

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

17 April 2023

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, Gehrke, T. Kuenkel, Miller, and Saffry. Also present were Fire Chief/Department Coordinator A. Kuenkel and Assistant Chief Gleason.

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

The minutes of the 20 March meeting were approved as read. The treasurer's report showed a balance of \$3,000.00 in checking account, \$509036.04 in savings account.

The following bills were presented:

Box Elder VFD:

| | |
|--|--------------|
| Amazon—water filter for refrigerator | \$ 49.99 |
| AmericInn Ft. Pierre— B. Kuenkel & A. Musselman lodging while attending SD Wildland Academy | \$ 515.97 |
| B. Kuenkel & A. Musselman—per diem while attending SD Wildland Academy | \$ 354.00 |
| Burlington FD, ND—sale of surplus hose nozzles, fittings | \$(1,150.00) |
| Dakota Battery & Electric—scene lights, taillights for E1-1, hardware kit | \$ 494.42 |
| Floyd's Truck Center—repair E1-1 handle near driver's door | \$ 480.00 |
| JD Palatine—background check (2) | \$ 7.90 |
| Life-Assist—medical supplies | \$ 143.00 |
| Patriot Fire & Safety—intake transducer for E1-2 | \$ 642.05 |
| Patriot Fire & Safety—pump heat shield for T2-3 | \$5,855.15 |
| Payroll—full-time—A. Kuenkel (1-31 Mar)..... | \$3,731.05 |
| Payroll—part time—C. Key (1-31 Mar)..... | \$ 988.20 |
| Payroll—part time—M. Helgerson (18-31 Mar) | \$ 919.63 |
| Payroll—part time—M. Emrich (1-31 Mar)..... | \$ 556.45 |
| Payroll—part time—G. Doney (1-31 Mar) | \$ 870.21 |
| Payroll—part time—M. Kopp (1-31 Mar) | \$ 370.57 |
| Payroll—part time—B-L Talaro (1-31 Mar) | \$ 345.87 |
| Payroll—part time—B. Kuenkel (1-31 Mar)..... | \$ 144.62 |
| Payroll—part time—A. Musselman (1-31 Mar)..... | \$ 92.44 |
| Payroll—SD Retirement System: Employer/Employee Matching Contributions..... | \$ 524.50 |
| Payroll—U.S. Treasury: Employer/Employee monthly taxes..... | \$2,273.70 |
| Pennington County Fire—reimbursement for unused workers' compensation..... | \$(1,530.00) |
| Pennington County Fire—projected 2023 workers' compensation..... | \$7,958.00 |
| UPS Store—ship structure parts to Globe for repair | \$ 51.12 |
| U.S. Postal Service—ship E7-7 valve to Rosenbauer | \$ 8.34 |
| Vigilant Business Solutions—drug test (2) | \$ 108.00 |
| Century Business Products—copier base rate + overage | \$ 7.59 |
| Kieffer Sanitation—refuse service..... | \$ 55.10 |
| Menards—firefighting equipment-, shop-, building-, firefighter training supplies | \$ 83.04 |
| MIDCO Business—telephone/fax/video service..... | \$ 173.20 |
| Montana-Dakota Utilities Company—natural gas | \$ 462.91 |
| SD Federal Property Agency—shop-, office supplies..... | \$ 21.00 |
| WEX (Global Fleet—motor fuel | \$ 768.82 |

West River Electric Association—electricity\$ 414.81
Total \$26,791.65

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

A. Kuenkel presented the Department's April report (attached).

Old business: None.

New business: Workers' Compensation List: At request of the Fire Chief, motion was made by T. Kuenkel, seconded by Allen, to appoint Braden Buxcel to the Department as of 17 April and to revoke the appointment of Damien Summers, also as of 17 April 2023. All in favor.

Review of bank accounts: Federal Deposit Insurance Corporation coverage in case of a bank failure was discussed. Motion was made by Gehrke, seconded by T. Kuenkel, to continue with the present organization of the accounts while maintaining awareness of the operations of the bank. After further discussion, all in favor.

Saffry reminded the Board that the payroll opt out would be drawn up at the May meeting rather than in June.

The Department would like to contract for work on the west parking lot. Motion was made by T. Kuenkel, seconded by Gehrke, to table the matter while the Department collects bids. All in favor.

There being no further business, motion was made by T. Kuenkel, seconded by Miller, to adjourn the meeting. All in favor, and the meeting was adjourned at 7:36 p.m.


Secretary-Treasurer



BOX ELDER FIRE DEPARTMENT

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

17 April 2023

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

| | | |
|---------------------------|-----------------------|------------------|
| 1. Calls/Training: | Calls YTD: 265 | 2022 YTD: 309 |
| | March: 69 | 2022 Total: 1183 |
| | Medical—41 | 2021 Total: 1120 |
| | Fire—5 | 2020 Total: 971 |
| | Fire/CO Alarms—11 | 2019 Total: 798 |
| | Service/Good Intent—4 | 2018 Total: 728 |
| | MVC—8 | 2017 Total: 737 |

Additional information on calls or other activities since last meeting:

- 2023 Mutual Aid requests—10; Mutual Aid received—4
- Structure fire off of Elk Creek Road supporting North Haines

Training:

- Firefighter course—now have 5 personnel attending the FF 2 portion.
- Majority of wildland training now complete for the year
- Some other training opportunities coming up which include some NFA courses. Muster coming up in May will have several other courses.

2. Apparatus:

Truck replacement plan:

- Nothing to report.

Maintenance:

- Annual preventative maintenance with Josh from Olson’s Towing. Oil changes complete; **awaiting invoices.**
- Tender pressure transducer now replaced—**completed by Patriot Fire/Safety**
- Eng7-7 valve received from Rosenbauer and installed—**completed, back in service**

3. Building and Grounds:

- Black Hills Doors completed inspection/PM work; see quote for windows.
--Knecht’s also providing a quote for the windows
- West parking lot showing wear over culvert and standing water—quote from ProX
- Building entry system having some problems; awaiting quote for replacement—**no progress,** however no new issues either during cooler weather
- Warne Chemical completed weed spraying...invoice next month.

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; provided some info to Deb
- VFA grant application has been approved; **purchases complete—awaiting E4-1 pump....estimated ship date is June.**

5. New items for discussion/action:

-Current reporting software (Emergency Reporting) will no longer be supporting in the coming year. We are currently looking at options, in most cases it comes at a much greater cost to keep most of the same features we currently have. We have paid for the coming year, so we do have time to research.

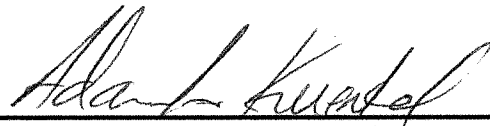
6. Building use applications:

- 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: *Braden Buxcel*

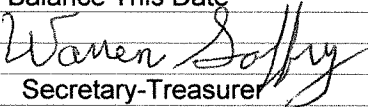
Removals: *Damien Summers*



Fire Chief or Representative



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 | | \$1,483,086.89 |
|  Secretary-Treasurer | | |

