

Town of Keystone
Board of Trustees
November 15th, 2023

The Board of Trustees met at 6:00 pm, Wednesday, November 15th, 2023, for a regularly scheduled board meeting in the Keystone Community Center meeting room. Present were President Sandra McLain, Trustees Nikki Ball, Matt Fullilove, Casey McNulty, and Will Parks. Also present was Finance Officer Samantha Epler, Public Works Supervisor Jerry Przyblyski, and Public Works Representative Devin Lorimor. Other interested citizens in attendance: Sherri Smith, Deputy Swanson, Karen Boland, Linda Skogen, Robin Pladson, Rick Smith, Susan Alumbaugh, Crystal Nemetz, Bonnie Zebroski, Robin Scott, Lynette Tyon, and Carol Walker.

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

CALL FOR CHANGES TO THE AGENDA: Motion by Trustee Parks to add BP11-15-23 McNulty Enterprises, 702 Mohler St, emergency water repair. Second Trustee Fullilove. Trustees Ball, Fullilove, McLain, and Parks vote – aye. Trustee McNulty abstained. Motion carried.

MINUTES: Motion by Trustee Fullilove to approve the minutes for the regular meeting on November 1st, 2023. Seconded by Trustee Ball. Vote – all aye.

CLAIMS: Motion by Trustee Ball, to approve the November 15th, 2023 claims. Second by Trustee Fullilove. Trustees Ball, Fullilove, McLain, and Parks vote – aye Trustee McNulty vote - nay. Motion Carried. **General Fund:** Payroll, payroll 22, \$4849.19; IRS, payroll 22, \$1383.93; SD 811 \$3.36; Mastercard, services and supplies \$1020.76; CCB, wage assignment \$159.67; Keystone Utility, water/sewer \$132.30; Johnson Law Office, attorney fees \$285.00; Employee Reimbursement, mileage/cell \$700.86; SDRS SRP, supplemental retirement \$42.50; Mt. Rushmore Telephone, phone/internet \$555.47; SHP Holdings, publishing \$185.17; McLeods, tax forms \$29.85; NASAP, annual fees, \$39.00; SDML, annual fees \$736.88. **General Fund Total \$10123.94.** **204 FUND: 204 Fund Total \$0.00.** **211 FUND:** Town of Keystone Utility, water and sewer \$329.61; Water Tree, water \$19.00; Keystone Historical Society, reimbursement \$12785.49; Keystone Chamber, reimbursement \$26810.00; Mastercard, supplies/services \$342.97. **211 FUND Total \$27501.58.** **300 Debt Service: 300 Fund Total \$0.00.** **Water Fund:** Payroll, payroll 22 \$1762.87; IRS, payroll taxes \$535.42; Employee Reimbursement, cell phone \$82.00; SDRS SRP, supplemental retirement \$78.75; Mid Continent, testing \$300.75; DANR, environmental fees \$100.00; Mhunsaker Builder, concrete well house 6 \$3300.0; Mastercard, supplies \$550.43; Milbank Winwater, meter \$2439.58. **Water Fund Total \$9149.80.** **Sewer Fund:** Payroll, payroll 22 \$2170.41; IRS, payroll taxes \$801.21; Mt Rushmore Telephone, phone/internet \$227.82; Employee reimbursement \$74.00; Mid Continent, Testing \$472.50; US Bank, CW Loan \$7155.72; Mastercard, supplies/cell booster \$1851.02; SDRS SRP, supplemental retirement \$41.25. **Sewer Fund Total \$12793.93.**

