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

17 March 2025

The meeting was held at the Box Elder Fire Station. President Fleming called the meeting to order at 6:33 p.m. Present were Boomsma, Gehrke, S.D. Miller, S.R. Miller, and Saffry. Also present were Fire Chief Emrich, Assistant Chief A. Kuenkel, and Assistant Chief Gleason.

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

Election of President: Gehrke called for nominations for President. Jason Fleming was nominated. There being no further nominations, motion was made by Gehrke, seconded by S.R. Miller, to close nominations and declare Fleming elected by acclamation. All in favor. He will take office in April 2025 and serve until March 2027.

Election of Vice-President: Fleming called for nominations for Vice-President. Gehrke was nominated. There being no further nominations, motion was made by S.R. Miller, seconded by Boomsma, to close nominations and declare Gehrke elected by acclamation. All in favor. She will take office in April 2025 and serve until March 2027.

The minutes of the 24 February meeting were approved as read. The treasurer's report showed a balance of $748.38 in checking account, $631,893.66 in savings account.

The following bills were presented:

Allen, Betty—director's fees	$ 20.00
Boomsma, April—director's fees	$ 60.00
Box Elder FD:	
Amazon—*Volunteer Training Drills: A Year. . .*	$ 37.17
Amazon—bed sheets for standby bunks	$ 33.99
Dakota Battery & Electric—battery for E7-7	$ 169.81
Dakota Territory Fire Chaplain's Association—*Chaplain's Essentials*	$ 200.00
Guest Services—NFA training	$ 314.23
Harvey's Lock & Security—monthly door system fee (Jan)	$ 48.59
Harvey's Lock & Security—monthly door system fee (Feb)	$ 48.59
Image Trend—Fire/EMS reporting software	$4,494.00
Intuit QuickBooks—District's online access	$ 37.17
JD Palatine— background investigations (2)	$ 8.30
Joe's Sandblasting and Painting—sandblast U-7 side boxes (2)	$ 295.00
Northern Tool—hose reel for apparatus bay	$ 134.98
Payroll—part time—B. Kuenkel (1-28 Feb)	$ 477.63
Payroll—part time—M. Helgerson (1-28 Feb)	$ 2,895.91
Payroll—part time—K. Lee (1-28 Feb)	$ 102.51
Payroll—part time—A. Musselman (1-28 Feb)	$ 192.02
Payroll—part time—J. Gutierrez (1-28 Feb)	$ 668.89
Payroll—part time—A. Carris (1-28 Feb)	$ 715.59
Payroll—SD Retirement System: Employer/Employee Matching Contributions	$ 574.08
Payroll—U.S. Treasury: Employer's Federal Tax 2025	$ 2,847.66
Stipend—BEFD Captain—Helgerson	$ 125.00
CNA Surety—Secretary-Treasurer bond	$ 396.00
Century Business Products—base rate + overage	$ 25.00
Fleming, Jason—director's fees	$ 60.00

Gehrke, Debra— director's fees	$ 40.00
Highmark FCU—annual loan payment #6 (Rescue 9)	$30,488.41
Highmark FCU—annual loan payment #2 (Ladder 4)	$69,312.76
Kieffer Sanitation—refuse service	$ 75.80
MIDCO Business—phone/video service	$ 234.16
Miller, Shane— director's fees	$ 40.00
Miller, Summer— director's fees	$ 40.00
Montana-Dakota Utilities Company—natural gas	$ 467.08
SD Rosebud LLC—entries of bills and bank reconciliations July-Oct 2024	$ 562.68
Saffry, Warren—director's fees	$ 145.00
Thiele, Thomas—director's fees	$ 40.00
WEX (Global Fleet)—motor fuel	$ 937.58
West River Electric Association, Inc.—electricity	$ 537.00
Total	$117,902.59

Motion was made by Boomsma, seconded by S.R. Miller, to pay the bills as presented. All in favor.

Emrich presented the Department's March report (attached.)

Old business: None.

New business: Workers' Compensation List—At request of the Fire Chief, motion was made by Gehrke, seconded by Boomsma, to appoint Matthew Klawitter (Explorer), Jordyn Palmer (Explorer), and Kyle Gregory to the Department as of 17 March 2025 and to revoke the appointments of James Wiechmann, Tacy McMillin, and Cole Kosmala, also as of 17 March 2025. All in favor.

As the Highmark FCU loan on Rescue 9 has been paid down to less than two full annual payments ($56,687.64), Fleming suggested that in lieu of the April 2025 payment the remaining indebtedness be paid off in a lump sum at this time. Motion was made by Gehrke, seconded by S.R. Miller, to do so. After discussion, all in favor. Fleming will pursue this.

