

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

16 May 2023

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

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

The minutes of the 17 April meeting were approved as read. The treasurer's report showed a balance of \$3,000.00 in checking account, \$493,346.12 in savings account.

The following bills were presented:

Box Elder FD:

Black Hills Muster—EMS (Mellen)	\$ 108.55
Black Hills Muster—Fire Discipline (Ehnert).....	\$ 55.20
Black Hills Overhead Doors—service & repair Bay 3 door	\$ 275.51
Box Elder Hardware—hardware	\$ 7.62
Box Elder Hardware—hardware	\$ 1.43
Box Elder Hardware—hardware	\$ 9.99
Box Elder Hardware—hardware	\$ 10.82
Dakota Battery & Electric—replacement exterior light switches for E6-1	\$ 72.52
ESO Solutions—Emergency Reporting Fire Package software.....	\$ 1,633.00
JD Palatine—background checks (2)	\$ 7.90
Life-Assist—medical supplies.....	\$ 197.95
MacQueen Emergency—SCBA mask replacement straps.....	\$ 274.48
Patriot Fire & Safety—install pressure transducer on T2-3	\$ 136.50
Payroll—full time—A. Kuenkel (1-30 Apr)	\$ 3,731.04
Payroll—part time—M. Emrich (1-30 Apr).....	\$ 691.74
Payroll—part time—M. Helgerson (1-30 Apr)	\$ 919.63
Payroll—part time—B-L Talaro (1-30 Apr)	\$ 592.92
Payroll—part time—B. Kuenkel (1-30 Apr).....	\$ 82.35
Payroll—part time—N Parish (1-30 Apr)	\$ 257.12
Payroll—part time—M. Kopp (1-30 Apr).....	\$ 247.05
Payroll—part time—G. Doney (1-30 Apr).....	\$ 435.61
Payroll—part time—C. Key (1-30 Apr).....	\$ 658.80
Payroll—part time—A. Musselman (1-30 Apr).....	\$ 369.72
Payroll—SD Retirement System: Employer/Employee Matching Contributions	\$ 524.50
Payroll—SD Retirement System: Employer’s Quarterly Contribution	\$ 492.61
Payroll—U.S. Treasury: Employer’s Federal Employer/Employee Tax 2023	\$ 2,749.84
Payroll—SD Rosebud LLC: payroll and employment reports	\$ 175.00
Power House—parts for Grasshopper mower and snowblower; fuel for gas saws	\$ 58.62
U.S. Postal Service—ship flashlights for warranty repair.....	\$ 17.10
Warne Chemical—annual weed spray.....	\$ 310.00
Century Business Products—copier base rate + overage	\$ 5.86
Kieffer Sanitation—refuse service	\$ 55.10
Menards—shop-, building-, personal equipment supplies	\$ 76.53
Menards—shop supplies.....	\$ 219.07
Menards—building supplies.....	\$ 45.90
Menards—building supplies	\$ 112.66

Menards—returns	\$ (73.84)
MIDCO Business—telephone/fax/video service.....	\$ 173.20
Montana-Dakota Utilities Company—natural gas	\$ 361.75
U.S. Postal Service—annual rent Box 1334.....	\$ 78.00
WEX (Global Fleet)—motor fuel	\$ 713.03
West River Electric Association, Inc.—electricity	\$ 463.85
Total	\$17,336.23

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

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

Old business: None.

New business: Workers’ Compensation List: No changes currently.

2024 Payroll Opt Out: The Department presented a proposed Payroll Opt Out resolution for \$226,576.71.

Motion was made by Jackson, seconded by Miller, to adopt this resolution. After much discussion, the vote was taken: Aye—Allen, Jackson, T. Kuenkel, Miller, Saffry, Thiele. Nay—none. Presiding—Fleming.

Absent—Gehrke, Newman.

West parking lot bids: Several have been received; more are expected. Motion was made by Miller, seconded by Allen, to table the matter until the June meeting. After discussion, all in favor.

There being no further business, motion was made by Thiele, seconded by Allen, to adjourn the meeting. All in favor, and the meeting was adjourned at 7:25 p.m.

Wanen Saffry
Secretary-Treasurer



BOX ELDER FIRE DEPARTMENT

120 Box Elder Road, Box Elder South Dakota
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15 May 2023

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

1. Calls/Training:	Calls YTD: 346	2022 YTD: 401
	April: 77	2022 Total: 1183
	Medical—49	2021 Total: 1120
	Fire—5	2020 Total: 971
	Fire/CO Alarms—9	2019 Total: 798
	Service/Good Intent—10	2018 Total: 728
	MVC—4	2017 Total: 737

Additional information on calls or other activities since last meeting:

- 2023 Mutual Aid requests—13; Mutual Aid received—5
- One structure fire in our area; out on arrival—involving car and garage

Training:

- Firefighter course—four more personnel have completed their SD FF Certification.
- Two personnel will be attending BH Muster courses this week
- Continued work on core skills.
- Planning underway for a fall FF Certification course.

2. Apparatus:

Truck replacement plan:

- Nothing to report.

Maintenance:

- Annual preventative maintenance with Josh from Olson’s Towing. Oil changes complete; **awaiting invoices.**

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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,** however no new issues either during cooler weather

4. Other miscellaneous items currently being worked:

- Future property for building 2nd station—**no significant progress**
 - 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...pump has arrived; Hofer will install.**
- 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:

- We will be losing a couple of our part-time employees. Interviewing now for replacements.

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
- Local Boy Scout troop looking to use meeting room—awaiting application

Personnel/Workmans Comp:

Additions:

Removals:



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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
16 May 2023

Beginning Savings Balance		\$509,036.04
Income		
Pennington County (Mar)	\$7,031.67	
Interest	\$144.00	
Transfer in—C&I	\$5,855.15	\$13,030.82
Expenses		
Claims		(\$26,791.65)
Transfer out—C&I		(\$1,150.00)
Transfer out—Budgeted Funds		(\$779.09)
Ending Savings Balance		\$493,346.12
Payroll Earmarks	(\$77,035.51)	\$416,310.61
Checking Balance		\$3,000.00
Contingency & Improvement Fund	\$104,036.52	
Burlington FD, ND	\$1,150.00	
Patriot Fire & Safety	(\$5,855.15)	
Interest	\$12.95	\$99,344.32
Budgeted Funds:		
New Truck Fund	\$380,493.92	
Truck fund opt out	\$779.09	
Interest	\$109.58	\$381,382.59
Communications Fund	\$34,265.21	
Interest	\$9.85	\$34,275.06
Training Aids Fund	\$15,208.43	
Interest	\$4.37	\$15,212.80
Firefighting Tools Fund	\$34,141.29	
Interest	\$9.81	\$34,151.10
EMS Tools Fund	\$7,371.75	
Interest	\$2.18	\$7,373.93
SCBA Fund	\$50,025.27	
Interest	\$14.38	\$50,039.65
Office Technology Upgrade Fund	\$9,488.51	
Interest	\$2.73	\$9,491.24
Personal Protective Equipment Fund	\$66,244.50	
Interest	\$19.04	\$66,263.54
Building/Property Fund	\$161,073.66	
Interest	\$46.29	\$161,119.95
Highmark Membership Account		\$25.46
CD 000325580-300	\$108,676.33	
Interest	\$61.64	\$108,737.97
Cash Balance This Date		\$1,463,763.73
 Secretary-Treasurer		

