

Battle Creek Fire District

Minutes of Annual Meeting

March 3, 2020

Annual Meeting of Battle Creek Fire District called to order at 6:13 PM by Director Jim DeHaai in the Hayward Fire Hall with Directors Esposti, Cofoid, Summers, DeHaai, Reder, and Van Sambeek, Accounts Manager Garrett Dixon, Brad Lindblom representing BCFA, and several Firefighters and Patrons in attendance.

Election of Directors

Secretary Van Sambeek reported he had not received expressions of interest from any District patron in seeking a Director's position as result of the published legal notices.

Van Sambeek moved with second by Summers that the three incumbent Directors be nominated for re-election. On hearing no other nominations, motion by DeHaai and second by Summers that nominations be closed. Motion passed unanimously, Motion by Van Sambeek and second by DeHaai that the unopposed nominees be elected by acclamation. Motion passed unanimously and Butch Reder (Old Hermosa District), David Cofoid (Old Keystone District), and John Esposti (Old Hayward District) were re-elected as Directors.

Election of Officers

Motion by Reder and second by Cofoid that all current officers be re-elected as new officers. Motion passed unopposed.

Minutes of the 2019 Annual meeting, prepared by Director Esposti, were read by Van Sambeek. Summers moved with second by Reder to accept the minutes as presented.

Secretary/Treasurer Van Sambeek distributed and presented the 2019 Financials. Two significant items were the major purchases during the year and the almost total lack of contract fire proceeds. Van Sambeek also presented the Year-End Cash Statement (financials as of December 31, 2019) that he had sent to the respective County Auditors.

At the October 6th Regular meeting, the Directors adopted a 2020 District Budget of \$420,484 and a 2020 Fire Department Budget of \$417,982. The District Budget recognizes \$382,849 in tax receipts expected from Pennington and Custer Counties. The Fire Department budget will be funded with monthly payments of \$31,904 from District Account and \$3,136 from the Contract Fire account.

DeHaai reported that the USDA (which holds a note on Hayward Station building) requested a list of the Directors and a non-discrimination report for the Fire Department. This is in addition to their request for more information on the BCFD formation by merging the three districts.

End of the Annual Meeting and Beginning of Regular Business

Minutes of the January 9th Regular Meeting (as sent out by email) had a couple minor typos and a needed change that notes the \$6,400 paid toward BCFD's cost share on communications grant was

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actually paid by the Fire Department, not the District. [A reconciliation between the two accounts is needed or this matching money needs to be added to Department's 2020 budget.] Also, clarification was discussed that the Fire Chief's stipend of \$1,000 per month is not salary under the Federal Law as would affect overtime for salaried employees. Otherwise, minutes were approved as distributed.

Unfinished Business and Updates

DeHaai reported that he has signed the plat for subdividing the land around the Hayward Station that will allow the sale of a parcel to Southern Hills Water Association. The Pennington County Commissioners have already approved the plat. The purchase could be consummated in mid- to late-April and the sale proceeds will be used to pay down the USDA loan.

New Business

Dale Gadbois was the only applicant for the advertised Fire Chief position. Motion by Van Sambeek and second by Summers to appoint Dale Gadbois as Fire Chief for the District. Motion was unopposed.

Considerable discussion on the possibility for fireworks at Mt. Rushmore on July 3rd this year. Three public hearings are scheduled for March 9-11 for public input. There will likely be a "demand" on BCFD resources at the event by the Park Service or Forest Service.

Fire Chief's Report

Deputy Chief Dave Lindblom reported that he has been appointed to the Pennington County Fire Advisory Board, specifically its Budget Committee. The Board's current reserves are less than \$100,000, which is not enough to even maintain communications towers, let alone provide other services. The Board requires a fundamental change to spend less and take in more revenue to maintain reserves. An unlikely source of revenue is "payment in lieu of tax" moneys. An opt-out on the fire levy is being considered.

The \$4,000 BCFD was getting every other year will likely go instead to Fire Departments not supported by a fire district and with a large percentage of federal land (ergo, Silver City, Scenic, Quinn).

Discussion on foam purchased by Pennington County where the foam was not "appropriately used." Some Districts will get foam others will not – apparently some foam was "resold" on contract fires.

Legislative activity involves two items: 1) Attempts to set up a mechanism to collect for search and rescue costs in State and Federal parks/lands – an example being Hippy Hole rescues or lost hikers in Custer State Park; 2) a proposal that PTSD be declared an "injury" not an illness so it would consequently be covered by workmen's comp – likely no action until matter is studied over the summer.

Custer County Fire Advisory Board -- expressions of interest are being solicited from companies to perform the countywide study. Proposals will follow after an RFP is prepared.

Accounts Manager Garrett Dixon reported:

- That \$4,000 of County grant money was used to purchase five sets of PPEs for structural fires.

