

MINUTES
BUFFALO CHIP TOWN BOARD

SPECIAL MEETING

June 18, 2015 8:30 a.m.

Notice Was Duly Posted at Buffalo Chip Town Hall

CALL TO ORDER AND ROLL CALL: Board President Woodruff called the meeting to order at 8:43 a.m. with the following persons present: Daymon Woodruff, Bonnie S. London, Gregory Smith – attended via speaker phone, Finance Officer James Walczak and Town Attorney Kent Hagg.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was led by Kent Hagg.

REVIEW AND APPROVAL OF MINUTES OF LAST MEETING: Board Trustees indicated they had reviewed minutes. Bonnie London motioned to approve minutes of last meeting, seconded by Greg Smith. Unanimous.

HEARING to approve/deny re-issuance of the Retail (on-off sale) Malt Beverage License No. RB-21665 for the BUFFALO CHIP CAMPGROUD, LLC: No discussion. To prevent any appearance of impropriety or conflict of interest, Damon Woodruff abstained due to being the son of the applicant. Bonnie London motioned to approve, Second by Greg Smith. Smith & London voted to approve. Daymon Woodruff abstained.

HEARING to approve/deny re-issuance of the Retail (on-off sale) Malt Beverage License No. RB-21666 for the BUFFALO CHIP CAMPGROUD, LLC: No discussion. To prevent any appearance of impropriety or conflict of interest, Damon Woodruff abstained due to being the son of the applicant. Bonnie London motioned to approve, Second by Greg Smith. Smith & London voted to approve. Daymon Woodruff abstained.

HEARING to approve/deny new issuance of a Retail (on-off sale) Malt Beverage License for the BUFFALO CHIP CAMPGROUD, LLC: No discussion. To prevent any appearance of impropriety or conflict of interest, Damon Woodruff abstained due to being the son of the applicant. Bonnie London motioned to approve, Second by Greg Smith. Smith & London voted to approve. Daymon Woodruff abstained.

Authorize Finance Officer and Board President to enter into loan agreements and execute all documents to establish up to a \$100,000 line of credit. Short discussion on why this amount. Kent stated with a new community and no sales tax revenues, this was needed. Bonnie Smith motioned and Greg Smith seconded. Unanimous.

Report and general discussion regarding internal audit protocol. Handling of money and critical documents.

Authorize reimbursement of any costs incurred by Finance Officer regarding attendance of Finance Officers Conference in Pierre on June 10-12, 2015. And all other charges accrued to date. Motion by Bonnie London, seconded by Daymon Woodruff. Unanimous.

Authorize Town Officers, without incurring expense, to investigate engineering firms in anticipation of later employment for assistance in developing a Comprehensive Town Plan/Future Use Plan. Explanation by Kent Hagg that there is a state code requiring Municipalities to have a Comprehensive Town Plan for future development. Motion made by Bonnie London. Greg Smith seconded. Unanimous.

Authorize Finance Officers and a Board Trustee to execute Lease between the Town of Buffalo Chip, South Dakota, and Buffalo Chip Campground, LLC, for lease of space for Town Headquarters. Bonnie London motioned and Greg Smith seconded. Unanimous.


Discussion on having the Town Attorney draft and present a proposed set of initial ordinances. Kent Hagg stated State statues are usable and in place but we would need our own ordinances for Speed Limits, Public Nudity, taxation, to name a few.

Discussion regarding setting a date and time of next meeting and determination of a regular meeting day and time. Jim Walczak suggested we move the meetings to Mondays. It was also suggested that they be on the 1st and 3rd Mondays of each month. If no meeting is needed, it can be canceled or changed. Bonnie London motioned and Greg Smith seconded. Bonnie amended her motion to add the meetings to be at 8:30 am. Unanimous.


CITIZEN INPUT: None

MOTION TO ADJOURN: Motion by Greg Smith and seconded by Bonnie London to adjourn the meeting at 9:28 a.m.MST Unanimous

ATTEST:



Daymon Woodruff
Board of Trustee President



Jim Walczak
Town Finance Officer