



**BUFFALO CHIP TOWN BOARD  
MEETING  
January 2<sup>nd</sup>, 2018, AT 8:30 A.M.  
AGENDA**

Notice has been duly posted at the Town's Office

**1. ROLL CALL / PLEDGE OF ALLEGIANCE:**

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

**2. REVIEW AND APPROVAL OF AGENDA:**

Motion by \_\_\_\_\_ to approve Agenda; second by \_\_\_\_\_.  
Yea \_\_\_\_ Nay \_\_\_\_

**3. REVIEW AND APPROVAL OF MINUTES DECEMBER 18<sup>th</sup>, 2017, REGULAR MEETING MINUTES:**

Motion by \_\_\_\_\_ to approve of the Regular Meeting Minutes of December 18<sup>th</sup>, 2017; second by \_\_\_\_\_.  
Yea \_\_\_\_ Nay \_\_\_\_

**4. FINANCE OFFICER NEW REVENUE REPORT:**

South Dakota Department of Revenue Municipal Tax:  
Received Municipal Tax - \$3,166.18, December 1 – 19, 2017  
**Total New Revenue for November: \$3,166.18**

**5. APPROVAL OF CLAIMS:**

Rapid City Journal: \$33.64, Published Meeting Minutes of December 4<sup>th</sup>, ran on December 22<sup>nd</sup>, 2017.

Go Daddy Web Site Renewals: **Total - \$46.88**

**INFO Domain Renewal** BUFFALOCHIPSD.INFO - \$19.99

**Private Domain Registration** BUFFALOCHIPSD.INFO - \$4.18

**.COM Domain Renewal** BUFFALOCHIPSD.COM - \$14.99

**Private Domain Registration** BUFFALOCHIPSD.COM - \$4.50.

**Fees \$3.22**

**Total Claims: \$80.52**

Motion by \_\_\_\_\_ to approve Claims of \$80.52 as presented by the Finance Officer; second by \_\_\_\_\_.

Yea \_\_\_\_ Nay \_\_\_\_

**6. SDCL 9-12-6 NEWSPAPER DESIGNATION:**

The official newspaper must be designated annually or for a period of time specified by the governing body, but not less than twelve months. Options, the Rapid City Journal or the Black Hills Pioneer Press.

Motion by \_\_\_\_\_ to designate the \_\_\_\_\_ as the official newspaper of the Town of Buffalo Chip, SD; second by \_\_\_\_\_.

Yea \_\_\_\_ Nay \_\_\_\_

**7. SDCL 6-1-10. Publication of Payroll Information:**

The governing board of each Municipal Corporation, and school boards shall publish with the minutes of the first meeting following the beginning of the fiscal year, or within thirty days thereafter, a complete list of all the salaries of all officers and employees and thereafter shall publish once any salary paid to any officer or employee.

Board President, Daymon Woodruff: \$1,200/year  
Trustee, Greg Smith: \$1,200/year  
Trustee, Bonnie London: \$1,200/year  
Finance Officer, James Walczak: \$12,000/year  
Town Attorney, Kent Hagg: \$210 per hour

Motion by \_\_\_\_\_ to approve publication of salaries of all officers and employees; second by \_\_\_\_\_.

Yea \_\_\_\_\_ Nay \_\_\_\_\_

**8. SDCL 9-13-6. Publication of Notice of Vacancies--Times.**

The finance officer of the municipality shall have a notice published in the official newspaper of the municipality setting forth the vacancies which will occur by termination of the terms of office of elective officers. The notice shall also state the time and place where nominating petitions may be filed for such offices. The notice shall be published once each week for two consecutive weeks between the fifteenth day of January and the thirtieth day of January. (Notice attached for review).

Motion by \_\_\_\_\_ to direct the Finance Officer to publish Notice of Vacancy for the Town of Buffalo Chip Board of Trustees, three year Trustee position to be published once each week for two consecutive weeks between the fifteenth day of January and the thirtieth day of January; second by \_\_\_\_\_.

Yea \_\_\_\_\_ Nay \_\_\_\_\_

**9. SDCL 9-13-1. Date of annual municipal election--Hours of voting.**

In each municipality an annual election for the election of officers shall be held on the second Tuesday of April of each year, at a place in each ward of the municipality as the governing body shall designate.

Motion by \_\_\_\_\_ to set the annual election for Tuesday, April 10, 2018; second by \_\_\_\_\_.

Yea \_\_\_\_\_ Nay \_\_\_\_\_

**10. TRUSTEE INPUT:**

**11. ADJOURN:**

Motion by \_\_\_\_\_ to Adjourn Meeting; second by \_\_\_\_\_ at \_\_\_\_\_ a.m. MST.

Yea \_\_\_\_\_ Nay \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Finance Officer

\_\_\_\_\_  
Town Board President

**Next Meeting Will Be Monday January 15, 2017, 8:30 am**