# MINUTES OF THE REGULAR TOWN BOARD MEETING

The Board of Trustees of the Town of Buffalo met at the Harding County Rec Center at 6:00 p.m., August 10th, 2021. Trustees present were Traci Routier, Jeremy Humbracht, Elizabeth Henderson, Andy Forsythe, and Shaine Odell. Employees present were Ryan Smith, Deb Johnson, and Dusty Ginsbach, Baine Maupin

GUESTS: Randy Routier, Pennee Clanton, Kevin Watson

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

AGENDA: A motion to approve the agenda with the addition of an Executive Session was made by Henderson, 2nd Forsythe. All approved – motion passed.

MINUTES: A motion made by Henderson, 2nd by Humbracht to approve the minutes from the July 13th, 2021, regular board meeting and the special board meetings on July 29th and 30th, 2021. All approved – motion passed.

BAR REPORT: No one present

LAW ENFORCEMENT REPORT: Deputy Henry Head introduced himself to the board.

APPROVAL OF BILLS: Motion made by Henderson, 2nd by Routier to approve the monthly bills. All approved – motion passed

General payroll – Public Works Supervisor, Finance Office, Town attorney- July wages – 7569.24, Dump attendant – July wages – 897.68, Rec Center Cleaner – July wages – 100.43, Summer Help – July wages – 1240.96, SDRA – July contributions – 1017.72, Town of Buffalo – postage – 166.80, EFTPS – Social Security, Medicare, Federal Tax Withholding – 2082.30, SD Department of Revenue – July taxes – 178.80, Propoint – fuel – 124.82, Dakota Equipment Rental – manlift – 145.00, Olson Fuels – fuel – 227.86, Badger Meter – monthly service fee – 226.10, Buffalo Hardware – supplies – 4285.81, RoughRider Septic – sewer cleaning services – 610.00, Servall – supplies – 88.14, Black Hills Pioneer – Legals/advertising – 295.19, Rapid Rooter – Sewer jetting – 5789.70, Grand Electric – electricity – 2553.44, Amazon – supplies – 250.99, WRCTC – phone & internet – 254.79, Town of Buffalo – clinic utilities – 73.44, Traci Routier – travel reimbursement – 194.88, NWSD Regional Landfill – service fees – 3441.50, Prairie Land Consulting – weed spraying – 1798.50, Deb Johnson – reimbursement for Dump Trac Phone – 137.64, Buffalo Summer Rec program – donation – 600.00, Sheri Blankenbaker – sheet cake – 60.00. SD 811 – messaging – 9.45, Glines Electric – water well work – 85.31, Tim Olson Construction – water well work – 112.66, Town of Buffalo – postage/petty cash – 165.00

APPROVAL OF MONTHLY FINANCIAL REPORT:

FINANCIAL REPORT:

General Fund - 495,279.76

Receipts - 13,912.47

Expenditures - 95,506.49

Balance - 413,685.74

Harding County Memorial Rec Center 4513.06

Receipts - 475.00

Expenditures - 2987.91

Balance - 2000.15

Bridge & Street Fund - 255,148.29

Receipts - 2894.38

Expenditures - 90.00

Balance - 257,952.67

General Reserves - 275,991.64

No Activity

Liquor Fund - 39,238.89

Receipts - 0.00

Expenditures - 1015.74

Balance - 38,223.15

Bar Improvement - 1,642.52

No activity

Water Fund - -7766.76

Receipts - 56,050.03

Expenditures - 7751.87

Balance - 40531.40

Water Surcharge -

Receipts - 59,326.75

Expenditures - 12,573.24

Balance - 52,213.85

Water Reserves - 30,000.00

No Activity

Water Meter Deposits - 15,311.65

Receipts - 0.00

Expenditures – 0.00

Balance - 15,311.65

Sewer Fund - 54,810.85

Receipts 3699.38

Expenditure- 9979.62

Balance - 48,530.61

Sewer Reserves - 78,281.25

No Activity

Solid Waste Fund - 647.22

Receipts - 29,847.22

Expenditures - 5278.08

Balance - 25216.36

Solid Waste Reserves - .00

No Activity

Miscellaneous – 200.00

No activity

TOTAL FUNDS - 1,279,780.99

TOTAL ACCOUNTS - 1,279,780.99

CERTIFICATES OF DEPOSIT:

METER DEPOSIT 1,000.00

METER DEPOSIT 1,000.00

GENERAL/STREETS 30,000.00

GENERAL/STREETS 10,000.00

**AGENDA ITEMS:**

Public Concerns/Comments: Pennee Clanton expressed opposition to a Doe Bow hunting Season within City Limits and the hiring of an Ordinance Officer. Routier read a text and a letter which stated the same concerns. Ryan Smith also expressed opposition to these issues. Discussion was held regarding overnight camping in Tipperary Park. This will be placed on the September Agenda.

Trenton Haffley from Game, Fish, and Parks provided information on how the Bow Hunting within City Limits program works. He answered several questions.

2nd Reading of Ordinances – Town Attorney Ginsbach expressed concerns over how the Ordinances were written. Discussion was held. A motion to approve the 2nd Reading of Ordinance #05-2021, an Ordinance pertaining to the meeting day of board meeting, with a wording change was made by Humbracht, 2nd by Henderson. All approved – motion passed. Ginsbach will work on the remaining ordinances - #02-2021, #03-2021. Ordinance #06-2021 was forgone to be replaced by a resolution. A motion was made by Henderson, 2nd by Forsythe to have a Resolution to set an annual increase of 4% of Solid Waste Disposal Fees. Attorney Ginasbach will draft this resolution.

The first reading of Ordinance #07-2021, a budget supplement for the Water Fund, was held.

A Motion was made by Humbracht, 2nd by Henderson to go into Executive Session at 7:24PM for employee concerns. Executive Session ended at 7:31PM.

VBS Rec Center Fee: Discussion was held about the fee for Vacation Bible School use of the Rec Center. A motion was made by Odell, 2nd by Forsythe to charge $100.00. All approved – motion passed.

Cannabis information and sample Ordinances were given to the Town Board. A recommendation from Planning and Zoning Board will be given at the next regularly scheduled Board Meeting.

Past Due Utility Bills: Discussion was held. Attorney Ginsbach will draft an Ordinance.

Ordinance Officer position: Much discussion was held. Tabled

Nuisance yard complaints: Those in violation of Ordinances pertaining to yards have been sent letters.

Finance Officer position – hired vs. appointed: Attorney Ginsbach advised the Board that the Finance Officer position needed to be an appointed one.

A motion was made by Humbracht, 2nd by Odell to approve a temporary liquor license for Blossoms and Brew City Bar for August 28th, 2021, at the Harding County Rec Center. All approved – motion passed.

Trees for Parks 2022: Discussion was held.

A special Board Meeting for 2022 Budget was set for September 7th, 2021, 6:00PM at the Town Office.

**FOLLOW UP ITEMS:**

Animal Ordinance: tabled

Property Owners responsibility for past due utility bills Ordinance: tabled

Longer term bar lease: Tabled until new lease January 1, 2022

Fireworks Ordinance: tabled

**MISC:**

Charge County for water? Discussion was held and the decision will be to charge the county normal rates for bulk water.

ADJOURNMENT: Being no further business Routier declared the meeting adjourned at 8:55PM

The next regularly scheduled Board Meeting will be September 14th, 2021, 6:00PM at the HC Memorial Rec Center

SIGNED:\_\_\_\_\_\_/s/ Traci Routier

Traci Routier, President

ATTEST: \_\_/s/ Deb Johnson

Deb Johnson, Finance Officer