

# AGENDA

**DATE/TIME:** Wednesday, September 20<sup>th</sup>, 2023 **at 5:00 PM**

**LOCATION:** Keystone Community Center Meeting Room

**BOARD:** President Sandra McLain; Trustees: Bill Babcock, Matthew Fullilove, Casey McNulty, and Will Parks

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5:00 P.M. Call meeting to order

1. Meeting with Duane Pankratz
2. Call for changes to the agenda
3. Approval of minutes of the Regular Meeting held September 6<sup>th</sup>, 2023
4. Claims – September 20<sup>th</sup>, 2023
5. Volunteer/ Business Recognition
6. Sheriff's Report
7. Keystone Historical Society Report
8. Keystone Chamber Report
9. Keystone Seniors Report
10. Public Works
11. Finance Officer Report
  - A: Financial Reports
12. City Officials
  - A: Bulk Water Request
  - B: SDSU Energize Application
13. Items from Citizens – No action to be taken

**OLD BUSINESS:**

- A: Senior Center Alley

**NEW BUSINESS:**

- A: Second Reading: Budget Appropriation Ordinance 72-2024
- B: Building Permit: BP9-20-2023-1 McNulty Enterprises 211 3<sup>rd</sup> St. Demolition of 2 Trailer Homes and 2 sheds.
- C: Building Permit: BP9-20-2023-2 K Bar S Lodge 434 Old Hill City Rd. Two 4 plex family suites
- D: Contractor License
- E: Operator Certification Exams for Devin and Joe

**EXECUTIVE SESSION** – SDCL 1-25-2.1-5 Personnel, Student, Legal, Contract Negotiation, Security

Town of Keystone  
Board of Trustees  
September 6, 2023

The Board of Trustees met at 6:00 pm, Wednesday, September 6<sup>th</sup>, 2023, for a regularly scheduled board meeting in the Keystone Community Center meeting room. Present were President Sandra McLain, Trustees Bill Babcock, Matt Fullilove (by phone), Casey McNulty, and Will Parks. Also present was Finance Officer Samantha Epler, Public Works Supervisor Jerry Przybylski and City Attorney Mitch Johnson. Other interested citizens in attendance: Robin Pladson, Sherri Smith, Richard Smith, Leslie Silverman, Robin Scott, Tammy Hunsaker, and Duane Pankratz.

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

CALL FOR CHANGES TO THE AGENDA: Item B: Senior Center Alley was removed to be addressed in the meeting on September 20, 2023.

MINUTES: Motion by Trustee McNulty to approve the August 16<sup>th</sup>, 2023, August 23<sup>rd</sup>, 2023, and August 30<sup>th</sup>, minutes. Seconded by Trustee Babcock. Vote – all aye.

CLAIMS: Motion by Trustee McNulty to approve the September 6<sup>th</sup>, 2023, claims. Second by Trustee Babcock. Vote – all aye. **General Fund:** Payroll, payroll 17, \$4830.59; IRS, payroll 17, \$1317; Delta Dental, \$217.90; Mastercard, services and supplies \$596.62; Century Business Products, printing fees, \$124.36; HPSD, health insurance, \$2845.84; SDRS SRP, supplemental retirement \$42.50; SDRS, retirement, \$1379.68; Aflac, supplemental insurance, 38.76; First Interstate Bank, bank fees, \$80.25; Windstream, long distance, \$10.21; SDML, Annual Conference, \$250.00; BH Energy, electric, \$2657.67; Pumpkin People and Produce, book, \$14.09; SD Reemployment, insurance, \$189.96, SDLA, Conference fee, \$195.00. **General Fund Total \$14790.43.** **204 FUND:** Uline, Coin Envelopes, \$195.31. **204 Fund Total \$195.31.** **211 FUND:** Mastercard, services and supplies \$268.53; Royal Flush, toilet rentals for SMR, \$3900.00; Amick Sound, fire alarm/batteries, \$261.93; ULINE, shipping fees from signs, \$70.40. **211 FUND Total \$4500.86.** **300 Debt Service:** AE2S, 317 CLOMR submittal, \$6066.25. **300 Fund Total \$6066.25.** **Water Fund:** Payroll, payroll 17 \$1765.01; IRS, payroll 17 taxes \$535.88; HPSD, health insurance, \$1138.33; Delta Dental, dental insurance, \$59.60; Aflac, supplemental insurance, \$76.08; SDRS SRP, supplemental retirement \$78.75; Precision Grading, Well 6 project, \$14,375.74; SDRS, retirement, \$563.20; BH Energy, electric, \$2406.28. **Water Fund Total \$20998.87.** **Sewer Fund:** Payroll, payroll 17 \$2274.30; IRS, payroll 17 taxes \$837.60; Mastercard, services and supplies \$700.93; HSPD, health insurance, \$2292.28; Delta Dental, dental insurance, \$128.50; SDRS SRP, supplemental retirement \$41.25; SDRS, retirement, \$945.52; Aflac, supplemental insurance, \$170.56; BH Energy, electric, \$6147.00; Black Hills Chemical, bleach, \$276.39; USA Bluebook, supplies, \$194.70. **Sewer Fund Total \$14009.03.**

Volunteer/ Business Recognition: Trustee Babcock recognized citizen Mitch McQuay for picking up garbage from ditches on Old Hill City Rd.

