

Town of Keystone
Board of Trustees
February 15, 2023

The Board of Trustees met at 5:00 pm, Wednesday, February 15, 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: Lynette Tyon, Kim Merrill, Darlene Perkins, Robin Scott, Robin Pladson, Julie Mamrot, Deputy Plawman, Steve Dalton, Mike Trike, Will and Patti Parks, Alan, Julie Babcock, Leslie Silverman, Jake Rapp, Leah Serrano, Nate Koistinen, Mike Helgerson, Kailey Snyder, Mike Gennaro.

5:00 pm Meeting called to order by President Greene. Pledge of allegiance was recited.

CALL FOR CHANGES TO THE AGENDA: Trustee McLain added roller skating to her City Officials section.

DISCUSSION ON AN ORDINANCE TO PROHIBIT FEEDING WILDLIFE AND WATERFOWL: Motion by Trustee Babcock to approve the First reading 96.01 Prohibition on feeding wildlife and waterfowl. Second by Trustee McNulty. Trustee Fullilove spoke about the feeding deer being a safety concern especially in the winter. He cited mountain lions being brought into town. Deputy Plawman talked about the numbers of deer in town and the risk of 30-40 deer in town. There was discussion about cars vs deer. Jerry shared the story about a deer running into and over the Town truck last summer. Robin Scott requested that feral cats not be included in this ordinance, as they are a whole different topic of discussion. Trustee McLain spoke about these issues of feeding both cats and deer. Steve Dalton spoke about the deer killed in the past couple of years just outside his home and on his property. Trustee Fullilove made a substitute motion to approve the ordinance excluding feral cats. Second by Trustee Babcock. Vote – all aye. The second reading will be on March 1st.

DISCUSSION ON WHERE THE SWANZEY STREET BATHROOMS SHOULD BE REBUILT: Discussion started on explaining that the Hwy 16 bridge will be replaced in 2024-2025. As part of that replacement, the Town's Swanzey street bathrooms will be demolished. The State DOT will pay to replace them. Jerry talked about how the current location is unsafe as it is congested with both pedestrians and traffic in the summer. Board members brought up the idea of trying to purchase property along Swanzey street. They discussed that it would likely be a very costly thing. Motion by Trustee McLain to table for the March 1st meeting. Second by Trustee Babcock. Vote – all aye.

MINUTES: Motion by Trustee McNulty to approve the February 1st 2023 minutes. Second by Trustee McLain. Vote – all aye.

CLAIMS: Motion by Trustee Babcock, to approve the February 15th, claims without the Nelson Oil and Gas bill. Second by Trustee Fullilove. Vote – all aye. **General Fund:** Payroll, payroll 3, 5,031.20; BH Energy, power utility, \$3,238.34; IRS, payroll 3, \$1,486.76; Johnson Law Office, attorney services, \$595.00; Keystone Utility, water utility, \$144.30; Mastercard, services/supplies, \$886.17 (BAM, library books, \$227.87; CCleaner, software, \$58.52; Menards, supplies, \$137.94; Sams Club, supplies, \$112.38; Kieffer Sanitation, garbage, \$349.46); Mt Rushmore Telephone, phone/internet, \$554.37; Overdrive, yearly subscription, \$600.00; SDRS SRP, supplemental retirement, \$59.00; SHP Holdings, subscription and publishing, \$547.00; SD 811, one call fees, \$4.48 . **General Fund Total \$13,932.62. 204 FUND: 204**

