

## MINUTES OF THE REGULAR TOWN BOARD MEETING

The Board of Trustees of the Town of Buffalo met at the Town of Buffalo office at 6:00 PM on September 12, 2023. Trustees present were Traci Routier, Elizabeth Henderson, and Sarah Sabo. The employees present were Ryan Smith, and Erica Wagner as secretary.

**GUESTS:** Randy Routier, Tim Olson, Isaac Cadet, and Heath Page

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

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

**MINUTES:** A motion made by Sabo, 2<sup>nd</sup> by Henderson to approve the minutes from the August 8, 2023, regular board meeting, and August 23, 2023, special meeting minutes after changes. All approved – motion passed.

**BAR REPORT:** No one present.

**LAW ENFORCEMENT REPORT:** Deputy Isaac Cadet was present. He said everything has been going well, and that it was a busy Labor Day weekend in HC.

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

**General payroll:**

Public Works Supervisor, Finance Office-August wages-7499.57, Dump attendant-August wages-636.67, Rec Center Cleaner-August wages-153.06, Summer help-August wages-314.67 EFTPS-Social Security, Medicare, Federal Tax Withholding-2219.23, SDRS-August contributions-1100.00, Sales Tax-

Badger meter-monthly fee-2.85, Black Hills Chemical-Rec floors-265.26, Black Hills Pioneer-Legal/advertising-94.16, Buffalo Hardware-supplies-284.83, Elan Card (PB&T)-1652.27, Glines Electric-421.47, Grand Electric-2803.49, Hawkins, Inc-water supplies-3590.65, H&L-44.22, Mandy Morris, CPA-830.00, Metering & Technology Solutions-497.30, NWSD Landfill-monthly fee-3632.20, Olson Construction-2091.00, Olson Fuels-171.94, Olson Propane-239.44, PLC-spraying-1491.50, Rapid Rooter-sewer jetting-3874.06, Servall-138.44, Town of Buffalo-clinic utilities-81.39, Town of Buffalo-postage/petty cash-198.00, WRCTC-phone & internet-272.18, Nutrien Ag Solutions-mosquito fogger-520.00

**PUBLIC COMMENTS:** Heath Page was present to pick up a Planning and Zoning application for a 1985 trailer house.

### **AGENDA ITEMS:**

Wagner had the board meet via Zoom with a spokesman from NuVei. A company that works with the software the town already has and will set the Town up for ACH payments. Motion made by Henderson, 2<sup>nd</sup> by Sabo to work with getting the town set up with NuVei.

Handicapped parking and BVFD curb painting was decided against.

Budget meeting date was set for Friday, September 22<sup>nd</sup> at 4:00 pm.

Fall cleanup date was set for October 2 through 6<sup>th</sup>. Flyers will be hung up with information. Henderson will be picking up planters at the businesses and storing them for the winter.

Christmas light decoration contest will be discussed at the Oct mtg.

Wrestling at the REC center will be discussed on the Oct mtg.

T. Routier removed herself from the board while discussing asking about the best route to take for their septic system by their Tipperary & 4<sup>th</sup> St property. Smith said it's state law to connect into the municipalities line unless Routier has a variance from the state. Tim Olson was present at the mtg to answer questions for Routiers. Olson thought going with the city would be the best route. Routier needed to measure property, and then contact the state.

**FOLLOW UP ITEMS:**

The American Legion sidewalk got completed outside of the town office. Motion to pay \$500 for the towns portion was made by Sabo, 2<sup>nd</sup> by Routier. All in favor.

**MISC:**

Sabo told the board she had another spay/neuter cat run scheduled for Oct 4<sup>th</sup> with Dr. Sandra Holcomb.

**Executive Session:**

At 7:38 pm, Sabo made a motion to go into Executive Session for personnel reasons, Henderson 2<sup>nd</sup>. At 7:46 the board was out of Executive Session.

**ADJOURNMENT:**

Being no further business, T. Routier declared the meeting adjourned at 7:48 PM. The next regularly scheduled Board Meeting will be October 10, 2023, at 6:00 PM at the Town of Buffalo office.

SIGNED: /s/ Traci Routier  
Traci Routier, President

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