PUBLIC WORKS REPORT: Jerry and the maintenance crew sealed the Museum foundation. Painted the curb red as directed. Marked graves. Fixed the issue at the sewer plant. They continued their work for the EPA on water connections and worked on water meter issues. They fixed the broken handle on the truck. They returned leftover fence panels and got back \$203.00. They mowed and weed trimmed and

completed one calls. They watered the trees and had to fence them due to deer. They cleaned out the trailers and have enough wood to frame well house 6.

FINANCE OFFICER REPORT: Finance Officer reported on the sales tax numbers for July and the State Parking Lot revenue as well. Finance Officer requested that Jerry attend the Annual Safety & Loss Control Training Conference in Pierre on November 1 & 2, 2023. Trustee Babcock motion to approve Jerry attending conference. Trustee McNulty seconded. Vote – all aye.

CITY OFFICIALS: Trustee Babcock – none. Trustee McNulty – none. Trustee Fullilove – none. Trustee Parks reported that the CLOMR for bridge 317 was submitted to FEMA and the process will take at least three months. Attorney Johnson – none. Trustee McLain – Discussed the need to have a slash pile ordinance by the first of November. The Finance Officer was directed to get information from the Battle Creek Fire District on their permitting process and forward it to Attorney Johnson. The board will send all changes they have for the draft ordinance to the Finance Officer.

ITEMS FROM CITIZENS: Jerry requested that the board schedule a meeting with Duane Pankratz regarding a well he owns. The board and Duane Pankratz agreed to meet on September 20, 2023, at 5pm. The next regular board meeting will be September 20<sup>th</sup>, 2023, at 5pm and meeting with Duane Pankratz will be first item on the agenda and open to the public.

OLD BUSINESS:

Butler CVA for Generators: Motion by McNulty to approve. Seconded by Trustee Babcock. Vote – all aye.

NEW BUSINESS:

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

Donation Request to raise funds to bring Missoula Children’s Theater to Hill City Schools. Motion to approve by Trustee Babcock. Seconded by Trustee Fullilove. Vote – all aye.

Keystone Community Center Rental/Use Contract update. Motion to approve by Trustee McNulty. Seconded by Trustee Babcock. Vote – all aye.

Motion by Trustee McNulty to adjourn. Seconded by Trustee Babcock. Vote – all aye.

Meeting adjourned 6:54 pm.

Town of Keystone, Board of Trustees

By \_\_\_\_\_

Sandra McLain, President

ATTEST:

\_\_\_\_\_  
Samantha Epler, Finance Officer  
(SEAL)

**CLAIMS REPORT 09/20/2023**

VENDOR REFERENCE AMOUNT CHECK # CHECK DATE

**GENERAL FUND**

Payroll	Payroll 18	\$ 4,584.67	DD	
IRS	Payroll taxes	\$ 1,322.33	SS payroll	
SDRS SRP	supplemental retirement	\$ 42.50	SS payroll	
CCB	Wage Assignment	\$ 159.67	Check	
Mastercard	supplies/parts/repairs	\$ 1,455.30	879	
SD 811	6 calls	\$ 6.72	Check	
Mountain States Security	security for KCC	\$ 309.48	Check	
Johnson Law Office	Attorney fees	\$ 959.50	875	
Nelson's Oil & Gas	Fuel	\$ 883.27	876	
SHP Holdings	Publishing	\$ 209.31	Check	
Mid America Books	books	\$ 87.80	Check	
Mt Rushmore Telephone	Phone/Internet	\$ 552.36	877	
Keystone Utility	water/sewer	\$ 191.05	Check	
Carquest	Door Handle	\$ 27.59	Check	
Employee Reimbursement	phones/mileage	\$ 710.47	878	
		\$ 11,502.02		

**204 Parking Fund**

		\$ -		
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**211 BBB**

Fresh Start Cleaning & Restoration	Carpet Cleaning	\$ 1,070.50	Check	
WaterTree	water	\$ 40.00	Check	
Hill City PIPTO	donation	\$ 250.00	Check	
Keystone Utility	water/sewer	\$ 389.60	Check	
Mastercard	supplies	\$ 1,883.81	879	
		\$ 3,383.91		

**300 Debt Service**

Interstate Engineering	Ped Bridge	\$ 3,933.94	Check	
		\$ 3,933.94		

**WATER**

Payroll	Payrolls 18	\$ 1,966.51	DD	
MidContinent	Testing	\$ 300.75	Check	
IRS	payroll taxes	\$ 605.48	ss payroll	
CSG Forte	fees	\$ 3.00	BTE	
Interstate Engineering	Well 6 Project	\$ 1,687.50	Check	
Milbank Winwater	meters	\$ 2,057.08	874	
Summit Signs & Supply	sign	\$ 97.50	Check	
Employee Reimbursement	phone/supplies	\$ 99.93	878	
SDRS SRP	supplemental retirement	\$ 78.75	ss payroll	
		\$ 6,896.50		

**SEWER**

Payroll	Payrolls 18	\$ 2,472.24	DD	
CSG Forte	fees	\$ 3.00	BTE	
Rapid City Solid Waste	waste fees	\$ 163.80	Check	
Mc2	UV Lamp	\$ 621.42	Check	
MidContinent	Testing	\$ 676.50	Check	
Mt. Rushmore Telephone	Phone/Internet	\$ 225.73	877	
IRS	payroll taxes	\$ 905.97	ss payroll	

