

Town of Keystone  
Board of Trustees  
January 18, 2023

The Board of Trustees met at 6:00 pm, Wednesday, January 18, 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 (on phone). 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: Sid Tyon, Lynette Tyon, Kim Merrill, Leslie Silverman, Brandon Rozema, Deputy Plawman, Sgt. Harkins, Robin Scott, Karen Boland, Julie Mamrot, Judy Helmer.

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

CALL FOR CHANGES TO THE AGENDA: none.

MINUTES: Trustee McLain requested that the minutes from January 4<sup>th</sup> reflect that she was absent for the last vote as she had hung up the phone. She did not vote on the Derek Alexander Water Meter Issue. Motion by Trustee Fullilove to approve the January 4<sup>th</sup> minutes with this correction. Second by Trustee Babcock. Vote – all aye.

CLAIMS: Motion by Trustee McLain, to approve the January 18<sup>th</sup>, claims as presented. Second by Trustee Babcock. Vote – all aye. **General Fund:** Payroll, payroll 1, \$4,922.42; Black Hills Urgent Care, vaccination, \$140.00; Interstate Engineering, blair tract replat, \$4,816.50; IRS, payroll 1, \$1,447.86; Johnson Law Office, attorney services, \$297.50; Keystone Utility, water/sewer, \$162.10; Mastercard, services/supplies, \$875.53 (); McLeods, tax papers, \$10.56; MDR Consulting, repair library workstations, \$97.50; Mt Rushmore Telephone, phone/internet, \$554.37; Nelsons Oil and Gas, gas, \$786.00; Pennington Co Sheriff, quarterly payment, \$21,983.75; Runnings, supplies/heaters, \$297.28; SHP Holdings, publishing, \$163.29; SD 811, one call fees, \$1.12; SDRS SRP, 1 supplemental retirement, \$59.00; SD Reemployment, Insurance, unemployment insurance, \$32.19. **General Fund Total \$36,646.97. 204 FUND: 204 Fund Total \$0.00. 211 FUND:** Keystone Utility, water/sewer, \$288.05; Mastercard, services/supplies, \$390.74 (); WaterTree, water cooler, \$18.75. **Total 211 FUND: \$288.05. 300 Debt Service: Total 300 Fund: \$0.00. WATER FUND:** Payroll, payroll 1, \$1,875.49; CSG Forte, fees, \$17.88; Interstate Engineering, well 6 project, \$14,189.50; IRS, Payroll 1, \$574.97; Mid Continent, water testing, \$23.00; SDRS SRP, 1 supplemental retirement, \$70.50. **Total Water Fund \$16,751.34. SEWER FUND:** Payroll, payroll 1, \$2,456.31; CSG Forte, fees, \$17.87; DANR, sewer fees, \$250.00; IRS, payroll 1, \$902.08; GNE, sewer supply, \$394.44; Mastercard, services/supplies, \$893.98 (); Mid Continent, sewer testing, \$698.00; Mt Rushmore Telephone, phone/internet, \$226.99; SDRS SRP, 1 supplemental retirement, \$33.00 . **Total Sewer Fund \$5,872.67.**

VOLUNTEER/BUSINESS RECOGNITION: None.

SHERIFF'S REPORT: Deputy Plawman, presented the report. He reminded people that there was dense fog around Rapid tonight and the roads were slick.

LIBRARY REPORT: Robin Scott has scheduled the easter egg hunt on April 8<sup>th</sup> @ 10:00 am. They are taking donations of plastic eggs and candy, but will not be doing hard boiled eggs this year due to the high cost of eggs. The Summer Reading Program is scheduled for May 24 – July 28<sup>th</sup>. The Rec Program

will begin on June 2<sup>nd</sup>. They are planning on having quarterly library Board meetings. Motion by Trustee Babcock to appoint Gabby Allen as a library trustee. Second by Trustee McNulty. Vote – all aye.

HISTORICAL SOCIETY REPORT: The Keystone Historical Society, presented their end of year financials, Bonnie did not attend due to weather.

KEYSTONE CHAMBER REPORT: Written report submitted. Brandon Rozema wanted the Board to consider purchasing and/or placement of a building for the Chamber Office. Trustee Babcock questioned why the VIC was not a suitable building. Rozema stated that they need a separate office space from the tourists. Rozema wondered if they could put the building on the Harney St lot, there is water and sewer but no electric. Discussion to continue at next board meeting.

KEYSTONE SENIORS REPORT: Karen Boland informed the Town that the Seniors met in November, but the December meeting was cancelled. They plan on holding elections for officers in their January meeting.

PARK BOARD: They are planning a meeting on January 23<sup>rd</sup>.

PUBLIC WORKS REPORT: Jerry presented the public works report. Jerry attended the Rural Water Conference in Pierre and the Town received the Water/Wastewater of the Year Award. This is a prestigious award. They made a new work bench in the shop and worked on the trucks. They also did year end reports for the DANR in water and sewer. They are planning on doing hydrant flushing on February 2<sup>nd</sup> and 3<sup>rd</sup>, weather permitting. This is an important thing to do for the ISO rating which affects insurance rates. Jerry wanted to discuss the future need for water in Town and the seriousness of being able to provide that resource. He wanted to explore arsenic filters for potentially two wells in town that produce a lot of water, but have been previously unused due to the high levels of arsenic. Motion by McNulty to allow Jerry to pursue potential arsenic filters. Second by Trustee Babcock. Vote – all aye.

