

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

20 May 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, Boomsa, 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 S.D. Miller, seconded by S.R. Miller, to approve the agenda as presented. All in favor.

The minutes of the 15 April meeting were approved as read. The treasurer's report showed a balance of \$993.73 in checking account, \$728,597.08 in savings account.

The following bills were presented:

Box Elder FD:

A&B Welding Supply—O ₂ cylinder exchange (3).....	\$ 33.08
Box Elder Hardware—supplies for apparatus.....	\$ 54.90
Box Elder Hardware—fasteners for U-7 underbody boxes	\$ 20.47
Box Elder Hardware—UPS shipping flashlight for repair.....	\$ 26.53
Emrich, Matthew—Fire Chief.....	\$ 500.00
Fire Nuggets, Inc.—High Plains Fire Conference 2024 (Helgerson, Dunlap).....	\$ 650.00
M. Helgerson—Training Supervisor	\$ 100.00
Henry Schein Medical—LUCAS cups (pack)	\$ 169.82
Intuit QuickBooks—District online access	\$ 31.86
JD Palatine—background check (1).....	\$ 3.95
Kuenkel, Adam—Assistant Chief	\$ 250.00
Life-Assist—medical supplies.....	\$ 61.88
Life-Assist—medical supplies.....	\$ 279.35
MacQueen Emergency—L-4 initial issue	\$ 282.80
MacQueen Emergency—L-4 initial issue	\$ 420.34
MacQueen Emergency—fire hose 1.75" x 50' (8) & couplings	\$ 1,613.08
MacQueen Emergency—L-4 initial issue	\$ 281.93
MacQueen Emergency—Master Intake Valve disc replacement kit for E1-2	\$ 604.40
MacQueen Emergency—L-4 initial issue	\$ 96.07
MacQueen Emergency—structure gear.....	\$18,812.07
Payroll—full time—A. Kuenkel (1-30 Apr)	\$ 3,479.99
Payroll—part time—M. Emrich (1-30 Apr).....	\$ 192.33
Payroll—part time—M. Helgerson (1-30 Apr)	\$ 2,455.85
Payroll—part time—B-L Talaro (1-30 Apr)	\$ 460.31
Payroll—part time—B. Kuenkel (1-30 Apr).....	\$ 287.37
Payroll—part time—A. Carris (1-30 Apr)	\$ 938.79
Payroll—part time—G. Doney (1-30 Apr).....	\$ 742.07
Payroll—part time—A. Musselman (1-30 Apr).....	\$ 185.64
Payroll—SD Retirement System: Employer/Employee Matching Contributions	\$ 1,030.74
Payroll—SD Retirement System: Employer's Quarterly Contribution	\$ 183.91
Payroll—U.S. Treasury: Employer's Federal Employer/Employee Tax 2024	\$ 2,643.96
Payroll—SD Rosebud LLC: payroll and employment reports	\$ 175.00
Runnings—chainsaw repair parts & equipment.....	\$ 33.09
South Dakota Fire Marshal—grant reimbursement	\$(13,940.00)
Street Image Truck & Auto—recoat U-7 underbody boxes.....	\$ 327.99

Century Business Products—copier base rate + overage	\$ 17.10
Kieffer Sanitation—refuse service	\$ 67.38
Menards—shop-, building-, personal equipment supplies	\$ 70.07
Menards—shop-, building supplies	\$ 118.99
Menards—rebate	\$ (13.97)
MIDCO Business—telephone/fax/video service.....	\$ 180.53
Montana-Dakota Utilities Company—natural gas	\$ 225.29
Rapid City Journal—legal notice of L-4 opt out	\$ 225.59
U.S. Postal Service—annual rent Box 1334.....	\$ 84.00
WEX (Global Fleet)—motor fuel	\$ 1,038.27
West River Electric Association, Inc.—electricity	\$ 494.80
Total	\$25,997.62

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

Emrich presented the Department’s May report (attached).

Old business: Review of Memorandum of Understanding—still working.

New business: Workers’ Compensation List: At request of the Fire Chief, motion was made by Thiele, seconded by S.R. Miller, to revoke the appointment of Styles Inmon as of 20 May 2024. No appointments. All in favor.

2025 Payroll Opt Out: The Department presented a proposed Payroll Opt Out resolution for \$229,193.61 for a period of one year. Motion was made by Thiele, seconded by S.D. Miller, to adopt this resolution. After much discussion, the vote was taken: Aye—Allen, Boomsa, S.D. Miller, S.R. Miller, Saffry, Thiele. Nay—none. Presiding—Fleming. Absent—Gehrke, T. Kuenkel.

The Department reported they are having problems with the building entry system. They presented quotes for overhaul/replacement of the system. Motion was made by S.R. Miller, seconded by Thiele, to accept the proposal of Harvey’s Lock Shop to replace the system for approximately \$4,866.43. After much discussion, all in favor.

There being no further business, motion was made by Allen, seconded by S.D. Miller, to adjourn the meeting. All in favor, and the meeting was adjourned at 7:39 p.m.


 Secretary-Treasurer



BOX ELDER FIRE DEPARTMENT

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

20 May 2024

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

1. Calls/Training:	Calls YTD: 411	2023 YTD: 350
	April: 74	2023 Total: 1059
	Medical—53	2022 Total: 1183
	Fire—6	2021 Total: 1120
	Fire/CO Alarms—7	2020 Total: 971
	Service/Good Intent—18	2019 Total: 798
	MVC—5	2018 Total: 728

Additional information on calls or other activities since last meeting:

- 2024 Mutual Aid requests—10; Mutual Aid received—7; Overlapping--21
- Supported a structure fire in New Underwood.
- We have had 3 structure fires and a grass fire since the last meeting.
- Supported career day event at Badger Clark Elementary School last Friday.
- Bandit Speedway is starting up for the season this weekend; we will be supporting it as in the past.

