

Town of Keystone
Board of Trustees
September 20th, 2023

The Board of Trustees met at 5:00 pm, Wednesday, September 20th, 2023, for a regularly scheduled board meeting in the Keystone Community Center meeting room. Present were President Sandra McLain, Trustees Bill Babcock, Matt Fullilove (arrived at 5:10), and Will Parks. Trustee McNulty was absent. Also present was Finance Officer Samantha Epler, Public Works Supervisor Jerry Przyblyski, and City Attorney Mitch Johnson. Other interested citizens in attendance: Bonnie Zebroski, Kyle Olson, Dave Westergaard, Cal Loock, Robin Pladson, Sargent Harkins, Jon Veltman, Leslie Silverman, Linda Skogen, Bernard Cordes, Karen Boland, Robin Scott, Phil and Deb Lervaag.

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

CALL FOR CHANGES TO THE AGENDA: Meeting with Duane Pankratz cancelled due to an appointment will be rescheduled for a later meeting. Building Permit BP09-20-2023-1 was changed from 2 trailers and sheds to 6 trailers and sheds for demolition.

MINUTES: Motion by Trustee Babcock to approve the minutes for the regular meeting on September 6th, 2023. Seconded by Trustee Parks. Vote – all aye.

CLAIMS: Motion by Trustee Babcock, to approve the September 20th, 2023 claims. Second by Trustee Parks. Vote – all aye. **General Fund:** Payroll, payroll 18, \$4584.67; IRS, payroll 18, \$1322.33; SD 811 \$6.72; Mastercard, services and supplies \$1455.30; CCB, wage assignment \$159.67; Nelsons Oil and Gas, fuel \$883.27; Keystone Utility, water/sewer \$191.05; Johnson Law Office, attorney fees \$959.50; Mountain States Security, security for KCC \$309.48; Employee Reimbursement, mileage/cell \$710.47; SDRS SRP, supplemental retirement \$42.50; Mt. Rushmore Telephone, phone/internet \$552.36; Mid America Books, books \$87.80; Carquest, door handle \$27.59; SHP Holdings, publishing \$209.31. **General Fund Total \$11502.02.** **204 FUND: 204 Fund Total \$0.00.** **211 FUND:** Town of Keystone Utility, water and sewer \$389.60; Fresh Start Cleaning & Restoration, carpet cleaning \$1070.50 WaterTree, water \$40.00; Hill City PIPTO, donation \$250.00; Mastercard, supplies/services \$1883.81. **211 FUND Total \$3383.91.** **300 Debt Service:** Interstate Engineering, Ped Bridge \$3933.94. **300 Fund Total \$3933.94.** **Water Fund:** Payroll, payroll 18 \$1966.51; IRS, payroll taxes \$605.48; Employee Reimbursement, cell phone \$99.93; SDRS SRP, supplemental retirement \$78.75; Interstate Engineering, Well 6 project \$1687.50; CSG forte, processing fees \$3.00; Milbank Winwater, meters \$2057.08; Summit Signs & Supply, sign \$97.50. **Water Fund Total \$6896.50.** **Sewer Fund:** Payroll, payroll 18 \$2472.24; IRS, payroll taxes \$905.97; Mastercard, services and supplies \$783.05; CSG Forte, processing fees \$3.00; Rapid City Solid Waste, biosolids \$163.80; Mt Rushmore Telephone, phone/internet \$225.73; Employee reimbursement \$40.00; MC2, UV lamps \$621.42; SDRS SRP, supplemental retirement \$41.25; Mid Continent, Testing \$676.50; Nelsons Oil & Gas, propane \$207.68. **Sewer Fund Total \$6140.64.**

Volunteer/Business Recognition: Robin Pladson thanked Christina Dehn for helping with the vendor show, Patty Songstad for her help in Visitor Center and Matt Fullilove for his help as well. Bill Babcock was thanked for being a road guard during the parade as well as Deputy Kimball.

SHERIFFS REPORT: Sargent Harkins reported that hours were up due to the rally. He announced that Deputy Lindquist and his wife welcomed their son Theodore Michael Roy on September 6th and Deputy

Lindquist will be on Paternity leave for a few weeks. Sargent Harkins announced he will be retiring on September 29th. They will be interviewing for his replacement on Friday.