The remaining balance of the Highmark FCU loan on Ladder 4, however, is $282,365.32. Therefore, motior was made by S.R. Miller, seconded by Boomsma, to continue the annual payments only. All in favor.

Ernest Wood, a resident of the District, was presented as a candidate for the vacant Meade County Outside of Box Elder City Limits seat on the Board. Motion was made by Gehrke, seconded by S.R. Miller, to appoint him to the seat. After discussion, all in favor. He will serve until February 2027.

Motion was made by S.D. Miller, seconded by Boomsma, to enter executive session pursuant to SDCL 1-25-2. All in favor. Entered executive session at 6:46 p.m. Motion was made by S.R. Miller, seconded by Gehrke, to exit executive session. All in favor. Exited executive session at 6:57 p.m.

Executive session action: None.

There being no further business, motion was made by Gehrke, seconded by S.D. Miller, to adjourn the meeting. All in favor, and the meeting was adjourned at 6:59 p.m.

Warren Saffry
Secretary-Treasurer

BOX ELDER FIRE DEPARTMENT

120 Box Elder Road, Box Elder South Dakota
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17 March 2025

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

1. Calls/Training:

Calls YTD: 244	2024 YTD: 245
February: 95	2024 Total: 1136
Medical—52	2023 Total: 1059
Fire—7	2022 Total: 1183
Fire/CO Alarms—16	2021 Total: 1120
Service/Good Intent—17	2020 Total: 971
MVC—3	2019 Total: 798

Additional information on calls or other activities since last meeting:
- 2025 Mutual Aid requests—12; Mutual Aid received—2
- - *Training:*
- Five personnel continue attending the SD Certified firefighter course; all passed first written test for Firefighter 1--should complete by May.
- Helgerson completed NFA course @ Emmitsburg, MD; Fire Inspection Principles
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2. Apparatus:
Truck replacement plan:
- nothing to report

Maintenance:
- Ladder 4 air conditioner went out; parts are on order
- Engl-1 has transmission pressure sensor leaking; part on order
- Working on getting annual oil changes/inspections scheduled; still working
- Utility 7 storage boxes being recoated; back from Street Image—working to install
- Eng7-7 needs a new battery; should be done later this week—**complete**

3. Building and Grounds:
- noting to report

4. Other miscellaneous items currently being worked:

- Future property for building 2nd station—**no progress**
  --Other potential land available; 225th and 150th—**Mike DeMersseman.** Has land available in this area and is willing to talk.
  --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…A group continues to meet; trying to get some 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 and he will check back in sometime in March.--no new request from Mr. Broyles as of yet.
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5. New items for discussion/action:

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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.
--Building use for graduation party…Trish McIntosh—approved for May

Personnel/Workmans Comp:

Additions: *Matthew Klawitter(explorer), Jordyn Palmer(explorer), Kyle Gregory*

Removals: *James Wiechmann, Tacy McMillin, Cole Kosmala*

Fire Chief or Representative

District President or Representative

BOX ELDER RURAL FIRE PROTECTION DISTRICT TREASURER'S REPORT 17 March 2025		
Beginning Savings Balance		$662,743.13
Income		
Meade County (Feb)	$1,897.91	
Interest	$1,367.40	$3,265.31
Expenses		
Claims		($31,631.55)
Transfer Out—BudFunds		($2,483.23)
Ending Savings Balance		$631,893.66
Checking Balance		$748.38
Contingency & Improvement Fund	$81,602.69	
WREA	$300.00	
Interest	$122.07	$82,024.76
Budgeted Funds:		
New Truck Fund	$389,941.61	
Interest	$818.83	$390,760.44
Communications Fund	$47,861.51	
Interest	$100.50	$47,962.01
Training Aids Fund	$17,429.92	
Interest	$36.60	$17,466.52
Firefighting Tools Fund	$35,838.21	
Interest	$75.26	$35,913.47
EMS Tools Fund	$9,767.91	
Interest	$24.40	$9,792.31
SCBA Fund	$51,253.27	
Interest	$107.63	$51,360.90
Office Technology Upgrade Fund	$13,430.35	
Interest	$28.20	$13,458.55
Personal Protective Equipment Fund	$41,181.91	
Interest	$86.48	$41,268.39
Building/Property Fund	$275,196.25	
Interest	$577.88	$275,774.13
Highmark Membership Account		$25.46
CD 000325580-300	$113,831.75	
Interest	$267.21	$114,098.96
Cash Balance This Date		$1,712,547.94
Warren Saffry Secretary-Treasurer		