

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

20 March 2023

The meeting was held at the Box Elder Fire Station. Vice-President T. Kuenkel called the meeting to order at 7:05 p.m. Present were Allen, Fleming, Gehrke, Miller, Saffry and Thiele. Also present was Fire Chief/Department Coordinator A. Kuenkel.

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

The minutes of the 20 February meeting were approved as read. The treasurer's report showed a balance of \$1,216.00 in checking account, \$523,738.20 in savings account.

The following bills were presented:

Allen, Betty—director's fees	\$ 40.00
Box Elder FD:	
A&B Welding Supply—fill O ₂ cylinders (5).....	\$ 47.99
Action Mechanical—troubleshoot/repair furnace.....	\$ 81.00
Action Mechanical—repair leaking toilet.....	\$ 178.04
Black Hills Area Council (BSA)—register new Explorer.....	\$ 55.75
Box Elder Hardware—shop supplies.....	\$ 7.73
Dakota Battery & Electric—replace work light on E1-2.....	\$ 46.31
Interstate All Battery Center—replacement batteries for UPS.....	\$ 50.40
JD Palatine—background investigation.....	\$ 3.95
K&D Appliance—troubleshoot/dispose of old refrigerator	\$ 105.00
Patriot Fire & Safety—troubleshoot/repair E1-2 pump.....	\$ 967.50
Payroll—full-time—A. Kuenkel (1-28 Feb)	\$3,731.04
Payroll—part time—N. Parish (1-28 Feb).....	\$ 150.08
Payroll—part time—M. Helgerson (1-28 Feb).....	\$ 971.73
Payroll—part time—M. Emrich (1-28 Feb)	\$ 787.03
Payroll—part time—A. Musselman (1-28 Feb)	\$ 92.42
Payroll—part time—G. Doney (1-28 Feb)	\$ 1,033.08
Payroll—part time—M. Kopp (1-28 Feb)	\$ 347.28
Payroll—part time—B-L Talaro (1-28 Feb).....	\$ 494.10
Payroll—part time—C. Key (1-28 Feb)	\$ 721.99
Payroll—SD Retirement System: Employer/Employee Matching Contributions.....	\$ 524.50
Payroll—U.S. Treasury: Employer's Federal Employer/Employee Tax 2023.....	\$ 3,858.74
Prairie Auto Parts—firefighting equipment repairs.....	\$ 35.97
Weebly—website hosting (2 years).....	\$ 120.00
Century Business Products—base rate + overage	\$ 10.58
Fleming, Jason—director's fees.....	\$ 60.00
Gehrke, Debra— director's fees	\$ 40.00
Highmark FCU—annual loan payment #4 (Rescue 9)	\$30,488.41
Jackson, Tully— director's fees	\$ 40.00
Kieffer Sanitation—refuse service.....	\$ 55.10
Kuenkel, Tara—director's fees.....	\$ 60.00
MIDCO Business—phone/fax/video service.....	\$ 174.18
Menards—shop supplies.....	\$ 68.32
Miller, Shane— director's fees	\$ 20.00
Montana-Dakota Utilities Company—natural gas.....	\$ 417.46
Newman, Linda— director's fees	\$ 20.00

Saffry, Warren—director’s fees, printer cartridge	\$ 203.48
Thiele, Thomas— director’s fees.....	\$ 20.00
WEX (Global Fleet)—motor fuel	\$ 690.67
West River Electric Association, Inc.—electricity	\$ 446.19
Total.....	\$47,266.02

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

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

Old business: Station windows repair—still working.

E4-1 auxiliary pump—on hold for parts.

New business: Workers’ Compensation List—At request of the Fire Chief, motion was made by Thiele, seconded by Gehrke, to appoint Colleena Abbott to the Department as of 20 March 2023. No revocations. All in favor.

Election of President: T. Kuenkel called for nominations for President. Jason Fleming was nominated. There being no further nominations, motion was made by Gehrke, seconded by Allen, to close nominations and declare Fleming elected by acclamation. All in favor. He will take office in April 2023 and serve until March 2024.

Election of Vice-President: T. Kuenkel called for nominations for Vice-President. Debra Gehrke was nominated. There being no further nominations, motion was made by Thiele, seconded by Allen, to close nominations and declare Gehrke elected by acclamation. All in favor. She will take office in April 2023 and serve until March 2025.

Action Mechanical maintenance contract: They propose a preventative maintenance contract for station plumbing/HVAC based on current rates—\$110.00-\$165.00 per hour, depending on circumstances. A. Kuenkel recommended acceptance based on previous job performance. Motion was made by Fleming, seconded by Miller, to authorize the Department to accept this proposal. After discussion, all in favor.

