

OFFICIAL REGULAR BOARD MEETING MINUTES

The Town of Buffalo Board of Trustees met at the Harding County Memorial Recreation Center at 6:00PM on April 14, 2026. Trustees present: John Klempel, Doris Dagman, Brandon Schleuning, Jason Lindholm, Tex Lermen. Employees present: Jaylene Stirling, Ryan Smith, Dusty Ginsbach. Guests present: Melissa Breeding, Kathy Glines, Deputy Nathan Williams, Stephanie Smith, Linda Matthews

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

Dagman made a motion to add Resolution 02-2026 under Trees in Follow Up, Schleuning seconded. All approved – motion carried. Schleuning made a motion to approve the amended agenda, Lermen seconded. All approved – motion carried.

Lindholm made a motion to approve the bills as it, Dagman seconded. All approved – motion carried.

April 2026 Bills		
<u>WHERE/TO</u>	<u>DESCRIPTION</u>	<u>\$ AMOUNT</u>
Amazon	Supplies	\$ 238.40
Badger	Services/Fees	\$ 262.35
BH Pioneer	Services/Fees	\$ 140.70
Buffalo Hardware	Supplies	\$ 1,907.16
EFTPS	payroll	\$ 2,681.94
EFTPS	fees	\$ 257.16
Elan Financial	Supplies	\$ 2,770.74
Grand Electric	Services/Fees	\$ 2,710.88
H&L	Supplies	\$ 32.78
Harding County	services	\$ 10,750.00
Jaylene Stirling	Travel/Conferences	\$ 127.40
John Klempel	Travel/Conferences	\$ 100.80
Kenneth Dagman	supplies	\$ 2,650.00
Midcontinent	Services/fees	\$ 84.00
Nations Center News	Services/Fees	\$ 102.80
NWSD Landfill	Services/Fees	\$ 4,887.04
Olson Fuels	Supplies	\$ 144.08
Quickbooks	Services/Fees	\$ 243.20
Rollin in the Dough	supplies	\$ 25.49
SD DOR (April)	Services/Fees	\$ 320.16
SD DOR (March)	Services/Fees	\$ 353.65
SDML	Services/Fees	\$ 25.00
SDRS	Services/Fees	\$ 1,484.18
Servall	Services/Fees	\$ 155.17
Town of Buffalo	Services/Fees	\$ 360.07
US Bank	Services/Fees	\$ 12,573.24
USPS	supplies	\$ 468.00
WRCTC	Services/Fees	\$ 283.06

Dagman made a motion to approve the minutes from both March 10, 2026, and March 16, 2026, meetings, Schleuning seconded. All approved – motion carried.

LAW ENFORCEMENT REPORT – Deputy Williams had sent in his report, and he wanted to remind the public that stop signs are not optional and open container is probable cause to search a vehicle and may turn into DUI.

BAR REPORT/LIQUOR LICENSES – A bar report was present. Smith has been working on the roof leaks and has contacted someone to swap out the switch for the lights. Smith noted that the mini split should be put in by the end of the month.

HC MEMORIAL REC REPORT – Pickleball has started, they had 12 teams sign up and will have a \$700 profit after expenses. Stirling showed the board the rec center floor concerns where the floor is chipping, she was advised to check into insurance and have Smith try epoxy and/or a patch and revisit at the next meeting.

FOLLOW UP

ORDINANCE 01-2026 – The second reading was held. Lindholm approved the ordinance as is, Lermeny seconded. All approved – motion carried.

ORDINANCE # 01-2026

AN ORDINANCE AMENDING ORDINANCE #05-2021, DESIGNATING THE TIME OF MEETINGS OF THE BOARD OF TRUSTEES

BE IT ORDAINED BY THE TOWN OF BUFFALO, SOUTH DAKOTA, THAT ORDINANCE #05-2021 BE REVISED AS FOLLOWS:

Section 1: The regular meeting of the Board of Trustees shall be held at 6:00 p.m. on the second Monday of each month of the year at the Harding County Memorial REC, 204 Hodge Street, Buffalo, South Dakota.

