31 Jan) .....	\$ 296.46
Payroll—part time—B. Kuenkel (1-31 Jan) .....	\$ 287.37
Payroll—part time— B.-L. Talaro (1-31 Jan) .....	\$ 205.02
Payroll—part time—M. Emrich (1-31 Jan).....	\$ 999.36
Payroll—part time—A. Carris (1-31 Jan).....	\$ 784.16
Payroll—SD Retirement System: Retirement Contribution Recap Jan-24 .....	\$1,138.74
Payroll—SD Retirement System: Employer’s Quarterly Contribution 4/2023 .....	\$ 251.10
Payroll—U.S. Treasury: Employer’s Federal Employer/Employee Monthly Taxes .....	\$3,297.10
Payroll—U.S. Treasury: Employer’s Federal Unemployment Tax.....	\$ 384.36
Payroll—SD Rosebud LLC: payroll and employment reports.....	\$ 175.00
Pennington County Fire Chiefs Association—Basic Air Operations class for Ehnert.....	\$ 75.00
Pennington County Fire Chiefs Association—multiple classes for Dunlap & Gutierrez	\$ 150.00

SD Instructor Society—A. Kuenkel dues.....	\$ 30.00
SD Instructor Society—M. Emrich dues.....	\$ 30.00
Sam’s Club—building supplies.....	\$ 81.90
Zoro.com—gas detector, office supplies.....	\$ 269.21
CNA Surety—Secretary-Treasurer bond.....	\$ 396.00
Century Business Products—base rate + overage.....	\$ 11.28
Kieffer Sanitation—refuse service.....	\$ 59.37
MacQueen Equipment—SCBU fill station.....	\$19,584.66
MIDCO Business—phone/fax/video service.....	\$ 174.72
Menards—shop-, building supplies.....	\$ 110.86
Menards—FF equipment-, shop-, building supplies.....	\$ 36.62
Menards— building supplies?.....	\$ 103.12
Montana-Dakota Utilities Company—natural gas.....	\$ 372.15
WEX Bank (Global Fleet)—motor fuel.....	\$ 746.97
West River Electric Association, Inc.—electricity.....	\$ 491.29
Total	\$67,485.62

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

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

Old Business: Purchase of aerial truck. Motion was made by Gehrke, seconded by Miller, to purchase a 2007 Pierce Dash —105’ Aerial, VIN 4P1CD01HX7A007264, from City of Brooklyn Center, MN, for \$450,000.00. After much discussion, all in favor. Terms will be loan of \$350,000.00 from 02/21/2024 at an Annual Percentage Rate of 7.000%. Payment of \$69,339.08 paid annually. Loan documents will be signed by the President and the Secretary-Treasurer.

After further discussion, motion was made by Allen to defer the truck purchase to seek further information. As there was no second, the motion died.

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

Saffry read the 2023 Financial Report.

Review of Memorandum of Understanding—Fleming appointed Gehrke and Summer Miller to study the matter and report their findings at the next meeting.

A Building Use Application was received:

Ralph W. Johnson—Daughter’s graduation party—18 May—11:00 a.m.-5 p.m. Motion was made by Gehrke, seconded by Allen, to approve this application. All in favor. The Department also approved.

There being no further business, motion was made by Shane Miller, seconded by Allen, to adjourn the meeting. All in favor, and the meeting was adjourned at 7:20 p.m.

*Wanen Saffry*  
Secretary-Treasurer



# BOX ELDER FIRE DEPARTMENT

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

19 February 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: 161	2023 YTD: 134
	January: 102	2023 Total: 1059
	Medical—73	2022 Total: 1183
	Fire—8	2021 Total: 1120
	Fire/CO Alarms—9	2020 Total: 971
	Service/Good Intent—11	2019 Total: 798
	MVC—1	2018 Total: 728

Additional information on calls or other activities since last meeting:

- 2024 Mutual Aid requests—5; Mutual Aid received—3; Overlapping--16
- No significant events over the past month.

