

Town of Keystone
Board of Trustees
January 4, 2023

The Board of Trustees met at 6:00 pm, Wednesday, January 4, 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 City Clerk Candace Lorimor, Public Works Jerry Przybylski, City Attorney Mitch Johnson. Finance Officer Cassandra Ott and Town Engineer Ron Bengs were absent. Other interested citizens in attendance were Stephanie Lende, Breanna Lende-Hanson, Robin Pladson and Leslie Silverman.

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

CALL FOR CHANGES TO THE AGENDA: Motion by Trustee Fullilove to add Mobile Home (move out) permit to section G. Mobile Home (move in) Permit. Seconded by Trustee McNulty. Vote - all aye.

MINUTES: Motion by Trustee Fullilove to edit the minutes for December 21st, 2022, regular meeting, removing Trustee McNulty as being counted present. Seconded by Trustee Babcock. Vote all - aye.

Motion by Trustee McNulty to approve minutes for December 28th, 2022, Special Meeting. Second by Trustee Babcock. Vote - all aye.

CLAIMS: Motion by Trustee Babcock, to approve the January 4th, claims as presented. Second by Trustee Fullilove. Vote – all aye. **General Fund:** Payroll, payroll 26, \$4,967.04; Aflac, supplemental insurance, \$231.45; BH Energy, power utility, \$2,782.63; Century Business Products, Kyocera rent, \$102.21; Delta Dental, dental insurance, \$286.80; Employee Reimbursement, phone and mileage, \$630.28; Health Pool of SD, health insurance, \$2,845.83; IRS, payroll taxes 26, \$1,513.17; K Bar S Lodge, Christmas party 2022, \$616.87; Mastercard, services/supplies, \$301.69; (Amick Sound, fire alarm, \$20.00; Menards, supplies, \$155.95; Sams Club, supplies, \$145.74); SD Retirement, retirement dec, \$2,120.50; SDRS SRP, supplemental retirement 26, \$59.00; Windstream, long distance phone, \$16.27;. **General Fund Total \$16,473.74. 204 FUND:** Mastercard, service/supplies, \$17.84. **204 Fund Total \$17.84. 211 FUND:** Mastercard, services/supplies, \$575.26; (Menards, supplies, \$17.84; Office Depot, supplies, \$496.30; Sams Club, supplies, \$58.96). **Total 211 FUND: \$575.26. 300 Debt Service:** US Bank, SRF Loan, \$10,758.55; **Total 300 Fund: \$10,758.55. WATER FUND:** Payroll, payroll 26, \$1,783.79; Aflac, supplemental insurance, \$114.12; BH Energy, power utility, \$1,624.56; Dakota Pump, subscription, \$799.11; Delta Dental, dental insurance, \$59.60; Employee Reimbursement, phone and mileage, \$40.00; Health Pool of SD, health insurance, \$1,138.33; IRS, payroll 26 taxes, \$560.33; SD Retirement, retirement dec, \$826.30; SDRS SRP, supplemental retirement 26, \$70.50. **Total Water Fund \$7,016.64. SEWER FUND:** Payroll, payroll 26, \$1,771.17; Aflac, supplemental insurance, \$255.84; BH Energy, power utility, \$6,841.27; Dakota Pump, Subscription and repair, \$1,181.76; Delta Dental, dental insurance, \$128.50; Employee Reimbursement, phone & mileage, \$40.00; Health Pool of SD, health insurance, \$2,292.28; IRS, payroll 26 taxes, \$735.92; Mastercard, services/supplies \$1,539.99 (D & M Ag Supply, sewer feed, \$1,480.00; Menards, supplies, \$59.99); SD Retirement, retirement dec \$1,225.00; SDRS SRP, supplemental retirement 26, \$33.00. **Total Sewer Fund \$16,044.73.**

VOLUNTEER/BUSINESS RECOGNITION: None.

KEYSTONE CHAMBER REPORT: Written report submitted. Robin Pladson brought to the attention of Town Board that Chamber is considering a small building in Custer for sale. Price of building \$8000.

They are asking for ideas and suggestions on a place the building could be relocated here in Keystone to be used as Chamber office.

PUBLIC WORKS REPORT: Jerry presented the public works report. They repaired the door in public restroom to keep it in compliance with ADA. Took down Christmas lights before storm moved in. Got sand from DOT for use on Keystone roads. Cleaned at the sewer plant. Jerry acknowledge the good job Devin and Joe did in his absence to keep the sewer plant thawed out and working in the negative temperatures. Jerry also gave a report from his meeting with DOT about the bridge replacement at Hwy 16A intersection at the light. There was discussion about the public restrooms and if they should be put back in the same location or moved to a new location. They may have to move a hydrant on Third St. when they do the sidewalk in that area. Jerry mentioned the school supplies that the Town is donating to Hill City Schools are ready to be delivered and will be presented to the school by Trustee Greene and Trustee Fullilove. Trustee Greene expressed his appreciation for the work the maintenance crew did in keeping the roads clear during the snow storm.