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- The Type 5 truck is out of Tom's Repair shop and is ready for radio and lights and lettering (this might take another couple week, but should be finished before fire season).
- The cascade trailer for the SBA bottles will be commissioned within a week or so.
- Repairs to Engine 1-6 will be paid by insurance. McQueen will have the truck in Minot for two weeks. To clean up the record on these repairs, motion by Cofoid and second by Summers to rescind the previously approved \$25,000 for Engine 1-6 repairs – passed unopposed.
- New pagers and handhelds are in hand and being programmed. Distribution to Firefighters is imminent. The new truck radios are, however, still on backorder. To clean up the record on this grant, moved by Summers and second by Reder to approve \$20,000 for any remainder of 10% match on this communications grant – \$6,400 was paid previously as first installment on our 10% match – motion passed unopposed.
- Generator in Keystone is mounted and ready to be wired. Plan is to surplus the 60kW generator (which is huge and heavy), but no formal action was taken.
- The 1992 Keystone ladder truck with a failed pump was declared surplus previously. Fire Department was charged with putting the truck on an online auction with a clear declaration of the non-working pump status.
- BCFD did not respond to Main Street fire in Hot Spring, because BCFD was just coming off their own structure fire within the district. Volunteer firefighters could respond to Hot Springs or man the District station(s) so stipend firefighters could respond to the out-of-district fire. FC Gadbois has talked to volunteer firefighters about manning the stations so stipend firefighters can respond to future out-of-district fires.
- The need for additional Engine Bosses is being figured out. Garrett Dixon still needs some signatures to get this status.
- The District's 2019 workman's comp payment for out-of-state fires was approximately \$180.

Other Business

Cofoid reported that the drainage pan in Hermosa's asphalt driveway/parking lot is in dire condition. He will collect bids for digging, placing rock and rebar, and placing 13 yards of concrete.

The "missing" signage for the Hayward and Hermosa stations needs to be discussed with FC Gadbois.

Next Meeting

The next meeting was scheduled for April 21 at 6:30 PM.

Adjournment

Cofoid moved with second by Summers to adjourn – motion was unopposed and DeHaai declared the meeting over.

Respectfully submitted by Leo Van Sambeek, Secretary/Treasurer

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SUBSEQUENT ACTIONS BY THE DIRECTORS OUTSIDE THE REGULAR MEETINGS

Because of the Covid 19 lockdown and shelter in place decree Regular Meetings of BCFD were cancelled. Two actions of an urgent nature, however, were acted upon by Directors via email motions, discussions, and voting.

1. Engine 1-6 Tank Repair from an email discussion by FC Gadbois,

“To bring everyone up to speed, it [Engine 1-6] was picked up last month to go in for pump rebuild and a loaner left at Hayward in its place. Paul's point of contact at MacQueen, Carter, called yesterday and said they stopped work on the engine as they ran into an issue and wanted to give us an opportunity to fix an issue that may cost us down the road. The water tank in the engine is steel. From normal wear and tear, it has rusted, and the metal has become thinner and more brittle. Where the flanges go into the tank it has rusted and needs welding for the pump mounts. Right now all the plumbing is disconnected from the tank making it easy to replace the tank.

> We could do the welding, but I understand this will be a band aid and in a couple years costing a thousands in labor to disconnect everything again, remove and replace the tank. The proposal is a new poly tank. This needs to be custom made and takes about 4 weeks. They do not make the tank at MacQueen, so part of the time in the 4 weeks is the fab and delivery to them. The cost for the tank, labor, and delivery, is in the \$10k-\$12k range. This tank is in the 650 gal to 750gal range. A range because it is not known until measurements are complete to fab the new tank. The new poly tank has a lifetime warranty.

> I have been told the pump rebuild is covered by insurance, we would foot the bill for the new tank. The repairs on the engine stopped yesterday until they get word on what we decide. In theory, fingers crossed, this engine should last us many years once these repairs are complete.

> I do advocate for the replacement of the tank, but that is ultimately the district board decision on spending the money for the replacement. If you could please let me know in the next day or so how you want to proceed, that would be great so MacQueen can get back to work on the engine. Thank you and let me know if you have any questions,”

DeHaai made the motion in an email to all Directors, “To have MacQueen replace the steel tank with a poly tank with the expected expense of \$10-12,000.” This was second by VanSambeek. Email yes votes were sent by DeHaai, VanSambeek, Cofoid and Summers. Motion carried.

As a point of order, at our next meeting, we will need to decide which District account to pay for this repair. Most likely it will need to be from the Contract-Fire account unless we go into District reserves. There is sufficient money in both accounts.

2. VFA Grant -- FC Gadbois emailed the Directors the following information:

“Capt. Dixon and I submitted a grant request in April of this year. This was the Volunteer Fire Assistant (VFA) grant from SD Wildland Fire Division and is a matching grant up to \$5000. Capt.

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Dixon had taken inventory of our wildland equipment and PPE and identified shortages of both. I am pleased to announce we were selected to receive the grant. Our projected amount for the project is \$10,037.65. This means we will have a little over \$5000 out of pocket.

How this works, and I do not mean to insult your intelligence if you already know, is we pay for everything up front and keep the receipts and invoices for the purchases. When everything is purchased, we submit the paperwork to state wildland for reimbursement.

I must sign some paperwork to submit to state to accept the contract. I have attached the first two pages, which is the nuts and bolts of it, with the amount. What I need from the district board is a motion, second, and vote to accept the grant and give Capt. Dixon and I signature authority to act and purchase items on behalf of the district. I have attached this document as well. The documents are due back to the state no later than 30 Jun 2020."

DeHaai moved to accept the VFA grant and authorize Chief Gadbois and Capt. Dixon signatory authority to act and purchase Wildland Fire related items on behalf of the Battle Creek Fire District. The motion was seconded by Summers and passed by unanimous email vote of the Directors.

Respectfully submitted by Leo Van Sambeek, Secretary/Treasurer