Fund Total \$0.00. 211 FUND: Keystone Chamber, Jan reimbursement, \$9,124.00; Keystone Utility, water utility, \$144.30; Mastercard, services/supplies, \$608.52 (Sams club, supplies, \$458.14; Kieffer Sanitation, garbage, \$130.38; Amick Sound, fire alarm monitoring, \$20.00); Water Tree, water cooler, \$19.00. **Total 211 FUND: \$9,895.82. 300 Debt Service:** Heavy Contractors, pedestrian bridge, \$74,294.83; Interstate Engineering, Roy st bridge designs both 317 and 318, \$71,311.00. **Total 300 Fund: \$145,605.83. WATER FUND:** Payroll, payroll 3, \$1,791.57; DANR, testing, \$60.00; BH Energy, power utility, \$1,781.93; IRS, payroll 3, \$545.71; Mid Continent, water/sewer testing, \$122.50; SDRS SRP, supplemental retirement, \$70.50. **Total Water Fund \$4,372.21. SEWER FUND:** Payroll, payroll 3, \$2,433.94; DANR, testing, \$60.00; BH Energy, power utility, \$6,726.73; IRS, payroll 3, \$894.62; Mastercard, services/supplies, \$740.00 (D & M Ag Supply, sewer feed, \$740.00); MidContinent, water/sewer testing, \$619.50; Mt Rushmore Telephone, phone/internet, \$227.32; SDRS SRP, supplemental retirement, \$33.00. **Total Sewer Fund \$11,735.11.**

VOLUNTEER/BUSINESS RECOGNITION: Trustee Fullilove wanted to thank Jerry for going above and beyond at researching arsenic removal.

SHERIFF'S REPORT: Deputy Plawman presented his report. As a citizen, he requested the Town sponsor him and Jerry at the Annual SD Rural Water fishing tournament. Motion by Trustee Fullilove to pay for partial room cost and entry fee \$400.00. Second by Trustee Babcock. Vote – all aye.

LIBRARY REPORT: The next library meeting is April 4th. They have the easter egg hunt on April 8th at 10:00 am sharp. Robin Scott presented the library annual report. Motion by Trustee McNulty to approve. Second by Trustee McLain. Vote – all aye.

KEYSTONE HISTORICAL SOCIETY REPORT: none.

KEYSTONE CHAMBER REPORT: Robin Pladson shared posters for the spring fling which will take place April 15th and 16th. She also has set up a job fair on Thursday, March 30th from 4-7 in the Keystone Gym. She shared tourism numbers from 2022. They are no longer working with Jack Rabbit. She is also working on a DMO grant that is due in August. The Chamber had a supplemental budget request for \$5,250 to be on 10,000 copies of the black hills and badlands magazine. Motion by Trustee McNulty to deny the request. Second by Trustee Babcock. Questions about budgeting, the effectiveness of print advertising, and why this expense wasn't included in the budget were discussed. Vote – Trustee Babcock – aye. Trustee McNulty – aye. Trustee McLain – nay. Trustee Fullilove – nay. Trustee Greene – nay. Motion did not carry. Motion by Trustee Fullilove to approve the \$5,250 for the cover of the magazine. Second by Trustee McLain. Vote – Trustee McNulty – nay. Trustee Babcock – nay. Trustee McLain – aye. Trustee Fullilove -aye. Trustee Greene – aye. Motion carried. Leah Serrano requested another supplemental budget request for the Town to purchase and move a small cabin to be used as a chamber office. They also requested a land use lease agreement for the cabin. Motion by Trustee McNulty to table. Second by Trustee Babcock. Vote – all aye. Issue moved to March 1st agenda.

KEYSTONE SENIORS REPORT: none.

PARK BOARD REPORT: minutes presented, Jake Rapp would speak later in agenda.

BLACK HILLS COUNCIL OF LOCAL GOVERNMENTS: - Hazard Mitigation Plan Update. Kailey Snyder from Black Hills Council presented the new Hazard Mitigation Plan. She needed some points of contact. Motion by Trustee McNulty to have Finance Officer be the main point of contact and the primary person

to attend meetings, and he would act as alternate. Second by Trustee Fullilove. Vote – all aye. Kailey mentioned that this plan will have some changes as they have to address climate change, and vulnerable populations.

PUBLIC WORKS REPORT: Jerry and his crew have been working on locating leaks, and on the new Watson park sign. They also toured the Custer Water Treatment facility to research arsenic removal. They did snow removal and fixed broken heaters.

FINANCE OFFICER REPORT: Finance Officer presented her report. She explained the issue with the Roy St Bridge 317 that is currently not there. There is an issue with FEMA not approving the method used to find a no-rise and so they will not allow the town to replace the bridge at this time. The Town board will need to make a decision at a future meeting on how they would like to proceed. For now, a letter needs to be written to the contractor. Motion by Trustee McNulty to have attorney draft a letter. Second by Trustee Babcock. Vote – all aye. She also presented the financials.

