

UNOFFICIAL MEETING MINUTES OF THE TOWN OF BUFFALO

The Board of Trustees of the Town of Buffalo met at the Harding County Memorial Recreation Center at 6:00PM on November 10, 2025. Trustees present: John Klempel, Doris Dagman, Brandon Schleuning, Jason Lindholm, Tex Lermeney. Employees present: Jaylene Stirling, Ryan Smith, Dusty Ginsbach. Guests present: Melissa Breeding, Cheyenne Hanson.

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

Dagman made a motion to add H&L to the agenda at the start of new business. Lindholm seconded - all approved. Schleuning made a motion to approve the amended agenda, Lermeney seconded – all approved, motion carried.

APPROVAL OF BILLS: Lindholm made a motion to approve the following bills, Dagman seconded. All approved - motion carried.

Amazon Capital Services – 871.42 – supplies; Badger Meter - \$258.72 – services
Black Hills Pest Control - \$225.00 – services; Buffalo Hardware - \$528.08 – supplies
Elan Financial Services - \$891.38 – credit card; Glines Electric LLC - \$58561.68 – services
Grand Electric Cooperative - \$2122.82 – utilities; gWorks - \$5400.00 – fees
Mandy Morris, CPA - \$1165.00 – services; Midcontinent Testing Lab - \$138.00 – services
Nations Center News - \$54.74 – legals; NWSD Regional Landfill – 4719.80 – services
Olson Fuels - \$133.21 – fuel; Olson Propane - \$72.79 – utilities
Servall Uniform & Linen Supply – 138.44 – services; SD Dept. of Revenue – 326.53 – sales tax
SD Retirement System - \$1453.72 – retirement; Tim W Olson Construction - \$2628.00 - services
Town of Buffalo - \$333.65 - utilities; United States Postal Services - \$390.00 - supplies
West River Cooperative – 276.99 - utilities

Schleuning made a motion to approve the minutes from the October 14, 2025, meeting. All approved - motion carried.

LAW ENFORCEMENT REPORT: Law enforcement was not present, but they submitted their report for review. No discussion was held.

BAR REPORT/LIQUOR LICENSES: No bar report was made available. Schleuning made a motion to approve the liquor license at the Harding County Memorial Recreation Center for November 15, 2025, Lermeney seconded the motion. All approved – motion carried.

HC MEMORIAL REC REPORT: There was no meeting tonight, they will try to meet for discussion on events at 5PM on December 9, 2025.

TREE RESPONSIBILITY: Ginsbach was present to discuss. The responsibility to keep the right of way clear does fall back on the town. It is common to do a special assessment tax by ordinance to have adjoining property owners clear up the right of way. Multiple spots in town were discussed as issues, and it was decided to send letters letting property owners know that the town will be acting unless they would like to address it first. The stumps will need to be cut down to ground level or stumps taken out.

PUBLIC CONCERNS/COMMENTS: Cheyenne Hanson was present to discuss her water usage and bill with the board. Discussion was held and she was asked if she had visited with the Finance Office about her bills and was advised to do that.

H&L: Stirling brought H&L's billing to the board as her and Dillon Glines were trying to figure out water usage after he was made aware he needed to read his meter each month. While trying to figure out what was going on and how to read the meter correctly Smith found that there was a major leak. It was discussed for him to get a new meter put in. Schleunig made a motion to charge the average usage as he was originally billed, Lermeny seconded. All approved - motion carried.

RYAN'S TITLE: Ginsbach informed the board that it would be best to create a blanket ordinance that covers the three main positions within the town and their titles along with how long each is appointed. Discussion was held, as Ryan's title has been multiple things over the years. It was decided to have Ginsbach create an ordinance for the Attorney, Finance Officer, and Public Works Supervisor.

ACCESS TO BUILDINGS/FILES: Discussion was held on who has access to files.

JOB DESCRIPTIONS: Discussion was held on job descriptions.

RESTRICTED USE ACCOUNTS/TRASH PICKUP: Discussion was held on trash pickup and past due accounts. It was decided that Smith would have a conversation again with Sears and report back in December.

FOOTBALL FIELD WATER METER PIT: Discussion was held on replacing the meter pit at the football field, due to the new meter being unable to fit in the current pit. Smith will ask the school if they would be willing to split the cost and report back in December.

PUBLIC WORKS REPORT: Smith didn't have much to report this month, he is ready for the snow, and he provided a list of his inventory to the board. He will be working with Ginsbach to locate the curb stop for the hotel this week.

FINANCE OFFICER REPORT: Stirling reported about upcoming events and discussion was held. Discussion was held on an overdue account that was a topic on a Facebook discussion. Election updates were discussed, and she will report more next month on that front.

Misc. discussion was held on open meeting laws with Ginsbach.

President Klempel adjourned the meeting at 7:32PM.

The next regular board meeting will be held on December 9, 2025, at 6:00PM at the Harding County Memorial Recreation Center.

Signed: _____
John Klempel, President

Attest: _____
Jaylene Stirling, Finance Officer

seal