

Battle Creek Fire District

January 9, 2018 Regular Board Meeting Minutes

A regular meeting of the Battle Creek Fire Protection District Board of Directors was held on January 9th, 2018 (7:00 PM) at the Hayward fire station. Directors in attendance: Jim DeHaai, John Esposti, Butch Reeder, and Ray Summers. An agenda was distributed by Board President DeHaai.

Secretary's Report from the December 5th, 2017 meeting had been distributed earlier by email to each Director. Summers requested that his name be struck from the minutes and he was not in attendance. Motion by Esposti, and seconded by Reeder to accept as amended; motion carried unopposed.

No formal BCFD's Treasurer's Report was presented due to the absence of Van Sambeek and because the three districts' finances are not yet merged. Van Sambeek distributed the Pennington County 2017 Tax Levy Verification report as of 12/12/2017 for the Battle Creek Fire District indicating projected tax revenue for the year at \$351,218.96. The BCFD accounts have been initiated at the bank awaiting signature cards and latest minutes to complete the process.

Regarding the pre-merger audits, financial records have been turned over to Casey Peterson & Associates (CPA) for its pre-merger audit. Receipts and payable records random selections were made and additional information requested to the appropriate Department were requested and received by CPA staff where needed. The 12/31/2017 ending balance from each of the Districts was needed to complete the audit. The QUICKBOOKS templates will be completed by the CPA when the audit is completed.

Chief Johnson briefed that a public press release will announce a 1:00 P.M. press conference to be held on Saturday, 1/27/2018 at the Hayward Station and later that day at 3:00 – 6:00 P.M an open house at all three BCFD Stations.

The funds from each of the existing fire districts will be deposited in the BCFD account when the bank account has been finalized but not later than February 2018.

The Annual Meeting of the Battle Creek Fire District will be held at 7:00 P.M. on Tuesday, February 13, 2018 at the Hermosa School, Hermosa, South Dakota. Election of three directors will be conducted at the meeting, one from within each of the previous districts of Hermosa, Hayward and Keystone. Director nominations will be taken from the floor with the election to follow. DeHaai will be submiting the formal notification to the Hill City, Custer and Rapid City newspapers to be published not earlier than 14 days nor later than 7 days prior to the meeting.

DeHaai stated that he is in the process of completing the SD Dept. of Motor Vehicle form that will change the vehicle titles to establish the BCFD as owner of each fire vehicle. The real-estate titles will be addressed after this process is completed. Additionally, DeHaai is responding to a Pennington County required notification of long-term debt; the Hayward Station is the only qualifying debt for the district.

The merits of making the station fire halls available to public groups and organizations was discussed and encouraged. The Hayward Station is the most appropriate venue for meetings and events; the Point of Contact for coordinating and scheduling is Matt Roder.

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Chief Paul Johnson provided an update from the department. Fire vehicle inspections revealed three vehicles in need of maintenance to bring them to acceptable standards and requested authorization to proceed. After discussion, a motion was made by Esposi and seconded by Reeder that: ***“the department will obtain estimates for the repairs of vehicles Keystone 13, Tender 26, Brush 63 and other critical equipment and report that amount to the BCFD Board for an email approval; the funds would come from district funds”***. The motion carried. The Chief stated that the Hermosa Station is operational and that “the transition is working well”. The Chief requested that the board go into Executive Session, a motion was made, seconded and approved. A subsequent motion, seconded and approved to come out of Executive Session was made. The Chief presented a document from the South Dakota Wildland Fire Agency for the designation of the negotiating agent from the BCFD for this purpose; a motion from Summers, seconded by Reeder to ***authorize Chief Paul Johnson to negotiate the BCFD Fire Management Agreement with the South Dakota Wildland Fire Agency***” was made, the motion carried.

DeHaai polled the directors if they had any additional comments/inputs, there were none. Reeder requested to go into Executive Session, a motion was made, seconded and carried. A subsequent motion to come out of Executive Session was made, seconded and carried.

No other items brought forth for business. The next meeting will be held in conjunction with the Annual Meeting on Tuesday February 13, 2018 at 7:00 PM. Meeting adjourned at 8:45 PM.

Respectfully submitted,



Raymond D. Summers
Vice President

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