

## 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 August 13, 2024. Trustees present: Larry Blankenbaker, Sarah Sabo, Traci Routier, Elizabeth Henderson, Kelcee Vroman. Employees present: Jaylene Stirling, Ryan Smith, Jody Moncur.

Guests: Greg Voller, Christen Voller, Andrea Clanton, Erica Sammons, Ronnie Sammons, Deb McVey, Judy Butler, Lyle DeCook, Doyle Lermen, Tonya Hanson, Bret Clanton, Randy Routier.

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

APPROVAL OF AGENDA: Henderson made a motion to approve the agenda – 2<sup>nd</sup> by Routier

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

JULY PAYROLL: Board Members - \$750; Public Works/Finance Office - \$9,583.33; Summer Help - \$2,987.75; Attorney - \$458.33; Dump Attendant - \$987; Rec Center Cleaner - \$153.13; SDRS - \$1,347

AUGUST BILLS: DC Inc - \$1,690.75 – services; gWorks - \$13,950 – software; D&T Dirty Works - \$640 – dump supplies; Buffalo Hardware - \$1,122.07 – Supplies; BH Chemical - \$707.99 – supplies; Badger Meter - \$245.41 – services; Amazon Business - \$205.80 – supplies; Intuit - \$175.23 – services; Jensen Rock & Sand, Inc. - \$189,496.48 – supplies; Grand Electric - \$2,527.08 – services; H&L - \$25.43 – supplies; Midcontinent - \$75 – services; Metering & Technology Solutions - \$3,224.42 – supplies; Olson Fuels - \$86.01 – supplies; Tim W. Olson Construction Inc. - \$58,793 – supplies; Town of Buffalo - \$85.35 – services; NW SD Regional Landfill - \$6,165.10 – services; Olson Propane - \$1,490.18 – Services; Servall - \$475.49 – supplies; WRCTC - \$275.99 - services

APPROVAL OF MINUTES: Sabo made a motion to approve the minutes of the Regular Town Board Meeting on July 9, 2024, and the Special Meeting on July 22, 2024 – Routier 2<sup>nd</sup>. All approved – motion passed.

LAW ENFORCEMENT REPORT: None available.

BAR REPORT: Was available for viewing. No concerns.

### **NEW AGENDA ITEMS**

PUBLIC CONCERNS/COMMENTS: Hanson expressed her interest for the student council to paint and project a logo onto Tipperary Street to the school and Main Street to the football field. This would tell people coming from out of town for games where to go. They would use permanent paint for the streets, and she has been in contact with Mike Stadler at Grand Electric to see if the poles would be capable of working with the projector and the cost for the electricity. The student council would raise money to pay for these things. It will be put on the agenda to discuss on August 27<sup>th</sup>, 2024, at a special meeting.

3<sup>RD</sup> STREET EAST: Deb McVey presented her concerns on why 3<sup>rd</sup> Street East was not chip sealed when the rest of the town was done, she was under the impression her road would be done this time and other roads get done each year. Routier explained that since there is no curb and gutter it was not able to be chip sealed, and we only chip seal every 5 years. The Town of Buffalo spent \$67,697.50 to re-gravel and fix potholes on 3<sup>rd</sup> Street East and East Tipperary Street this year. Judy Butler asked why we could not put water down and try that as a solution. Sabo informed that Base1 was mixed into the gravel and will investigate it to see what we can do to help it harden and we will follow up next meeting. The dust control is not instant but will settle with rain and time. McVey also expressed concerns about people driving too fast and seeing how much dust they can stir up in front of her house. She was advised that she needs to contact the sheriff's office with these concerns since they are the ones who enforce the speeds in town.

SWIMMING LESSONS: Andrea Clanton was present from the Harding County Summer Rec Program to report about swimming lessons this summer. The board asked if she oversaw swimming lessons here as well or just Belle Fourche. She reported that she did not know the details for swimming lessons in town. There were 27 kids that went to Belle Fourche, it was \$43 per child which totaled \$1,161. Sabo made a motion to reimburse \$25 per child, \$675 total – Vroman second. All approved – motion passed.