CITY OFFICIALS: Trustee Babcock – none. Trustee McNulty – none. Trustee McLain – Discussed using the profits from roller skating this year to purchase more roller skates as they are missing or low on some sizes and many of their skates are nearing the end of their lifespan. She also presented the Grant application for West Dakota Water Development District. They will be meeting on March 14th. Trustee Fullilove – none. Trustee Greene – spoke about needing time limits on reports and discussions. He also spoke on how during votes, board members just need to vote. This will be discussed at the March 1st meeting.

ITEMS FROM CITIZENS: none.

OLD BUSINESS: none.

NEW BUSINESS:

FIRST READING – ORDINANCE TO AMEND SECTION 53.27 WATER CHARGES: Finance Officer explained the backstory about the timing of the drafting of this ordinance in 2021 and it's passage in 2022 which resulted in an error in the wrong charges being listed. This would correct that error. Motion by Trustee Babcock to approve. Second by Trustee McLain. Vote – all aye.

FIRST READING – ORDINANCE TO AMEND SECTION 53.09 B TO INCLUDE NON-PROFITS AS RESIDENTIAL: Motion by Trustee Fullilove to approve, second by Trustee McLain. Trustee Fullilove spoke about that this was part of some larger changes that would affect the building permit ordinances. Vote – Trustees McLain, Greene, Fullilove – aye. Trustees McNulty and Babcock – Nay. Motion carried.

FIRST READING – ORDINANCE TO ADD SECTION 110.14 D TO ALL PRORATING FOR CONTRACTORS LICENSE: Motion by Trustee Fullilove to approve. Second by Trustee Babcock. Vote – all aye.

ANNUAL REPORT 2022: Motion by Trustee McLain to approve and publish. Second by Trustee Babcock. Vote – all aye.

BH POWER REQUEST TO MOVE POWERLINE: Motion by Trustee McNulty to allow the power pole to be moved to the foot of the hill within their easement. Second by Trustee Babcock. Vote – all aye.

BUILDING PERMIT: BP2-15-2023, 221 SWANZEY, build half walls. Motion by Trustee Babcock to approve.

Second by Trustee McLain. Vote – Trustees Babcock, Greene, McLain, Fullilove – Aye. Trustee McNulty abstained. Motion carried. Fee in the amount of \$30.00.

AGREEMENT FOR ENGINEERING ON 318 BRIDGE: The 318 Bridge is the bridge farthest east on Roy street. Motion by Trustee McLain to approve the engineering agreement for the 318 bridge. Second by Trustee Babcock. Vote – all aye.

CONTRACTORS LICENSE: Motion by Trustee Babcock to approve a contractors license for Loyal Plumbing. Second by Trustee McLain. Vote – all aye.

WELL WATER AND SEWER METERING ORDINANCE DISCUSSION: Finance Officer presented an issue where it isn't clearly stated in our ordinance that utility customers on well water that use the Town's sewer system need to have their well water metered. Sewer charges are based on usage and the only way sewer usage is calculated in based on metered water. Attorney thought that metering well water is implied by the current ordinance, but it could be clarified more. Mike Gennaro thought that he should just be charged the base rate for sewer. Discussion on cost of ordinance writing, the fact that we only have one account like this, necessity of clarification. Motion by Trustee McLain to have attorney draft an ordinance. Second by Trustee McNulty. Vote – all aye.

PARK BOARD – KEYSTONE CITY PARK DESIGN PROPOSAL: Jake Rapp shared the proposal he has developed with Mark Jobman on creating a park design for the Watson park area. The cost is \$6,500. Motion by Trustee Fullilove to approve. Second by Trustee Babcock. Vote – Trustees Babcock, McLain, Greene, Fullilove – aye. Trustee McNulty – nay. Motion carried.

Meeting adjourned 7:48 pm.

Town of Keystone, Board of Trustees
By _____
Richard Greene, President

ATTEST:

Cassandra Ott, Finance Officer
(SEAL)