

Battle Creek Fire Protection District

Minutes for Annual Meeting

February 29, 2024

There being a quorum, the annual meeting of Battle Creek Fire Protection District was called to order on February 29, 2024 at 6:32 PM by President Esposti in the Hayward Fire Hall with directors Leo Van Sambeek, Ray Summers, Levi Van Sambeek, Jack Bradt present; additionally, Fire Administrator Garrett Dixon also in attendance.

President's annual report:

John E. read a summary of significant events during the previous year. Of note were the establishment of a Ground Lease with the City of Keystone for the annual payment of \$1 for the use of the Keystone Fire Station and the finalization of the land transfer of the Hermosa Station to the Battle Creek Fire Protection District. Additionally, the completion of the purchase of 2.8 acres portion of district property to an adjacent neighbor, the proceeds going to paying down the principal on the USDA loan.

Nominations:

John E. called for nominations from the floor for three board positions. There were no nominations from the floor. The incumbents have offered to continue to serve. The two Keystone positions include a full term and partial term; a flip of the coin resulted in Jack B. accepting a one-year term and Casey M. with a two-year term. John E. and Levi V. would serve two-year terms. A motion to **approve this slate as members of the board** was made by Leo V. and seconded by Levi V. The motion passed.

Election of Officers:

John E. called for nomination for board officers. Ray S. nominated John as President, seconded by Leo; Levi nominated Leo V. as VP, seconded by Ray S.; Leo V. nominated Ray S. as Secretary, seconded by Levi; Ray S. nominated Levi V. as Treasurer, seconded by Jack B. A single vote for the slate of officers was called by John E., the election was unanimous. The Officers for 2024 are:

- John Esposti, President
- Leo Van Sambeek, Vice President
- Ray Summers, Secretary
- Levi Van Sambeek, Treasurer

Secretary Report: All members having received the November 30, 2023 meeting minutes in advance to the meeting a **motion to dispense with the reading of the minutes** was made by Leo V. and seconded by Levi V., the motion passed. Ray S. noted that an addendum was added to document an email motion and vote to amend the February 2023 minutes to correct the per acre offer to buy district property. A motion to approve the November 30, 2023 minutes was made by Jack B. and seconded by John E. to **approve the minutes to the November 30, 2023 meeting minutes**, the motion passed.

Treasurer Report: Levi V. provided a thorough report on end-of-year financial status of the district and fire department. In summary: at the start of the year on January 1, 2023 our cash balance was \$599,533.67, receipts for 2023 was \$591,097.19 and disbursement were (\$648,088.22), earned interest income of \$971.24 leaving our cash balance for the end-of-year on December 31, 2023 at \$543,513.88. The

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investment balance of at the end of the year is \$180,309.25 while one of the CDs in the amount of \$102,930.43 was redeemed to pay down the USDA loan. The loan balance was at \$149,189 at the end of the year; however, the proceeds of the Lakner land sale will reduce the principal an additional \$49,073 and with the payment made in January 2024 the loan balance will be approximately \$85,000. Levi submitted a district land valuation versus tax request analysis over the life of the district. The land assessed evaluation within the borders of our fire district in Pennington and Custer Counties has increased 188% and 211% respectively while our district tax request has increased by only 132%. In 2017 when the district was formed the mil levy was 1.0 and has decreased each year to 0.660 mil in 2023. A motion to **accept the 2023 end-of-year financial report was made** by Ray S. and seconded by Leo V., the motion passed.

Old Business:

- Regarding the sale of 2.75 acres portion of district property to Phil Lakner, Leo V. signed the closing documents to complete the sale; a total of \$49,073 was deposited which will go to pay down the principal of the debt on the USDA loan for the Hayward Station.
- The Hermosa Station land transfer to the BCFPD was completed.
- The Keystone Ground Lease has been finalized and the \$1 lease paid to the Town of Keystone.

New Business:

- There was no new business.

Fire Chief/Administrator Report:

Administrator Dixon:

- Garrett D. submitted an "Authority to Sign" state form for board approval. A motion by Ray S. and seconded by Leo V. was made **to authorized Garrett Dixon as Fire Department Administrator to sign**, the motion passed. President John E. signed the form.
- A total of 335 calls during 2023. A complete detailed report was submitted to the board with a break down by category.
- In the last 4 months an additional 11 volunteers are now available to cover shifts at the Keystone and Hermosa Stations.
- The board extended a thank you to the Fire Department for their support of the Electric Coop's chili feed, this is a great out reach for the department.
- The board also thanked the department for inviting the board members to the "Christmas" Party in January.
- John E. thanked the Fire Fighters for his recognition for his 50 years' service as a volunteer firefighter.

The next BCFD meeting will be the regular meeting and is scheduled for June 20, 2024 at 6:30 PM at the Hayward Station.

A motion **to Adjourn** made by Leo V. seconded by Jack B., motion passed; the meeting adjourned at 8:15 PM.

Respectfully submitted by Ray Summers, Secretary