

Battle Creek Fire District

Minutes of the Annual Meeting

February 13, 2018 7:00 PM

Meeting called to order by Jim DeHaai in the Hermosa School gym with all six directors present, the Fire Chief, and 28 patrons (inclusive of at least 14 firefighters).

President DeHaai described the three director positions that were open for election (Ray Summers, Butch Reeder, and Dave CoFoid) because as charter directors they had just one-year terms. The other three charter directors (Jim DeHaai, Leo Van Sambeek, and John Esposti) started with two-year terms. Jim Lintz moved and Leo Van Sambeek seconded that the three incumbent Directors be re-elected by acclamation. A voice vote was called and the motion carried unopposed.

DeHaai called for nominations for officer positions for the Board of Directors. CoFoid and Summers moved and seconded to reelect Jim DeHaai as President. Similarly, Reeder and Summers moved and seconded to reelect John Esposti as Vice President. CoFoid and Esposti then moved and seconded that Leo Van Sambeek be reelected Secretary-Treasurer. Each of the three motions passed without opposition, although the respective nominees abstained from voting.

Being as this is the District's first Annual Meeting, there were no minutes to read or approve.

Treasurer Van Sambeek had distributed a financial assets summary before the meeting. The Balance Sheet as of February 13th, 2018 shows:

Combined Checking Accounts (BCFD and individual districts)	\$334,846.21
Hermosa Certificates of Deposit (March and June 2018 maturities)	\$122,319.00
Prepaid Fire Department operations allowance	\$ 56,037.77
Keystone Contract Fire Balance	<u>\$105,003.37</u>
Total	\$618,206.35

A Tax Levy report for the BCFD from Pennington County as of December 12, 2017 was also circulated and is attached to these minutes. On the report, the "Overlapping County" is Custer County. The total valuation for tax assessment is \$351,218,956 and the tax levy is 1.000 mil/\$1000 for a total tax of \$351,218.96 for tax year 2017

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collected in 2018. All taxes are dedicated to the District's General Fund. Breakdowns on valuations by agricultural, owner-occupied, municipal, municipal other, commercial, and utilities are shown on the attachment.

Discussion was held on the feasibility of prepayment on the Hayward Fire Station loan from USDA and that the maximum mil levy (general fund and capital outlay combined) is 1.6 mil/\$1000 valuation.

DeHaai initiated a report on the progress of the consolidation of the three districts into the new BCFD. The consolidation became official on January 1, 2018; however, many of the financial accounts still retain some funds within the individual districts until all their pre-January 1st bills are paid. Esposti reported that Hayward's status as a domestic, non-profit corporation has officially been merged into the BCFD according to the Secretary of State's office. The Hayward funds should be transferred to the District by the end of February. Hermosa has transferred the majority of its funds, but has kept enough back to pay for the remodeling done for dormitory quarters at the station. The un-mature CDs will be transferred when they can be cashed without penalty or loss of interest. Keystone has already transferred its operating funds and will transfer its contract-fire funds by the end of February.

Fire Chief Paul Johnson was called upon to report on the status of the District's firefighting capabilities. He touched on many topics including:

- The 2- year process for forming the new district by merging the three districts
- The size of the district is huge (about 60 miles from Cheyenne River to Mt. Rushmore). Hermosa Station is near the center in terms of response distance.
- Co-responding to calls by all three departments had occurred for about 1-year before the official merger. This cooperation beforehand certainly helped smooth the merger and transition to new leadership.
- Simultaneous paging now occurs to each of the District's three station so resource balancing is more appropriate, particularly on Mutual Aid calls
- The first on-duty staffing of the Hermosa station began in August because of the extreme fire danger at that time, similarly was used some between the middle and end of October, and then began 12 hours/day staffing in December.
- Since January 1, 2018 both the Keystone and the Hermosa stations are staffed 24/7 by two firefighters each. Typically these four people include 1 fulltime and 3 stipend personnel split between the two stations.
- Call response and availability of personnel since January 1 has been better than planned.

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- Between the three stations, the previous 28 pieces of equipment has been reduced to 19 pieces (equipment is defined as items identified on the insurance list).
- The 36 personnel on the three stations' pre-merger rolls has increased to 53 personnel counting new volunteers and stipend hires.
- Over 3,000 hours of un-compensated training was done by the District's personnel in the past year. Many of the firefighters are also certified by testing through the Western Dakota Tech program.
- BCFD will request a new ISO Fire Rating after about a year of operation so we have an adequate history for evaluation. Each homeowner is responsible for requesting their individual review of ISO rating and any insurance premium reduction.
- Steve Monteford was appointed as the District's social media coordinator
- Financial audits to close the books on the three individual districts is still on-going by Casey Peterson & Associates. Their work includes developing a QuickBooks template for efficient reporting of District expenses by station and for tracking assets.

Summers iterated that the forming of the Battle Creek Fire District is a good news story. The District has good leadership, professional volunteers, and full-time staffing of two stations. Accomplishing the transition of three into one was smooth and something to be proud of.

The next regular meeting of the Directors will be in Hayward Station on April 10 at 6:00PM.

Motion by Summers and second by Reeder to adjourn. Hearing no objection, DeHaai adjourned the meeting.

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