

UNNOFFICIAL REGULAR MEETING MINUTES

The Town of Buffalo Board of Trustees met at the Harding County Memorial Recreation Center at 6:00PM on September 15, 2026. Trustee's present: John Klempel, Doris Dagman, Brandon Schleuning, Jason Lindholm, and Tex Lermeney. Employee's present: Jaylene Stirling, Ryan Smith. Guests present: Linda Matthews, Alan Pavelka, Nicole Balcom.

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

PUBLIC CONCERNS/COMMENTS: Matthews recited SDCL 6-1-10 stating that she did not believe she was clear in her explanation last month. Matthews also stated that the minutes from the last meeting where she said she would like a printout of each office's expenses each month were not correct as she did not state that. Pavelka came to the board with a proposal to use the wood taken to the dump or from the trees taken down as he has a sawmill now and is wanting to help the town. He would like to see the wood at the dump turn into usable material and would be willing to help or the town could have others help as needed. Pavelka reiterated that it was just an idea, but he thinks it would benefit the town. Smith stated he would like the town to pay off the water loan before moving forward with any projects. Water loan and trees at the dump will be on the next agenda.

AGENDA: Dagman made a motion to add nuisance property to the agenda in follow up, Lermeney seconded. All approved. Lermeney made a motion to approve the amended agenda, Schleuning seconded the motion. All approved, motion carried.

BILLS: Lindholm made a motion to approve the bills as is, Dagman seconded the motion. All in favor – motion carried.

<u>WHERE/TO</u>	<u>DESCRIPTION</u>	<u>\$ AMOUNT</u>
Amazon	supplies	\$ 842.04
Badger Meter	service and fees	\$ 253.44
Buffalo Hardware	supplies	\$ 876.81
Dick's HVAC	bar repairs	\$ 1,072.96
EFTPS	Payroll	\$ 3,093.16
Elan	credit card	\$ 424.28
Grand Electric	services	\$ 3,107.95
Mandy Morris, CPA	services	\$ 602.50
Nation's Center News	legals	\$ 154.15
Nutrien Ag Solutions	mosquito spray	\$ 520.00
NWSD Reg. Landfill	services	\$ 4,799.54
Olson Fuels	supplies	\$ 113.45
SD Dept of Labor	services and fees	\$ 25.00

SD Dept of Revenue	sales tax	\$ 336.38
SD Retirement	payroll	\$ 1,466.66
SDML	Conference	\$ 250.00
Town of Buffalo	utilities	\$ 369.19
West River Telephone	services	\$ 275.98

Payroll: Board - \$692.60, Attorney - \$423.26, Finance Office - \$5,084.71, Public Works - \$2,418.02, Parks - \$783.12, Rec - \$359.27, Water - \$1,450.81, Sewer - \$483.61, Restricted Use - \$1,647.22.

MINUTES: Schleuning made a motion to approve the minutes from August 10, 2026, with the amendment to remove the line stating, "Matthews would like a printout of each office's expenses per month." Lermeney seconded the motion – all approved, motion carried.

LAW ENFORCEMENT REPORT: Deputy Williams was unable to attend the meeting but asked Stirling to relay a message that he is honored people trust to call him directly during an emergency, but for the fastest response and for legality reasons it's best to call 911 directly.

BAR REPORT/LIQUOR LICENSES: No bar report was made available, and no liquor licenses were requested. Klempel did ask about the HVAC bill for the bar and what it was for, Smith explained it was because the unit had too small of a motor and should be fixed now. There was discussion on how long it has been since a bar report and that it is in the contract that they are supposed to attend meetings to give a bar report.

HC MEMORIAL REC REPORT: Stirling presented a report from the Rec Committee. As there hasn't been attendance at meetings or volunteers to help with events it would be best to dissolve the committee. Lindholm made a motion to dissolve the committee, Dagman seconded. All approved, motion carried. More discussion was held on the number of non-profit rentals – no change will be made. Lindholm made a motion to rent tables and chairs again with a deposit of \$50, and donation to the HC Memorial Recreation Center upon return. Schleuning seconded, all in favor, motion carried.

PUBLIC WORKS REPORT: Smith thanked Young Gun Construction and other volunteers that helped clean up the town after the storm. A list for the loader repairs was presented to the board.

FINANCE OFFICER REPORT: Stirling reported on the transition of software and that the office will be closed starting the afternoon of October 6th through the 8th for her and Williams to attend the SDML Annual Conference. The new town website is in the mockup phase and looks good. Stirling also reminded the board that the October meeting will be held October 13, 2026, due to the 12th being a holiday.

