

MINUTES OF THE REGULAR TOWN BOARD MEETING

The Board of Trustees of the Town of Buffalo met at the Town of Buffalo office at 6:00 PM on January 9, 2024. Trustees present were Traci Routier, Elizabeth Henderson, Sarah Sabo, and Larry Blankenbaker.

GUESTS: Karen Teigen, Kathy Glines, Judy Butler, Lyle DeCook, Rexene Till, Ashley Padden, and Brandon Padden.

President T. Routier called the meeting to order at 6:00 PM

AGENDA: Routier amended the agenda to switch the order of events and to add another temporary liquor license for Blossoms & Brew for February 17, 2024. A motion to approve the agenda was made by Sabo, 2nd Henderson. All approved – motion passed.

MINUTES: A motion made by Henderson, 2nd by Blankenbaker, to approve the minutes from the December 12, 2023 regular board meeting. All approved – motion passed.

BAR REPORT: None to report.

LAW ENFORCEMENT REPORT: None to report.

APPROVAL OF BILLS: Motion made by Henderson, 2nd by Sabo to approve the monthly bills. All approved – motion passed.

December payroll:

Public Works Supervisor, Finance Office -\$9,333.33, Dump attendant -\$1,080.00, Rec Center Cleaner -\$161.50, Attorney- \$3,666.64 Officials - \$871.50

December Bills:

US Bank – loan \$12,573.24; Badger Meter – Fees \$243.47; Buffalo Hardware – supplies, \$1229.36; Gunderson Trucking – services \$600.00; Elan Financial Services – Supplies \$1768.40; Grand Electric – utilities \$3506.93; NWSD Regional Landfill – services \$3237.30; Black Hills Pioneer – publishing \$57.61; Olson Fuels – fuel \$123.77; Metzger/Holcomb Animal Clinic – services \$250.00; Town of Buffalo – clinic utilities \$78.79; RDO Equipment – parts \$433.79; SDARWS – fees \$410.00; SD 811 – fees \$15.75; H&L Supervalu – supplies \$8.19; Town of Buffalo – postage/petty cash \$198.00; John Carter -services \$720.00; WRCTC – utilities \$274.16; Servall – services \$129.76; S&T Custom Plumbing – services \$495.00.

PUBLIC COMMENTS: none

AGENDA ITEMS:

Kathy Glines and Karen Teigen presented the board with \$2,500 of donations to go towards the \$2,900 outstanding bills of the cleanup on the Wester's property on Main St. They also asked if the board and Town of Buffalo would forgive the remaining balance. A motion made by Sabo, 2nd by Henderson to forgive remaining balance. All approved – motion passed.

Rexene Till discussed some concerns and improvements to be made to the ice-skating rink. Her family used the rink over Christmas and organized the skates, wrote skate sizes on the back of the skates, and cleaned up the building. She is proposing a storage system be built to organize

the skates, as well as get all new laces for the skates as the others are worn and some are missing. The board will look into the funds available in the Recreation account.

All three estimates were received for the 2005 Chevy Trailblazer. The estimated average is \$2,400. The Town of Buffalo will advertise in the Nation's Center News to accept sealed bids for the next meeting. A motion to approve estimated value was made by Blankenbaker, 2nd by Sabo. All approved – motion passed.

The resolution for the 2024 dump fees was tabled until next month.

The board reviewed the variance application that was approved by the Planning & Zoning Committee on December 19, 2023, for the 1985 trailer house that Ashley and Brandon Padden want to put in Buffalo. Judy Butler voiced concerns for the rolled roof of the trailer house. Ashley and Brandon Padden are planning on placing a faux peak over the rolled roof to prevent future issues of the roof. They will also finish replacing the siding, skirting, and doors. A motion was made by Henderson to approve the application, 2nd by Sabo. All approved – motion passed.

A checklist was presented to the board that was approved by the Planning & Zoning Committee at the December 19, 2023 meeting. The checklist is a guide to be utilized by the Finance Officer in making sure the correct steps are taken for each permit offered by the Town of Buffalo. A motion was made by Sabo to approve the checklist, 2nd by Henderson. All approved – motion passed.

Maps were presented to the board of various streets in Buffalo that are graveled; the goal is to curb & gutter/chip seal the remaining roads. Discussion was had about graveling and maintaining some of the roads before chip seal could occur. The board would like to look into grants and other ways to help compensate for the cost of this project. More discussion to be had.

Blossoms & Brew applied for a temporary liquor license for the Fireman's Ball on February 10, 2024 and for Mona Hight's birthday party at the Rec Center on February 17, 2024. A motion was made by Sabo to approve the temporary liquor licenses, 2nd by Blankenbaker. All approved - motion carried.

The amended appointment for Dusty Ginsbach for 2024 was reviewed by the board.

SALARIES: A complete list of all the salaries for all officers and employees of the municipal corporation shall be published with the minutes of the first meeting following the beginning of the fiscal year or within 30 days thereafter. SDCL 6-1-10. The Town of Buffalo, salaries for 2024 are as follows: Attorney - \$5,500.00/year, Finance Officer - \$49,000.00/year, Public Work Superintendent - \$63,000.00/year, Trustee - \$1,800.00/year, Restricted use Site Attendant - \$15/hr, and Rec Center janitor - \$17.00/hr.

The board will move the selection of officers to June, prior to the election.

A motion was made by Blankenbaker and 2nd by Routier to designate the Nation Center News as the official newspaper. Motion was approved by all.

A motion was made by Sabo and 2nd by Henderson to designate Pioneer Bank and Trust as the official financial institution. Motion was approved by all.

FOLLOW UP ITEMS:

Cornhole – Sarah Sabo talked to the Chamber about using their boards and bags. They have no issue with it. It was also discussed that groups within the school can serve concessions as well. No dates have been set for the cornhole league.

Executive Session: Motion by Blankenbaker, second by Sabo to enter executive session pursuant to SDCL 1-25-2(1) for personnel at 7:00pm. Motion carried. The board was declared out of executive session at 7:42pm.

MISC:

Elizabeth Henderson put together the 941 reports for the Town of Buffalo. She faxed and mailed the forms to the IRS on January 3, 2024.

ADJOURNMENT:

Being no further business, T. Routier declared the meeting adjourned at 7:42 PM. Motion to approve adjournment made by Henderson, 2nd Sabo. All approved – motion passed. The next regularly scheduled Board Meeting will be February 13, 2024, at 6:00 PM at the Town of Buffalo office.

SIGNED: /s/ Traci Routier
Traci Routier, President

ATTEST: /s/ Elizabeth Wilcox
Elizabeth Wilcox, Finance Officer