

## 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 PM on March 8, 2022. Trustees present were Jeremy Humbracht, Elizabeth Henderson, Traci Routier, Shaine Odell, and Andy Forsythe. Employees present were Erica Wagner as secretary.

GUESTS: Randy Routier

President Humbracht called the meeting to order at 6:04 PM

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

MINUTES: A motion made by Henderson, 2<sup>nd</sup> by Routier to approve the minutes from the February 8, 2022, regular board meeting. All approved – motion passed.

BAR REPORT: No one present.

LAW ENFORCEMENT REPORT: No one present at the meeting, but Deputy Head had stopped in the town office to give a report. He has been stopping into businesses and being present at the school. He also had a follow-up of the commercial vehicle parking that has been happening.

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

General payroll:

Public Works Supervisor, Finance Office-February wages-7039.71, Dump attendant-February wages-632.45, Rec Center Cleaner-February wages-214.02, EFTPS-Social Security, Medicare, Federal Tax Withholding-1844.36, SDRS-February contributions-1032.24  
Amazon-supplies-222.62, Badger Meter-monthly service fee-226.10, Black Hills Pioneer-Legal/advertising-64.65, Buffalo Hardware-supplies-579.30, Grand Electric-2 months-6961.42, H&L-Supplies-29.74, Midcontinent-water testing-64.90, NWSD Landfill-3541.12, Olson Fuels-fuel-216.73, Olson Propane-4287.14, Olson shop-repair-206.44, Propoint-fuel-143.28, Servall-supplies-15.73, Town of Buffalo-clinic utilities-79.84, Town of Buffalo-postage/petty cash-174.00, WRCTC-phone & internet-252.22, Dillon Glines-freon evacuation-1225.00, PLC-meters-6550.00, Lawyer fee-912.45, US Blue Book-supplies-404.77, Immense Impact-website annual fee-565.95, Sand Creek Printing-7 spiral sewer books-483.00, Verizon-81.22, SDATAT-yearly fee-226.50, Stuart Guptill-dump-98.78, Robin Humbracht-dump-52.68

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

FINANCIAL REPORT:

General Fund -	472096.38
Receipts -	29728.74
Expenditures -	<u>34231.04</u>
Balance -	467594.08

Harding County Memorial Rec Center	27933.93
Receipts -	685.000
Expenditures -	<u>2137.86</u>
Balance -	26481.07
Bridge & Street Fund -	274151.98
Receipts -	0.00
Expenditures -	<u>0.00</u>
Balance -	274151.98
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 -	51245.92
Receipts -	4234.37
Expenditures -	<u>14974.59</u>
Balance -	40505.70
Water Surcharge -	74170.98
Receipts -	5299.74
Expenditures -	<u>0.00</u>
Balance -	79400.72
Water Reserves -	30,000.00
No Activity	
Water Meter Deposits -	5311.65
Receipts -	0.00
Expenditures -	<u>0.00</u>
Balance -	5311.65
Sewer Fund -	53870.43
Receipts -	4539.17
Expenditure -	<u>1921.92</u>
Balance -	56487.68
Sewer Reserves -	78,281.25
No Activity	

Solid Waste Fund -	22751.06
Receipts -	3842.80
Expenditures -	<u>6097.38</u>
Balance -	20496.48
 Solid Waste Reserves -	 .00
No Activity	
 Miscellaneous –	 200.00
No activity	
 TOTAL FUNDS -	 1389688.81
TOTAL ACCOUNTS -	1389688.81
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:**

There was a motion made by Routier, 2<sup>nd</sup> by Odell to deny Denzin's claim of backup caused by jetting of sewers last Fall. Approved. Motion to approve Wagner going to Finance Officer school from June 8-10 in Huron was made by Routier, 2<sup>nd</sup> by Henderson. Motion was made by Forsythe, 2<sup>nd</sup> by Henderson to donate (2) \$50 baskets to Post Prom 2022. Discussion was held on how to handle uncooperative homeowners with putting new meters in. Discussion was held about Commercial vs Residential surcharge rates, but no changes were made. There has been a problem with commercial vehicles parking on the street. Deputy Head has helped make sure that isn't happening, and a reminder of the rules was discussed with a reminder placed in the paper. Thursday March 24<sup>th</sup> at 6:00 was decided to be the time and date for the Board of Equalization meeting at the REC center. Motion to approve the bid from Hydro-Klean to repair places of sewer line was made by Routier, 2<sup>nd</sup> by Odell. It was discussed to get a quote on surfaces for the possible walking trail. Also need to decide on distance of trail. Andy Forsythe is talking with GF&P about helping reduce littering in the county for animal carcasses, especially during hunting seasons.

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

REC floors  
Dump inspection/carcass pit concern  
Ice skating building organization  
GF&P walking trail

#### **MISC:**

Routier brought up needing to wax the REC floors. Wagner will contact 2 different people to have the REC center floors waxed the first part of July.  
Discussion about different job positions with the town was brought up. The board is working on evaluations for current employees.

**ADJOURNMENT:** Motion to adjourn was made by Forsythe, 2<sup>nd</sup> Routier.  
Being no further business Humbracht declared the meeting adjourned at 8:02PM.  
The next meeting will be held Thursday, March 24<sup>th</sup> at 6:00 in the REC Center to discuss  
appeals with Brenda Kari, director of the next regularly scheduled Board Meeting will be April  
12, 2022, 6:00PM at the Town of Buffalo office.

SIGNED:           /s/ Jeremy Humbracht  
Jeremy Humbracht, President

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