Volunteer/Business Recognition: The list of Haunting Volunteer is as follows: Christie Garcia, June Tripp, Miriam Ostler, Peter Ostler, Scott Patton, Alexa Patton, Branden Stackenwalt, Riley Dierdf, Tasha Murphy, Kim Stackenwalt, Savannah Stackenwalt, Alexandria Seipert, Amber Fullilove, Lori Rongstad, Leon Rongstand, Justin Pearson & son, Carl Doaty, Lizzy Parson, Rihannah Henrikson, Jake Menken, Kyle Anderson, Sophia Anderson, Kieara Babcock, Mitch McQuay, Mike McLain, Kyler Anderson, Damon Picotte, Nicole Anderson, Carerra McLain, Izzy McLain (Dax), Henry Winkler, Sally Winkler, Wayne Winkler, Paul & Abby Inman, Caleb Badger, Adrianna Spencer, Sally Graham, Emily Doaty, Brodie Mitchell, Elijah Oupre, Anton Fisher, Aydin Hadd, Wilson Rathburn, Rich Regel, Joe Kaiser, Mike Trike, Bryan Graf, Sandi McLain, Ash Quinn, Larry Theberge, Gideon Oakes, Addy Forgey, Quinn Allen, John Bintliff, Grayson Burdis, Tyler Burdis, Austin Chase, Rhianna Clyde, Katelyn Dean, Claudia Dean, Alondra Escalante, Katie Espinoza, Lynnae Etherington, Nyah Fanelia, Kathy Farrar, Keeley Farrar, Bryson Forgey, Kelley Gardner, Chris Gollan,

Carol Gulbransen, Gavin Hand, Brittney Hanson, Katie Harper, Harmony Kester, Tegan Martinez, Morgen MacDonald, Alia Marie, Dustin Meyes, Sarah Millar, Summer Moulder, Ti Murphree, Ben Neill, Voneta Neill, John Neuroth, Michael Norman, Wendy Norman, Lily Oakes, Marilyn Oakes, Hunter Olson, Narin Olson, Jovi Rapp, Mia Rapp, Trinity Rapp, Jasmyn Remington, Eileen Roggenthen, Airika Roscamp, Scott Schulte, Taya Skogen, Aspen Songstad, Breckin Songstad, Brody Songstad, Jake Songstad, Luke Songstad, Matt Spaans, Tracy Spaans, Lyla Striegel, Mary Triplett, Sawyer Tschakert, Iris Utzman, Cassandra Wagner, Chuck Wuestewald, Memphist Young, Shi-Anne Blakeman, Costin Boyer, Keven Chase, Amber Christianson, Chris Christianson, Gerald Christianson, Ivory Christianson, Denali Dougherty, Bethany Niles, Jake Johnson, Tina Jones, Madison Ketel, Forrest McMachen, and Jesse Mutchler. Trustee McLain thanked all volunteers for their dedication, especially during the cold weather and said they did a phenomenal job.

SHERIFFS REPORT: Sargent Swanson reported that the hours were up due to coverage for the Haunting of Keystone but for the most part it had been quiet.

HISTORICAL SOCIETY REPORT: Bonnie Zebroski reported that the museum is closed and cleaned up after the Haunting. Bonnie thanked Jerry, Devin, and Joe for their work on the museum windows. Bonnie reported that the Haunting of Keystone paid 14743.11 in rent. Casey is currently working on plans for new exhibits for next year. Trustee Fullilove volunteered to do the walkthrough of the museum with Bonnie for the inspection following The Haunting of Keystone.

KEYSTONE CHAMBER REPORT: Robin Pladson presented her director's report and said that they have 36 new members. She would like everyone to check out the Chambers website as there have been updates and changes. Robin and Trustee McLain and their crew will be in the gym to set up for the Victorian Christmas and during that time donated items may be delivered. Vendor setup will start Friday at 3pm. Victorian Christmas will be Saturday November 18th from 8am – 2:30pm the First Congregational Church of Keystone will host concessions. Dinner will be at 5pm catered by Texas Roadhouse. Anyone wanting to bring soups, salads, desserts, or breads would be welcomed. Turkey Bingo starts after the dinner.

KEYSTONE SENIOR CENTER REPORT: Karen Boland reported that they have hosted bingo twice at the senior center. They had 19 people show up for the Veterans Day dinner. They had 13 people show up for the Lefsa cooking class. Karen said the Senior Center will form a nominating committee and hold elections for their board in January.