Training:

- 6 personnel completed their basic wilding training; they have now started their SD Certified Firefighter course jointly with Rapid Valley and New Underwood. This will continue over the next few months to hopefully finish late April along with other courses around the area.
- Several personnel attended Rushmore Fire Conference this past weekend. Currently looking at sending some personnel to Pierre for the SD Wildland Academy as well.

## 2. Apparatus:

Truck replacement plan:

- Aerial options. One in Brooklyn Center, MN--\$450,000; 2007 Pierce  
--If approved, we have personnel ready to pick up this coming weekend.

Maintenance:

- E1-2 driver's seat airline leak; repair being worked in house---**complete**
- Annual maintenance/oil changes completed.

## 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.

-

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

- Future property for building 2<sup>nd</sup> station—met 10 July with Daene Boomsma---**nothing new**
  - Other potential land available; 225<sup>th</sup> and 150<sup>th</sup>—**nothing new**
  - 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.**
- Reporting software—now running ImageTrend.
- SCBA compressor/fill station—all components have arrived, & up and running—**see bill, complete**
- 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
  - will apply to restock wildland PPE to include more boots.

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

- SD Federal Surplus' Box Elder location is closing in the next few months. Looking at a few items since they are being offered at a discounted rate. Small trailer & safe-style cabinet.

**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.
- New**---Ralph Johnson's daughter's graduation...18 May, 11am-5pm.

Personnel/Workmans Comp:

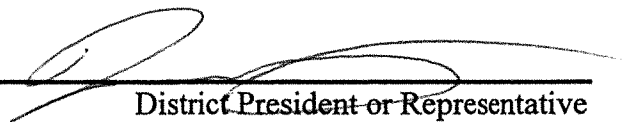
*Additions:*

*Removals:*



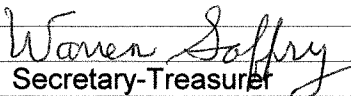
---

Fire Chief or Representative



---

District President or Representative

BOX ELDER RURAL FIRE PROTECTION DISTRICT		
TREASURER'S REPORT		
19 February 2024		
Beginning Savings Balance		\$669,553.30
Income		
Pennington County (Dec)	\$1,605.79	
Meade County (Dec)	\$530.79	
Interest	\$1,467.19	\$3,603.77
Expenses		
Claims		(\$42,231.82)
Budgeted Funds		(\$158,481.00)
Budgeted Funds		(\$173.31)
Ending Savings Balance		\$472,270.94
Payroll earmarks	(\$27,739.65)	\$444,531.29
Checking Balance		\$1,155.50
Contingency & Improvement Fund	\$94,872.99	
Interest	\$157.13	\$95,030.12
Budgeted Funds:		
New Truck Fund	\$413,133.12	
New Truck opt out (Dec 2023)	\$173.31	
2024 funding	\$69,081.00	
Interest	\$953.28	\$483,340.71
Communications Fund	\$34,636.68	
2024 funding	\$6,000.00	
Interest	\$80.31	\$40,716.99
Training Aids Fund	\$14,951.72	
2024 funding	\$1,000.00	
Interest	\$31.52	\$15,983.24
Firefighting Tools Fund	\$20,989.23	
2024 funding	\$7,000.00	
Interest	\$55.31	\$28,044.54
EMS Tools Fund	\$7,464.19	
2024 funding	\$1,000.00	
Interest	\$20.28	\$8,484.47
SCBA Fund	\$32,682.70	
2024 funding	\$8,500.00	
Interest	\$81.38	\$41,264.08
Office Technology Upgrade Fund	\$9,595.26	
2024 funding	\$1,500.00	
Interest	\$21.93	\$11,117.19
Personal Protective Equipment Fund	\$52,849.75	
2024 funding	\$17,400.00	
Interest	\$138.83	\$70,388.58
Building/Property Fund	\$162,819.88	
2024 funding	\$47,000.00	
Interest	\$414.64	\$210,234.52
Highmark Membership Account		\$25.46
CD 000325580-300	\$110,110.10	
Interest	\$286.17	\$110,396.27
Cash Balance This Date		\$2,060,723.55
 Waven Saffry Secretary-Treasurer		

