

Town of Keystone
Board of Trustees
August 16th, 2023

The Board of Trustees met at 6:00 pm, Wednesday, August 16th, 2023, for a regularly scheduled board meeting in the Keystone Community Center meeting room. Present were President Sandra McLain, Trustees Bill Babcock, Matt Fullilove, Casey McNulty, and Will Parks. Also present was Finance Officer Samantha Epler, Public Works representative Devin Lorimor, and City Attorney Mitch Johnson. Other interested citizens in attendance: Cal Loock, Robin Pladson, Leslie Silverman, Sherri Smith, Richard Smith, Tammy Hunsaker, Bonnie Zebroski, Robin Scott, Deputy Lindquist, Sergeant Harkins, Bob Nelson, Jon Veltman, Karen Boland, Linda Skogen, Chandi, Leah, Corinne Perkins.

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

CALL FOR CHANGES TO THE AGENDA: Building Permit – BP08-16-2023, Sign Permits – SP08-16-2023-1 and SP08-16-2023-2 were added to the agenda.

MINUTES: Motion by Trustee McNulty to approve the minutes for the regular meeting on August 2nd, 2023, and special meeting held on August 7th, 2023. Seconded by Trustee Babcock. Vote – all aye.

CLAIMS: Motion by Trustee Babcock, to approve the August 16th, 2023 claims. Second by Trustee Fullilove. Trustees McLain, Babcock, Fullilove, and Parks – aye Trustee McNulty – Nay motion carried.

General Fund: Payroll, payroll 16, \$4723.86; IRS, payroll 16, \$1295.62; SD 811 \$5.60; Mastercard, services and supplies \$4310.88; SD Secretary of State, Notary Application \$30.00; Nelsons Oil and Gas, fuel \$922.42; Keystone Utility, water/sewer \$192.60; Johnson Law Office, attorney fees \$893.00; Jobman Studio, Park Plan \$4485.21; Employee Reimbursement, mileage/cell \$726.81; SDRS SRP, supplemental retirement \$42.50; Mt. Rushmore Telephone, phone/internet \$552.36; Sign Express, ADA Access Signs \$85.33; Black Hills Embroidery, shirts/hoodies \$308.00; Lighting Maintenance Co, lights \$65.94; Kieffer Sanitation, Garbage \$378.47; SHP Holdings, publishing \$146.41. **General Fund Total \$19165.01.** **204 FUND: 204 Fund Total \$0.00.** **211 FUND:** Town of Keystone Utility, water and sewer \$470.20; ULINE, A frame Signs \$315.00; Keystone Chamber, July Reimbursement \$12781.94; Keystone Historical Society, Reimbursement \$7214.51; WaterTree, water \$33.00; David and Dottie Cofoid, welcome sign décor \$27.59; Kieffer Sanitation, garbage \$141.20. **211 FUND Total \$21145.61.** **300 Debt Service:** Interstate Engineering, Ped Bridge Coordination \$2847.16. **300 Fund Total \$2847.16.** **Water Fund:** Payroll, payroll 16 \$1724.74; IRS, payroll taxes \$520.03; Employee Reimbursement, cell phone \$40.00; SDRS SRP, supplemental retirement \$78.75; Mid Continent, testing \$245.50; CSG forte, processing fees \$3.50; Mastercard, supplies/services \$769.42; Black Hills Embroidery, Hoodie \$34.00; Hawkins, supplies \$990.03. **Water Fund Total \$4405.97.** **Sewer Fund:** Payroll, payroll 16 \$2579.57; IRS, payroll taxes \$944.15; Mastercard, services and supplies \$296.05; CSG Forte, processing fees \$3.50; Black Hills Chemical, supplies \$134.70; Mt Rushmore Telephone, phone/internet \$225.73; Employee reimbursement \$40.00; Black Hills Embroidery, hoodies \$76.00; SDRS SRP, supplemental retirement \$41.25; Mid Continent, Testing \$869.00. **Sewer Fund Total \$5209.95.**

SHERIFFS REPORT: Deputy Lindquist reported that during the rally they had four extra deputies, and everything went smoothly.

HISTORICAL SOCIETY REPORT: Bonnie reported that donations and visitation are down this year. The walking tour is going well, and they are still working on replacing more signs.

KEYSTONE CHAMBER REPORT: Robin Pladson has the vendor applications ready and available from the Chamber and gave them to Keystone City Hall to distribute as well for the Holy Terror Days September 15th and 16th. Robin is finishing up the parade coordination.

KEYSTONE SENIOR CENTER REPORT: Karen Boland reported that the rally breakfast went well.

PARK BOARD REPORT: None

PUBLIC WORKS REPORT: Devin reported that the maintenance crew have mowed and trimmed weeds when possible. They patched more potholes. They pulled cleaned and replaced UV bulbs at the sewer plant. They marked graves. They have watered the new trees on the town lot as needed. Cleaned dead bugs and debris from UV sight. They ran the street sweeper on Winter St and cleared storm drains. Joe responded to the fire alarm system at the KCC due to battery issues.