FINANCE OFFICER REPORT: Report and Financials were submitted. Finance Officer requested permission to move 6 million dollars into the SD FIT account. Motion by Trustee McNulty to move the money to the SD Fit account. Second by Trustee Babcock. Vote – all aye. Finance Officer informed the board about the two open trustee positions. Petitions will go out January 27<sup>th</sup>. Finance Officer requested guidance as Derek had not replaced the meter at 901 Watson. Motion by Trustee McNulty that Derek needed to have the meter replaced by 5:00 pm on January 20<sup>th</sup>. Second by Trustee Babcock. Substitute motion by Trustee Fullilove to give Derek until January 27<sup>th</sup> at 5:00 pm to replace the meter. Second by Trustee McLain. Vote – Trustee McNulty – nay, Trustee Babcock – nay, Trustee Fullilove – aye, Trustee McLain - nay; motion to give Derek until January 27<sup>th</sup> died. Vote on the original motion (January 20<sup>th</sup> at 5:00 pm) Trustee McNulty -aye, Trustee Babcock – aye, Trustee Fullilove – aye, Trustee McLain – nay, Trustee Greene – aye. Motion carries to require Derek to have the meter replaced by January 20<sup>th</sup> at 5:00 pm or his water will be turned off.

CITY OFFICIALS: Attorney Johnson – none. Trustee McNulty – none. Trustee Fullilove – none. Trustee McLain – West Dakota Water District has put the Town on the agenda for their March meeting. She is at the Tourism Conference and wants to pursue some ARPA funds. They have 6 volunteers for roller skating but they are always looking for more volunteers. Trustee Greene – none.

ITEMS FROM CITIZENS: None

OLD BUSINESS:

NEW BUSINESS:

GROUND LEASE – BATTLECREEK FIRE DEPARTMENT: Lease is exactly the same as previous leases, allows for the Fire Department building to sit on Town property. Motion to approve by Trustee McNulty, Second by Trustee Babcock – Vote – all aye.

INTERSTATE ENGINEERING PROPOSAL – ROY ST NO-RISE: This is a proposal for the extra work needed to do the No-rise calculations for the Roy Street Bridge 317 based on the new floodway data collected by AE2S in 2021. Motion by Trustee McNulty to approve. Second by Trustee Babcock. Vote – all aye.

AE2S PROPOSAL FOR LOMAR: This proposal was submitted due to FEMA requiring more calculations and documentation in order to approve the LOMAR. There is an increased cost of \$11,100. Motion by Trustee McNulty to approve. Second by Trustee Babcock. Vote – all aye.

AE2S PROPOSAL FOR PERMITTING AND DESIGN COSTS TO CLEAN OUT UNDER BRIDGES: Motion by Trustee McNulty to table until they could look into alternative funding sources for the project. Second by Trustee Fullilove. Vote – all aye.

CONTRACTORS LICENSES: Motion by Trustee Fullilove to approve: Geidel Construction LLC, Live Wire Electric (2022), Live Wire Electric (2023), Muth Electric, Precision Grading, Wolffs Plumbing and Heating. Second by Trustee Babcock. Vote – all aye. Trustee McNulty would like to see Contractor’s licenses be pro-rated.

SWANZEY ST BATHROOM RELOCATION DISCUSSION: The public bathrooms on SwanzeY St will be demolished in order to replace the Hwy 16 bridge by the stoplights, planned for 2024-2025. The Board has been brainstorming alternative locations. Trustee McLain was not in favor of the sign mall being removed to be replaced by bathrooms. She was concerned that traffic would not get to Old Town Keystone and the businesses would lose revenue. Discussion moved to February 15<sup>th</sup> at 5:30 pm.

BH HOUSING LETTER OF SUPPORT: President Greene discussed a potential Housing Trust for the region and the letter would be submitted to the State’s legislators to promote the establishment of the fund. Motion by Trustee McNulty to approve. Second by Trustee Babcock – all aye.

DEER FEEDING ORDINANCE DISCUSSION: Lynette Gohsman spoke strongly in favor of an ordinance banning wildlife feeding in Town. She considered it a safety issue for both the animals and the people who live near them. The Town has received no written complaints. Trustee Fullilove suggested a certain distance from the highway that feeding would be restricted, but he agrees with Gohsman. Trustee McLain talked about complaints on cat feeding and issues with stray cats in Town. This discussion will continue on February 15<sup>th</sup> at 5:00 pm.

Motion by Trustee McNulty to adjourn the meeting. Seconded by Trustee Babcock. Vote – all aye. Meeting adjourned 7:20 pm.

Town of Keystone, Board of Trustees

By \_\_\_\_\_

Richard Greene, President

ATTEST:

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Candace Lorimor, Acting Finance Officer  
(SEAL)