HISTORICAL SOCIETY REPORT: Bonnie announced that the museum will be closing on October 1st. Casey has been planning for next year.

KEYSTONE CHAMBER REPORT: Robin Pladson presented her director's report and updated that the IPAD had been purchased for the VIC. The design has been completed for the Victorian Christmas and Turkey bingo the date for that event being November 18th.

KEYSTONE SENIOR CENTER REPORT: Jon Veltman reported that Senior Center is doing well they have had lots of weekly events and are looking into more as expenses were higher than expected this year due to the roof repair. Jon reported that Kristi Nimitz and Susan Alumbaugh both resigned. Aileen Ham has gone over the Senior Centers books and has them in order.

PUBLIC WORKS REPORT: Jerry and the crew put up the railing on Winter St. They started coating the bridges. They made the float for the parade. Started working on winterizing the restroom at the KCC and got with the plumber about changing out the urinal that needed replaced. They've continued to water the trees. Changed the filters in the lift station. Put up no tampering with federal building signs. They patched holes on Cole St, Bullion St, and Cemetery Rd. Fixed the broken valve on the rasp pump. Moved one of the trailers in the storage yard. Had Apex electrical start replacing lights in the museum with LED lights.

FINANCE OFFICER REPORT: Finance officer reported the financials. She also reported that the insurance adjuster came out for a meeting with herself and Jerry. They added to the policy some items that were currently uninsured. She reported that Mark, who currently does the IT work for the city is willing to continue to work for the city past December if a replacement is not found.

CITY OFFICIALS: Trustee Babcock discussed that he had been thinking about resigning due to health issues but will stay on as long as he can. Trustee Parks reviewed the town storage lot and as the trees were smaller than wanted due to cost that he wondered if placing a fence parallel with the trees would be needed. Trustee Parks motioned for an estimate for the cost of the fence to be prepared and brought to the next meeting. Seconded by Trustee Fullilove. Vote – all aye. Trustee Fullilove had Michael Schlumpberger come forward to discuss with the trustees his request for bulk water. The request was to meter water out of a hydrant on Old Hill City Rd. Discussion was had and concerns were raised due to the disturbance of iron in the lines and the effect that has on residents and businesses. Trustee Fullilove motioned to table until the October 4th meeting. Seconded by Trustee Parks. Vote – all aye. Trustee McLain discussed that she was going to fill out the application to SDSU Energize for the town to be considered to host their conference. Trustee McLain also updated WDWWD on the progress with the sediment removal.

ITEMS FROM CITIZENS: Leslie Silverman was concerned about the depth of the manhole covers after the resurfacing of HWY 40 was completed. Jerry is working on a solution to fix the problem.

OLD BUSINESS:

Senior Center Alley: Trustee McLain had Attorney Johnson speak about the drainage issue at the Senior Center and he was comfortable with the trustees deciding either way. The estimates were discussed the

estimate from In-Line Concrete was 8894.40 and the estimate from Marty Hunsaker was 14081.66. Trustee Fullilove thought that even though Marty’s estimate was higher his quality of work in the past should be considered. Trustee Fullilove motioned to have Marty complete the work but submit a drainage plan and expedite the project to prevent more damage to the Senior Center. Seconded by Trustee Babcock. Vote – all aye.

NEW BUSINESS:

Second Reading: Budget Appropriation Ordinance 72-2024. The Finance Officer read the appropriation ordinance. Motion by Trustee Fullilove to approve. Seconded by Trustee Babcock. Vote – all aye.