Mastercard	supplies/services	\$ 783.05	879	
Employee Reimbursement	phone	\$ 40.00	878	
Nelson's Gas & Oil	propane	\$ 207.68	876	
SDRS SRP	supplemental retirement	\$ 41.25	ss payroll	
		\$ 6,140.64		

<b>Accounts Payable Total</b>	<b>\$ 31,857.01</b>
GENERAL Fund	\$ 11,502.02
Parking	\$ -
BBB	\$ 3,383.91
DEBT SERVICE	\$ 3,933.94
WATER	\$ 6,896.50
SEWER	\$ 6,140.64

**Mastercard**

Microsoft Corp	software	MC537	106.19		101
Malwarebytes	software	MC538	116.81		101
Hills Septic Service	service	MC539	540.00		604
Sams/Walmart	Supplies	MC540	407.85		
Menards	supplies	MC541	243.55		101
Grapes & Grinds	SRP	MC542	70.66		101
USPS	postage	MC543	8.15		101
BAM	books	MC544	370.41		101
Amazon	flags/safety glasses/latch	MC545	1,475.82	101=80.18	
Guest Reservations Days Inn	Room for SBI	MC546	168.05		604
SBI Conference	conference fee	MC547	75.00		604
Kieffer Sanitation	garbage pickup	MC548	539.67	101=378.47 211=161.20	
			<b>4,122.16</b>		

Account	Employee Name	Pay Period	Hours Worked		Rate		Total		Grand Total	Supplemental					Federal Gross Total	ss	med	wh	Aflac After Tax	Child Support	Pay Check	
			Regular	OT	Regular	OT	Regular	Overtime		Retirement 6%	Supplemental Retirement	Retirement Total	Aflac Pre-Tax	Dental								Family Health
604-	Jerry Przybylski	18	80	14.5	33.34	50.01	\$2,667.20	\$725.15	\$3,392.35	\$203.54		\$203.54	\$52.28	\$31.80	\$532.59	\$2,572.13	\$210.33	\$49.19	\$243.43	\$33.00		\$2,036.18
101-	Robin Scott	18	80	1	20.48	30.72	\$1,638.40	\$30.72	\$1,669.12	\$100.15		\$100.15				\$1,568.97	\$103.49	\$24.20	\$155.58			\$1,285.70
101-	Cassandra Ott	18			25.47	38.205	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
602-	Devin Lorimor	18	80	11.25	21	31.5	\$1,680.00	\$354.38	\$2,034.38	\$122.06	\$37.50	\$159.56	\$15.90			\$1,858.90	\$126.13	\$29.50	\$150.69	\$22.14		\$1,530.44
101-	Candace Lorimor	18	80	13.25	18.4	27.6	\$1,472.00	\$365.70	\$1,837.70	\$110.26	\$125.00	\$235.26				\$1,602.44	\$113.94	\$26.65	\$153.71			\$1,308.14
101-	Joe Forgey	18	71.5	11.5	19	28.5	\$1,358.50	\$327.75	\$1,686.25	\$101.18		\$101.18		\$31.80		\$1,553.28	\$104.55	\$24.45	\$114.01		\$159.67	\$1,150.60
101-	Samantha Epler	18	80	9.25	20.5	30.75	\$1,640.00	\$284.44	\$1,924.44	\$115.47		\$115.47	\$8.94	\$31.80		\$1,768.23	\$119.32	\$27.90	\$70.28			\$1,550.73
101-	Sandra McLain	18		2	75	25	\$0.00	\$50.00	\$50.00							\$50.00	\$3.10	\$0.73				\$46.17
101-	Bill Babcock	18		1	75	25	\$0.00	\$25.00	\$25.00							\$25.00	\$1.55	\$0.36				\$23.09
101-	Casey McNulty	18		2	75	25	\$0.00	\$50.00	\$50.00							\$50.00	\$3.10	\$0.73				\$46.17
101-	Will Parks	18		1	75	25	\$0.00	\$25.00	\$25.00							\$25.00	\$1.55	\$0.36				\$23.09
101-	Matthew Fullilove	18		1	75	25	\$0.00	\$25.00	\$25.00							\$25.00	\$1.55	\$0.36				\$23.09
<b>Total</b>		<b>18</b>							<b>\$12,719.23</b>	<b>\$752.65</b>	<b>\$162.50</b>	<b>\$915.15</b>	<b>\$77.12</b>	<b>\$95.40</b>	<b>\$532.59</b>	<b>\$11,098.95</b>	<b>\$788.61</b>	<b>\$184.43</b>	<b>\$887.70</b>	<b>\$55.14</b>	<b>\$159.67</b>	<b>\$9,023.40</b>



