

## MINUTES OF THE REGULAR TOWN BOARD MEETING

The Board of Trustees of the Town of Buffalo met at the Town of Buffalo Office at 6:00PM on June 10, 2024. Trustees present: Larry Blankenbaker, Elizabeth Henderson, Traci Routier, Cliff Claypool, Sarah Sabo, Employees present: Ryan Smith and Jaylene Stirling.

Guests: Randy Routier, Kelcee Vroman, Shirley Mackey, Norman Negaard, Billy Clanton

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

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

APPROVAL OF BILLS: Henderson made a motion to approve – 2<sup>nd</sup> by Sabo. All approved – motion passed.

MAY PAYROLL: Board Members - \$692.60; Attorney - \$423.27; Rec Center Cleaner - \$133.34; Dump Attendant - \$916.12; Summer Help - \$672.77; Public Works Supervisor/Finance Officer - \$7985.48; SDRS - \$1,150

JUNE BILLS – Harding County (Deputy) - \$21,500; Town of Buffalo (Clinic) - \$85.35; Trailer Trash Haulers (Dump Fill In) - \$56; Black Hills Chemical & Janitorial (supplies) - \$40.15; Olson Fuels (supplies) - \$232.53; Black Hills Pioneer (legals)- \$217.5; Nations Center News (ads) - \$70.32; Buffalo Hardware (supplies) - \$3,974.80; Buffalo Ranch Supply (supplies) - \$105; Grand Electric (utilities) - \$2,175.12; Servall (services) - \$203.32; WRCTC (utilities) - \$ 276.57; USPS (services) - \$120; Badger Meter (services) - \$245.41; Mandy Morris, CPA, LLC (professional fees) - \$3,868; H&L (supplies) - \$27.99; Amazon (supplies) - \$1,377.16; Elan Financial Services (supplies) - \$874.75.

MINUTES: A motion made by Blankenbaker – 2<sup>nd</sup> by Claypool to approve the corrected minutes of the Regular Town Board Meeting held on May 14, 2024, to show the correct date of the next meeting. All approved – motion passed.

LAW ENFORCEMENT REPORT: Was available for viewing.

BAR REPORT: None

### NEW AGENDA ITEMS

PUBLIC CONCERNS/COMMENTS: Mackey had concerns regarding hours of operation and temporary help at the Town of Buffalo Office. She was informed that the Town of Buffalo office hours are 8AM-4PM Monday-Thursday, Stirling has 8 hours of flex time to use during the week to make up her 40 hours of work each week. Stirling currently has many mandatory training courses to attend, therefore the office may not be open, but hours of operation have been posted on the door. Mackey was informed that due to moving our finances to a computer system and turnover there are many tasks that need to be done to get the office caught up and running more efficiently. It was budgeted for 2 summer help positions this year. Public works only utilized 1 position; therefore 1 position was able to transfer to the Town Office. Negaard brought up concerns regarding the increase in taxes from the county and city, he does not feel as though the bathrooms at the roadside park have been taken care of, gutters aren't being cleaned, and Diane never needed an assistant. He was informed that the bathrooms were cleaned in the morning prior to the storm coming through, and unfortunately travelers leave the doors open frequently. The gutters are currently being cleaned, and the reasons for the part time position were reiterated to him.

APPOINT NEW MEMBERS AND OATH: Vroman, Henderson, and Blankenbaker were appointed for 1 year term each. Sabo and Routier ran unopposed, Routier will serve a 3-year term, Sabo will serve a 2 year term. All members took oath of office.

ELECT OFFICERS: Blankenbaker will serve as President, Sabo as Vice-President.

RECREATION: Due to the change of dates for swimming lessons, this will be tabled to the July meeting.

PAYMENT PLANS: It was approved to set up payment plans for those that need assistance to get caught up on their overdue bills.

2<sup>ND</sup> READING ORDINANCE NO 2024-001:

TOWN Ordinance No. 2024 – 001 OF BUFFALO

AN ORDINANCE SUPPLEMENTING THE ANNUAL APPROPRIATION ORDINANCE FOR THE TOWN OF BUFFALO, HARDING COUNTY, SOUTH DAKOTA. FOR THE YEAR 2024. SO AS TO PROVIDE FOR UNANTICIPATED OPERATING EXPENSE IN THE ROAD AND BRIDGE FUND.