A Building Use Application was received:

South Dakota Towing Association—Towing School—3-4 May 2023—7:00 a.m.-6:00 p.m. each day.

Motion was made by Gehrke, seconded by Allen, to approve this application. After discussion, all in favor. Previously approved by Department.

There being no further business, motion was made by Gehrke, seconded by Fleming, 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

20 March 2023

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

1. Calls/Training:	Calls YTD: 194	2022 YTD: 224
	February: 75	2022 Total: 1183
	Medical—48	2021 Total: 1120
	Fire—8	2020 Total: 971
	Fire/CO Alarms—4	2019 Total: 798
	Service/Good Intent—11	2018 Total: 728
	MVC—4	2017 Total: 737

Additional information on calls or other activities since last meeting:

- 2023 Mutual Aid requests—7; Mutual Aid received—4
- Significant car versus pedestrian call
- Structure fire on Mule Deer Trail; held to room of origin

Training:

- Firefighter course—we have 2 personnel attending.
- Department training will start to prepare for wildland season
- Two personnel will attend SD Wildland Academy in March at Ft. Pierre.

2. Apparatus:

Truck replacement plan:

- Nothing to report.

Maintenance:

- Annual preventative maintenance with Josh from Olson's Towing. Oil changes complete; **awaiting invoices.**
- Tender plumbing adjustment and adding a heat shield—**completed by Patriot Fire/Safety**
--Awaiting pressure transducer---\$500
- Eng1-2 pump controller got resolved, however still have a code— **completed by Patriot Fire/Safety**

3. Building and Grounds:

- Black Hills Doors complete inspection/PM work; see quote for windows.
- Building entry system having some problems; awaiting quote for replacement—**no progress**, however no new issues either during cooler weather

4. Other miscellaneous items currently being worked:

- Future property for building 2nd station—**no significant progress**
 - Possible land off of Tower Road that belongs to Ellsworth—**paperwork submitted**
 - Other potential land available; 225th and 150th—**nothing new**
 - Have had some discussion with others, Northern Lights area?
- Ambulance district... discussions continue to happen;
- VFA grant application has been submitted—**approved; purchases inwork.**

5. New items for discussion/action:

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6. Building use applications:

- Scouts using meeting room; 1st Thursday of month. Some other use as coordinated
- AA group Friday evenings, 1900
- Douglas Baseball; 3rd Tuesday's for meetings
- Sheri Kelly(member) Graduation party, May 20th
- Douglas JrROTC parents committee—reoccurring starting 17 Jan at 5pm

Personnel/Workmans Comp:

Additions: *Colleena Abbott*

Removals:


Adam L. Kuentel 3/20/2023

Fire Chief or Representative

Yara Kuentel 3/20/23

District President or Representative

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

Beginning Savings Balance		\$523,738.20
Income		
Meade County (Mar)	\$2,744.26	
Interest	\$152.22	\$2,896.48
Expenses		
Claims		(\$16,778.01)
Transfer Out—Budgeted Funds		(\$820.63)
Ending Savings Balance		\$509,036.04
Payroll Earmarks	(\$94,280.75)	\$414,755.29
Checking Balance		\$3,000.00
Contingency & Improvement Fund	\$104,023.30	
Interest	\$13.22	\$104,036.52
Budgeted Funds:		
New Truck Fund	\$410,045.85	
Truck fund opt out	\$820.63	
Truck loan payment	(\$30,488.41)	
Interest	\$115.85	\$380,493.92
Communications Fund	\$34,254.78	
Interest	\$10.43	\$34,265.21
Training Aids Fund	\$15,203.80	
Interest	\$4.63	\$15,208.43
Firefighting Tools Fund	\$34,130.89	
Interest	\$10.40	\$34,141.29
EMS Tools Fund	\$7,369.43	
Interest	\$2.32	\$7,371.75
SCBA Fund	\$50,010.04	
Interest	\$15.23	\$50,025.27
Office Technology Upgrade Fund	\$9,485.62	
Interest	\$2.89	\$9,488.51
Personal Protective Equipment Fund	\$66,224.33	
Interest	\$20.17	\$66,244.50
Building/Property Fund	\$161,024.62	
Interest	\$49.04	\$161,073.66
Highmark Membership Account		\$25.46
CD 000325580-300	\$108,612.67	
Interest	\$63.66	\$108,676.33
Cash Balance This Date		<u>\$1,483,086.89</u>
 Warren Saffery Secretary-Treasurer		

