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

18 November 2024

The meeting was held at the Box Elder Fire Station. President Fleming called the meeting to order at 6:31 p.m. Present were Boomsma, Gehrke, T. Kuenkel, 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 Boomsma, to approve the agenda as presented. All in favor.

The minutes of the 21 October meeting were approved as read. The treasurer's report showed a balance of $1,989.57 in checking account, $630,040.54 in savings account.

The following bills were presented:

Box Elder FD:

AC/DC Automotive—LOF for U-7	$ 109.95
Affordable Automotive—LOF for R-9	$ 165.00
Bound Tree—EMS supplies	$ 42.00
Bound Tree—EMS supplies	$ 139.11
Dakota Battery & Electric—battery for R-9	$ 314.56
First Thunder Fire—firefighter/equipment support	$ (6,150.69)
Freedom Tire—mount & balance tires for E1-2 (6)	$ 2,921.96
Harvey's Lock & Security—monthly door system fee	$ 45.00
Intuit QuickBooks—District account access	$ 37.17
Kelly Gulch Fire—firefighter support	$ (701.44)
MacQueen Equipment—4-gas oxygen sensor replacement	$ 379.75
Musselman Fire Support—firefighter support	$ (3,952.70)
Payroll—full-time + $250.00 stipend—A. Kuenkel (1-31 Oct)	$ 3,729.99
Payroll—part-time + $500.00 stipend—M. Emrich (1-31 Oct)	$ 557.04
Payroll—part time + $100.00 stipend—M. Helgerson (1-31 Oct)	$ 1,912.61
Payroll—part time—A. Carris (1-31 Oct)	$ 593.61
Payroll—part time—N. Koistinen (1-31 Oct)	$ 306.55
Payroll—part time—K. Lee (1-31 Oct)	$ 498.25
Payroll—part time—J. Gutierrez (1-31 Oct)	$ 573.76
Payroll—SD Retirement System: Employee Retirement Contributions	$ 942.30
Payroll—SD Retirement System: Employer/Employee Matching Contributions	$ 48.26
Payroll—U.S. Treasury: Employer's Federal Tax	$ 2,791.31
Payroll—in-state fires—A. Musselman	$ 3,652.58
Payroll—in-state fires—R. Ehnert	$ 190.90
Payroll—in-state fires—M. Helgerson	$ 91.32
Payroll—in-state fires—J. Gutierrez	$ 1,884.36
Payroll—in-state fires—J. Ward	$ 2,277.79
Spartan Fire USA, Inc.—thermal relief valve for E1-2	$ 520.25
Telegraph Fire—firefighter support	$ (361.45)
Vigilant Business Solutions—drug tests (6)	$ 339.00
Ward/Gutierrez Fire Support—firefighter support	$ (4,698.88)
Water Tower Fire—firefighter/equipment support	$ (836.84)
Zoro.com—shop supplies	$ 163.13
Box Elder VFA Grant 2024	$ (7,000.00)
Boot Barn—Fireman Logger Boots (1 pr.)	$ 1,599.90

Cascade Fire Equipment—Hand Primer (2)	$	285.00
FEDMALL (SD Wildland Fire)—Wildland PPE & equipment	$	8,553.30
Fire Safety USA—Bullard Wildland Helmet (10)	$	680.45
The Supply Cache—PPE jackets, fuel tags	$	2,118.32
Western Communications—portable radio headsets &earpieces	$	1,202.13
Century Business Products—base rate charge + overage (Oct)	$	11.68
Kieffer Sanitation—refuse service	$	67.38
Leavitt Heartland Insurance—District insurance policy 2025	$	16,772.00
MIDCO Business—communications services	$	182.84
Menards—shop supplies, f/f training supplies	$	26.42
Montana-Dakota Utilities Company—natural gas	$	65.66
SD Rosebud LLC—May-June entries of bills and bank reconciliations 2024	$	422.10
WEX Bank (Global Fleet)—motor fuel	$	615.31
West River Electric Association, Inc.—electricity	$	79.24
Total	$	34,207.24

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

Emrich presented the November Department report (attached).

Old business: Operating Rule 32a.2(a). (Wildland Support Payment): Motion was made by Gehrke, seconded by S.R. Miller, to table this matter. All in favor.