# Pennington County Sheriff's Office

300 Kansas City Street Rapid City, SD 57701

Work Ph. 605-394-2151  
 Cell Ph. 605-593-2922

## Keystone Monthly Report August 2023

TIME	TOTAL	CALLS FOR SERVICE	TOTAL
City hours	200.00	Attempt to Locate	1
City hours from other deputies	423.00	Runaway	0
<b>TOTAL CITY HOURS</b>	<b>623.00</b>	Keep The Peace	0
Training hours	0.00	Welfare Check	1
Vacation/Sick hours	0.00	Business Check	40
County hours	0.00	Extra Patrol	46
Number of times called out/Hrs	0.00	Animal Complaint	1
<b>ARREST</b>	<b>TOTAL</b>	Civil Problem	0
Warrants	0	Follow-up Investigation	6
Non-Warrants	0	Community Activity	21
<b>CALLS FOR SERVICE</b>	<b>TOTAL</b>	City Meeting	0
Assaults	2	Fire/Medical Assist	2
Disturbance	2	Assist Other Agencies	0
Burglary	1	<b>CIVIL PATROL</b>	<b>TOTAL</b>
Theft	1	Attempted	0
Suspicious Activity	3	Served	0
DPP/Vandalism	0	City Service	0
Found or Lost Property	3	<b>TRAFFIC ACTIVITY</b>	<b>TOTAL</b>
Murder	0	Injury Acc	3
Alcohol	0	Non-Injury Acc	1
Drugs	0	School Bus Stop	0
Minor Consuming	0	Citations	1
Weapons Call	0	Warnings	8
911 Hang up Calls	5	DUI's	0
Alarms	0	Parking Complaint	4
Misc Calls	7	Parking Tickets	0
Coroner Calls	1	Motorist Assist	0
Suicidal Subject	1	Vehicle Complaint	0
Missing Person	0	Skate/Bike Warning	0
		Skate/Bike Citation	0

# Director, Robin Pladson - August thru September 2023

## 1. Evergreen Inspiration Guide [\$500 approved towards updating the digital ads] Update –

Everything is on track now. We need to decide whether to add all businesses to the directory or just continue with our membership.

2. Tourism Advertising Promotion Grant [TAP] - Non-Matching grant for South Dakota Events [rodeos, fairs, festivals, concerts, special anniversary events for businesses/communities or attractions] Deadline is Friday, September 22, 2023 for July 1, 2024 - June 30 2025 [Ideas: Museum's Weekend?, Marathons, Dining event, Shopping Event, Rally, Haunting, Local's Weekend, Carrie Ingalls, Trains and Helicopters and Tours, Oh My!] – Status \*\*\*Expected deadline for July 1 2025 - June 30 2026 would be April 1 - May 15 2024.

Found some information and clarified through Jacey Ellsworth and 2 separate phone calls. It is better that we apply separately for all events planned. It gives us the opportunity to have up to \$10,000 for each event instead of 3-5 events trying to share.

The ones we will apply for immediately is the Victorian Christmas and Turkey Bingo – November 18, 2023, Spring Fling – Welcome Back and Locals Weekend for June 2024.

Received quotes/statements from RiverFront Broadcasting for Grant use.

3. GIG Fund - Must present at least 2 community activities featuring an artist; \$2000-\$4000 Intent to apply due by September 21, 2023 and activities are to take place between November 2023 and June 2024 [Victorian Christmas, Spring Fling, Haunting if there is a Native performer?]

Working on 2 events: Locals Weekend 2024 and Victorian Christmas 2023

## 4. IPAD Discussion – Update

No update from Director

## 5. VIC Poster Status - Sales of posters – Update

Black Hills Open Top Tours – has been ordered, ~~just waiting on a file formatted LOGO (not something from website)~~  
Should have done by Friday to be delivered to us with invoice.

## 6. Jingle - Update [Where it has been used, how often, analytics, etc] –

Between Jeff Menkens with RiverFront Broadcasting and Corinne – we should have this set-in motion within the next couple of weeks. DOT Marketing is planning to run their video this coming Friday in Keystone.

## 7. Promo Bags purchase - Status –

Need to order and purchase by October 15 to be covered in any monies that we need to spend.

## 8. Membership Application - [See items III - A - 3, V - E - 3/4/5]

Waiting to hit Print and deliver to new and renewing members

## 9. Motorcycle Group 2024 – Status

Have a checklist with Tim (chairperson – Iowa group), So far all is set for the group. They are staying at the Baymont with a few staying at the Ramada. Over 200 motorcycles thus far have been registered for this event. They are planning their wants and needs.



**\*\* Additional Work**

10. USS Joseph Strauss Navy Reunion: Cheryl Levy – About 100 retired veterans will in be Keystone Starting September 18-22. Christina and Robin have completed packing 100 Welcome bags to be delivered to Cheryl on Thursday, September 14, in the afternoon.

11. Dot Marketing will be in the Keystone Community Area on Friday, September 15, using their Drone to do some filming of the town, attractions & businesses during Holy Terror Days – A Hometown Celebration.

