

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

15 July 2024

The meeting was held at the Box Elder Fire Station. President Fleming called the meeting to order at 7:15 p.m. Present were Boomsma, Gehrke, T. Kuenkel, S.D. Miller, S.R. Miller, and Saffry. Also present were Assistant Fire Chief Gleason and Department Coordinator A. Kuenkel.

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

The minutes of the 17 June meeting were approved as read. The treasurer's report showed a balance of \$1,395.96 in checking account, \$683,300.04 in savings account.

The following bills were presented:

Box Elder FD:

A&B Welding Supply—fill O ₂ cylinders (3).....	\$ 33.08
Amazon—EMS-, office supplies	\$ 71.71
Best Buy—computer repair plan.....	\$ 194.99
Brown’s Small Engine Repair—repair Grasshopper ZTR mower	\$ 982.16
Dakota Supply Group—flush tube for toilet.....	\$ 62.93
Dunlap, Tom— meals during High Plains Fire Conference	\$ 168.00
Helgerson, Michael—meals during High Plains Fire Conference.....	\$ 168.00
Intuit QuickBooks—District online access.....	\$ 31.86
JD Palatine—cancel outdated background check	\$ 99.75
MacQueen —inline pressure gauge for L-4.....	\$ 467.35
MacQueen —leather helmet fronts (4)	\$ 431.56
Olson Towing—Preventive Maintenance Service for E1-1, E1-2, T2-3	\$1,265.79
Payroll—full time—A. Kuenkel + \$250.00 stipend (1-30 Jun).....	\$3,729.99
Payroll—part time—M. Emrich + 500.00 stipend (1-30 Jun)	\$ 571.04
Payroll—part time—B-L Talaro (1-30 Jun)	\$ 205.03
Payroll—part time—D. Severson (1-30 Jun).....	\$ 191.24
Payroll—part time—A. Carris (1-30 Jun).....	\$ 715.61
Payroll—part time—A. Musselman (1-30 Jun).....	\$ 306.55
Payroll—part time—M. Helgerson + \$100.00 stipend (1-30 Jun)	\$ 2,396.48
Payroll—SD Retirement System: Retirement Contributions	\$ 1,024.98
Payroll—U.S. Treasury: Employer’s Federal Employer/Employee Tax 2024	\$ 2,709.72
Pennington County Fire Service Board—2024 Grant	\$(2,500.00)
Vigilant Business Solutions—annual fee for professional services	\$ 100.00
Century Business Products— copier base rate + overage (Jun)	\$ 8.22
Kieffer Sanitation—refuse service.....	\$ 67.38
MIDCO Business—telephone/fax service	\$ 182.46
Montana-Dakota Utilities Company—natural gas.....	\$ 77.18
Rapid City Journal—paper statement fee for opt out	\$ 20.15
WEX Bank (Global Fleet)—motor fuel.....	\$ 824.86
Warren Saffry—Zieman trailer title/registration/plate fees	\$ 69.82
Warren Saffry—postage stamps (200).....	\$ 136.00
West River Electric Association, Inc.—electricity	<u>\$ 452.16</u>
Total	\$15,266.05

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

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

Old business: Memorandum of Understanding—still working.

New business: Workers' Compensation List: At request of the Fire Chief, motion was made by Gehrke, seconded by S.R. Miller, to appoint Richard Backus, Katlynn Wolf, and Nate Koistinen to the Department as of 15 July 2024 and to revoke the appointments of Gabe Doney and Bryan Shaw, also as of 15 July 2024. All in favor.

Motion was made by Gehrke, seconded by Boomsma, to change the start time of the monthly meetings to 6:30 p.m. After discussion, all in favor.

There being no further business, motion was made by T. Kuenkel, seconded by S.R. Miller, to adjourn the meeting. All in favor, and the meeting was adjourned at 7:31 p.m.

Wanen Saffrey
Secretary-Treasurer



BOX ELDER FIRE DEPARTMENT

120 Box Elder Road, Box Elder South Dakota
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15 July 2024

To: Box Elder Rural Fire Protection District Board

From: Box Elder Fire Department Chiefs

Re: Monthly Report

1. Calls/Training:	Calls YTD: 617	2023 YTD: 544
	June: 104	2023 Total: 1059
	Medical—67	2022 Total: 1183
	Fire—11	2021 Total: 1120
	Fire/CO Alarms—6	2020 Total: 971
	Service/Good Intent—18	2019 Total: 798
	MVC—2	2018 Total: 728

Additional information on calls or other activities since last meeting:

- 2024 Mutual Aid requests—31; Mutual Aid received—17
- Grassfires are picking up
- We have Water Warz event with Box Elder PD tomorrow evening at Liberty Center.
- Bandit Speedway continues to be supported.