PUBLIC WORKS REPORT: Jerry reported that the Public Works continued water shut offs. They are redoing the restroom floors on Swanzey St. Rural Water came out to camera wells and do draw downs. They patched potholes on Cemetery Rd. They met with Jim from Winwater about meters and Mike from Rural Water about wells. Jerry asked Trustee Fullilove if he could talk to Travis about cleaning the inside of wells. Jerry talked to Marty about building on well 6 and talked about the siding. Jerry talked to Cody about when he was going to start logging in the park. They put a cell phone booster in at the sewer plant. They met with the engineer about upsizing the sewer pipe going out of town. Dustin has started replacing the lights at the museum with LED lights. Jerry and Devin presented the graphs on precipitation and the wells gallons per minute from 2019 – 2023 and showed the video of the wells that they had cameraed. Trustee Fullilove stated that he did not think the town was running out of water and questioned why Jerry was so concerned and what his endgame was. Jerry said there had been studies that parts of the Black Hills may run out of water by 2035. Jerry just wants a plan in place and be ahead of the game if that happens.

FINANCE OFFICER REPORT: The Finance Officer provided her financial reports. She requested that Joe Forgey get a 50 cent raise for completion of Wastewater Class 1 exam. Motion by Trustee Fullilove to approve the raise. Second by Trustee McNulty. Vote – all aye. Trustee McNulty questioned the Finance Officer over budget line 300-36100 Interest earned she responded it was due to the increased interest over what was budgeted. Trustee McNulty asked it was from the SD FIT account and the Finance Officer

said it was. Trustee Parks asked about budget line 101-419-42900 Other Current Expenses as it was a negative of 84,117.34. The Finance Office responded that it was over budget mostly due to the museum roof repair. The Finance Officer asked the board if they would like to have a Christmas Party this year and they said yes. Trustee McNulty directed her to contact K Bar S for scheduling.

CITY OFFICIALS: Trustee McLain presented the availability of South Dakota's Volkswagen Electric Vehicle Charging Station Rebate Program. Trustee Ball – none. Trustee McNulty reported that he and the town employees met with Interstate Engineering regarding building permits and floodplain permitting. Interstate Engineering is reviewing the town's building permit to see if there are any updates needed. The sewer line was also discussed as it needs to be enlarged as it runs full during the summer at the lift station. Trustee McNulty stated that the town's employees were well informed and engaged. Trustee Parks – none. Trustee Fullilove – none. Trustee McLain said employee evaluations will be given Monday November 20th at 8am.

ITEMS FROM CITIZENS: Sherri Smith was displeased with the yellow paint that was used at the intersection of Cole & Madill St and would like it removed or repainted to the appropriate yellow. Jerry said he would get it repainted.

OLD BUSINESS:

RETAIL ON – OFF SALE WINE AND CIDER RENEWAL: Motion by Trustee McNulty to approve B & K USA INC (One Stop Convenience Shop) for Retail (on-off) sale Wine and Cider. Second by Trustee Ball. Vote – all aye.

NEW BUSINESS:

SECOND READING: Ordinance Chapter 95 – Regulation of Burning slash piles in Keystone. Motion by Trustee Fullilove to approve. Second by Trustee Ball. Vote – all aye.

AN ORDINANCE OF THE TOWN OF KEYSTONE ORDINANCES TO ADD A NEW CHAPTER 95 THERETO TO REGULATE BURNING OF SLASH PILES WITHIN THE TOWN OF KEYSTONE

BE IT ORDAINED BY THE BOARD OF TRUSTEES THAT THE TOWN OF KEYSTONE HEREBY ADDS A NEW CHAPTER 95 OF THE TOWN OF KEYSTONE ORDINANCES TO REGULATE BURNING OF SLASH PILES WITHIN THE JURISDICTION OF TOWN OF KEYSTONE.

DEFINITIONS:

§ 95.00

- A. **Slash:** The accumulation of vegetative materials such as tops, limbs, branches, brush, and miscellaneous residue resulting from forest management activities such as thinning, pruning, timber harvesting, and wildfire hazard mitigation.
- B. **Small Slash Pile:** A small slash pile is a brush pile constructed by hand, no larger than 5 feet in height and 6 foot in diameter.

