

## MINUTES OF THE REGULAR TOWN BOARD MEETING

The Board of Trustees of the Town of Buffalo met at the REC Center at 6:00 PM on January 10, 2023. Trustees present were Jeremy Humbracht, Elizabeth Henderson, Traci Routier, Sarah Sabo. The employee present was Erica Wagner as secretary.

GUESTS: Dusty Ginsbach, Melissa Breding

President Humbracht called the meeting to order at 6:25 PM

AGENDA: A motion to approve the agenda was made by Henderson, 2<sup>nd</sup> Sabo. All approved – motion passed.

MINUTES: A motion made by Routier, 2<sup>nd</sup> by Sabo to approve the minutes from the December 19, 2022, regular board meeting. All approved – motion passed.

BAR REPORT: No one present.

LAW ENFORCEMENT REPORT: Deputy Head was present earlier in the office to let us know he finished moving. He reported to an injured deer call, and a loose dog call.

APPROVAL OF BILLS: Motion made by Routier, 2<sup>nd</sup> by Sabo to approve the monthly bills. All approved – motion passed.

General payroll:

Public Works Supervisor, Finance Office-December wages-6889.71, Dump attendant-Dec wages-632.45, Rec Center Cleaner-Dec wages-167.65, EFTPS-Social Security, Medicare, Federal Tax Withholding-, SDRS-Nov contributions-1032.24, Sales Tax-Amazon-supplies-121.98, Badger meter-monthly fee-226.10, Black Hills Pioneer-Legal/advertising-182.11, Buffalo Hardware-supplies-672.84, Cardmember services (PB&T)-315.25, Grand Electric-4010.88, NWSL Landfill-3632.20, Olson fuels-62.02, Olson Propane-1398.95, SD Assoc of Rural Water Systems-annual fee-385.00, DANR-annual fee-350.00, Servall-64.88, Town of Buffalo-clinic utilities-78.10, Town of Buffalo-postage/petty cash-180.00, USA Bluebook-water supplies-234.47, WRCTC-phone & internet-302.82

### **AGENDA ITEMS:**

Election of officers: There was a motion made by Sabo for Routier to be made President, 2<sup>nd</sup> by Henderson. All in favor. Motion to nominate Henderson to be Vice President, was made by Sabo, 2<sup>nd</sup> by Routier. All in favor. The motion to designate NCN as our newspaper was made by Humbracht, 2<sup>nd</sup> by Henderson. All in favor. The motion to designate PB&T as our bank was made by Henderson, 2<sup>nd</sup> by Humbracht. All in favor. The motion to combine the election with the county and school was made by Humbracht, 2<sup>nd</sup> by Henderson. Henderson volunteered to be the Town of Buffalo representative for the Planning & Zoning board.

The condition of icy streets was discussed. Smith will be sanding at intersections and Main Street if/when we get more snow. Henderson brought up wanting to have more discussion in February about the idea of moving snow out of town, possibly to the dump, if/when we get more snow. It will be on February's agenda.

The roof corner of the museum got bumped by a semi using the alley. Smith made sure there wasn't much damage but wanted everyone to be aware of the situation.

Sarah Sabo brought the idea of a spay/neuter clinic for cats up. Sabo has been in touch with Sandra Holcomb in Spearfish, and it was decided to reimburse at \$100/trip to get cats

spayed/neutered. For more information, call the office or Sarah Sabo. The first vet trip will be done January 11, with 12 cats getting taken to Holcomb, with more following in February and March. Please call the office if you'd like to get your cat on the list.

Wagner brought to the board's attention that the front desk area of the office gets cold quickly. It was decided to get quotes from 2 different electricians about installing baseboard heat. New windows were also discussed, along with a keyless entry to the office. A request for proposals will be made for new window installations and finish work for both front windows.

The employee evaluation date has been set for January 24<sup>th</sup>.

**FOLLOW UP ITEMS:**

Buffalo Beautification-3 logos were brought to the table and discussed. Stay tuned for a new Town of Buffalo logo soon! Henderson brought up applying for a \$1000 grant to buy perennials, flowers, and planters this Spring/Summer. Having a day of service planting flowers around the town was discussed.

The new, black F150 for Smith was delivered on January 10. After a logo is decided, a magnet will be applied.

Discussion was held about organizing the ice rink building. Wagner will work on getting it organized. Discussion on lighting the rink better was brought up by Humbracht. He will look into different light options, as the rink is getting used a lot. Humbracht also brought up the need for children at play signs.

**MISC:**

Attorney Ginsbach brought up asking about the attorney contract. Wagner will work on getting a new contract drawn up. Ginsbach also brought up needing to get a deer depredation vote from the town. This topic will be on the February agenda.

It was discussed with Ginsbach about working up an agreement to present Brandon Wright about the Westers property. Humbracht made a motion to hire Attorney Ginsbach to draw up an agreement with Sabo 2<sup>nd</sup>.

January water bills will include a 4% increase. Routier asked Wagner to supply a list of water bills that have late payments.

**Executive Session:**

At 7:50 pm, Humbracht made a motion to go into Executive Session for personnel reasons, Sabo 2<sup>nd</sup>. At 8:29 the board was out of Executive Session.

**ADJOURNMENT:**

Being no further business Routier declared the meeting adjourned at 8:33 PM. The next special meeting is scheduled for January 24 2023. The next regularly scheduled Board Meeting will be February 14, 2023, at 6:00PM at the Town of Buffalo office.

SIGNED: /s/ Traci Routier  
Traci Routier, President

ATTEST: /s/ Erica Wagner  
Erica Wagner, Finance Officer

