

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

19 June 2023

The meeting was held at the Box Elder Fire Station. President Fleming called the meeting to order at 7:12 p.m. Present were Gehrke, Jackson, T. Kuenkel, Miller, and Saffry. Also present was Fire Chief/Department Coordinator A. Kuenkel.

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

The minutes of the 16 May meeting were approved as read. The treasurer's report showed a balance of \$2,997.45 in checking account, \$628,598.91 in savings account

The following bills were presented:

Allen, Betty—director's fees .....	\$ 40.00
Box Elder VFD:	
A&B Welding—fill 4 O <sub>2</sub> cylinders .....	\$ 44.10
Batteries Plus—6-volt lantern batteries (2) .....	\$ 31.90
BEFD Shift Coverage/Training Reimbursement (overnight).....	\$ 2,500.00
Dakota Battery & Electric—battery for skid unit.....	\$ 75.25
GenPro Energy Solutions—annual inspection and service of station generator .....	\$ 325.00
GenPro Energy Solutions—replace station generator block heater .....	\$ 468.64
JD Palatine—background check (1) .....	\$ 3.75
Kuenkel, Adam—officer stipend.....	\$ 500.00
MacQueen Equipment—bunker pants + alterations.....	\$ 481.95
Payroll—full time—A. Kuenkel (1-31 May) .....	\$ 3,231.05
Payroll—part time—M. Emrich (1-31 May).....	\$ 922.32
Payroll—part time—G. Doney (1-31 May).....	\$ 896.77
Payroll—part time—M. Helgerson (1-31 May) .....	\$ 817.12
Payroll—part time—C. Key (1-31 May).....	\$ 534.42
Payroll—part time—M. Kopp (1-31 May).....	\$ 271.76
Payroll—part time—A. Musselman (1-31 May).....	\$ 247.05
Payroll—part time—B-L Talaro (1-31 May) .....	\$ 205.02
Payroll—part time—N. Parish (1-31 May) .....	\$ 247.14
Payroll—part time—N. Reed (1-31 May) .....	\$ 576.45
Payroll—SD Retirement System: Employer/Employee Matching Contributions.....	\$ 524.50
Payroll—U.S. Treasury: Employer's federal tax.....	\$ 2,591.26
Rosenbauer South Dakota—bleeder valve for E7-7.....	\$ 433.11
Sam's Club—paper towels, toilet paper .....	\$ 76.94
SD Towing Association—building and lot use during conference .....	\$ (500.00)
Century Business Products—copier base rate + overage .....	\$ 9.42
Fleming, Jason—director's fees .....	\$ 60.00
Gehrke, Debra—director's fees .....	\$ 40.00
Jackson, Tully—director's fees .....	\$ 40.00
Kieffer Sanitation—refuse service.....	\$ 59.37
Kuenkel, Tara—director's fees.....	\$ 60.00
MIDCO Business—phone/fax/video service.....	\$ 173.20
Miller, Shane—director's fees.....	\$ 60.00
Montana-Dakota Utilities Company—natural gas .....	\$ 160.47
SD Wildland Fire Volunteer Assistance (via BEFD)	
Amazon—weighted vest.....	\$ 202.34

Amazon—weighted vest.....	\$ 212.97
Dakota Battery—scene light for wildland trucks .....	\$ 494.42
Dakota Battery—switches for new lights .....	\$ 72.52
Hofer Fire Stuff—new pump/engine and installation for E4-1 .....	\$ 9,027.87
Mystery Ranch—repair supplies for wildland packs.....	\$ 214.00
FEDMALL (SD Wildland Fire) .....	\$ 6,176.37
The Supply Cache—PPE and wildland tools .....	\$ 3,456.77
49er Communications—accessories for Bendix King radios .....	\$ 283.35
VFA grant .....	\$(10,000.00)
Saffry, Warren—director’s fees.....	\$ 145.00
Thiele, Thomas—director’s fees.....	\$ 20.00
WEX (Global Fleet)—motor fuel .....	\$ 580.98
West River Electric Association, Inc.—electricity .....	\$ 428.89
Total .....	\$27,563.44

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

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

Old business: None.

New business: Worker’s Compensation List: At request of the Fire Chief, motion was made by T. Kuenkel, seconded by Jackson, to appoint Noah Reed and Montez Smith to the Department as of 19 June 2023 and to revoke the appointments of Noah Parish and Cassandra Key, also as of 19 June 2023. All in favor.

West parking lot bids: Estimates were received from Professional Excavating, Inc. and Savvy Designs, Inc. Motion was made by Jackson, seconded by Gehrke, to accept the bid from Savvy Designs, Inc. for \$6,835.00. After discussion, all in favor.