FINANCE OFFICER REPORT: Finance officer reported the financials. She also let the Board know about the SDML Annual Conference in October. Trustee Fullilove motioned for Samantha to attend the conference. Second by Trustee McNulty. Vote – all aye.

CITY OFFICIALS: Trustee Babcock - none. Trustee Fullilove – none. Trustee Parks – none. City Attorney Johnson – None. Trustees McLain and McNulty discussed the complaint form from Dennis and Lisa Cole regarding parking on the street on Bullion St and Cole St. Trustee McNulty motion to have the corner of Bullion St and Cole St painted red and a no parking sign placed. The corner of Madill and Cole St. and the approach to Tammy and Cine's driveway painted yellow. Seconded by Trustee Babcock. Vote – all aye.

ITEMS FROM CITIZENS: Cal Loock had concerns about the staffing of the Fire Department. He was directed to bring those concerns to Pennington Conty and Battle Creek Fire District.

OLD BUSINESS:

Harney St Storage Lot: Trustee Fullilove motioned to move the items from the Harney St lot up to Rocky Gulch. Second by Trustee McLain. Vote – Trustee Fullilove and Trustee McLain – aye Trustees Babcock, McNulty, and Parks – nay. Motion failed.

NEW BUSINESS:

Application for Permit to Occupy Right-of-way: Trustee McNulty motioned to approve the application for the railing on Winter St. Second by Trustee Babcock. Vote – all aye.

Holy Terror Days Inc asking permission to use the Museum for The Haunting of Keystone: Trustee Fullilove motioned to permit the use of the Museum. Seconded by Trustee Babcock. Vote – Trustee Babcock, Fullilove, and Parks – aye. Trustees McLain and McNulty abstained. Motion Carried.

Butler Machinery CVA: Motion by Trustee McNulty to table until the next meeting to gather more information on the equipment covered. Seconded by Trustee Babcock. Vote – all aye.

Dakota Pump: Motion by Trustee McNulty to approve the proposals from Dakota Pump for Well 6. Seconded by Trustee Babcock. Vote – all aye.

Sign Permit: SP08-16-2023 Keystone Area Historical Society 501 1st St. Motion by Trustee Fullilove to approve the permit and waive the fee. Seconded by Trustee McNulty. Vote – all aye.

Business Licenses: Motion by Trustee McNulty to approve the business license for Superiorland Concessions. Seconded by Trustee Parks. Vote – all aye.

Contractor Licenses: Motion by Trustee McNulty to approve the contractor license for BTD Enterprises, LLC. Seconded by Trustee Babcock. Vote – all aye.

Building Permit: BP08-16-2023 McNulty Enterprises 401 Blair St. New build 24' x 81' two story dorm. Motion by Trustee Babcock to approve. Second by Trustee Parks. Vote – Trustees McLain, Babcock, Fullilove, and Parks – aye. Trustee McNulty abstained. Motion carried. Fee in the amount of \$1610.

Sign Permit: SP08-16-2023-1 Will Nelson 501 1st St, 4' x 8'. Motion by Trustee McNulty to approve. Seconded by Trustee Babcock. Vote – all aye. Fee in the amount of \$20.

Sign Permit: SP08-16-2023-2 Will Nelson 501 1st St, 2 ½ foot diameter sign. Motion by Trustee McNulty to approve. Seconded by Trustee Babcock. Vote – all aye. Fee in the amount of \$20.

Motion by Trustee Fullilove to go into executive session SDCL1-25-2.3 legal at 7:01 pm. Seconded by Trustee Parks. Vote – all aye. Motion by Trustee Fullilove to exit executive session at 7:10 pm. Seconded by Trustee Babcock. Vote – all aye. Motion by Trustee McNulty to seek new contractor for the pedestrian bridge and have Mitch send a letter to Heavy Constructors. Seconded by Trustee Babcock. Vote – all aye.

Budget Hearing: A Budget request from the Keystone Area Historical Society for 20,000. Budget Request from the Senior Center for 10500 was discussed and the board is considering increasing that amount to 20,000. The Keystone Chamber of Commerce came and presented a power point on accomplishment of the chamber and the improvement they have made in the last few years. The Chamber is requesting 158,332 there will be more discussion on the amount at the next budget hearing. There was no representative from the Park Board to review their request and will be addressed at the next budget hearing.

Motion by Trustee Fullilove to adjourn. Seconded by Trustee Parks. Vote – all aye.

Meeting adjourned at 8:35 pm.

Town of Keystone, Board of Trustees

By _____
Sandra McLain, President

ATTEST:

Samantha Epler, Finance Officer
(SEAL)