Fund #	Fund Name	Beginning Balance	Received	Disbursed	Change in Liabilities	Ending Balance
101	GENERAL	\$ 1,872,878.70	\$ 38,612.15	\$ 69,139.33	\$ -276.22	\$1,842,665.29
202	REC CENTER	\$ -211,427.27	\$ 1,408.50	\$ 1,385.48	\$ 1.95	\$ -211,402.29
218	BRIDGES	\$ 62,633.06	\$ 0.00	\$ 0.00	\$ 0.00	\$ 62,633.06
601	LIQUOR	\$ 37,614.97	\$ 0.00	\$ 185.12	\$ 0.00	\$ 37,429.85
602	WATER	\$ 260,568.52	\$ 16,618.62	\$ 3,336.53	\$ 0.00	\$ 273,800.62
604	SEWER	\$ 92,701.48	\$ 5,035.86	\$ 689.14	\$ 0.00	\$ 97,048.20
612	DUMP/SOLID WASTE	\$ 35,063.37	\$ 11,501.51	\$ 7,237.18	\$ -135.90	\$ 38,651.78

920	MISC/OTHER EXPENDITURE S	\$ -302.50	\$ 0.00	\$ 0.00	\$ 0.00	\$ -302.50
Total		\$ 2,149,730.33	\$ 73,176.64	\$ 81,972.78	\$ -410.17	\$ 2,140,524.01

FOLLOW UP

ROADS/STREETS PROJECT: Smith presented a redone cost estimate as he had questions on the previous one, he still had questions on this one and was told that they put everything in to compare. Smith stated that if you take out all the things that are not needed the estimate would be around \$6.5 million. There was some discussion on which roads will be included. More discussion will be held next month.

NUISANCE PROPERTY: Stirling presented a letter that was sent to the property owners of 507 First St E in August with pictures showing the shape the property is in as of September 14, 2026. Discussion was held on how other towns handle these situations. Lermeney made a motion to investigate costs to have someone from out of town come in to clean it up and asked Stirling to have Attorney Ginsbach send a letter. Lindholm seconded the motion, all in favor, motion carried.

NEW AGENDA ITEMS

JUDY BUTLER - WATER USAGE CHARGES: Judy was not present.

MUSEUM/NUMBER 3 TREE REMOVAL: Stirling presented a bill from Jon Sever regarding a tree that was removed between the Number 3 and the Buffalo Museum as she had been asked to put it on the agenda. Dagman recused herself from the discussion. Discussion was held as there was some confusion on the bill. Klempel stated that he remembers Sever coming to a meeting stating that he would charge half price to customers in town. Lindholm made a motion to cover the whole cost of the tree, \$7,000, with the understanding Smith will get quotes from here out. Lermeney seconded the motion, all in favor, motion carried.

OLSON PROPANE PRE-BUY CONTRACT: Schleuning made a motion to pre-buy the amount we bought last winter, Dagman seconded, all in favor, motion carried.

DANR: Smith explained that this was something the board needed to be made aware of. Discussion was held.

PERSONNEL POLICY MANUAL UPDATE: Stirling presented the changes that were recommended on the Personnel Policy Manual and a few errors she had noticed. No discussion was held. Lermeney made a motion to approve the updates, Lindholm seconded, all in favor, motion carried.

RATES RESOLUTION: Schleuning made a motion to approve Resolution 04-2026 regarding rates for the year 2027, Lindholm seconded the motion, all in favor, motion carried.

BUDGET ORDINANCE: Schleuning made a motion to approve the first reading of Ordinance 02-2026 regarding the 2027 budget, Lermeney seconded, all in favor, motion carried.

IT SUPPORT: Stirling presented what she had found out about IT Support. No discussion was held.

REC CENTER SPORTS RATES: Stirling presented the cost of heating and bills for the last three years to the board. No changes will be made.

REC CENTER WINDOWS AND DOORS: Smith is waiting on quotes for the windows. Discussion was held and will be on follow up next month.

MUNICIPAL OFFICE BUILDING: Stirling presented the concerns and ideas for solutions to the board as she had talked to each individually after the last leak. She stated she did ask for quotes on each option but the only quote she got back was from Young Guns Construction for a new building. Discussion was held. Lindholm made a motion to put a questionnaire out there for the citizens to help decide if the board should tear down and rebuild a new office building in the same spot downtown or move the office to a portion of the HC Memorial Recreation Center. Lermeney seconded the motion. All in favor – motion carried. Discussion was held stating that it would not affect taxes as the town has the money to build an office and the town will always need an office. Stirling will put questionnaires out in the October bills and will also have them available at the Municipal Office.

MISC: Matthews would like explanation on the Annual Report, she was advised to go to the Municipal Office with her questions.

President Klempel adjourned the meeting at 7:21PM.

The next meeting will be held October 13, 2026, at 6PM at the Harding County Memorial Recreation Center.

Signed: _____
John Klempel, President

Attest: _____
Jaylene Stirling, Finance Officer

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