

Unapproved Minutes
Langford Board of Trustees
September, 2021

The Langford Board of Trustees met in special session Tuesday, September 14, 2021 at the City Finance Office. President Orrie Jesz called the meeting to order at 6:03 p.m. with Trustee Todd Sell, Trustee Jordan Hupke, Utilities Manager Sean Kramer, and Finance Officer Savannah Person, Deputy Finance Officer Kaitie Stiegelmeier, and Joshua Helland in attendance.

Finance Office Report:

Hupke motioned (#2021-102) to hire Joshua Helland at \$20.00 per hour for the Assistant Utilities position; seconded by Jesz; motion carried.

Hupke motioned (#2021-103) to approve the August regular meeting minutes; seconded by Sell; motion carried.

Hupke motioned (#2021-104) to approve the August Financial Report; seconded by Jesz; motion carried.

Hupke motioned (#2021-105) to approve the following expenditures; seconded by Sell; motion carried. Aberdeen American News \$634.98 (Publications), Agtegra Cooperative \$24.50 (Parts), BDM Rural Water System, Inc. \$2,692.10 (Water Purchased), Clark Equipment D/B/A Bobcat \$5,978.00 (Snow Pusher Pro, 8ft Blade), Cardmember Service \$887.87 (Credit Card Chgrs), Dacotah Bank \$30.00 (Cancel Check Fee), Dakota Supply Group \$116.27 (Shop and Fire Dept Supplies), DaMar Farmer's Elevator \$1,766.65 (Supplies), Electrical Engineering & Equip \$7.30 (Annual Service and Inspection), Grand Slam Computers \$1,879.99 (Lenovo Thinkbook), Heartland \$9,262.30 (Electricity/Transmission Fees), Public Health Laboratory \$15.00 (Lab Fees), Town of Langford \$1,664.12 (Utilities In City-Owned Bldgs), Terry Larson \$3,600.00 (Annual Shop Rent for Sept-21 to '22), Lehr Sanitation Service \$4,800.00 (Garbage Services & SummerFest Porta Potties), Marshall County Treasurer \$12,785.50 (3qtr21 Law Enforcement Contract), Marshall County Journal \$188.58 (Publications), Maxwell Electric, LLC. \$115.51 (Replace Outlet in Camper Pedes), Omni-Pro Software, Inc. \$6,995.00 (Transmitter Controller System), Petty Cash - Town Of Langford \$10.86 (postage), Resco \$8,456.35 (Equipment), Running Supply, Inc. \$55.97 (Shop Supplies), SD Federal Property Agency \$290.00 (Tool Kit, Outlet Box, Surge Pr), SD Dept Of Revenue \$1,997.01 (Aug-21 Sales Tax), Rural Development \$2,776.00 (Monthly Sewer Loan Payment), United States Postal Service \$98.00 (Postage), Venture Communications \$497.17 (Phone and Internet Services), Verizon Wireless \$54.30 (Water Tablet), WAPA \$5,364.90 (Power Purchased). Payroll by department: Council \$682.50, Finance Office \$2,288.58, Streets \$992.38, Sanitation \$2,064.32, Library \$2,758.54, Water \$2,660.07, Electric \$2,089.32, Sewer \$2,064.18. Paid in Vacation: Lake Region \$1,612.23 (Repairs) and Venture Communications \$518.51 phone/internet services).

Hupke motioned (#2021-106) to approve building permit application from Robert Wagner; seconded by Sell; motion carried.

Jesz motioned (#2021-107) to approve 2nd reading of the 2022 Budget; seconded by Hupke; motion carried.

Hupke motioned (#2021-108) to approve the purchase of the annual subscription for the Nordic Online Backup of \$350.00 and setup fee from Grand Slam Computers; seconded by Sell; motion carried. This will protect the city information from the risk of loss associated with user error, hacking, or any other kind of technological disaster.

Hupke motioned (#2021-109) to approve the purchase of the monthly subscription for the Business Microsoft 365 App; seconded by Jesz; motion carried.

Maintenance Department Report:

Hupke motioned (#2021-110) to approve to have the pay loader serviced for approximately \$700.00; seconded by Sell; motion carried.

Jesz motioned (#2021-111) to authorize the signing of the One Time Land Application Permit; seconded by Sell; motion carried.

New Business:

Jesz motioned (#2021-112) to authorize the signing of the The Financial Assistance Agreement and Assurances of Compliance with Title VI of the Civil Rights Act; seconded by Sell; motion carried. The

ARPA/BFM Coronavirus relief funds can be used to invest in necessary improvements to water, sewer and broadband infrastructure.

Hupke motion (#2021-113) to approve the 1st reading of the Marijuana Ordinance; seconded by Sell; motion carried.

The next regular session of the Board of Trustees is scheduled for Tuesday, October 12th, 2021 at 6:00 p.m. at the Finance office.

Hupke motioned (#2021-114) to go into Executive Session Pursuant to EXECUTIVE SESSION PURSUANT TO SDCL 1-25-2(6), 1-27-1.5(8) at 8:48 p.m.; seconded by Sell; motion carried. Regular session resumed at 9:18 p.m. No action was taken.

There being no further business, the meeting adjourned at 9:21 p.m.

ATTEST: Orrie Jesz, Board President; Savannah Person, Finance Officer

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