WHEREAS, due to the unanticipated operating expense for the Road and Bridge Fund,

AND, WHEREAS, this expense is considered necessary to the best interest of the Town of Buffalo,

NOW, THEREFORE, BE IT ORDAINED THAT the Road and Bridge Fund will be supplemented in the amount of Ninety Thousand (\$90,000) Dollars, according to SDCL 9-21-7.

APPROVED:

Larry Blankenbaker, President

ATTEST:

Jaylene Stirling, Finance Officer

First

Second

Published: \_\_\_\_\_

Reading

Reading:

and

Approval: \_\_\_\_\_

LIQUOR LICENSES: Harding County Chamber added July 20<sup>th</sup>, and Sept. 1<sup>st</sup> to licenses requested. Harding County Alumni Association requested a license for July 20<sup>th</sup>. Motion to approve all made by Sabo- 2<sup>nd</sup> by Henderson. All approved – motion passes.

STREET CLOSURES: Harding County Chamber requests: June 18<sup>th</sup>, July 9<sup>th</sup>, August 6<sup>th</sup> on 1<sup>st</sup> street between Highway 20 and Main Street, and September 2<sup>nd</sup> on 1<sup>st</sup> street between Highway 20 and Main Street and Main Street between Highway 85 and Buffalo Hardware. Harding County Alumni Association requests: July 19-21<sup>st</sup> on 1<sup>st</sup> street between Highway 20 and Main Street. Henderson made a motion to approve all – Sabo 2<sup>nd</sup>. All approved – motion passes.

RESTRICTED USE SITE: Blankenbaker brought up concerns he had from community members regarding lack of space for additional pit space. Smith reported that there is an additional 10+ acres outside of the fence.

PRIARIE PLAINS CONSTRUCTION: Smith would like to give them a little more time to come clean up their mistake, if it is not done, they will get a fine and be unable to use the site.

TRAININGS: Stirling informed the board of Budget Training and Elected Officials Trainings. Sabo and Blankenbaker would like information.

CASA GRANT: The town received a letter requesting funds, the board decided to deny this request but asked Stirling to check and see if these services are ever utilized in Harding County

SPONSORSHIP: Harding County 4H Rodeo sent a sponsorship request letter. Sabo motioned to donate \$100 for a buckle sponsorship, Vroman 2<sup>nd</sup>. All approved – motion passed.

### **FOLLOW UP ITEMS**

REC CENTER: Routier informed board there have been no more reports of vandalism. Smith reported he received additional cameras to be used at the rec center. Routier informed the board that the Harding County School is not able to loan us the floor scrubber this year, Black Hills Chemical will deliver, pickup, and rent one to us at \$85/day.

ANIMAL CLINICS: Stirling reported a great turnout this year. Will be posting to the paper and Facebook to have residents come get a town dog tag as these are to be renewed each year.

### **EXECUTIVE SESSION**

A Motion by Routier to go into executive session- 2<sup>nd</sup> by Henderson was made at 7:15PM. The board was declared out of executive session at 7:48PM. Motion made by Vroman – 2<sup>nd</sup> by Sabo to offer Alvin Ruona the dump attendant position at \$16.50/hour with a 90-day review and possible raise opportunity. Sabo made a motion to offer Jody Moncur the Summer Office Assistant Position at \$15/hour on the condition that she will be in office on Fridays at least from 8-11AM.

### **MISC.**

Stirling brought an email she received from the county regarding payment for the sheriff deputy, motion by Henderson – 2<sup>nd</sup> by Sabo to write a check for \$21,500 to cover the first half of 2024 payment.

The Spirit of Dakota Award was explained and tabled to July meeting.

### **ADJOURNMENT**

Being no further business, Blankenbaker declared the meeting adjourned at 7:56PM. The next regularly scheduled Town of Buffalo Board Meeting will be July 9, 2024, at 6:00PM at the Town of Buffalo Office.

SIGNED: \_\_\_\_\_/s/ Larry Blankenbaker  
Larry Blankenbaker, President

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