**Keystone Area Historical Society  
Profit and Loss Statement  
Year 2023**

<b>Month</b>	<b>Donations</b>	<b>Merch Sales</b>	<b>Cost of Goods Sold</b>	<b>Gross P/L</b>	<b>Expenses</b>	<b>Net P/L</b>
January				\$ -	\$ 399.65	\$ (399.65)
February	\$ 100.00			\$ -	\$ 84.70	\$ (84.70)
March				\$ -	\$ 2,001.86	\$ (2,001.86)
April		\$ 11.30		\$ 11.30	\$ 177.23	\$ (165.93)
May		\$ 125.20	\$ 284.75	\$ (159.55)	\$ 1,902.37	\$ (2,061.92)
June	\$ 560.00	\$ 1,268.36	\$ 454.87	\$ 813.49	\$ 3,317.83	\$ (2,504.34)
July	\$ 1,046.00	\$ 1,719.90	\$ 710.24	\$ 1,009.66	\$ 7,414.18	\$ (6,404.52)
August	\$ 1,535.00	\$ 1,466.74	\$ 1,178.98	\$ 287.76	\$ 4,525.44	\$ (4,237.68)
September				\$ -		\$ -
October				\$ -		\$ -
November				\$ -		\$ -
December				\$ -		\$ -
<b>Y-T-D Totals</b>	<b>\$ 3,241.00</b>	<b>\$ 4,591.50</b>	<b>\$ 2,628.84</b>	<b>\$ 1,962.66</b>	<b>\$ 19,823.26</b>	<b>\$ (17,860.60)</b>

**Other Deposits**

Dues	\$ 100.00
City	\$ 7,214.51
Reimbursement	

**Fixed Assets Purchased**

Showcase	\$ 230.63	1/4/2023
China Cabinet	\$ 244.93	4/12/2023
Stereoscopes (2)	\$ 236.80	7/12/2023

# PUBLIC WORKS REPORT

- 1) Put up RAILING ON WINTER ST
- 2) STARTED COATING BRIDGES.
- 3) MADE FLOAT FOR THE PARADE
- 4) STARTED WINTERIZING, GOT WITH PLUMBER ABOUT RESTROOMS AT KCC.
- 5) WATERED TREES.
- 6) CHANGED FILTERS IN LIFT STATION.

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
101-31300	GEN SALES AND USE TAXES	116,009.15	302,826.16	409,728.00	106,901.84
101-31500	AMUSEMENT TAXES	.00	.00	.00	.00
101-31800	TAX DEED REVENUE	.00	.00	.00	.00
101-32000	BUILDING PERMITS	.00	1,325.00	7,000.00	5,675.00
101-32300	LIQUOR LICENSE	.00	6,800.00	20,000.00	13,200.00
101-32500	BUSINESS LICENSE	800.00	13,550.00	11,000.00	2,550.00-
101-32510	CONTRACTOR LICENSE/PARK PERMIT	75.00	1,725.00	4,000.00	2,275.00
101-32600	CANNABIS LICENSE	.00	.00	10,000.00	10,000.00
101-33410	CONSOLIDATED GRANT	.00	33,536.61	.00	33,536.61-
101-33510	BANK FRANCHISE TAX	.00	.00	1,000.00	1,000.00
101-33530	LIQUOR LICENSE REVERSION	.00	1,193.78	2,000.00	806.22
101-33540	MOTOR VEHICLE LICENSES	.00	.00	5,000.00	5,000.00
101-33580	LOCAL GOV HWY & BRIDGE	.00	14,540.08	18,000.00	3,459.92
101-33590	OTHER STATE SHARED REVENUE	.00	.00	.00	.00
101-33830	COUNTY WHEEL TAX	.00	.00	5,000.00	5,000.00
101-33840	COUNTY LIBRARY FUND	.00	5,165.00	10,329.00	5,164.00
101-34120	SALE OF MAPS AND PLATS	.00	.00	.00	.00
101-34130	COPIES	.00	42.50	150.00	107.50
101-34180	MISC	.00	24,528.44	1,000.00	23,528.44-
101-34200	LIBRARY MISC REVENUE	.00	146.00	3,000.00	2,854.00
101-34610	KCC DEPOSIT	2,300.00	4,550.00	1,500.00	3,050.00-
101-34620	KCC RENT	.00	425.00	.00	425.00-
101-34900	OTHER REVENUE	.00	.00	.00	.00
101-35000	FINES AND FORFEITS	25.00	75.00	2,000.00	1,925.00
101-35900	OTHER FINES & FORFEITS	.00	.00	.00	.00
101-36000	MISCELLANEOUS REVENUE	.00	.00	.00	.00
101-36100	INTEREST EARNED	5,129.90	37,019.96	300.00	36,719.96-
101-36130	CDBG REIMBURSEMENT	.00	.00	.00	.00
101-38610	SALE OF LOTS	400.00	3,200.00	3,000.00	200.00-
101-39101	TRANSFER IN GEN	.00	.00	.00	.00
101-41110-41100	SALARIES AND WAGES	675.00	6,930.00	10,000.00	3,070.00
101-41110-41200	OASI	.00	.00	850.00	850.00
101-41110-42700	TRAVEL AND CONFERENCE	.00	741.87	3,000.00	2,258.13
101-41110-42900	OTHER CURRENT EXPENSE	200.00	1,600.00	2,400.00	800.00
101-41130-42300	PUBLISHING	146.41	3,087.03	7,000.00	3,912.97
101-41150-42900	OTHER CURRENT EXPENSE	.00	.00	35,000.00	35,000.00
101-41300-41100	SALARIES AND WAGES	.00	345.00	600.00	255.00
101-41300-41200	OASI	.00	26.39	.00	26.39-
101-41300-42600	SUPPLIES AND MATERIALS	.00	59.11	200.00	140.89
101-41400-41100	SALARIES AND WAGES	5,035.83	49,760.28	57,000.00	7,239.72
101-41400-41150	PART TIME SALARY	.00	.00	13,500.00	13,500.00
101-41400-41200	OASI	436.89	4,336.97	6,000.00	1,663.03
101-41400-41300	RETIREMENT	302.15	2,973.03	5,000.00	2,026.97
101-41400-41500	GROUP INSURANCE	1,138.34	9,960.46	15,876.00	5,915.54
101-41400-41510	DENTAL INSURANCE	59.60	521.50	800.00	278.50
101-41400-42100	INSURANCE	.00	.00	.00	.00
101-41400-42210	PLAT RECORDINGS	.00	.00	150.00	150.00
101-41400-42500	REPAIRS AND MAINTENANCE	2,574.77	2,574.77	3,000.00	425.23
101-41400-42600	SUPPLIES AND MATERIALS	14.85	998.47	2,000.00	1,001.53
101-41400-42700	TRAVEL AND CONFERENCE	.00	773.96	2,000.00	1,226.04
101-41400-42900	OTHER CURRENT EXPENSE	373.73	2,416.03	500.00	1,916.03-



ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
101-45500-41300	RETIREMENT	200.30	1,723.85	3,000.00	1,276.15
101-45500-41500	GROUP INSURANCE	853.75	6,830.00	11,880.00	5,050.00
101-45500-41510	DENTAL INSURANCE	44.70	357.60	600.00	242.40
101-45500-42600	SUPPLIES AND MATERIALS	10.50	10.50	1,000.00	989.50
101-45500-42700	TRAVEL AND CONFERENCE	.00	802.89	750.00	52.89-
101-45500-42810	TELEPHONE	345.20	2,028.16	2,700.00	671.84
101-45500-42900	OTHER CURRENT EXPENSE	.00	2,147.88	2,255.00	107.12
101-45500-42930	LIB COUNTY MONEY	42.92	2,104.85	5,000.00	2,895.15
101-45500-43400	MACHINERY AND EQUIPMENT	.00	122.76	1,000.00	877.24
101-45500-43410	COMPUTER SOFTWARE	.00	270.02	2,500.00	2,229.98
101-45500-43420	BOOKS	.00	229.50	.00	229.50-
101-45500-43421	COUNTY BOOKS	842.38	3,744.72	5,329.00	1,584.28
101-46300-42900	OTHER CURRENT EXPENSE	.00	2,595.05	5,000.00	2,404.95
101-49800-42000	CANNIBIS LICENSE	.00	.00	10,000.00	10,000.00
101-49900-42625	ON-SALE BEER	300.00	3,300.00	4,000.00	700.00
101-49900-42900	OTHER CURRENT EXPENSE	.00	.00	.00	.00
101-99999-99999	PROFIT HANDLER	.00	.00	.00	.00
204-38910	PARKING FEES	9,854.12	40,877.69	45,000.00	4,122.31
204-43600-42200	PROFESSIONAL SERVICES AND FEES	.00	.00	.00	.00
204-43600-42500	REPAIRS AND MAINTENANCE	.00	.00	500.00	500.00
204-43600-42600	SUPPLIES AND MATERIALS	.00	17.84	800.00	782.16
204-43600-42900	OTHER CURRENT EXPENSE	.00	.00	.00	.00
204-99999-99999	PROFIT HANDLER	.00	.00	.00	.00
211-31300	GEN SALES AND USE TAXES	80,700.81	184,203.89	263,816.00	79,612.11
211-34180	MISCELLANEOUS	.00	.00	.00	.00
211-36100	INTEREST EARNED	5,128.75	36,994.39	.00	36,994.39-
211-45600-42900	OTHER CURRENT EXPENSE	23,571.88	81,298.98	179,149.00	97,850.02
211-45800-42900	OTHER CURRENT EXPENSE	7,214.51	7,214.51	20,000.00	12,785.49
211-46310-42500	REPAIRS AND MAINTENANCE	141.20	2,936.60	10,000.00	7,063.40
211-46310-42600	SUPPLIES AND MATERIALS	198.38	2,412.42	3,500.00	1,087.58
211-46310-42800	UTILITIES	470.20	2,514.00	5,000.00	2,486.00
211-46310-42900	OTHER CURRENT EXPENSE	.00	5,036.54	15,000.00	9,963.46
211-46310-51100	TRANSFER OUT BBB	.00	.00	.00	.00
211-46500-42600	SUPPLIES AND MATERIALS	.00	250.00	5,000.00	4,750.00
211-46500-42900	OTHER CURRENT EXPENSE	1,713.75	2,510.05	4,500.00	1,989.95
211-46510-42900	OTHER CURRENT EXPENSE	248.92	2,647.93	3,000.00	352.07
211-46610-42900	OTHER CURRENT EXPENSE	.00	.00	2,000.00	2,000.00
211-46620-42900	OTHER CURRENT EXPENSE	.00	.00	16,667.00	16,667.00
211-99999-99999	PROFIT HANDLER	.00	.00	.00	.00
300-31100	GENERAL PROPERTY TAXES	13,270.86	69,960.14	110,000.00	40,039.86
300-31160	GEN PROP TAXES ALL PRIOR YEARS	.00	451.18	10,000.00	9,548.82
300-31170	GEN PROP TAXES - MOBILE HOMES	.00	.00	.00	.00
300-31190	GEN PROP TAXES - OTHER	.00	.00	.00	.00
300-31300	GEN SALES AND USE TAXES	116,009.17	302,826.19	409,728.00	106,901.81
300-31900	PENALTY, INTEREST - DELINQ TAX	131.20	309.70	1,500.00	1,190.30
300-33100	FEDERAL GRANTS	.00	.00	.00	.00
300-33410	CONSOLIDATED GRANT	.00	.00	.00	.00
300-33510	BANK FRANCHISE FEE	.00	1,581.70	.00	1,581.70-
300-33540	MOTOR VEHICLE LICENSES	1,183.15	5,900.80	.00	5,900.80-
300-34180	MISCELLANEOUS	.00	.00	.00	.00
300-36100	INTEREST EARNED	5,128.75	36,994.39	.00	36,994.39-

