

**Unapproved Minutes
Langford Board of Trustees
December, 2021**

The Langford Board of Trustees met in special session Thursday, December 30, 2021 at the City Finance Office. President Orrie Jesz called the meeting to order at 6:02 p.m. with Trustee Todd Sell, Trustee, and Finance Officer Savannah Person.

FINANCE OFFICE REPORT

Jesz motioned (#2021-147) to approve the following Year End Expenditures; seconded by Sell; motion carried. Karian Peterson Power Line \$36,515.00 (Elect. Equipment Repair), Irby \$10,897.04 (Elect. Equipment), Terex \$12,243.34 (Elect. Equipment), Grant & Williams \$950.00 (2020 Audit Final Invoice), Lake Region \$100.00 (Elect. Equipment), Crawford \$3,530.38 (Truck Repairs), Marshall County Treasurer \$12,785.50 (4th Qtr Law Sheriff , Jail & E911).

Sell motioned (#2021-148) to approve the Final 2020 Audit Reports seconded by Jesz; motion carried. Which shows one finding: material weakness in internal controls noted due to lack of proper segregation of duties that existed for revenue transactions; this comment is a result of the size of the Town of Langford, which precludes staffing at a level sufficient to provide an ideal environment for internal controls; the Trustees will continue to monitor the finance office's revenue process through monthly reports and with the implementation of compensating internal controls whenever and wherever possible. A copy of the 2020 final audit may be viewed in the Finance Office in its entirety.

NEW BUSINESS

Sell motioned (#2021-149) to approve Municipal Operating Agreement with The Last Resort; seconded by Jesz; motion carried.

Jesz motioned (#2021-150) to approve the Maintenance Dept. to find replacement snowplow parts; seconded by Sell; motion carried.

OLD BUSINESS

Sell motioned (#2021-151) to approve the 2nd reading of Amendment to 2021 Appropriation Ordinance; seconded by Jesz; motion carried. The 2021 Appropriation Ordinance is hereby amended to add funds to the following budget line items:

101 – General Fund / 414.2 – Finance Office	\$29,500.00
101 – General Fund / 421.0 – Law Enforcement	\$1,200.00
101 – General Fund / 432.0 – Sanitation	\$4,500.00
101 – General Fund / 455.0 – Library	\$800.00

IT IS HEREBY ORDAINED THAT \$29,500.00 will be added to the Finance Office budget, and that \$1,200.00 will be added to the Law Enforcement budget and that \$4,500.00 will be added to the Sanitation budget, and that \$800.00 will be added to the Library budget; which funds, in the total amount of \$36,000.00 will be funded from cash reserves in the Electric Fund.

Jesz motioned (#2021-152) to enter into EXECUTIVE SESSION pursuant to SDCL 1-25-2(1) at 6:20 p.m.; seconded by Sell; motion carried. Person left at 6:21 p.m. Regular session resumed at 6:30 p.m.

Jesz motioned (#2021-153) to approve Sean Kramer's \$1.00 raise for completing Operator SP Class 1 Exam; seconded by Sell; motion carried

Sell motioned (#2021-154) to increase wages to city staff members; seconded by Jesz; motioned carried.

The next regular session of the Board of Trustees is scheduled for Monday, January 10th, 2022, at 6:00 p.m. at the Finance office.

There being no further business, the meeting adjourned at 6:32 p.m.

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

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