

Battle Creek Fire District

A regular meeting of the Battle Creek Fire Protection District was held on August 15th, 2017 (7:00 PM) at the Hayward fire station. All directors were in attendance, including Jim DeHaai, John Esposti, Butch Reeder, Ray Summers, Dave Cofoid, and Leo Van Sambeek. The agenda had been prepared and was distributed by Board President DeHaai.

Secretary's Report from the July 25th, 2017 meeting was distributed earlier by email and in hard copy at the meeting. Motion by Summers and second by Cofoid to accept the minute; motion carried unopposed.

There was no formal Treasurer's Report because the district's finances are not yet merged. The Hermosa District's balance is approximately \$287,000 as of mid-July; Keystone District's balance is \$127,000 with another \$25,000 invoiced for contract fire; and Hayward District's balance is approximately \$120,000.

John Esposti reported the Hayward Fire Station loan with USDA has an annual payment of \$20,402 on the original principal of \$389,200 at 4.25% annual interest rate. The loan can be pre-paid without penalty. A series of paperwork needs to be submitted to USDA in order to transfer the loan to BCFD.

Forty-two volunteers are on the rosters for the three fire stations.

The proposed budget for year 2018 was discussed. The most significant change is that the FICA and state retirement costs are included in the personnel costs. Also, the ½-time Fire Chief is now included for \$12,000 in the 9.5 stipend personnel cost. The budget totals \$359,000. Motion by Van Sambeek with second by Cofoid to submit a tax mil-levy request for a total of 1.00 mil divided as a capital outlay mil-levy as necessary to collect \$20,402 (Hayward building payment) and the remainder of the 1.00 mil for general fund (operating). The motion passed unopposed. The understanding was that this tax request will collect approximately \$338,000. The remainder of the budget will need to come from contract firefighting. The average contract firefighting net income for the past few years is \$60,000 per year, but one year was as high as \$300,000.

Went into executive session to discuss advertising for and hiring the District's Fire Chief. After the executive session, motion by Summers and second by Reeder: Moved to develop a job description for District Fire Chief and post at each of the three fire stations. Compensation at \$1,000/month plus an incentive based on the income from contract firefighting equipment rental, up to a maximum incentive of matching the annual salary. The Fire Chief's out-of-district assignments not to accrue to more than 30 days per year. Motion passed unopposed.

Motion by Cofoid and second by Summers to adopt the resolution attached to these minutes selecting Great Western Bank as the depository for BCFD. Two accounts to be set up; one for tax-related income and expenses and one for contract-firefighting income and expenses. Debit cards will be used with both accounts to facilitate accounting.

Van Sambeek reported that a representative from Casey Peterson & Associates (Ms. Deidra Budahl) has agreed to come at no expense to BCFD's next meeting to discuss options for pre-merger audits of the each of the three districts and the three fire departments.

A limited discussion of the unsigned agreement proposed by Department of Interior for fire and emergency services at Mt. Rushmore. Currently, DOI send "in-lieu of taxes" payments to Pierre who sends some dollars to Battle Creek Fire District -- P.O. Box 675 -- Keystone, SD 57751

Email: BattleCreekFD@yahoo.com

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EIN: 82-248-1697

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Pennington County, but none are ever paid to the fire district. A letter will be prepared for the county commissioners describing that some of the in-lieu money must come to the district to compensate for the expenses incurred. A Board Director may also need to attend a commissioners' meeting.

No other items brought forth for business. After discussion of dates, September 14th, 2017 was set for the next Board meeting.

Meeting adjourned at 9:30 PM.

Respectfully submitted,

A handwritten signature in black ink, reading "Leo L. Van Sambeek". The signature is fluid and cursive, with the first name "Leo" and last name "Van Sambeek" clearly legible.

Leo L. Van Sambeek
Secretary
24 August 2017

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Proposed 2018 Budget For Battle Creek Fire Protection District

05 August 2018

Personnel

3 Full Time Equivalents	\$ 93,676
9.5 Stipend Equivalents	\$171,810
Total	\$265,486

Operations

Building Maintenance	\$ 4,500
Apparatus Maintenance	\$ 8,000
Utilities	\$ 16,000
Training, Education	\$ 5,000
Fleet Fuel	\$ 8,000
Equipment Certification (3rd Party)	\$ 5,000
R & R Equipment	\$ 6,500
Insurance	\$ 20,000
Debit Service	\$ 20,500
Total	\$ 93,500
Grand Total	\$358,986

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By unanimous approval, the Directors of the newly-formed Battle Creek Fire Protect District (BCFD) adopted the following resolution at its meeting the evening of August 15th, 2017.

RESOLVED that the Treasurer of Battle Creek Fire District is authorized and directed to establish two checking accounts with Great Western Bank, Rapid City, South Dakota and to deposit the funds of the organization therein. The following individuals shall have authority to endorse and make deposits, sign checks, withdrawal funds, and otherwise operate the account on behalf of the organization:

Jim DeHaai, President, 12990 Old Hill City Rd, Keystone, SD 57751

Leo Van Sambeek, Secretary/Treasurer, 381 Fairgrounds Place, Hermosa, SD 57744

One account will be used exclusively for tax receipts and expenditures related to the operation and capital expenditures of the BCFD. The second account will be used for income and expenditures related to contracted fire-fighting. The two accounts will be linked to allow electronic funds transfers, however, their deposited funds will be segregated.

I certify that this resolution was adopted by this organization and is now in effect. I certify that either person whose name and title appear above are authorized to establish accounts for this organization and operate each account.



Leo L. Van Sambeek

Secretary

24 August 2017

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