

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

20 November 2023

The meeting was held at the Box Elder Fire Station. President Fleming called the meeting to order at 7:06 p.m. Present were Allen, Gehrke, Jackson, T. Kuenkel, Miller, Saffry and Thiele. Also present was Fire Chief/Department Coordinator A. Kuenkel.

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

The minutes of the 16 October meeting were approved as read. The treasurer's report showed a balance of \$1,671.30 in checking account, \$555,984.07 in savings account.

The following bills were presented:

Box Elder VFD:

AC/DC Automotive—LOF for E7-7.....	\$ 69.95
AC/DC Automotive—LOF for U-7	\$ 89.95
Batteries + Bulbs—various 1.5V batteries	\$ 76.00
Fire Protection Publications—Company Officer (2), Driver/Operator (2) books.....	\$ 348.00
Helgerson, Michael— officer stipend	\$ 100.00
JD Palatine—background checks (5)	\$ 19.75
Kuenkel, Adam— officer stipend.....	\$ 500.00
MacQueen Equipment—helmets, helmet fronts	\$ 2,113.30
PartsOne LLC—Oil Absorbent, Oil Dry	\$ 59.28
Payroll—full-time—A. Kuenkel (1-31 Oct)	\$ 3,231.05
Payroll—part-time—M. Emrich (1-31 Oct).....	\$ 787.03
Payroll—part time—M. Helgerson (1-31 Oct).....	\$ 1,013.49
Payroll—part time—A. Carris (1-31 Oct)	\$ 738.46
Payroll—part time—G. Doney (1-31 Oct)	\$ 448.38
Payroll—part time—A. Musselman (1-31 Oct).....	\$ 395.28
Payroll—part time—B.L. Talaro (1-31 Oct)	\$ 409.04
Payroll—SD Reemployment Assistance	\$ 302.42
Payroll—SD Retirement System: Employer/Employee Matching Contributions	\$ 524.50
Payroll—U.S. Treasury: Employer’s Federal Tax	\$ 2,359.22
Payroll—SD Rosebud LLC: payroll and employment reports.....	\$ 175.00
SD Fire Chiefs Conference registration	\$ 150.00
Sam’s Club—building supplies.....	\$ 56.96
Summit Fire Protection—extinguisher fill, hydro tests.....	\$ 468.00
Summit Fire Protection—extinguisher fill	\$ 99.00
Zoro.com—shop supplies.....	\$ 109.27
Century Business Products—base rate charge + overage (Oct)	\$ 7.72
Kieffer Sanitation—refuse service.....	\$ 59.37
MIDCO Business—communications services.....	\$ 174.68
Menards—shop supplies, f/f training supplies.....	\$ 160.71
Menards—vehicle supplies, shop supplies, building supplies.....	\$ 74.95
Menards—rebate.....	\$ (28.05)
Montana-Dakota Utilities Company—natural gas.....	\$ 66.12
WEX Bank (Global Fleet)—motor fuel.....	\$ 994.16
West River Electric Association, Inc.—electricity	\$ 34.37
Total	\$16,187.36

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

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

Old business: Secretary-Treasurer assistance—motion was made by Thiele, seconded by Jackson, to rescind the adoption of the Desktop version of QuickBooks and to adopt the Online version. After discussion, all in favor.

New business: Workers' Compensation List: At request of the Fire Chief, motion was made by Jackson, seconded by Miller, to appoint Andrew Bradish to the Department as of 20 November 2023. No revocations. All in favor.

Linda Newman has resigned from the Board via e-mail. Motion was made by Thiele, seconded by Jackson, to accept her resignation. All in favor.

The Department has received several quotes for an SCBA compressor. Motion was made by Jackson, seconded by Miller, to purchase a compressor from MacQueen Equipment for approximately \$20,000.00. After discussion, all in favor.

The Department has also received several quotes for floor coverings to overlay the current tiles. Motion was made by Jackson, seconded by Allen, to accept a quote from Black Hills Flooring to carpet the administrative area, except for the restrooms and the kitchen. Cost to be approximately \$16,500.00. After discussion, all in favor.

There being no further business, motion was made by Allen, seconded by Miller, to adjourn the meeting. All in favor, and the meeting was adjourned at 8:00 p.m.