New business: Workers' Compensation List: At request of the Fire Chief, motion was made by T. Kuenkel, seconded by Gehrke, to appoint Aaron Hutcherson, Amy Caringi-Hall, and Kyra Backus to the Department as of 18 November 2024 and to revoke the appointment of Ian Galloway, also as of 18 November 2024. All in favor.

A. Kuenkel has resigned his full-time position as Department Coordinator as of November 1. In lieu of accumulated leave time, motion was made by S.R. Miller, seconded by Boomsma, to pay his full-time salary plus officer stipend for November and December. After discussion, all in favor.

There being no further business, motion was made by Boomsma, seconded by Gehrke, to adjourn the meeting. All in favor, and the meeting was adjourned at 6:51 p.m.

Warren Saffry

Secretary-Treasurer

BOX ELDER FIRE DEPARTMENT

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

18 November 2024

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

1. Calls/Training:

Calls YTD: 995	2023 YTD: ~935
October: 79	2023 Total: 1059
Medical—47	2022 Total: 1183
Fire—6	2021 Total: 1120
Fire/CO Alarms—9	2020 Total: 971
Service/Good Intent—11	2019 Total: 798
MVC—6	2018 Total: 728

Additional information on calls or other activities since last meeting:
- 2024 Mutual Aid requests—54; Mutual Aid received—28
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Training:
- Five personnel completed National Fire Academy, Incident Safety Officer course
- Basic wildland training course will start in December with us and Rapid Valley hosting. We will have 4-5 personnel attending this course.
- Certified firefighter course will start in January again hosted by us and Rapid Valley.

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

3. Building and Grounds:
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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 is meeting again; trying to get some forward movement.
- ISO rating; retrogression. Our plan has been received and approved with quarterly checkups.
  --We continue to work on updating our training documentation and pre-plan information.
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5. New items for discussion/action:

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6. Building use applications:

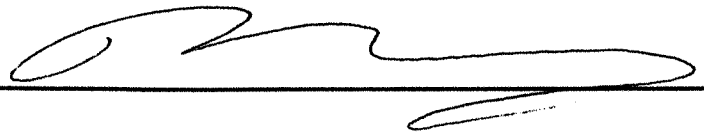
--Cub Scouts using meeting room; 1st Thursday of month. Some other use as coordinated.
--Boy Scout Pack 28; Sunday evenings 5:30 to 7pm.
--Building use for graduation party…Trish McIntosh

Personnel/Workmans Comp:

Additions: *Aaron Hutcherson, Amy Caringi-Hall, Kyra Backus*

Removals: *Ian Galloway*

Fire Chief or Representative



District President or Representative

BOX ELDER RURAL FIRE		
PROTECTION DISTRICT		
TREASURER'S REPORT		
18 November 2024		
Beginning Savings Balance		$658,114.36
Income		
Interest	$1,510.07	
Expenses		
Claims		($29,220.96)
Transfer Out—Budgeted Funds		($362.93)
Ending Savings Balance		$630,040.54
Checking Balance		$1,989.57
Contingency & Improvement Fund	$81,068.63	
Interest	$134.27	$81,202.90
Budgeted Funds:		
New Truck Fund	$294,098.69	
Truck Fund Opt Out	$362.93	
Interest	$685.91	$295,147.53
Communications Fund	$41,484.77	
Interest	$96.63	$41,581.40
Training Aids Fund	$16,284.58	
Interest	$37.93	$16,322.51
Firefighting Tools Fund	$28,573.34	
Interest	$66.56	$28,639.90
EMS Tools Fund	$8,675.24	
Interest	$24.00	$8,699.24
SCBA Fund	$40,874.40	
Interest	$95.21	$40,969.61
Office Technology Upgrade Fund	$11,326.82	
Interest	$26.38	$11,353.20
Personal Protective Equipment Fund	$40,149.23	
Interest	$93.52	$40,242.75
Building/Property Fund	$214,198.41	
Interest	$498.95	$214,697.36
Highmark Membership Account		$25.46
CD 000325580-300	$112,665.45	
Interest	$292.81	$112,958.26
Cash Balance This Date		$1,523,870.23
Warren Saffry		
Secretary-Treasurer		