

## MINUTES OF THE REGULAR TOWN BOARD MEETING

The Board of Trustees of the Town of Buffalo met at the Buffalo Town office at 6:00 p.m., January 11, 2022. Trustees present were Jeremy Humbracht, Elizabeth Henderson, Shaine Odell, and Andy Forsythe. Employees present were Erica Wagner as secretary.

GUESTS: Kathy Glines, and Mr. Kellen Willert, Attorney.

Vice President Humbracht called the meeting to order at 6:00PM

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

MINUTES: A motion made by Odell, 2<sup>nd</sup> by Henderson to approve the minutes from the December 14th, 2021, regular board meeting and the special board meeting on December 28th, 2021. All approved – motion passed.

BAR REPORT: No one present.

LAW ENFORCEMENT REPORT: No one present.

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

General payroll – Public Works Supervisor, Finance Office, Town attorney- December wages – 7474.00, Dump attendant – December wages – 519.71, Rec Center Cleaner – December wages – 166.23, SDRA – December contributions – 1002.12, EFTPS – Social Security, Medicare, Federal Tax Withholding – 1899.22, Propoint – fuel – 110.75, Olson Fuels – fuel – 262.03, Olson Propane – 2205.47, Badger Meter – monthly service fee – 226.10, Buffalo Hardware – supplies – 371.98, H&L – Supplies – 54.74, Servall – supplies – 86.88, Black Hills Pioneer – Legals/advertising – 167.91, Amazon – supplies – 225.62, WRCTC – phone & internet – 252.63, Town of Buffalo – clinic utilities – 73.44, Town of Buffalo – postage/petty cash – 174.00, Grand Electric – 1916.85, NWSD Landfill – 3454.00, SDRS – retirement fee -- \$29.02, SD811 – 45.80, USA Bluebook – 1114.60, Glines Electric – 1401.12, SDARWS – equipment rental – 150, SD Municipal League – mbershp – 40.00, SD Wastewater Association – mbershp -- 10.00, DC, Inc – 1506.21, Hawkins, Inc – 3360.03, Western Dakota Waste Solutions – tire disposal – 1690.00, Dakota Equipment Rental – 145.00, Verizon – 162.56, G&O Paper – 48.60, Board 4 Qtr pay -- \$277.05/person, Dump Fill ins -- \$102.32, Bowman Sales – 47500.00, PLC -- \$10848.65, DC INC – 1506.21,

APPROVAL OF MONTHLY FINANCIAL REPORT: A motion to approve the Financial Report was made by Henderson, 2<sup>nd</sup> by Odell. All approved – motion passed.

FINANCIAL REPORT:

General Fund -	507044.34
Receipts -	34370.80
Expenditures -	<u>81827.95</u>
Balance -	459587.19

Harding County Memorial Rec Center	(220.84)
Receipts -	26220.00
Expenditures -	<u>2964.67</u>
Balance -	23034.49
Bridge & Street Fund -	272683.82
Receipts -	0.00
Expenditures -	<u>0.00</u>
Balance -	272683.82
General Reserves -	275991.64
No Activity	
Liquor Fund -	38228.15
Receipts -	0.00
Expenditures -	<u>0.00</u>
Balance -	38228.15
Bar Improvement -	1642.52
No activity	
Water Fund -	46677.57
Receipts -	5591.07
Expenditures -	<u>13136.48</u>
Balance -	39132.16
Water Surcharge -	62170.40
Receipts -	5701.45
Expenditures -	<u>0.00</u>
Balance -	67871.85
Water Reserves -	30,000.00
No Activity	
Water Meter Deposits -	15311.65
Receipts -	0.00
Expenditures -	<u>0.00</u>
Balance -	15311.65
Sewer Fund -	47495.98
Receipts -	4079.35
Expenditure -	<u>1817.02</u>
Balance -	49758.31
Sewer Reserves -	78,281.25
No Activity	

Solid Waste Fund -	23286.04
Receipts -	4474.45
Expenditures -	<u>5868.36</u>
Balance -	21892.13
 Solid Waste Reserves -	.00
No Activity	
 Miscellaneous –	200.00
No activity	
 TOTAL FUNDS -	1433594.64
TOTAL ACCOUNTS -	1433594.64
CERTIFICATES OF DEPOSIT:	
METER DEPOSIT	1,000.00
METER DEPOSIT	1,000.00
GENERAL/STREETS	30,000.00
GENERAL/STREETS	10,000.00

#### **AGENDA ITEMS:**

Election agreement: Kathy Glines was a guest, explaining the election agreement between the county and town. Motion to approve to combine was made by Henderson, 2<sup>nd</sup> by Odell. All in favor.

Mr. Kellen Willert was a guest, introducing himself to everyone, and helping guide our meeting as our attorney, while Mr. Ginsbach is in Cuba.

Election of officers: There was a motion for Humbracht to be President made by Henderson, 2<sup>nd</sup> by Odell. All in favor. Motion to nominate Henderson to be Vice President, was made by Forsythe, 2<sup>nd</sup> by Odell. All in favor. Motion to designate NCN as our newspaper, was made by Henderson, 2<sup>nd</sup> by Humbracht. All in favor. Motion to designate PB&T as our bank was made by Forsythe, 2<sup>nd</sup> by Henderson. All in favor.

There was discussion on looking at table and chair carts for storing at the REC center. It was decided to get better measurements of REC center closet, and revisit this at the February meeting.

Motion to approve operating agreements for the #3, and Blossoms, along with liquor license renewals for both bars was made by Odell, 2<sup>nd</sup> by Henderson. All in favor.

Past due utility bill ordinance will be sent to Kellen Willert.

Motion to approve continuing to fund the clinic's utilities was made by Henderson, 2<sup>nd</sup> by Forsythe. All in favor.

Motion to approve transfer of funds and making an extra payment on our water loan was made by Forsythe, 2<sup>nd</sup> by Odell. All in favor.

#### **FOLLOW UP ITEMS:**

Mick and Jane Denzin

Dump inspection/carcass pit concern

Ice skating building organization

#### **MISC:**

Wester's house

Dump building

**ADJOURNMENT:** Motion to adjourn was made by Forsythe, 2<sup>nd</sup> Humbracht. Being no further business Humbracht declared the meeting adjourned at 8:05 PM. The next regularly scheduled Board Meeting will be February 8th, 2022, 6:00PM at the Town of Buffalo office.

SIGNED: /s/ Jeremy Humbracht  
Jeremy Humbracht, President

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