

Unapproved Minutes  
Langford Board of Trustees  
March, 2021

The Langford Board of Trustees met in regular session Tuesday, March 9, 2021, at the City Finance Office. President Todd Sell called the meeting to order at 6:00 p.m. with Trustee Jordan Hupke, Trustee OrrieJesz, Utilities Manager Joe Keough, Assistant Utilities Manager Sean Kramer, Finance Officer Savannah Person, Deputy Finance Officer Melody Swearingen, and Librarian Nicole Hoines in attendance along with Colin Jensen from Jensen Rock & Sand, Trevor Hansen from Serocki Excavating, Inc., and Bituminous Paving, Inc. Rook Dollmon from Bituminous Paving, Inc.; and Larry West.

The following bids were opened and publicly read for the street resurfacing project.  
Bidder:

**Jensen Rock & Sand, Inc** – Base bid total \$214,140.00 with optional concrete valley gutters \$6,834.00.

**Serocki Excavation, Inc** – Base bid total \$209,288.30 with optional concrete valley gutters \$9,984.44.

**Bituminous Paving, Inc** – Base bid total \$372,000.00 with optional concrete valley gutters \$16,380.00.

Discussion was held about costs savings for the street resurfacing project. No bid was accepted at this time.

West met with the council to discuss utility account billing.

Nicole Hoines meet with the council to give a technology update. The council reviewed the drafted website's design and information, which will go live after the April council meeting. Hoines presented Cyber Security recommendations. A Facebook page for the City is being drafted to go live along with the website. Utility bill payment capabilities will be added to the website in the near future.

Hupke motioned (#2021-20) to approve the February regular session meeting minutes; seconded by Jesz; motion carried.

Hupke motioned (#2021-21) to approve the February financial report; seconded by Sell; motion carried.

Jesz motioned (#2021-22) to approve the following expenditures; seconded by Hupke; motion carried: American Legal Publishing Corp. \$1,600.00 (ordinance book); Deloris Archambeau \$50.00 (security deposit refund); BDM Rural Water System, Inc. \$2,070.50 (water purchased); Britton Journal \$95.82 (publications); Cardmember Services \$653.16 (credit card purchases); Dakota Supply Group \$1,400.54 (supplies); DaMar Farmer's Elevator \$1,419.87 (supplies); Gary Olson \$150.00 (security deposit refund); Grant & Williams, Inc. \$880.00 (audit fees); Heartland \$14,512.61 (electricity/transmission fees); Holland NAPA Auto Parts \$121.77 (supplies); Public Health Laboratory \$15.00 (lab fees); Town of Langford \$341.95 (security deposit applied to utility accounts); Town of Langford \$8,100.00 (fire assessment and capital outlay); Town of Langford \$1,640.65 (utilities in city-owned buildings); Lehr Sanitation Service \$2,500.00 (garbage services); Petty Cash \$29.60 (postage); Preston Moore \$8.05 (security deposit refund); RESCO \$530.80 (safety equipment); SD Assn of Rural Water Systems \$385.00 (annual dues); SD Dept. of Revenue \$1,531.12 (February sales tax); Titan Machinery \$9,200.00 (lawn mower); USDA Rural Development \$2,776.00 (sewer loan payment); USPS \$91.00 (stamps); Venture Communications \$528.33 (phone/fax/internet fees); Verizon Wireless \$118.07 (phone fees); US Dept. of Energy \$4,429.98 (power); Frohling Law Office \$125.00 (deed preparation fees). February payroll by department: Council \$430.60; Finance Office \$2,152.92; Streets \$2,078.63; Sanitation \$3,325.10; Library \$2,701.29; Water \$3,501.30; Electric \$3,403.58; Sewer \$3,501.04. February paid in vacation: Dacotah Bank \$5.00 (service charge).

**New Business:**

Hupke motioned (#2021-23) to approve Resolution #2021-01 – Fire Dept. Mutual Aid Agreement; seconded by Jesz; motion carried. BE IT ORDAINED by the City Council of the Town of Langford that the Fire Chief of the Langford Volunteer Fire Department, along with the City Council President, is hereby authorized to enter into Mutual Aid Agreements on behalf of the Langford Volunteer Fire Department.

Hupke motioned (#2021-24) to approve 1<sup>st</sup> reading of Ordinance Title V, Section 52.02 – Regarding Service Disconnect; seconded by Jesz; motion carried.

**Old Business:**

Council instructed maintenance department to research construction of valley gutters on the north side of town.

The next regular session of the Board of Trustees is scheduled for Tuesday, April 13th, 2021 at 6:00 p.m. at the Finance Office.

There being no further business, the meeting adjourned at 10:37 p.m.

ATTEST: Todd Sell, Board President; Savannah Person, Finance Officer

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