

Town of Keystone  
Board of Trustees  
February 1, 2023

The Board of Trustees met at 6:00 pm, Wednesday, February 1, 2023, for a regularly scheduled board meeting in the Keystone Community Center meeting room. Present were President Rick Greene, Trustees Bill Babcock, Matthew Fullilove, Casey McNulty, Sandra McLain. Also present was Finance Officer Cassandra Ott, Public Works Jerry Przybylski, City Attorney Mitch Johnson. Town Engineer Zach Grapentine was absent. Other interested citizens in attendance were: Kristy Nemetz and Leslie Silverman.

6:00 pm Meeting called to order by President Greene. Pledge of allegiance was recited.

CALL FOR CHANGES TO THE AGENDA: Discussion on potential water ordinance changes.

MINUTES: Motion by Trustee McLain to approve the January 18<sup>th</sup> minutes. Second by Trustee Babcock. Vote – all aye.

CLAIMS: Motion by Trustee Babcock, to approve the February 1<sup>st</sup>, claims as presented. Second by Trustee McLain. Vote – all aye. **General Fund:** Payroll, payroll 2, \$5,013.12; Aflac, supplemental insurance, \$154.30; CNA Surety, notary bond, \$50.00; Century Business Products, Kyocera rent, \$125.68; Delta Dental, dental insurance, \$286.80; Employee Reimbursement, phone/mileage, \$548.73; First Interstate Bank, fees, \$59.25; HPSD, health insurance, \$2,845.83; IRS, payroll 2, \$1480.45; Mastercard, services/supplies, \$128.93 (Amick Sound, fire alarm monitoring, \$20.00; Harvey's Lock and Security, supply, \$29.67; Jenner Equipment, supply, \$48.38; Sams Club, dvds, \$50.88); MDR Consulting, repair and software, \$124.07; SD Retirement, jan retirement, \$1,472.06; SDRS SRP, supplemental retirement, \$59.00; State of SD Secretary of State, notary renewal, \$30.00; Windstream, long distance phone, \$18.35. **General Fund Total \$12,396.57. 204 FUND: 204 Fund Total \$0.00. 211 FUND:** Mastercard, services/supplies, \$681.08 (Menards, kcc supplies, \$412.67; Sams Club, kcc supplies/youth, \$248.41). **Total 211 FUND: \$681.08. 300 Debt Service: Total 300 Fund: \$0.00. WATER FUND:** Payroll, payroll 2, \$1,603.57; Aflac, supplemental insurance, \$76.08; Alexander Drilling, well #6 drilling, \$46,593.87; Delta Dental, dental insurance, \$59.60; Employee Reimbursement, phones, \$40.00; HPSD, health insurance, \$1,138.33; IRS, payroll, \$479.34; SD Retirement, jan retirement, \$560.02; SDRS SRP, supplemental retirement, \$70.50. **Total Water Fund \$50,621.31. SEWER FUND:** Payroll, payroll 2, \$2,397.94; Aflac, supplemental insurance, \$170.56; Delta Dental, dental insurance, \$128.50; Employee reimbursement, phones, \$40.00; HPSD, health insurance, \$1,138.33; IRS, payroll, \$882.05; Mastercard, services/supplies, \$1,855.92 (D & M Ag Supply, sewer feed, \$1480.00; Menards, supplies, \$145.88; Northwest Pipe Fittings, \$230.04); SD Retirement, jan retirement, \$944.06; SDRS SRP, supplemental retirement, \$33.00; USA Bluebook, supplement for bugs, \$922.18; US Bank, CW Loan, \$7,155.72. **Total Sewer Fund \$15,668.26.**

VOLUNTEER/BUSINESS RECOGNITION: None.

PUBLIC WORKS REPORT: Jerry presented the public works report. They are working on the Watson Park sign, Casey McNulty donated a mining car that will be used in the sign and some "gold" bars made of cast aluminum. They worked on some new work benches and plowed snow. They also had some meetings with Engineers on potential arsenic remediation. Updates on that when available.

FINANCE OFFICER REPORT: Finance Officer presented her report. She also presented the Sales tax report for January. The BBB tax is up from last year and the 5 yr average. The 1<sup>st</sup> and 2<sup>nd</sup> penny is up about 4%.

CITY OFFICIALS: Attorney Johnson – none. Trustee McNulty – none. Trustee McLain – Tourism Conference was very good. She talked a lot about grants available for both the arsenic remediation and the silt removal projects. She also discussed a grant that she is going to help the chamber apply for to promote Keystone. She discussed roller skating attendance, and they should have enough volunteers for this week. The Energize conference will be in an east river town this year but will likely be in Keystone in 2024. Trustee Fullilove – none. Trustee Greene – none.

ITEMS FROM CITIZENS: Kristy Nemetz introduced herself as the new Seniors Center President. She announced that they are going to try a “High Tea Time” thing for Easter. They will hopefully have coffee cake and a cupcake decorating station for the kids.

OLD BUSINESS: none.

NEW BUSINESS:

CONTRACTORS LICENSES: Motion by Trustee McNulty to approve & H Asphalt Paving & Maintenance, Kilowatt Electric, MH Builders, Micks Electric, Raintite- Roofing- Dietz Contracting, Rushmore Companies, Weather-tite Exteriors, Western States Fire Protection. Second by Trustee Babcock. Vote – all aye.

SWANZEY ST BATHROOM RELOCATION DISCUSSION: The Town received an email from the DOT explaining that the sign mall would not be a suitable location for a restroom. Discussion will continue at the February 15<sup>th</sup> meeting about alternative locations.

DETOUR FOR 16A BRIDGE REPLACEMENT – SWANZEY ST: Motion by Trustee McNulty that they could use Swanzey Street and the two bridges as a detour from October 1<sup>st</sup> 2024 to May 15, 2025 and must agree to repair any damage to the road or bridges as a result of the increased traffic. Second by Trustee Babcock. Vote – all aye.

PRO-RATING CONTRACTORS LICENSE DISCUSSION: This ordinance would use the language for business licenses being pro-rated and apply it to contractor licenses as well. Motion by Trustee Fullilove to have the attorney draft this ordinance change. Second by Trustee McLain. Vote – all aye.

WATER ORDINANCE DISCUSSION: The changes proposed would allow residential water rates to apply for non-profit corporations. The other change was to the rates, which were messed up due to the timing of the original passing of the Chapter 53. The suggested change to remove late fees from utility accounts in probate was decided to not pursue. Motion by Trustee McNulty to have the attorney draft ordinance changes on 53.09 and 53.27. Second by Trustee Babcock. Vote – all aye.

Meeting adjourned 7:00 pm.

Town of Keystone, Board of Trustees

By \_\_\_\_\_

Richard Greene, President

ATTEST:

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Cassandra Ott, Finance Officer  
(SEAL)