Training:

- Six personnel finished the SD Certified Firefighter course.
- Other training has focused on being ready for wildland season.
- Training with the aerial continues; we have had it out flowing water and doing some aerial activities near buildings as well.

2. Apparatus:

Truck replacement plan:

- Aerial equipment continues to come in; responded to it's first call last week.

Maintenance:

- Annual maintenance/oil changes completed...still waiting for invoice from Olson's.
- Pump testing took place last week; all pumps passed; however, E1-2 has a broken primer pump that should be fixed in the next couple of weeks.

3. Building and Grounds:

- West parking lot work—waiting on Savvy; no progress as of 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.**

SERVICE, HONOR, COMMUNITY

4. Other miscellaneous items currently being worked:

- Future property for building 2nd station—
 - Other potential land available; 225th and 150th—**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...**Nothing new**.
- Awarded \$13,940 from state grant for PPE---placed several sets of structure coats/pants on order.
 - funds have been received; will document with next month's reimbursement.
- SD Wildland has announced the VFA grant will open next month--\$7000 matching—**awarded**
 - orders continuing, and equipment is arriving. Will submit as one project once all orders are completed and grant money is received.

5. New items for discussion/action:

- Payroll budget ready for review/approval.

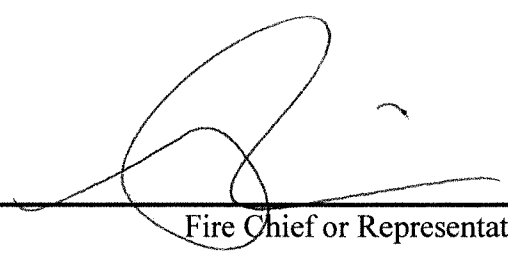
6. Building use applications:

- Scouts using meeting room; 1st Thursday of month. Some other use as coordinated.
- Boy Scout Pack 28; Sunday evenings 5:30 to 7pm.
- no new requests**

Personnel/Workmans Comp:

Additions:

Removals: Styles Inmon




Fire Chief or Representative



District President or Representative

BOX ELDER RURAL FIRE
PROTECTION DISTRICT
TREASURER'S REPORT
20 May 2024

Beginning Savings Balance		\$459,737.21
Income		
Pennington County (Mar)	\$9,817.23	
Pennington County (Apr)	\$196,345.65	
Meade County (Mar)	\$3,034.03	
Meade County (Apr)	\$76,261.23	
Interest	\$1,032.84	
Transfer in—Budgeted Funds	\$6,836.80	\$293,327.78
Expenses		
Claims		(\$24,467.91)
Ending Savings Balance		\$728,597.08
Checking Balance		\$993.73
Contingency & Improvement Fund	\$80,280.85	
Interest	\$128.34	\$80,409.19
Budgeted Funds:		
New Truck Fund	\$284,040.30	
11 minor debits	(\$6,351.21)	
Interest	\$629.60	\$278,318.69
Communications Fund	\$40,918.78	
Interest	\$92.77	\$41,011.55
Training Aids Fund	\$16,062.45	
Interest	\$36.42	\$16,098.87
Firefighting Tools Fund	\$28,183.53	
Interest	\$63.90	\$28,247.43
EMS Tools Fund	\$8,535.52	
Interest	\$22.85	\$8,558.37
SCBA Fund	\$40,802.37	
Halvor Logistics Services	(\$440.00)	
McMaster-Carr Supply	(\$45.59)	
Interest	\$91.41	\$40,408.19
Office Technology Upgrade Fund	\$11,172.29	
Interest	\$25.33	\$11,197.62
Personal Protective Equipment Fund	\$44,462.63	
Interest	\$100.81	\$44,563.44
Building/Property Fund	\$211,276.43	
Interest	479.02	\$211,755.45
Highmark Membership Account	\$25.46	\$25.46
CD 000325580-300	\$110,952.28	
Interest	\$279.06	\$111,231.34
Cash Balance This Date		\$1,601,416.41
 Warren Saffry Secretary-Treasurer		

**BOX ELDER RURAL FIRE PROTECTION DISTRICT
BOX ELDER FIRE DEPARTMENT**

P.O. Box 1334 • 120 Box Elder Rd.
BOX ELDER, SOUTH DAKOTA 57719

EIN: 27-5166650
DUNS: 145241290

**PURCHASE
ORDER**

8549

THIS NUMBER MUST APPEAR
ON ALL CORRESPONDENCE,
INVOICES, SHIPPING PAPERS
AND PACKAGES.

TO	BERFPD		SHIP TO		
	Named Directors				
DATE ORDERED 17 JUN 24	DATE WANTED	SHIP VIA	TERMS	F.O.B.	
PLEASE ENTER OUR ORDER FOR THE FOLLOWING - TO BE SHIPPED AS DIRECTED:					
QTY. ORDERED	QTY. RECEIVED	Jason Fleming A, M, J			
		Debra Gehrke J			
		Warren Saffry A, M, J			
		Betty Allen A, M, J			
		Tara Kuenkel J			
		Shane Miller A, M, J			
		Summer Miller M, J			
		Thomas Thiele M, J			
		April Boonsa M, J			
<p>CONDITIONS GOODS ARE SUBJECT TO OUR INSPECTION AND APPROVAL. IF SHIPMENT WILL BE DELAYED FOR ANY REASON, ADVISE US IMMEDIATELY, STATING ALL THE NECESSARY FACTS. TO AVOID ERRORS, NOTE SPECIFICATIONS CAREFULLY AND IF UNABLE TO COMPLETE ORDERS AS WRITTEN NOTIFY US PROMPTLY</p>		<p>BY _____ PURCHASING AGENT</p>			