HOMECOMING ROAD CLOSURES: Doyle Lermeney was present to ask the school board about closing Main Street from Hwy 85 to Buffalo Hardware, and First Street from Main Street to Ramsland Street. Henderson made a motion to approve with the request to stay in the middle of the streets – Sarah second. All approved – motion passed.

LIQUOR LICENSE: BVFD filled out a request for a special even liquor license for Mud Volleyball during Labor Day September 1, 2024, at the ice-skating rink. Motion made by Sabo to approve – Routier second. All approved – motion passed.

FALL TOWN CLEANUP DATE: The Town of Buffalo Board discussed what was mentioned at the Emergency Response Meeting regarding removal of fuel sources around town. Sabo made a motion to have Fall Town Cleanup the week of September 15 – 21<sup>st</sup> 2024 – Routier second. All approved – motion passed. Groups needing community service hours will be asked to help with cleanup, pickup and disposal. Hanson requested the Student Council and Honor Society be asked if they would like to be involved.

IM-28: Stirling brought email from SDML stating that SDML wants the Town of Buffalo to write a resolution opposing IM-28. SDML figured the impact to the Town of Buffalo based on a recent analysis, would see an 8.9% loss in sales tax revenue equaling \$19,000 if IM-28 passes. Ginsbach recommends the Town Board lets him review and report back in September.

CHAIN OF COMMAND: It was discussed to have an official chain of command. The board agreed upon a chain of command and an organizational chart which will be posted at the Town of Buffalo Office.

**RESTRICTED USE SITE:** Discussion was held to publish dump hours on August Bills, the board approved the updated restricted use price sheet.

**ASSISTANT FINANCE OFFICER:** Moncur returns to work at the school on August 19, 2024, but is willing to come in the afternoons and Friday mornings as she can through the end of August.

**METER READS/HYDRANTS/SURCHARGES:** Vollers were present about their water meter and the \$3,000 cost to turn their water back on, Ginsbach asked if this became dormant due to nonpayment. It was reported that the previous owner asked to quit paying the \$19/month in 2019. Routier explained how the surcharge came about: The cost of the loan repayment on the water meter project was divided out per tap. This resulted in a \$19 surcharge for residential water. Once these surcharges were in place, numerous people informed the town they would be shutting off their water taps. To make loan payments, the board looked at the amount each tap in town would be paying during the 30-year loan period. This amounted to \$6000. The board felt this was too much to ask residents to pay for water hook up, so they cut this in half. The Town would be covering the \$19/month surcharge of shut off water but would be able to recoup that money when water was turned back on. Sabo asked Stirling if she could get several accounts that are being charged the \$19 surcharge each month for the board to review.

**UTILITY BILL FORMS/HYDRANTS/SURCHARGES:** Stirling presented the forms she has created to help track utility turn on/off, new accounts, payment plans, etc. Smith brought forward the number of accounts he believes have hydrants. The board chose to discuss this further at the August 27<sup>th</sup> Special Meeting. Discussion was held on sending some past due accounts to collections and red tagging the majority - giving them a week to set up a payment plan or their water will be disconnected. Stirling presented several accounts that had been closed but were never paid. Henderson made a motion to write off many accounts and send bills to those more recent – Sabo 2<sup>nd</sup>. The accounts to be sent to collections total: \$965.06.

**FOLLOW UP ITEMS:**

**SCHOOL PIT FOR METER:** Discussion was held on the pit and it was decided to revisit in April 2025.

**BUFFALO BUSINESS DIRECTORY:** Discussion was held, and it was decided to have Stirling gather more information and follow up in October.

**EXECUTIVE SESSION**

A motion made by Blankenbaker to go into executive session at 8:41 to discuss personnel, SDCL 1-25-21. Declared out of executive session at 9:08PM.

Henderson made a motion to advertise for an Assistant Finance Officer – Sabo 2<sup>nd</sup>. All in favor – motion passes.

**MISC**

**ADJOURNMENT**

Being no further business, Blankenbaker declared the meeting adjourned at 9:10PM. The next special board meeting will be August 27, 2024, at 4PM. The next regularly scheduled Town of Buffalo Board Meeting will be September 10, 2024, at 6:00PM at the Town of Buffalo Office.

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

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

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