

Town of Keystone
Board of Trustees
November 1, 2023

The Board of Trustees met at 6:00 pm, Wednesday, November 1st, 2023, for a regularly scheduled board meeting in the Keystone Community Center meeting room. Present were President Sandra McLain, Trustees Nikki Ball, Matt Fullilove, and Casey McNulty. Trustee Will Parks not present. Also present was Finance Officer Samantha Epler, Public Works representative Devin Lorimor, and City Attorney Mitch Johnson. Other interested citizens in attendance: Karen Boland and Nathan Steele.

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

CALL FOR CHANGES TO THE AGENDA:

MINUTES: Motion by Trustee McNulty to approve the October 18th, 2023, minutes. Seconded by Trustee Fullilove. Vote – all aye.

CLAIMS: Motion by Trustee McNulty to approve the November 1st, 2023, claims. Second by Trustee Fullilove. Vote – all aye. **General Fund:** Payroll, payroll 21, \$4468.70; IRS, payroll 21, \$1263.21; Delta Dental, \$217.90; Mastercard, services and supplies \$3964.62; Century Business Products, printing fees, \$109.04; HPSD, health insurance, \$2845.84; SDRS SRP, supplemental retirement \$42.50; SDRS, retirement, \$1398.34; Aflac, supplemental insurance, 38.76; First Interstate Bank, bank fees, \$57.25; Windstream, long distance, \$12.85; BH Energy, electric, \$2627.08; CCB, garnishment \$159.67; Mother Earth News, subscription \$18.00; City of Rapid City, landfill charge \$68.67; Envisionware, software \$391.85; Pennington CO EM, Metwarn system \$1200.49; Carquest, fuel pump \$376.54; SDML, workers comp renewal \$6983.00; Summit Signs, signs \$198.00. **General Fund Total \$26442.31. 204 FUND: 204 Fund Total \$0.00. 211 FUND:** Mastercard, services and supplies \$36.86; Amick Sound, fire alarm monitoring, \$20.00; Keystone Chamber, reimbursement \$15308.66; Hill City School District, sponsorship \$500. **211 FUND Total \$15865.52. 300 Debt Service:** AE2S, Sediment Removal, \$10233.00. **300 Fund Total \$10233.00. Water Fund:** Payroll, payroll 21 \$1751.46; IRS, payroll 21 taxes \$531.75; HPSD, health insurance, \$1138.33; Delta Dental, dental insurance, \$59.60; Aflac, supplemental insurance, \$76.08; SDRS SRP, supplemental retirement \$78.75; SDRS, retirement, \$577.24; BH Energy, electric, \$1972.19; Mastercard, laptop for meter reads \$514.54; BTD, Watson & Bullion St water project 28572.86; AET, density testing \$345.00; Hawkins, supplies \$1222.46. **Water Fund Total \$36840.26. Sewer Fund:** Payroll, payroll 21 \$2289.24; IRS, payroll 21 taxes \$843.60; HSPD, health insurance, \$2292.28; Delta Dental, dental insurance, \$128.50; SDRS SRP, supplemental retirement \$41.25; SDRS, retirement, \$914.50; Aflac, supplemental insurance, \$170.56; BH Energy, electric, \$5962.21; Mastercard, laptop/supplies 549.40. **Sewer Fund Total \$13191.54.**

VOLUNTEER/BUSINESS RECOGNITION: Trustee McLain thanked all the volunteers for the Haunting of Keystone and will provide a full list of names at the next meeting. Trustee Fullilove would like to thank all the volunteers for the Trunk or Treat and Roller-Skating event at the Community Center and will get a list of all the volunteers from Robin so they can be recognized at the next meeting. Devin thanked the Battle Creek Fire Department for bringing their ladder truck to replace the windows in the museum and recognized Sandi McLain for donating gift certificates to them for their help.

PUBLIC WORKS REPORT: Devin reported that the public works crew replaced the museum windows with the help of Michael and Nate from the fire department. They trimmed trees in the alley behind the museum. The cement was poured for the Well 6 pump house. Devin and Joe went to classes last week and have not got their test results back yet. They put topsoil along parts of Swanzey St and seeded it. They winterized Well 5. Refurbished benches and picnic tables. Cleaned grease out of the lift station and cleaned the auger. The coin bypass switch was installed this week. They picked up the crosswalk signs and changed the traffic light to blinking. On Nov 2 they are having a camera inspection and draw down of the Wells.

FINANCE OFFICER REPORT: Finance Officer reported sales tax number for the month of October. She requested that the office be closed November 24, 2023, the day after Thanksgiving. Motion by Trustee Ball to approve the request to have the office closed November 24, 2023. Seconded by Trustee McNulty. Vote – all aye. The Finance Officer reported that she ordered 11 turkeys and 1 ham for Turkey Bingo. Trustee Fullilove volunteered to pick them up and Trustee McNulty will store them. Trustees McLain and McNulty volunteered to call for Turkey Bingo.