There being no further business, motion was made by Gehrke, seconded by Miller, to adjourn the meeting. All in favor, and the meeting was adjourned at 7:30 p.m.

*Warren Saffry*  
Secretary-Treasurer



# BOX ELDER FIRE DEPARTMENT

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

19 June 2023

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

<b>1. Calls/Training:</b>	Calls YTD: 445	2022 YTD: 507
	May: 90	2022 Total: 1183
	Medical—59	2021 Total: 1120
	Fire—8	2020 Total: 971
	Fire/CO Alarms—3	2019 Total: 798
	Service/Good Intent—15	2018 Total: 728
	MVC—5	2017 Total: 737

Additional information on calls or other activities since last meeting:

- 2023 Mutual Aid requests—17; Mutual Aid received—8

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*Training:*

- Firefighter course—one more person has completed their SD FF Certification.
- Planning continues for a fall FF Certification course.
- Two personnel will be attending BH Muster courses this week
- Completed an entry-level driver-operator course; ended with a skills day involving us, Rapid Valley, North Haines and Rapid City

**2. Apparatus:**

Truck replacement plan:

- Nothing to report.

Maintenance:

- Annual preventative maintenance w/Josh from Olson’s Towing. services complete; **awaiting invoices.**
- Engine 6-1 had a steering dampener go bad; part replace along with several others and an alignment.
- Engine 7-7 had more issues with the pump; resolved and 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 and Savvy.
- Building entry system having some problems; awaiting quote for replacement—**no progress**, west door has begun to give us trouble again
- Roof was looked at by All American Roofing; no obvious area—we will continue to monitor

**4. Other miscellaneous items currently being worked:**

- Future property for building 2<sup>nd</sup> station—**meeting week of 10 July with Daene Boomsma**
  - Other potential land available; 225<sup>th</sup> and 150<sup>th</sup>—**nothing new**
  - Have had some discussion with others, Northern Lights area?
- Ambulance district... discussions continue to happen;
- VFA grant application has been approved; **purchases complete—see request**
- Reporting software—several options, however all are at a significant increase to what we are currently paying. Still reviewing our options.

**5. New items for discussion/action:**

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**6. Building use applications:**

- Scouts using meeting room; 1<sup>st</sup> Thursday of month. Some other use as coordinated
- AA group Friday evenings, 1900—halting program for now.
- Douglas Baseball; 3<sup>rd</sup> Tuesday's for meetings
- Douglas JrROTC parents committee—reoccurring starting 17 Jan at 5pm
- Local Boy Scout troop looking to use meeting room—awaiting application

Personnel/Workmans Comp:

*Additions: Noah Reed(employee), Montez Smith*

*Removals: Noah Parish, Cassandra Key*



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Fire Chief or Representative



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District President or Representative

BOX ELDER RURAL FIRE  
PROTECTION DISTRICT  
TREASURER'S REPORT  
19 June 2023

Beginning Operations Balance		\$493,346.12
Income		
Pennington County (Apr)	\$117,419.39	
Meade County (Apr)	\$42,326.51	
Meade County (May)	\$5,595.10	
Interest	\$163.48	\$165,504.48
Expenses		
Claims		(\$17,336.23)
Transfer Out—Budgeted Funds		(\$12,945.46)
Ending Operations Balance		\$628,568.91
Payroll Earmarks	(\$65,107.58)	\$563,461.33
Checking Balance		\$2,997.45
Contingency & Improvement Fund	\$99,344.32	
Donation—AA (Apr)	\$25.00	
Donation—AA (May)	\$22.00	
Interest	\$16.88	\$99,408.20
Budgeted Funds:		
New Truck Fund	\$381,382.59	
Truck fund opt out	\$12,945.46	
Interest	\$115.86	\$394,443.91
Communications Fund	\$34,275.06	
Interest	\$10.07	\$34,285.13
Training Aids Fund	\$15,212.80	
Interest	\$4.47	\$15,217.27
Firefighting Tools Fund	\$34,151.10	
Interest	\$10.03	\$34,161.13
EMS Tools Fund	\$7,373.93	
Interest	\$2.23	\$7,376.16
SCBA Fund	\$50,039.65	
Interest	\$14.70	\$50,054.35
Office Technology Upgrade Fund	\$9,491.24	
Interest	\$2.79	\$9,494.03
Personal Protective Equipment Fund	\$66,263.54	
Interest	\$19.47	\$66,283.01
Building/Property Fund	\$161,119.95	
Interest	\$47.34	\$161,167.29
Highmark Membership Account		\$25.46
CD 000325580-300	\$108,737.97	
Interest	\$63.73	\$108,801.70
Cash Balance This Date		\$1,612,284.00
 Secretary-Treasurer		

