

**Unapproved Minutes**  
**Langford Board of Trustees**  
**Tuesday, November 16, 2021 – 6:00 p.m.**

The Langford Board of Trustees met in special session Tuesday, November 16, 2021 at the City Finance Office. President Orrie Jesz called the meeting to order at 6:07 p.m. with Trustee Todd Sell, Trustee Jordan Hupke, Utilities Manager Sean Kramer, Utilities Assistant Manager Josh Helland and Finance Officer Savannah Person.

**FINANCE OFFICE REPORT:**

Hupke motioned (#2021-125) to approve the October regular meeting minutes; seconded by Sell; motion carried.

Hupke motioned (#2021-126) to approve the October Financial Report; seconded by Sell; motion carried.

Hupke motioned (#2021-127) to approve the following expenditures; seconded by Jesz; motioned carried. BDM Rural Water System, Inc. \$2,084.20 (Water Purchased), Cardmember Service \$1,168.88 (Nov-21 Statement 10/5 To 11/2), Core & Main LP \$338.93 (Sewer Repair/Maint.), Dakota Pump, Inc. \$300.00 (Sewer Repairs/Maint.), DaMar Farmer's Elevator \$378.98 (Supplies), Frohling Law Office \$812.50 (Attorney Fees), Grand Slam Computers \$515.00 (Nordic Backup Installs), Hansmeier & Son, Inc. \$170.00 (Lawn Mix - Street Project), Heartland \$3,906.20 (Electricity/Transmission Fees), Holland Napa Auto Parts \$421.58 (Misc. Supplies), Hydro-Klean, LLC \$1,440.00 (Sewer Repair/Maint.), Jensen Auto Service \$303.90 (Batteries), Public Health Laboratory \$527.00 (Lab Fees), Town of Langford \$1,734.02 (Utilities In City-Owned Bldgs), Langford Lumber Co. \$436.35 (Supplies), Marshall County Journal \$55.63 (Publications), Milbank Winwater \$273.28 (Street Project), Petty Cash - Town of Langford \$21.20 (Postage), Resco \$3,574.20 (Equipment), Running Supply, Inc. \$354.02 (Shop Supplies), South Dakota 811 \$2.10 (Message Fees), SD Dept of Revenue \$1,570.86 (Oct Sales Tax), SDML Workers Compensation Fund \$3,102.00 (2022 Premiums), Share Corporation \$608.57 (Supplies), Titan Machinery - Sioux Falls \$15,500.00 (Plow For Wheel Loader), Rural Development \$2,776.00 (Nov Monthly Sewer Loan Pymt), United States Postal Service \$80.00 (Stamps), Venture Communications \$488.05 (Phone/Fax/Internet Services), Verizon Wireless \$54.26 (Water Tablet), Us Department Of Energy 5463.62 Power Purchased. Paid in Vacation: Petty Cash - Town of Langford \$84.90 (Postage), Town of Langford \$400.00 (Security Deposit Refunds). Payroll by department: Council \$581.81, Finance Office \$1,412.33, Streets \$1,171.06, Sanitation \$2,278.65, Library \$1,832.84, Water \$2,278.65, Electric \$2,430.65, Sewer \$2,278.65.

Hupke motioned (#2021-128) to approve the The Health Pool of South Dakota Employer's Subscription Agreement for 2022 and Confirmation of MSP Addendum; seconded by Jesz; motion carried.

**MAINTENANCE DEPT. REPORT:**

Hupke motioned (#2021-129) to approve the purchase of Extended Warranty from Titan Machinery – Sioux Falls for 60 months or 3000 hours at \$2,030.00 on the Case 521GXR Wheel Loader; seconded by Jesz; motion carried.

Hupke motioned (#2021-130) to approve the 1<sup>st</sup> reading of the Meter Socket Bypass Ordinance; seconded by Sell.

Hupke motioned (#2021-131) to approve the 1<sup>st</sup> reading of the Seal Tag Ordinance; seconded by Sell.

Hupke motioned (#2021-132) to approve the 1<sup>st</sup> reading of the Point of Demarcation Ordinance; seconded by Sell.

Discussion was held over the costs to the City for repairs to overhead services.

Jesz motioned (#2021-133) to approve the Training Costs Reimbursement Agreement; seconded by Hupke; motion carried.

Hupke motioned (#2021-134) to recycle the excess brass & aluminum in the City shop; seconded by Jesz; motion carried.

Jesz motioned (#2021-135) to reimburse Sean Kramer 50% of the costs incurred to obtain a Commercial Drivers License; seconded by Hupke; motion carried.

**NEW BUSINESS:**

Hupke motioned (#2021-136) to approve the Uniform Alcoholic Beverage License Applications for Retail (on-sale) Liquor and Package (off-sale) Liquor for The Last Resort; seconded by Sell; motion carried.

**OLD BUSINESS:**

Hupke motioned (#2021-137) to approve the 2<sup>nd</sup> reading of Adopting Ordinance; seconded by Sell; motion carried. This ordinance is enacting a code of ordinances for the Town of Langford, revising, amending, restating, codifying, and compiling certain existing general ordinances of the political subdivision dealing with subjects embraced in such code of ordinances and declaring an emergency. Full Ordinance available in the Finance Office.

Hupke motioned (#2021-138) to enter into EXECUTIVE SESSION PURSUANT TO SDCL 1-25-2(6), 1-27-1.5(8) at 8:30 p.m.; seconded by Hupke; motion carried. Regular session resumed at 8:44 p.m. Helland, Kramer and Person left the meeting at 8:35 p.m.

Hupke motioned (#2021-139) to grant year-end bonuses to the city staff members in the total amount of \$2,070.00; seconded by Jesz; motion carried.

The next regular session of the Board of Trustees is scheduled for Tuesday, December 14th, 2021, at 6:00 p.m. at the Finance office.

There being no further business, the meeting adjourned at 8:45 p.m.

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

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