Training:

- Training with the aerial continues; we have two personnel completing aerial portion of SD Driver/Operator course—two personnel past test.
- Continued training on .

2. Apparatus:

Truck replacement plan:

- Aerial equipment continues to come in—needed equipment in now all in place.

Maintenance:

- Annual maintenance/oil changes completed...still waiting for invoice from Olson's—**bill submitted**
- Eng 1-2 still waiting on primer pump; will be worked tomorrow, 16 July.
- Ladder 4 air conditioner went out; parts are on order
- Batteries went bad in Eng6-1; have been replaced
- Eng7-7 pump has developed a leak; will need to be disassembled to find actual problem

3. Building and Grounds:

- West parking lot—waiting on Savvy; came by today to look at additional pull through; **new quote**
- Grasshopper had to go in for ignition issue: Estimate for repair is—**complete, bill submitted**

4. Other miscellaneous items currently being worked:

- Future property for building 2nd station—
 - Other potential land available; 225th and 150th—**received phone call from 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...**Nothing new**.
- SD Wildland VFA grant--\$7000 matching—**awarded**
 - orders continuing, and equipment is arriving. Will submit as one project once all orders are completed and grant money is received.
- Annual testing of structure hose is well under way; one piece of 3” has failed so far

5. New items for discussion/action:

- ISO rating; retrogression.
- Annual budget coming due; do we want to meet prior to August or September meetings?
- Medical director requirement; with EMTs now falling under SD-Board of Medical and Osteopathic Examiners—new appointed Doctor is requiring a fee of \$1400 annually.

6. Building use applications:

- Scouts using meeting room; 1st Thursday of month. Some other use as coordinated.
- Boy Scout Pack 28; Sunday evenings 5:30 to 7pm.
- no new requests**

Personnel/Workmans Comp:

Additions: *Richard Backus, Katlynn Wolf, Nate Koistinen*

Removals: *Gabe Doney, Bryan Shaw*



Fire Chief or Representative



District President or Representative

BOX ELDER RURAL FIRE
PROTECTION DISTRICT
TREASURER'S REPORT
15 July 2024

Beginning Savings Balance		\$709,876.28
Income		
Pennington County (Jun)	\$10,471.74	
Meade County (Jun)	\$4,388.78	
Interest	\$1,577.77	
Transfer In— Budgeted Funds	\$3,189.64	\$19,627.93
Expenses		
Claims		(\$31,195.14)
Transfer Out— Budgeted Funds		(\$15,009.03)
Ending Savings Balance		\$683,300.04
Checking Balance		\$1,395.96
Contingency & Improvement Fund	\$80,542.37	
Interest	\$129.09	\$80,671.46
Budgeted Funds:		
New Truck Fund	\$277,887.23	
Truck Fund opt out (Mar)	\$606.51	
Truck Fund opt out (Apr)	\$13,371.71	
Truck Fund opt out (May)	\$1,025.81	
MacQueen Equipment	(\$2,406.50)	
Sign Express	(\$436.85)	
The Fire Store	(\$346.29)	
Interest	\$345.59	\$290,352.21
Communications Fund	\$41,107.66	
Interest	\$91.68	\$41,199.34
Training Aids Fund	\$16,136.60	
Interest	\$35.93	\$16,172.53
Firefighting Tools Fund	\$28,313.63	
Interest	\$63.12	\$28,376.75
EMS Tools Fund	\$8,582.14	
Interest	\$22.42	\$8,604.56
SCBA Fund	\$40,502.88	
Interest	\$90.30	\$40,593.18
Office Technology Upgrade Fund	\$11,223.86	
Interest	\$25.03	\$11,248.89
Personal Protective Equipment Fund	\$39,784.38	
Interest	\$88.61	\$39,872.99
Building/Property Fund	\$212,251.68	
Interest	\$472.98	\$212,724.66
Highmark Membership Account		\$25.46
CD 000325580-300	\$111,520.42	
Interest	\$280.49	\$111,800.91
Cash Balance This Date		\$1,566,338.94

Warren Saffrey
Secretary-Treasurer