Dated this ____ day of _____, 2026.

APPROVED: _____
President, Board of Trustees

ATTEST: _____
Finance Officer
(seal)

Placed upon its 1st reading: March 10, 2026

Placed upon its 2nd reading:

Approved:

Published:

SUMMER HELP – Klempel moved to the end of agenda after executive session.

ALLEYS/ROADS – Smith will gravel what we budgeted for and may do some on the restricted use site road if there is enough budgeted, unsure if we will get all of it done. Plans for the unimproved roads were discussed, Smith informed the board that it is easier to get grants if you include water or sewer with your road projects. Discussion was held on chip seal and that it is 4 years out before we do it again. Next steps would be cost estimate from Brosz, public meetings as abutting property owners would get the special assessment. Schleuning made a motion to table to May for more discussion, Lermeny seconded. All approved – motion carried.

TREES – Some discussion was held.

RESOLUTION 02-2026 – Ginsbach stated that he did review and did not find any conflicting ordinance, that doesn't mean there isn't any, but he did not find any and there is not much difference between a motion and a resolution. Schleuning made a motion to approve Resolution 02-2026– Lermen seconded. All in favor.

Resolution 02-2026
Right of Way Maintenance

An owner, occupant, or other person in control of real property must maintain any and all rights-of-way (ROW) which abut their property in a safe and sanitary condition. ROW's include any nonpaved areas located between their property line to the adjacent curb line, roadway/alley line if no curb and gutter are installed, and the areas on both sides of a sidewalk or bike path.

All right-of-way (ROW) maintenance must comply with the following standards:

1. Sidewalks and Bike Paths – Grass and weeds must be trimmed to the streets and alleys at a maximum height of eight (8) inches, this includes sidewalks and bike paths.
2. Grass, Weed, and Tree Maintenance – Grass and weeds within the ROW must be maintained at a maximum height of eight (8) inches throughout the property, extending to the edge of the street or alley. Trees must be maintained or removed. Tree limbs overhanging a sidewalk or bike path must not fall below seven (7) feet above the walking surface and tree limbs must be trimmed to prevent obstruction of traffic. (For example; if the city notices low hanging limbs, they will notify the property owner that it must be trimmed.)
3. Corners and Intersections: Bushes or shrubs located within ten (10) feet of the curb at any corner or intersection must be maintained at a maximum height of two (2) feet to preserve visibility.
4. Fire Hydrants – Property owners must remove all bushes, shrubs, plants, or trees within five (5) feet of a fire hydrant and must be trimmed to a maximum height of eight (8) inches.

Signed: _____
John Klempel, President

Attest: _____
Jaylene Stirling, Finance Officer

Seal

WINDOWS –Stirling presented two quotes for labor and timeline Mueller Handyman LLC bid \$2,800 is 2 months out and Baier Construction bid \$3,264 and can get them put in as soon as they arrive. Dagman made a motion to accept the bid from Baier Construction and have him put in new trim, Lermen seconded the motion. All approved – motion carried.

NEW AGENDA ITEMS

PUBLIC CONCERNS/COMMENTS: None.

EMERGENCY MANAGEMENT – Glines, the Emergency Management Director, was available to visit with the town board. Discussion was held on the emergency siren as it has not been tested for a while, it is old technology. Glines feels as though the pings to cell phone in an emergency is the best option, the board agreed with her. Discussion was held on bringing awareness to citizens if there were any type of emergency and helping to make sure they have a plan through a message on utility bills and Facebook. The Traverse Fire brought some concerns and potential danger to the Town of Buffalo. Discussion was held on fire lines and how the county has decided to move forward regarding them. Discussion was held on trying to clean up the Northwest corner of town, maybe a 4H club, FFA, youth group or Fire Department could come up with a community protection program. More discussion will be held at the May meeting.

