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

19 May 2025

The meeting was held at the Box Elder Fire Station. President Fleming called the meeting to order at 6:37 p.m. Present were Boomsma, S.D. Miller, Saffry, and Wood. Also present were Fire Chief A. Kuenkel and Assistant Chief Gleason

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

The minutes of the 21 April meeting were approved as read. The treasurer's report showed a balance of $1,271.71 in checking account, $621197.55 in savings account.

The following bills were presented:

Box Elder FD:

A&B Welding Supply—O_2 cylinder exchange (5)	$ 60.50
Bound Tree—medical supplies	$ 142.67
BFM Accounting System—Tree Farm Fire	$ (1,957.19)
BFM Accounting System—McGee Fire	$ (4,007.84)
Dakota Battery & Electric—battery for U-7	$ 230.26
Freedom Tire—repair E6-1 tire	$ 60.98
Harvey's Lock & Security—monthly account management fee	$ 48.59
Intuit QuickBooks—District online access	$ 37.17
JD Palatine—background check (4)	$ 16.60
Life-Assist—medical supplies	$ 81.35
Payroll—part time—K. Lee	$ 306.53
Payroll—part time—M. Helgerson	$ 2,851.33
Payroll—part time—N. Koistinen	$ 205.04
Payroll—part time—B. Kuenkel	$ 287.37
Payroll—part time—A. Carris	$ 715.60
Payroll—part time—C. Dustman	$ 613.08
Payroll—SD Retirement System: Employer/Employee Matching Contributions	$ 549.12
Payroll—SD Retirement System: Employer's Quarterly Contribution	$ 134.17
Payroll—U.S. Treasury: Employer's Federal Employer/Employee Tax 2025	$ 1,424.70
Payroll—SD Rosebud LLC: payroll and employment reports	$ 200.00
Pennington County—Workers' Compensation refund	$ (2,418.00)
Stipend—BEFD Captain—Helgerson	$ 125.00
Taylor's Tins—helmet shields, locker tags	$ 478.00
UPS—Firebox light shipping	$ 27.22
Vigilant Business Solutions—drug testing (5)	$ 282.50
Century Business Products—copier base rate + overage	$ 25.00
Kieffer Sanitation—refuse service	$ 75.80
MIDCO Business—telephone/fax/video service	$ 234.20
Menards—building-, shop supplies	$ 32.40
Montana-Dakota Utilities Company—natural gas	$ 241.14
SD Rosebud LLC— entries of bills and bank reconciliations Nov-Dec 2024	$ 281.34
U.S. Postal Service—annual rent Box 1334	$ 84.00
WEX (Global Fleet)—motor fuel	$ 655.81
West River Electric Association, Inc.—electricity	$ 521.34
Total	$ 2,645.78

Motion was made by S.D. Miller, seconded by Wood, 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 Boomsma, seconded by S.D. Miller, to appoint Nick Freniere and Caleb Dustman to the Department as of 19 May 2025. 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 S.D. Miller, seconded by Wood, to adopt this resolution. After much discussion, the vote was taken: Aye—Boomsma, Fleming, S.D. Miller, Saffry, Wood. Nay—none. Absent—Allen, Gehrke, S.R. Miller.

There being no further business, motion was made by S.D. Miller, seconded by Boomsma, to adjourn the meeting. All in favor, and the meeting was adjourned at 7:13 p.m.

Warren Saffry
Secretary-Treasurer

BOX ELDER FIRE DEPARTMENT

120 Box Elder Road, Box Elder South Dakota
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19 May 2025

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

1. Calls/Training:

Calls YTD: 418	2024 YTD: 409
April: 92	2024 Total: 1136
Medical—63	2023 Total: 1059
Fire—5	2022 Total: 1183
Fire/CO Alarms—12	2021 Total: 1120
Service/Good Intent—8	2020 Total: 971
MVC—4	2019 Total: 798

Additional information on calls or other activities since last meeting:
- 2025 Mutual Aid requests—23; Mutual Aid received—3
- Assisted Black Hawk with a structure fire and North Haines with a grassfire.

Training:
- Two personnel completed their basic wildland certification.
- Department trainings have been focused on water movement, prepping for wildland season, and general driver/operator actions with the apparatus.

2. Apparatus:
Truck replacement plan:
- nothing to report

Maintenance:
- Ladder 4 air conditioner went out; parts on order with Excel Truck Repair
- Engl-1 has transmission pressure sensor leaking; part on order—should be completed when maintenance for Ladder 4 is accomplished.
- Annual oil changes complete other than Ladder 4 which should happen later this week; no significant findings
- Utility 7 storage boxes being recoated; boxes installed—working on interior lighting
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3. Building and Grounds:
- noting to report

4. Other miscellaneous items currently being worked:
- Future property for building 2nd station—**no progress**
- Ambulance district…A group continues to meet; some continued forward movement.
- ISO rating; retrogression. Our plan has been received and approved with quarterly checkups.
    --Communicated with Mr. Broyles; he is happy with current plans/efforts. Mr. Broyles called and is happy with progress. We are compiling some requested data between us and City of Box Elder Public works to turn into him.
- VFA Grant came back approved for $5000 matching; orders are inwork at this time.
- Have a couple options for payroll budget after discussion with Ernest and Summer. Need to submit payroll op-out next month

5. New items for discussion/action:
- Annual budget can start being reviewed as we have this year's numbers.

6. Building use applications:
    --Cub Scouts using meeting room; 1st Thursday of month. Some other use as coordinated.
    --Boy Scout Pack 28; Sunday evenings 5:30 to 7pm.
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Personnel/Workmans Comp:
Additions: *Nick Freniere, Caleb Dustman...both part-time employees*

Removals:

Fire Chief or Representative

District President or Representative

BOX ELDER RURAL FIRE PROTECTION DISTRICT TREASURER'S REPORT 19 May 2025			
Beginning Savings Balance		$634,436.06	
Income			
Interest		$1,409.20	
Expenses			
Claims		($11,777.87)	
Budgeted Funds		($2,869.84)	
Ending Savings Balance		$621,197.55	
Checking Balance		$1,271.71	
Contingency & Improvement Fund	$82,249.61		
Interest	$131.83	$82,381.44	
Budgeted Funds:			
New Truck Fund	$265,252.90		
New Truck opt out	$2,869.84		
Interest	$596.65	$268,719.39	
Communications Fund	$48,073.61		
Interest	$108.25	$48,181.86	
Training Aids Fund	$17,507.16		
Interest	$39.42	$17,546.58	
Firefighting Tools Fund	$35,997.03		
Interest	$81.06	$36,078.09	
EMS Tools Fund	$9,819.92		
Interest	$33.11	$9,853.03	
SCBA Fund	$51,480.40		
Interest	$115.92	$51,596.32	
Office Technology Upgrade Fund	$13,489.86		
Interest	$30.38	$13,520.24	
Personal Protective Equipment Fund	$41,364.41		
Interest	$93.14	$41,457.55	
Building/Property Fund	$276,415.79		
Interest	622.43	$277,038.22	
Highmark Membership Account	$50.46	$50.46	
CD 000325580-300	$114,395.50		
Interest	$287.72	$114,683.22	
Cash Balance This Date		$1,583,575.66	
Warren Saffry Secretary-Treasurer			