**REVENUE & EXPENSE REPORT  
CALENDAR 8/2023, FISCAL 8/2023**

PCT OF FISCAL YTD 66.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
300-43200-44700	PAYMENT TO SEWER	7,155.72	7,155.72	34,660.00	27,504.28
300-43310-42200	PROFESSIONAL SERVICES AND FEES	.00	23,232.50	4,500.00	18,732.50-
300-43310-42900	OTHER CURRENT EXPENSE	.00	.00	.00	.00
300-45210-42200	PROFESSIONAL SERVICES AND FEES	2,847.16	193,881.61	105,000.00	88,881.61-
300-45210-42900	OTHER CURRENT EXPENSE	.00	120,350.92	800,000.00	679,649.08
300-47150-42900	OTHER CURRENT EXPENSE	.00	39,431.37	43,034.00	3,602.63
300-99999-99999	PROFIT HANDLER	.00	.00	.00	.00
602-33410	CONSOLIDATED GRANT	.00	.00	.00	.00
602-34180	MISCELLANEOUS	120.00	1,942.00	.00	1,942.00-
602-36100	INTEREST EARNED	5,540.57	39,935.25	.00	39,935.25-
602-38100	WATER REVENUE	45,490.06	139,236.15	231,935.00	92,698.85
602-38109	LATE FEE	60.00	380.00	1,000.00	620.00
602-38120	BULK WATER SALES	863.75	5,818.50	5,000.00	818.50-
602-38150	SALE OF TAPS	.00	1,000.00	.00	1,000.00-
602-38170	SALE OF MTR STORAGE	90.00	3,313.00	.00	3,313.00-
602-38190	OTHER WATER REVENUE	.00	.00	4,000.00	4,000.00
602-38230	WATER DEPOSIT REVENUE	75.00	1,175.00	1,000.00	175.00-
602-38730	WATER HOOKUPS	.00	.00	.00	.00
602-39101	TRANSFER IN WATER	.00	.00	.00	.00
602-43300-41100	SALARIES AND WAGES	4,693.58	40,653.85	54,000.00	13,346.15
602-43300-41150	PART TIME SALARY	.00	.00	13,500.00	13,500.00
602-43300-41200	OASI	359.07	3,109.98	8,000.00	4,890.02
602-43300-41300	RETIREMENT	281.60	2,439.22	6,000.00	3,560.78
602-43300-41500	GROUP INSURANCE	1,138.33	9,106.64	15,876.00	6,769.36
602-43300-41510	DENTAL INSURANCE	59.60	476.80	800.00	323.20
602-43300-42200	PROFESSIONAL SERVICES AND FEES	5,407.43	25,478.44	32,000.00	6,521.56
602-43300-42500	REPAIRS AND MAINTENANCE	1,175.24	10,047.92	15,000.00	4,952.08
602-43300-42550	W/S TESTING	565.00	4,235.25	5,000.00	764.75
602-43300-42600	SUPPLIES AND MATERIALS	1,057.99	4,462.80	12,000.00	7,537.20
602-43300-42700	TRAVEL AND CONFERENCE	.00	60.00	500.00	440.00
602-43300-42800	UTILITIES	2,625.71	15,863.02	20,000.00	4,136.98
602-43300-42900	OTHER CURRENT EXPENSE	1,969.42	2,749.42	10,000.00	7,250.58
602-43300-42910	WATERFEE	.00	.00	.00	.00
602-43300-42915	BULLION ST WATER PROJECT	.00	.00	.00	.00
602-43300-42916	WELL SRF	.00	3,175.57	32,800.00	29,624.43
602-43300-42931	DATA PROCESSING FEES	10.50	60.88	.00	60.88-
602-43300-42932	FRONTDESK SERVICE CHARGES	40.60	244.20	.00	244.20-
602-43300-43400	MACHINERY AND EQUIPMENT	.00	5,459.49	5,000.00	459.49-
602-43300-44900	SRF	.00	46,593.87	242,055.00	195,461.13
602-43300-45300	REFUND	.00	340.20	1,000.00	659.80
602-43300-51100	TRANSFER OUT WATER	.00	.00	.00	.00
602-99999-99999	PROFIT HANDLER	.00	.00	.00	.00
604-33410	CONSOLIDATED GRANT	.00	.00	.00	.00
604-34180	MISCELLANEOUS	.00	.00	242,055.00-	242,055.00-
604-36100	INTEREST EARNED	5,964.59	42,963.25	.00	42,963.25-
604-38109	LATE FEE	152.00	1,192.00	1,500.00	308.00
604-38150	SALE OF TAPS	.00	1,000.00	.00	1,000.00-
604-38300	SEWER REVENUE	52,757.95	193,283.16	318,000.00	124,716.84
604-38390	SEWER IMPACT FEE	529.12	4,238.49	6,000.00	1,761.51
604-38391	HANDLE FEE	661.61	5,611.99	7,500.00	1,888.01
604-38392	SEWER TAP ADMIN FEE	.00	.00	500.00	500.00

