

UNOFFICIAL MEETING MINUTES OF THE TOWN OF BUFFALO

The Board of Trustees of the Town of Buffalo met at the Harding County Memorial Recreation Center at 6:00PM on October 14, 2025. Trustees present: John Klempel, Brandon Schleuning, Jason Lindholm. Employees present: Jaylene Stirling, Ryan Smith. Guests Present: Deputy Williams, Elizabeth Henderson, Will Henderson.

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

Schleuning made a motion to approve agenda, Lindholm second. All approved – motion carried.

Lindholm made a motion to approve bills, Schleuning second. All approved – motion carried.

Schleuning made a motion to approve the minutes from September 9, 2025 and the special meeting minutes from September 15, 2025, Lindholm seconded the motion. All approved – motion carried.

LAW ENFORCEMENT REPORT: Deputy Williams had his activity log included in the meeting packet and was present to report that he is certified and gave an update on the crosswalks in town. The state is looking at getting updated signs currently.

BAR REPORT/LIQUOR LICENSES: Stirling included reports from September and October and updated the board that the 2026 liquor licenses are in and will be sent to the state within the next week. She will have a liquor license to be approved at the November meeting.

HC MEMORIAL REC REPORT: Stirling informed the board that they are planning to meet November 10, 2026, at 5PM to start planning some events for 2026, The public is welcome and encouraged to attend.

HC REC – HC SCHOOL: Stirling updated the wrestling contract to be \$125 per day based on previous discussions. Discussion was held and Lindholm made a motion to approve the contract, Schleuning seconded – all approved, motion carried.

REC MEMBERSHIPS/DONATIONS: Discussion was held on donations, the board asked Stirling to get a donation box and to table memberships to the March meeting.

PERSONNEL POLICY MANUAL: Schleuning made a motion to approve the updated personnel policy manual effective January 1, 2026, with the agreement that Smith will use all excess leave by the end of 2026, Lindholm seconded the motion. All approved – motion carried.

BAR CONTRACT: Discussion was held, Stirling informed the board that she had visited with them about upping the cost and air conditioning options budgeted for 2026. Schleuning made a motion to up the cost on the bar contract to \$8,000 per year, Lindholm seconded the motion. All approved – motion carried. Stirling will get Attorney Ginsbach to update the contract.

250th 4TH OF JULY: Klempel asked this be added to the HC Memorial Recreation meeting.

CROSSWALKS: Was addressed in the Law Enforcement Report.

PUBLIC CONCERNS/COMMENTS: None.

RESIDENTIAL VS COMMERCIAL CHARGES: Stirling brought a letter she had sent a resident regarding residential vs commercial charges. Schleuning made a motion that if in commercial property it should be billed as commercial unless someone is living there and has been agreed upon, Lindholm seconded the motion. All approved – motion carried.

2ND READING OF 2026 BUDGET: Lindholm approved the 2026 budget, Schleuning seconded. All approved – motion carried.

FEES AT REC FOR LEFT GARBAGE: Discussion was held, and it was decided if garbage is left to charge renter the cost of opening the dump which is \$40.

BLOCKING OF ALLEYWAYS: Norman Negaard had brought a complaint to Smith about the alley road from the Harding County Memorial Recreation Center to the Tipperary Motel, as it does not follow where the alley should be, it goes on private property. Henderson was there to make sure the board knew that they were not the ones to complain, but if they did decide to fence their property it would cause the alley to be blocked by people who have put things in the correct path of the alley. They will let them know if they decide to do that and the Town will address concerns at that time.

REC CENTER INVENTORY: Klempel wanted to know when inventories will be done, it was discussed that they will be done by the end of 2025. He is available to help if needed.

PUBLIC WORKS OFFICE: Klempel wanted Public Works Inventory added to being done by the end of 2025.

PUBLIC WORKS REPORT: Smith will be gone this Thursday and Friday.

FINANCE OFFICER REPORT: Stirling asked the board to please respect her time, text and call during business hours unless it is an emergency, she would prefer middle of the night texts no longer happen. Stirling brought a Crisis Track Training that will happen on October 29th at 1PM that her, Barb, and Smith will be attending. Past Due accounts were brought to the board's attention; they decided to have Stirling send letters to these accounts and give them until Monday at 8AM to make arrangements to pay or set up payment plans that will cover their bill each month plus at least \$10.

President Klempel adjourned the meeting at 6:43PM.

The next regular board meeting will be held on November 10, 2025, at 6PM at the Harding County Memorial Recreation Center.

Signed: _____
John Klempel, President

Attest: _____
Jaylene Stirling, Finance Officer