

**UNAPPROVED MINUTES**  
**Langford Board of Trustees**  
**Tuesday, March 8, 2022**

The Langford Board of Trustees met in regular session on Tuesday, March 8, 2022, at the City Finance Office. President Orrie Jesz called the meeting to order at 6:05PM with Trustees Todd Sell and Jordan Hupke, Utilities Manager Sean Kramer, Utilities Assistant Manager Josh Helland, Finance Officer Kaitlin Stiegelmeier, and town resident Dennis Lindgren.

**FINANCE OFFICE REPORT**

Hupke motioned (#2022-20) to approve February regular session meeting minutes; seconded by Sell; motion carried.

Hupke motioned (#2022-21) to approve February financial report; seconded by Sell; motion carried.

Sell motioned (#2022-22) to approve expenditures; seconded by Hupke; motion carried.

**EXPENDITURES:**

BDM Rural Water System, Inc, \$2,251.80, Water Purchased -- Cardmember Service, \$303.51, Credit Card Charges -- CDJ Elec., Plumbing & Heating, \$1,500.00, Repairs, Inv#49239 -- Dakota Supply Group (DSG), \$179.91, Electric Equipment -- DaMar Farmer's Elevator, \$1,851.51, Supplies/Fuel -- DaMar Farmer's Elevator, \$287.49, Propane at Community Center -- DaMar Farmer's Elevator, \$814.39, Fire Dept. Propane/Fuel -- DGR Engineering, \$2,542.50, Mapping Services, Inv#00250829 -- Fastenal Company, \$13.67, Parts -- First Bank & Trust, \$11,833.25, Power from Heartland for Feb., SPP For Jan. -- Holland NAPA Auto Parts, \$514.99, Parts/Feb '22 Statement -- House of Glass, Inc., \$197.13, Sliding Glass Doors for Library -- Stuart C IRBY Co., \$4,418.98, Electric Equipment -- Jensen Auto Service, \$715.00, Shop Supplies -- Public Health Laboratory, \$301.00, Lab Fees For Feb'22 -- Town of Langford, \$1975.16, Utilities @ Govern Bldgs -- Langford Lumber Co., \$228.81, Material -- Lehr Sanitation Service, \$4,000.00, Feb '22 Disposal -- Mac's Hardware, \$46.08, Supplies -- Marshall County Journal, \$43.46, Publications For Feb. -- MMUA, \$3,944.50, Inv#59124, #59109 -- Running Supply, Inc., \$149.40 Shop Supplies -- Safety Service \$2,266.79, Inv#61517 -- SD Assn. of Rural Water Systems, \$550.00, 47th Annual Conference -- SD Public Assurance Alliance, \$22,341.90, 2022 Renewal. Inv#28347 -- SD Dept. of Revenue, \$2,189.32, Feb. '22 Sales Tax -- SD Retirement System, \$112.82, Penalty SD 3-12C-403 -- Titan Machinery, \$120.10, Supplies -- Rural Development, \$2,776.00, March '22 Loan Payment -- United States Postal Service, \$138.00, Postage For March '22 -- Verizon Wireless, \$54.23, Water Tablet for Feb '22 -- US Department of Energy (WAPA), \$4,429.98, Power for Feb '22.

Paid in Vacation: First Bank & Trust, \$13,274.02, Power from Heartland for Jan. -- Venture Communications, \$492.68, phone/internet/fax.

Payroll by Department: Council \$753.56 -- Finance Office \$4,854.78 -- Streets \$1,988.60, Sanitation \$2,976.24 -- Water \$2,923.59 -- Electric \$2,972.81 -- Sewer \$2,922.36.

**MAINTENANCE DEPT. REPORT**

Sell motioned (#2022-23) to approve purchase of a dutch door for the finance office. Quote obtained from the House of Glass, Inc., for approximately \$1,300.00-\$1,400.00; seconded by Hupke; motion carried.

Sell motioned (#2022-24) to approve a quote from Clint Duerre for cleaning of Un-named Tributary; seconded by Jesz; motion carried.

Sell motioned (#2022-25) to approve purchase of recloser for substation for approximately \$5,500.00; seconded by Jesz; motion carried.

Jesz motioned (#2022-26) to approve quote to bore under the road at West Front Street for approximately \$1,200.00; seconded by Hupke; motion carried.

Sell motioned (#2022-27) to approve purchase of transformers; seconded by Jesz; motion carried.

**NEW BUSINESS**

Jesz motioned (#2022-28) to appoint Trustee Jordan Hupke for a two-year term; seconded by Sell; motion carried.

Hupke motioned (#2022-29) to approve annual donation to Glacial Lakes Area Development (GLAD) in the amount of \$1,500.00; seconded by Sell; motion carried.

Hupke motioned (#2022-30) to approve annual membership dues to SD Rural Water Association in the amount of \$385.00; seconded by Sell; motion carried.

Sell motioned (#2022-31) to approve temporary Liquor License Application to the Lake Region Pheasant Restoration Fund Raiser at the Legion Hall on April 2, 2022; seconded by Hupke; motion carried.

Jesz motioned (#2022-32) to enter EXECUTIVE SESSION pursuant to SDCL 1-25-2(3), 1-25-2(6), 1-27-1.5(8) at 8:23PM; seconded by Hupke; motioned carried. Regular session resumed at 8:55PM.

The next regular session of the Board of Trustees is scheduled for Tuesday, April 12<sup>th</sup>, 2022, at 6:00PM at the City Finance Office.

There being no further business, the meeting adjourned at 8:55PM.

ATTEST: Orrie Jesz, Board President, Kaitlin Stiegelmeier, Finance Officer.

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