

**BUFFALO CHIP TOWN BOARD
REGULAR MEETING**

Friday, March 18, 2016, AT 8:30 A.M.

Notice was duly posted at Buffalo Chip Town Hall



AGENDA

1. ROLL CALL / PLEDGE OF ALLEGIANCE:

- a. Interim Trustees: Daymon Woodruff, Bonnie S. London, Gregory Smith.
- b. James M. Walczak, Finance Officer.
- c. Kent Hagg, City Attorney.

2. REVIEW AND APPROVAL OF AGENDA:

- a. Motion by _____ to approve Agenda; second by _____.
Yea ____ Nay ____.

3. REVIEW AND APPROVAL OF MINUTES OF FEBRUARY 19TH, 2016, REGULAR MEETING:

- a. Motion by _____ to approve Minutes; second by _____
Yea ____ Nay ____.

4. FINANCE OFFICER NEW REVENUE REPORT:

The Department of Revenue sends a letter twice a month (1st and 21st) detailing the amount and payment of the municipal tax reported to and/or collected which is then deposited into the Town of Buffalo Chip Checking account.

South Dakota Department of Revenue – Sales Tax Received **02/01 – 02/19/2016, \$3,037.73**

South Dakota Department of Revenue – Sales Tax Received **02/20 – 02/29/2016, \$372.94**

Total Municipal Sales Tax Reported to and/or collected by the Department of Revenue per **SDCL 10 - 52, \$3,410.67.**

5. ANNUAL FINANCIAL REPORT January through December 2015 (see attached report)

- a. Motion by _____ to approve Annual Financial Report; second by _____
Yea ____ Nay ____.

6. APPROVAL OF CLAIMS

01/17/16: \$48.73, Meade County Times – Tribune, Minutes Jan. 18th, 2016.

03/02/2016: \$31.98, Meade County Times – Tribune, Minutes Feb. 5th, 2016.

03/13/2016: \$59.81, Black Hills Community Bank, Interest Due on Line of Credit.

Total Claims: \$140.52

a. Motion by _____ to approve claims; second by _____
Yea ____ Nay ____.

7. TOWN ATTORNEY: REQUEST FOR EXECUTIVE SESSION:

a. Motion by _____ to go into Executive Session; second
by _____. Yea ____ Nay ____.

b. Motion by _____ to come out of Executive Session; second
by _____. Yea ____ Nay ____.

8. TRUSTEE INPUT:

9. ADJOURN:

a. Motion by _____; second by _____ to adjourn the meeting at
_____ a.m. MST.

Yea ____ Nay ____.

Next Regular Meeting: Friday, April 1st, 2016 at 8:30 am

ATTEST:

James Walczak,
Finance Officer

Daymon Woodruff,
President Town Board