

## 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 March 14, 2023. Trustees present were Traci Routier, Elizabeth Henderson via phone, and Sarah Sabo. The employees present were Ryan Smith, and Erica Wagner as secretary.

GUESTS: Clifford Claypool, and Randy Routier

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

Motion to appoint Clifford Claypool to the town board of trustees was made by Sabo, 2<sup>nd</sup> by Henderson. All approved.

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

MINUTES: A motion made by Sabo, 2<sup>nd</sup> by Humbracht to approve the minutes from the February 14, 2023, regular board meeting. All approved – motion passed.

BAR REPORT: No one present.

LAW ENFORCEMENT REPORT: No one present.

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

General payroll:

Public Works Supervisor, Finance Office-March wages-6889.71, Dump attendant-March wages-671.23, Rec Center Cleaner-March wages-158.39, EFTPS-Social Security, Medicare, Federal Tax Withholding-, SDRS-March contributions-1100.00, Sales Tax-281.17  
Amazon-supplies-67.60, Badger meter-monthly fee-226.10, Black Hills Pioneer-Legal/advertising-12.23, Buffalo Hardware-supplies-109.12, Cardmember services (PB&T)-970.26, John Carter-bar repairs-337.00, Grand Electric-3698.77, Harding Co. Treasurer-1<sup>st</sup> Qtr. law enforcement contract-10,750.00, Hawkins-water supplies-4213.51, H&L-supplies-38.52, NWSD Landfill-(2 months)-7173.32, Olson fuels-214.62, Olson Propane-4993.71, Road Tek Services-146.97, Scott Peterson-488.59, Servall-276.88, Town of Buffalo-clinic utilities-83.99, Town of Buffalo-postage-190.00, Verizon-81.06, WRCTC-phone & internet-302.99

### **AGENDA ITEMS:**

Discussion was held on looking at different website types. The current website isn't the most user friendly but is nice because it has the option to pay water bills online through this website. Smith gave his report of the sewer lining and made copies of the video the company took of the lining.

Smith also reported that Buffalo is ahead of the game for not having lead/copper pipes, as it will be an issue in the future.

Approval of Wagner attending Finance Officer school in Pierre June 7-9 was made by Claypool, 2<sup>nd</sup> by Sabo.

Greg Ginsbach will be on call to fill in for Smith being gone April 9-18.

Summer help ad will be run in NCN and flyers hung. Position to start Mid-May.

REC Center will be closed July 17-27<sup>th</sup> to reseal floors. New bids will be sent in.

Contractor loads to the dump will be changed to \$100/load, \$30 Freon fee, and \$50 car handling fee. Motion to approve the new dump fees was made by Sabo, 2<sup>nd</sup> by Claypool.

**Surplus items:**

2005 Chevy 1500 2WD, and 1981 Green & white International truck. These will need to be appraised.

Set at \$0 are a typewriter, computer, and 2 printers.

**FOLLOW UP ITEMS:**

Buffalo Beautification-Work is still being made to the Town's new logo.

**MISC:**

Motion to be made by Sabo, 2<sup>nd</sup> by Claypool to spend \$75/basket on 2 baskets for Prom from Buffalo Hardware.

Skunk smell was brought up. Routier talked to the state trapper. If a skunk is seen in town, call a board member or the office to let us know where it's at.

Sabo made 1 trip to Spearfish for a spay/neuter clinic for cats.

Discussion and clarification from Smith about plowing gravel roads. Gravel roads in town are not to be plowed due to continued damage to equipment.

**Executive Session:**

At 7:24 pm, Sabo made a motion to go into Executive Session for personnel reasons, Claypool 2<sup>nd</sup>. At 8:03 the board was out of Executive Session.

**ADJOURNMENT:**

Being no further business, Routier declared the meeting adjourned at 8:03 PM. The next regularly scheduled Board Meeting will be April 11, 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