MUSEUM – Discussion was held and it was decided to invite the Museum Board and the Clanton Family to the next board meeting.

HARDING COUNTY COMMUNITY FOUNDATION – Schleuning made a motion to be a pass through for the American Legion Auxiliary for \$2,000 and the Museum for \$4,000 even though the museum is registered as a nonprofit, Lindholm seconded the motion. All approved – motion carried.

DCI – Stirling was approached by Sheriff Sabo about DCI wanting a camera to be placed at Tipperary St and Highway 85, mainly to be used to locate stolen vehicles. Local law enforcement can access if there was an emergency in town. Schleuning made a motion to approve the camera, Lermeney seconded. All approved – motion carried.

PUBLIC NUISANCE – Stirling presented some options that have been done or talked about in the past as she has been asked multiple times about nuisances. Since her and Smith have been employed the nuisances have been dealt with only on a complaint basis. She gave the board a copy of the written complaint form that the finance office has. The board agreed to continue with this process instead of having a board member look for nuisances.

PIT – Klempel was approached about the road to the pit getting too muddy and wanted to know if we could gravel it. Smith said it is not in the budget to gravel. Discussion was held on trying to get woodchips and putting those down to help with traction. Smith will try that and we will revisit mid-July and see how things are going.

ICE SKATING RINK – The fire department is draining and will level it this spring.

4H RODEO – Schleuning made a motion to sponsor \$50, Dagman seconded. All approved – motion carried.

ADOPT A PLANTER – Stirling presented a letter from Buried Treasure in Bowman and a quote from Buffalo Hardware. We have 18 planters we can distribute around town. Elizabeth Henderson had been taking care of these, but does not want to be involved this year, Williams agreed to take over. Schleuning made a motion to continue with the planters and stay local, Lermeney seconded. All approved – motion carried.

SPRING CITY WIDE CLEANUP – Discussion on City Wide Cleanup week was had and it was decided to be May 18-23rd.

PAST DUE ACCOUNTS- Stirling brought a list of past due accounts that she needed the board to make decisions on, 4 were decided to leave as is and go ahead with water shut offs, 2 were decided to go to small claims court, and 1 will be filed with Dusty.

LEASES – Stirling brought a couple leases to the board's attention that she just found. The first being between the Town of Buffalo and Larry and Sandra Lyons for property located in the W2 SW4 SW4 of 16-19-5, which is 8.98 acres more or less. Schleuning made a motion to terminate lease and let him graze for fire prevention with the understanding that the Town at some point may fence it off and utilize that area, Lindholm seconded. All approved – motion carried. The second lease being between Harding County Independent School District #4 and the Town of Buffalo for Lot 6A of Block 3, Oinas Addition to the Town of Buffalo. Lindholm made a motion to send a letter to the school board stating the lease is null and void and the Town is going to reclaim property, Lermeney seconded the motion. All in favor – motion carried.

PUBLIC WORKS REPORT – Smith will be gone the 23rd and 24th of this month, he will start mowing soon if it dries.

FINANCE OFFICE REPORT- Stirling reported that she is looking into some zoning permits at the request of

members on the Planning and Zoning Committee and will bring to the next meeting if needed. She also reported that the Town of Buffalo's audit will take place next week.

EXECUTIVE SESSION – Schleuning made a motion to go to executive session at 7:43PM pursuant SDCL 1-25-2(1), Lindholm seconded. All approved – motion carried.

SUMMER HELP- Dagman made a motion to hire Cohen Smith and David Douglas, Lermeney seconded. All in favor – motion carried. Schleuning made a motion to pay both at \$16/hour, Lindholm seconded. All approved – motion carried. Finance office will inform them.

President Klempel adjourned the meeting at 7:56PM.

The next meeting will be held May 11, 2026, at the Harding County Memorial Recreation Center.

Signed: _____
John Klempel, President

Attest: _____
Jaylene Stirling, Finance Officer

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