**REVENUE & EXPENSE REPORT**  
**CALENDAR 8/2023, FISCAL 8/2023**

**PCT OF FISCAL YTD 66.6%**

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
604-38731	SEWER HOOKUPS	.00	.00	.00	.00
604-39101	TRANSFER IN SEWER	.00	.00	.00	.00
604-43200-41100	SALARIES AND WAGES	7,879.26	67,005.40	85,000.00	17,994.60
604-43200-41150	PART TIME SALARY	.00	.00	13,500.00	13,500.00
604-43200-41200	OASI	602.76	5,125.94	11,000.00	5,874.06
604-43200-41300	RETIREMENT	472.76	4,020.34	8,000.00	3,979.66
604-43200-41500	GROUP INSURANCE	1,138.33	9,106.64	15,876.00	6,769.36
604-43200-41510	DENTAL INSURANCE	59.60	476.80	800.00	323.20
604-43200-42200	PROFESSIONAL SERVICES AND FEES	.00	.00	10,000.00	10,000.00
604-43200-42400	RENTALS	.00	.00	.00	.00
604-43200-42500	REPAIRS AND MAINTENANCE	.00	11,268.57	20,000.00	8,731.43
604-43200-42550	W/S TESTING	1,545.50	4,850.75	8,000.00	3,149.25
604-43200-42600	SUPPLIES AND MATERIALS	564.42	8,931.35	15,000.00	6,068.65
604-43200-42700	TRAVEL AND CONFERENCE	.00	687.98	2,000.00	1,312.02
604-43200-42800	UTILITIES	5,891.31	51,777.02	48,000.00	3,777.02-
604-43200-42810	TELEPHONE	265.73	2,130.25	3,500.00	1,369.75
604-43200-42820	PROPANE	.00	5,666.26	5,000.00	666.26-
604-43200-42850	GAS	.00	.00	1,000.00	1,000.00
604-43200-42900	OTHER CURRENT EXPENSE	.00	.00	1,464.00	1,464.00
604-43200-42910	WATERFEE	.00	250.00	.00	250.00-
604-43200-42931	DATA PROCESSING	10.50	60.87	700.00	639.13
604-43200-42941	SEWER LINE MAINTENANCE	.00	2,000.00	50,000.00	48,000.00
604-43200-44700	PAYMENT TO SEWER	.00	7,155.72	34,660.00	27,504.28
604-43200-45400	RESERVE ACCT	.00	.00	.00	.00
604-43200-51100	TRANSFER OUT SEWER	.00	.00	.00	.00
604-99999-99999	PROFIT HANDLER	.00	.00	.00	.00
604-43200-42931	DATA PROCESSING FEES	.00	.00	.00	.00
	DIFFERENCE	<u>351,949.60</u>	<u>263,850.16</u>	<u>999,928.00-</u>	<u>1,263,778.16-</u>
	PROOF	<u>351,949.60</u>	<u>263,850.16</u>	<u>999,928.00-</u>	<u>1,263,778.16-</u>



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
<b>101 General</b>						
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					
<b>211 Fund</b>						
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		
<b>204 Fund</b>						
2990 parking					\$ 1,300	
<b>300 Fund</b>						
4320 sewer pmt						\$ 34,660
4700 srf pmt						\$ 43,034
4521 bridge repairs						\$ 800,000
4670 flood mitigation						\$ 80,000
<b>602 Fund</b>						
4330 water		\$ 549,292				
<b>604 Fund</b>						
4320 sewer			\$ 397,104			
<b>2024</b>						
<b>Appropriation</b>	<b>\$ 653,945</b>	<b>\$ 549,292</b>	<b>\$ 397,104</b>	<b>\$ 298,929</b>	<b>\$ 1,300</b>	<b>\$ 957,694</b>

**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			
<b>TOTAL MEANS OF FINANCE</b>	<b>\$607,586</b>	<b>\$ 324,292</b>	<b>\$ 397,104</b>	<b>\$ 298,929</b>	<b>\$ 45,000</b>	<b>\$ 531,228</b>
Trans.	\$ 46,359	\$ 225,000	\$	\$	\$	\$426,466
GF savings						
<b>2024</b>						
<b>Appropriation</b>	<b>\$ 653,945</b>	<b>\$ 549,292</b>	<b>\$ 397,104</b>	<b>\$ 298,929</b>	<b>\$ 1,300</b>	<b>\$ 957,694</b>
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

# Contractor Licenses for Approval 9/20/2023

1. Ruby Construction/Riddles Group, Inc