Secretary-Treasurer



BOX ELDER FIRE DEPARTMENT

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

20 November 2023

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

1. Calls/Training:	Calls YTD: 946	2022 YTD: 1049
	October: 91	2022 Total: 1183
	Medical—56	2021 Total: 1120
	Fire—6	2020 Total: 971
	Fire/CO Alarms—9	2019 Total: 798
	Service/Good Intent—16	2018 Total: 728
	MVC—4	2017 Total: 737

Additional information on calls or other activities since last meeting:

- 2023 Mutual Aid requests—34; Mutual Aid received—18; Overlapping--120
- Structure fire in Antelope Ridge; fire damage held to structure of origin

Training:

- Firefighter 1 portion of FF course; 2 Box Elder personnel complete—10 total
- 2 personnel taking Driver operator and 1 member taking Fire Officer course—complete early Dec.
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2. Apparatus:

Truck replacement plan:

- Aerial options. If a decent used option comes up, we may go look at one.
- Nothing new as of now

Maintenance:

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3. Building and Grounds:

- West parking lot work—waiting on Savvy; plan is to still complete it this fall/winter.
- Building entry system having some problems; awaiting quote for replacement—west door has begun to give us trouble again...got a request out to Sontech for options— **no progress**
- Tiled floors being re-buffed; need to consider another option...carpet or vinyl tiles/matting
- Quote on hand; would like to proceed with getting scheduled (Black Hills Flooring).

4. Other miscellaneous items currently being worked:

- Future property for building 2nd station—met 10 July with Daene Boomsma---**nothing new**
 - Other potential land available; 225th and 150th—**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. What is fire district willing to put into this short or long-term?
- Reporting software—process with ImageTrend continues; bill will come in January.
- SCBA compressor/fill station—quotes on hand, would like to proceed with ordering the compressor portion at this time; then order filled station at a later date.
- District Quickbooks software...online or desktop? Customer service recommends online.

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.
- Douglas JrROTC parents committee—getting ready to start again.
- Boy Scout Pack 28; Sunday evenings 5:30 to 7pm.

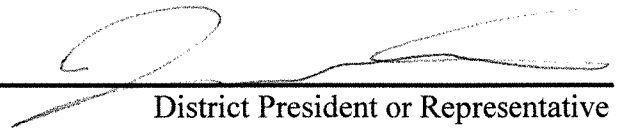
Personnel/Workmans Comp:

Additions: Andrew Bradish

Removals:




Fire Chief or Representative



District President or Representative

BOX ELDER RURAL FIRE
PROTECTION DISTRICT
TREASURER'S REPORT
20 November 2023

Beginning Savings Balance		\$576,175.20
Income		
Pennington County (Sep)	\$5,423.58	
Transfer In—Budgeted Funds	\$1,866.18	\$7,289.76
Expenses		
Claims	(\$26,977.19)	
Transfer Out—Budgeted Funds	(\$503.70)	(\$27,480.89)
Ending Savings Balance		\$555,984.07
Payroll Earmarks	(\$11,451.00)	\$544,533.07
Checking Balance		\$1,671.30
Contingency & Improvement Fund	\$94,344.19	
Interest	\$220.36	\$94,564.55
Budgeted Funds:		
New Truck Fund	\$396,148.70	
Truck Fund Opt Out	\$503.70	\$396,652.40
Communications Fund	\$34,321.29	\$34,321.29
Training Aids Fund	\$14,815.57	\$14,815.57
Firefighting Tools Fund	\$23,966.38	
MacQueen	(\$1,090.30)	\$22,876.08
EMS Tools Fund	\$7,384.25	\$7,384.25
SCBA Fund	\$50,107.14	\$50,107.14
Office Technology Upgrade Fund	\$9,504.04	\$9,504.04
Personal Protective Equipment Fund	\$56,668.58	
MacQueen	(\$775.88)	\$55,892.70
Building/Property Fund	\$161,337.26	\$161,337.26
Highmark Membership Account		\$25.46
CD 000325580-300	\$109,265.17	
Interest	\$283.97	\$109,549.14
Cash Balance This Date		\$1,514,685.25
 Warren Saffry Secretary-Treasurer		