FINANCE OFFICER REPORT: Written report was submitted. Finance Officer wasn't present due to weather. Trustee Fullilove gave update on Well 6 progress. They are at 880 ft. and 30 gpm. They will stop at 1000 ft.

CITY OFFICIALS: Trustee Babcock – talked about options for the maintenance crew during bad weather to make sure they can be available to work. Trustee McNulty – none. Trustee Fullilove – talked again about issues and dangers of citizens feeding deer along the highway in town. Trustee McNulty suggested adding to the next meeting agenda, a discussion on a deer feeding ordinance. Trustee Babcock, Trustee Fullilove and President Greene agreed. President Greene – None.

ITEMS FROM CITIZENS: None

OLD BUSINESS:

INTERSTATE ENGINEERING INVOICE REPLAT BLAIR ST: A corrected invoice was submitted. Motion by Trustee Fullilove to pay invoice. Second by Trustee Babcock. Vote - Trustee Fullilove, Babcock, Greene, McLain - Aye. Trustee McNulty Abstained. Motion carried.

NEW BUSINESS:

**RESOLUTION 1-4-2023
TOWN OF KEYSTONE
SALARY AND WAGES**

WHEREAS, the Board of Trustees for the Town of Keystone, Pennington County, South Dakota a resolution providing for the classification and salaries of the Municipal employees and officer for the Town of Keystone, for the period commencing January 1, 2023;

AND WHEREAS, all salaries and compensation of the Town of Keystone's officer and employee's names herein shall be as follows;

BOARD OF TRUSTEES AND BOARD PRESIDENT: \$75 each regular and \$25 each special meeting

FINANCE OFFICER, Cassandra Ott \$25.47 per hour

PUBLIC WORKS, Jerry Przybylski \$33.34 per hour

LIBRARIAN, Robin Scott \$20.48 per hour

CITY CLERK, Candace Lorimor	\$18.40 per hour
MAINTENANCE WATER, Devin Lorimor	\$21.00 per hour
MAINTENANCE STREETS, Joe Forgey	\$18.50 per hour
BOARD OF EQUALIZATION	\$75.00 per meeting
ELECTION BOARD	\$12.00 per hour
SEASONAL EMPLOYEE	\$12.00 per hour

AND WHEREAS, Full time employees will receive a \$40/month phone stipend.

NOW THEREFORE BE IT RESOLVED that these wages and salaries are hereby approved this 4th day of January 2023.

Motion by Trustee McNulty to approve Resolution 1-4-2023. Seconded by Trustee Babcock. Vote – All aye.

DESIGNATION OF KEYSTONE MUNICIPAL ELECTION: Motion by Trustee McNulty to approve the designation of April 11th, 2023, as the date of the municipal election. Second by Trustee Babcock. Vote – all aye.

DESIGNATION OF LOCAL PAPER: Motion by Trustee Babcock to approve the Hill City Prevailor as the Town’s Official Paper. Second by Trustee Fullilove. Vote – all aye.

DESIGNATION OF KEYSTONE DEPOSITORIES: Motion by Trustee Fullilove to approve the designation of First Interstate Bank and SD FIT as the Keystone Depositories. Second by Trustee Babcock. Vote - all aye.

CONTRACTORS LICENSES: Motion by Trustee Fullilove to approve Cable Communications Services, Collins Companies, Hills Construction, Precision at Work Contractors, Precision Mechanical, RCS Construction, RPR Enterprises/Kitchen Tune Up and Site Work Specialists. Second by Trustee Babcock. Vote – Trustees Fullilove, Babcock, Greene – Aye. Trustee McNulty – abstained. Motion carried.

ROLLER SKATING: Motion by Trustee McNulty to approve roller skating in the KCC Jan 20th to March 31st (every other Friday) 6:00 pm to 8:30 pm. Seconded by Trustee Babcock. Vote – all aye.

MOVE IN MOBILE HOME MOVING PERMIT: Breanna Lende-Hanson, 1207 Madill St. Moving in a 1970 Champion Trailer 14 x 65 ft. Motion by Trustee McNulty to approve Move in permit. Seconded by Trustee Babcock. Vote – all aye. Fee in the amount of \$235.00.

MOVE OUT MOBILE HOME MOVING PERMIT: Stephanie Lende, 1207 Madill St. Moving out a trailer 14 x 65 ft. Motion by Trustee McNulty to approve Move out permit. Seconded by Trustee Fullilove. Vote – all aye. Fee in the amount of \$85.00.

DEREK ALEXANDER WATER METER ISSUE: Motion by Trustee McNulty that Derek Alexander is required to replace the meter at 901 Watson so water can be metered. Seconded by Trustee Babcock. Vote – all aye.

Motion by Trustee Fullilove to adjourn the meeting. Seconded by Trustee Babcock. Vote – all aye. Meeting adjourned 6:45 pm.

Town of Keystone, Board of Trustees

By _____

Richard Greene, President

ATTEST:

Candace Lorimor, Acting Finance Officer
(SEAL)