**TOWN OF KEYSTONE
ORDINANCE NUMBER 72-2024
PART 1**

Be it ordained by the Town of Keystone that the following sums are appropriated to meet the obligations for the year of 2024

EXPENDITURES	GENERAL FUND	WATER FUND	SEWER FUND	211 FUND	204 FUND	300 FUND
101 General						
4111 trustees	\$ 16,250					
4113 ordinance	\$ 7,000					
4115 contin.	\$ 35,000					
4130 election	\$ 800					
4140 finance	\$ 99,326					
4141 attorney	\$ 8,000					
4147 audit	\$ 5,500					
4160 insurance	\$ 50,000					
4190 building	\$ 58,563					
4210 law	\$ 93,212					
4310 streets	\$ 149,780					
4370 cemetery	\$ 2,000					
45140 Seniors	\$ 20,000					
4520 parks	\$ 5,750					
4550 library	\$ 86,264					
463 kcc rent	\$ 5,000					
4990 liquor	\$ 4,000					
4999 Cannabis	\$ 10,000					
211 Fund						
4520 park				\$ 35,000		
4560 chamber				\$ 149,927		
4580 museum				\$ 20,000		
4631 kcc maint.				\$ 51,405		
4650 promotion				\$ 15,930		
4651 kcc youth				\$ 5,000		
4661 flag program				\$ 5,000		
4662 land				\$ 16,667		
204 Fund						
2990 parking					\$ 1,300	

300 Fund

4320 sewer pmt						\$ 34,660
4700 srf pmt						\$ 43,034
4521 bridge repairs						\$ 800,000
4670 flood mitigation						\$ 80,000

602 Fund

4330 water	\$ 549,292					
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604 Fund

4320 sewer		\$ 397,104				
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2024

Appropriation	\$ 653,945	\$ 549,292	\$ 397,104	\$ 298,929	\$ 1,300	\$ 957,694
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PART II

The following designates the fund of funds that the money derived from the following sources is applied:

REVENUE	GENERAL FUND	WATER FUND	SEWER FUND	211 FUND	204 FUND	300 FUND
310 taxes	\$ 478,307			\$ 298,929		\$ 409,728
320 license	\$ 53,000					
330 state	\$ 26,000					
338 county	\$ 15,329					\$ 121,500
340 goods	\$ 29,650					
350 fines	\$ 2,000					
361 interest	\$ 300					
386 cemetery	\$ 3000					
389 parking					\$45,000	
602 water		\$ 324,292				
604 sewer			\$ 397,104			

TOTAL MEANS OF

FINANCE	\$607,586	\$ 324,292	\$ 397,104	\$ 298,929	\$ 45,000	\$ 531,228
Trans.	\$ 46,359	\$ 225,000	\$	\$	\$	\$426,466

GF savings

2024

Appropriation	\$ 653,945	\$ 549,292	\$ 397,104	\$ 298,929	\$ 1,300	\$ 957,694
Cash Balance						
retain	\$	\$	\$	\$	\$ 43,700	\$

PART III

The Town Finance Officer is hereby directed to certify the following dollar amount of tax levies made in this ordinance to the county auditor \$120,000.

Approved: Town of Keystone, Board of Trustees

By: Sandra McLain, President

(SEAL)
ATTEST:

Samantha Epler, Finance Officer

Building Permit: BP9-20-2023-1 McNulty Enterprises 211 3rd St. Demolition of 6 Trailer Homes and 6 Sheds. Motion by Trustee Fullilove to approve. Seconded by Trustee Babcock. Vote – all aye.

Building Permit: BP9-20-2023-2 K Bar S Lodge 434 Old Hill City Rd. Two 4 plex family suites. Motion to approve by Trustee Fullilove. Seconded by Trustee Babcock. Vote – all aye.

Contractor License: Riddles Group, Inc/Ruby Construction. Motion by Trustee Babcock to approve. Seconded by Trustee Parks. Vote – all aye.

Operator Certification Exams for Devin and Joe. Motion by Trustee Fullilove to approve. Seconded by Trustee Babcock. Vote – all aye.

Motion by Trustee Fullilove to go into executive session SDCL 1-25-2.1 Personnel at 6:40 pm. Seconded by Trustee Parks. Vote – all aye. Trustee Babcock left the meeting around 6:45 pm. Motion by Trustee Fullilove to come out of executive session. Seconded by Trustee Parks. Vote – all aye. Exited executive session at 6:53 pm. No action taken.

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

Meeting adjourned at 6:55 pm.

Town of Keystone, Board of Trustees

By _____
Sandra McLain, President

ATTEST:

Samantha Epler, Finance Officer
(SEAL)