

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 March 12, 2024. Trustees present: Larry Blankenbaker, Cliff Claypool, Sarah Sabo, and Traci Routier. Employees Present: Ryan Smith, Dusty Ginsbach, and Jaylene Stirling.

GUESTS: Randy Routier, Deputy Cadet & Heath Page

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

Routier amended the agenda to add Equalization meeting date. A motion to approve the amended agenda was made by Sabo, 2nd Claypool. All approved – motion passed.

A motion made by Sabo, 2nd by Blankenbaker, to approve the minutes from the February 6, 2024, regular board meeting and February 6 & 15, 2024, special board meetings. All approved – motion passed.

Motion made by Sabo, 2nd by Blankenbaker to approve the monthly bills. All approved – motion passed.

February Payroll:

Public Works Supervisor, Finance Office -\$7856.88; Dump attendant -\$840.56; Rec Center Cleaner -\$173.74; Attorney- \$423.28; Board Members - \$833.94; SDRS – Retirement \$1150; EFTPS – Federal Withholding, Medicare, Social Security - \$464.33.

February Bills:

Badger Meter – Fees \$243.47; Buffalo Hardware – supplies, \$597.06; Elan Financial Services – Supplies \$2055.8; Grand Electric – utilities \$3802.99; NWS Regional Landfill – services \$3082.20; Black Hills Pioneer – publishing \$67; Black Hills Pioneer – publishing \$113.14 Olson Fuels – fuel \$112.95; Town of Buffalo – clinic utilities \$85.43; Town of Buffalo – postage/petty cash \$204; John Carter -services \$562; WRCTC – utilities \$271.71; Servall – services \$203.32; White's Canyon Motors – vehicle \$739.18; G&O Paper – supplies \$70.20; Olson Propane – propane \$3535.8; Heath Page – certified letter cost \$34.92; Metering & Technology Solutions - \$827.64; Immense Impact – website annual subscription \$665; SDPAA – insurance \$14,409.77; Amazon – supplies \$107.56; DC Inc. – Repairs \$6095.33; Glines Electric – HVAC work \$688.22; Julie Kammerer – transport \$200.

BAR REPORT: None.

LAW ENFORCEMENT REPORT: Deputy Cadet informed the Board of the equipment he requested and has received.

PUBLIC COMMENTS: None

NEW AGENDA ITEMS:

The Board of Equalization meeting will take place at the REC Center at 6pm on March 18, 2024.

The Board reviewed the recommendations made by the Planning & Zoning Committee regarding the Heath Page trailer. Motion made by Claypool, 2nd by Blankenbaker to approve the trailer with the stipulation the new siding, reroofing, and new skirting are completed a year from the approval.

All approved – Motion passed. Heath was required to file his application and send out certified letters twice prior to the Planning & Zoning meeting. This was through no fault of his own. Concerns of safety regarding his open basement were addressed. He stated there is a fence surrounding the hole. The Board gave Heath permission to push in his basement and fill the top with dirt.

Deputy Rent was tabled until after executive session.

Recreation was tabled until next month.

Routier sewer was addressed. At this time T. Routier recused herself and Sabo took over. R. Routier explained that the town's sewer does not come near his lots on 4th St. W. His options were to tie in at the intersection of Tipperary & 4th St. W. or Three Toes and 4th St. W. Routier asked the Board, if they would consider cover the cost of the additional 195 feet of digging that needed to be done to tie into sewer since there is a lack of town provided infrastructure in that area. Smith noted that the Town has never paid for any other sewer hookup. Claypool asked if the Town had any plans to add more sewer lines. Smith denied this unless there would be an addition of a subdivision, but mentioned Floyd's covered the cost of their sewer at the trailer park. Board denied Routier's request.

Servall has been sending bills monthly, but Ray Ginsbach noted the REC center had not received cleaning supplies for the past two months. Stirling will contact Servall regarding the bill and missing items.

Smith showed a map of the streets that will be chipped and sealed. A request for bids will be advertised in the Nation Center News.

Routier brought up a concern she received about the REC Center floor scrubber no longer cleaning appropriately. Smith will clean it and take it to Rapid City for servicing if needed.

The proposal submitted by Joe and Deb Long for labor to prep and wax the REC Center floor at a cost of \$3200 was read. Motion made by Blankenbaker, 2nd Sabo to have Longs do the REC Center flooring this summer, with the town purchasing the needed supplies. All approved – Motion passed.

Motion made by Claypool, 2nd by Blankenbaker to donate (2) \$75 baskets to Post Prom 2024.

Benefits earned/used/payback to be discussed in Executive Session.

Smith has looked into an apprentice program for summer help, but currently there are no programs which would be more beneficial to the Town than what is already available with summer help. Summer help must be at least 17 in order to drive a Town vehicle.

Stirling brought a list of supplies needed to be purchased and requested permission to purchase additional items to make the office more welcoming for both community members and those stopping in for information pertaining to the community. Motion by Sabo, 2nd Blankenbaker to give Stirling a \$5000 budget to complete her requests. All approved – Motion passed.

Training wage moved to executive session.

FOLLOW UP ITEMS:

Smith has fogged the ice rink building for insects.

MISC. ITEMS:

Stirling brought up an inquiry she received from a group associated with the University of Texas. On July 2, 2024, 26 bikers riding from TX to AK will be in Buffalo and need to be hosted. The Board discussed options but decided to pass this along to the Chamber.

Sabo notified Board about the cancelation of the open house at the REC Center for the Artemis House on March 6th. The person coming to speak is no longer employed there.

EXECUTIVE SESSION:

Motion by Sabo, 2nd Claypool to enter Executive Session at 7:02pm for personnel. All approved – Motion passed. The board was declared out of executive session at 7:44pm. Motion by Claypool, 2nd by Sabo to waive the \$1400 payment request of Deputy Cadet for overpayment of housing allowance.

Motion by Sabo, 2nd by Claypool to enter Executive Session at 7:46pm for personnel. All approved – Motion passed. The board was declared out of executive session at 8:14pm. Motion by Sabo, 2nd by Claypool to pay Finance Officer consultants \$18/hr training wage.

President Routier declared the meeting adjourned at 8:15pm.

ADJOURNMENT:

Being no further business, T. Routier declared the meeting adjourned at 8:15pm. The next regularly scheduled Board Meeting will be April 9, 2024, at 6:00 PM at the Town of Buffalo office.

SIGNED: /s/ Traci Routier
Traci Routier, President

ATTEST: /s/ Jaylene Stirling
Jaylene Stirling, Finance Officer