C. **Larger Slash Piles:** After the effective date of this ordinance a special permit can be obtained for slash piles that exceed the height and diameter limitations described under paragraph B above so long as the same is approved by the Battle Creek Fire Department.

MATERIALS ALLOWED IN PILES:

§ 95.01 Materials allowed in slash piles include limbs, treetops, brush, grass, and miscellaneous materials recently cut in the area.

PERMIT REQUIRED BEFORE BURNING SLASH PILE:

§ 95.02 (A.) The burning of a slash pile within the jurisdiction of the Town of Keystone by a person or a group of persons is prohibited unless a permit to do so is first obtained from the Battle Creek Fire Department upon such forms as are provided from the Battle Creek Fire Department.

(B.) Every applicant for a permit shall provide verification that the applicant has viewed the Slash Pile Burning Instruction Video referenced in the application before the application will be approved.

(C.) Every applicant shall sign a waiver of liability and indemnity agreement holding the Town of Keystone and the Battle Creek Fire Department harmless from any liability resulting from the intentional or negligent act of the applicant and the person the applicant has designated as the person whom will be involved in the burning process.

REGULATIONS GOVERNING SLASH PILES

§ 95.03 Burning of a slash pile is not permitted during periods of high winds, low humidity or drying conditions are forecasted to develop after starting. Permits are only valid when there is continuous snow cover with the depth of snow being at least 2 inches and the Fire Index danger category is Moderate or Low. Fire danger in the High, Very High, and Extreme categories shall suspend the permit until the Fire Index danger returns to Moderate or Low for three (3) days. The Permittee shall be responsible for checking the Fire Index for the day of the small slash burn using the website set forth in the permit.

§ 95.04 Burning of slash piles shall not be conducted within 50 feet of any structure or combustible material. Conditions that could cause the fire to spread shall be eliminated prior to ignition.

§ 95.05 Burning of slash piles shall not be left unattended while there is a visible flame. The slash piles shall be monitored until all embers are completely extinguished and cold.

§ 95.06 A minimum of one portable fire extinguisher with a minimum 4-A rating or other approved on-site fire-extinguishing equipment, such as dirt, sand, water-barrel, garden hose or water truck shall be available for immediate utilization.

§ 95.07 Burning of rubbish or garbage is strictly prohibited

PENALTY FOR VIOLATION:

§ 95.99 A violation of this Chapter subject the person who violates any provision of the Chapter to a fine of \$500.00 for each day of violation. In addition, any person who violates this section is liable for civil damages for all injuries caused by the fire.

EFFECTIVE DATE OF THIS CHAPTER:

§ 95.100 In accordance with SDCL § 9-19-13, it is necessary for the immediate public health, welfare and safety, that this Chapter 95 of the Town of Keystone Ordinances shall become effective upon its passage and publication.

Dated this _____ day of _____, 2023.

THE BOARD OF TRUSTEES

By: _____
Its: President

ATTEST:

Finance Officer

First Reading: _____

Second Reading: _____

Date Published: _____

Effective Date: _____

PROPERTY SURVEY FOR ROY ST WELL: Motion by Trustee Fullilove to get an estimate from Interstate Engineering to survey the Roy St Well Property. Second by Trustee Parks. Vote – all aye.

FEE WAIVER REQUEST FOR THE CHRISTMAS ORNAMENT EXCHANGE ON DECEMBER 10TH, 2023: Motion by Trustee McNulty to waive the fee. Second by Trustee Fullilove. Vote – all aye.

CONTRACTOR LICENSE: Dennis Turman, ANCO. Motion by Trustee Fullilove to approve. Second by Trustee Parks. Vote – all aye.

Meeting adjourned at 7:17 PM

Town of Keystone, Board of Trustees

By _____
Sandra McLain, President

ATTEST:

Samantha Epler, Finance Officer
(SEAL)