

MINUTES OF THE REGULAR TOWN BOARD MEETING

The Board of Trustees of the Town of Buffalo met at the Town of Buffalo office at 6:00PM on January 14, 2025. Trustees present: Sarah Sabo, Elizabeth Henderson, Traci Routier, Kelcee Vroman, John Klempel. Employees present: Jaylene Stirling, Dusty Ginsbach. Guests present: Randy Routier, BC Struble, Jae Stenerson.

President Sabo called the meeting to order at 6:01PM.

APPROVAL OF AGENDA: Motion made by Routier to approve agenda as is – second by Klempel. All approved, motion carried.

APPROVAL OF BILLS: Routier made a motion to approve bills – Sabo second. All approved, motion carried.

APPROVAL OF MINUTES: Henderson made a motion to approve the regular meeting minutes from December 10, 2024, and special meeting minutes from December 18, 2024.

LAW ENFORCEMENT REPORT: The Town of Buffalo Board of Trustees reviewed the activity log, Deputy Williams was present to let them know the braking sign North of town is gone, and he is looking into replacing that and that the dogs running loose in town is getting excessive and asked for a catch pole and gloves. The board advised Stirling to get him those. Deputy Williams is going to school March – June of this year. Deputy Williams had to leave due to being called out on an emergency.

BAR REPORT/LIQUOR LICENSES: Blossoms and Brew Buffalo Bar did provide a bar report this month noting their ice machine is still failing. The board asked Stirling to report to them what was discussed at the last meeting. Buffalo Volunteer Fire Department requested a liquor license for February 15, 2025, for the Fireman's Ball at the Harding County Memorial Rec Center. Vroman made a motion to approve with the contingency that they bring a copy of their insurance to the office before their event, Henderson second. All in favor, motion carried.

PUBLIC CONCERNS/COMMENTS: BC Struble was present to ask the board if they would consider paying some of his sewer line bill as they had to mess with the T at the main. The board let him know they will add this to the February meeting.

2025 SALARIES: Tabled to after executive session.

2025 ATTORNEY APPOINTMENT: Vroman made a motion to approve Resolution 01-2025 to appoint Dusty Ginsbach as the Municipal Attorney for the year 2025, Sabo second. Roll Call vote: Sabo – aye, Henderson – aye, Routier – aye, Vroman – aye, Klempel – aye.

2025 NEWSPAPER: Routier made a motion to approve Nations Center News as the official legal newspaper for the Town of Buffalo for 2025, second by Vroman. All in favor – motion carried.

2025 BANK: Vroman made a motion to continue to have Pioneer Bank & Trust be the official bank for the Town of Buffalo, Routier second. All in favor – motion carried.

2025 RATES: Discussion was held. Henderson made a motion to approve Resolution 02-2025 stating the rates for the Town of Buffalo, Vroman second. Roll call vote: Sabo – aye, Henderson – aye, Routier – aye, Vroman – aye, Klempel – aye.

2025 ELECTION DATE: Henderson made a motion that the official election date would be June 3, 2025, and will be held in conjunction with the Harding County School District election, Sabo second. All in favor - motion carried.

SKATING RINK: Discussion was held on complaints the office has received regarding things being left on the ice. A big thanks DC Inc for donating their time to help keep the skating rink smooth. Routier made a motion to have Stirling and Smith to get some signs hung at the skating rink making it clear the Town of Buffalo will not be held responsible for injury, incident, or lost items, Vroman second. All in favor – motion carried.

HARDING COUNTY MEMORIAL REC CENTER: Discussion was held. Vroman made a motion to have a coffee and cookies public input session on February 23, 2025, at 1PM at the rec center on ways to help narrow the gap between profit and loss, advertise via Facebook, Nations Center News, and flyers around town, Sabo second. All in favor – motion carried.

INSURANCE: Discussion was held on adding unscheduled property to be covered. Sabo made a motion to add them, Vroman seconded.

Resignation: Routier made a motion to accept Assistant Finance Officer Natalie Bassett's letter of resignation, Sabo second. All in favor – motion carried. Routier made a motion to advertise for a Deputy Finance Officer for at least two weeks, Henderson second. All in favor – motion carried.

FINANCE OFFICER REPORT: Discussion was held on the personnel manual needing to get redone, funding opportunities, memberships, training courses and overdue bills. Letters and red tags will be going out when bills are more than 30 days past due this year in accordance with Ordinance 02-2024.

PUBLIC WORKS REPORT: Smith was not present but had Stirling ask the board about charging for a service charge to fix broken meters, the Board of Trustees agreed that it is not necessary to charge a service charge.

EXECUTIVE SESSION: Routier made a motion for the Board of Trustees to go into executive session at 8:05PM to discuss SDCL 1-25-21, Henderson second. Sabo declared out of executive session at 9:11PM.

2025 SALARIES: Routier made a motion to approve the following pay rates for 2025, Henderson second. All in favor – motion carried. Public Works Supervisor – salary of \$69,300 (nonexempt status), Finance Officer – salary of \$51,450 (exempt status), Deputy Finance Officer - \$17/hour, Town Board Members: \$150 per month, \$75 for additional meetings attended, Dump Attendant: \$18/hour, Dump Fill In - \$15/hour, Rec Center Cleaner - \$17.50/hour.

Routier made a motion to adjourn the meeting at 10:02PM, Vroman second. The next regular meeting will be held February 11, 2025, at 6PM at the Town of Buffalo office.

Sarah Sabo, President

Jaylene Stirling, Finance Officer

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