CITY OFFICIALS: Attorney Johnson – none. Trustee Fullilove requested to have the well graphs added to the agenda for the next meeting on November 15, 2023. Trustee Ball addressed the grease that was removed from the lift station and thinks there needs to be a certification from business to ensure they are disposing of grease properly. Trustee McNulty questioned why businesses were not required to provide the town with a copy of their liability insurance as we require contractors to do so. Attorney Johnson said it is not something that the town needs to have. Trustee McLain addressed the use of the sound system for funerals as there were problems with bad feedback from the podium and microphone that was provided. Trustee McLain said she and Trustee Parks are going to meet to work on starting a detailed plan on facilities.

ITEMS FROM CITIZENS: Karen Boland said she attended the meeting with Senator Rounds Constituent Service Representative Jordy McPhearson. She said it was informative and she learned more about the work Senator Rounds was doing. She said she was the only citizen who attended and though it was due the time it was had during a workday.

OLD BUSINESS: Trustee Fullilove reported that the well on Duane Pankratz property is not a viable well for drinking water for the town. Trustee Fullilove suggested the town should continue planning for arsenic removal for the Roy St well.

NEW BUSINESS:

ON SALE RETAIL LIQUOR RENEWALS: Motion by Trustee McNulty to approve Barlee LLC (BaRLee's) for Retail (on-sale) Liquor. Second by Trustee Fullilove. Vote – all aye. Motion by Trustee McNulty to approve Keystone Convenience LLC (Miners Convenience Store) for Retail (on-sale) Liquor. Second by Trustee Fullilove. Vote – all aye. Motion by Trustee McNulty to approve Red Garter INC (Ruby House Tavern) for Retail (on-sale) Liquor. Second Trustee Fullilove. Vote – all aye.

CONVENTION CENTER ON SALE LIQUOR RENEWALS: Motion by Trustee McNulty to approve Presidential Hospitality (Front Porch Restaurant) for a Convention Center (on-sale) Liquor License. Second Trustee Fullilove. Vote – all aye. Motion by Trustee McNulty to approve K Bar S Lodge LLC (K Bar S Hotel) for a Convention Center (on-sale) Liquor License. Second by Trustee Fullilove. Vote – all aye.

OFF SALE PACKAGE LIQUOR RENEWALS: Motion by Trustee McNulty to approve Red Garter INC (Ruby House Tavern) for Package (off-sale) Liquor. Second by Trustee Fullilove. Vote – all aye. Motion by Trustee McNulty to approve Keystone Convenience LLC (Miners Convenience Store) for Package (off-sale) Liquor. Second Trustee Fullilove. Vote – all aye.

RETAIL ON-OFF SALE WINE AND CIDER RENEWALS: Motion by Trustee McNulty to approve Big Thunder Inc (Big Thunder Gold Mine) for Retail (on-off) sale Wine and Cider. Second by Trustee Fullilove. Vote – Trustees Ball, Fullilove, and McNulty aye. Trustee McLain abstained. Motion carried. Motion by Trustee McNulty to approve K Bar S Lodge LLC (K Bar S Lodge) for Retail (on-off) sale Wine and Cider. Second Trustee Fullilove. Vote all – aye. Motion by Trustee McNulty to approve Keystone Country Store for Retail (on-off) sale Wine and Cider. Second Trustee Fullilove. Vote – all aye. Motion by Trustee Fullilove to approve BDK Catering LLC (Keystone Pub Grub) for Retail (on-off) sale Wine and Cider. Second Trustee Fullilove. Vote – all aye. Retail (on-off) sale Wine and Cider Tabled for B & K USA Inc (One Stop Convenience Shop) until license is completed. Motion by Trustee McNulty to approve Recreational Adventures Co (Grapes and Grinds) for Retail (on-off) sale Wine and Cider. Second Trustee Fullilove. Vote - all aye.

Building Permit BP11-01-23 Leann Ray, 719 Madill St, replacing rotted porch and porch roof. Motion by Trustee McNulty to approve BP11-01-23. Second Trustee Fullilove. Vote - all aye.

Hill City School Supply Donation: Motion by Trustee McNulty to donate \$500 in school supply and Trustee McNulty will donate \$250 totaling \$750. Second by Trustee Ball. Vote – all aye.

ADD NIKKI BALL TO BANK ACCOUNTS: Motion by Trustee McNulty to add Nikki ball to First Interstate Bank account with online access and to the SD Fit account. Second Trustee Fullilove. Vote – all aye.

Meeting adjourned at 7:07 PM

Town of Keystone, Board of Trustees
By _____
Sandra McLain, President

ATTEST:

Samantha Epler, Finance Officer
(SEAL)