

UNAPPROVE MEETING MINUTES
Langford Board of Trustees
Tuesday, May 14, 2024 – 5:00PM (CST)

The Langford Board of Trustees met in regular session on Tuesday, May 14, 2024, at the Langford Community Center. President Orrie Jesz called the meeting to order at 5:01PM (CST) with the following in attendance: Trustees Chad Hardy and Matt Fries, Finance Officer Kaitlin Stiegelmeier, Utility Manager Sean Kramer, Assistant Utility Manager Mitchell Wieser, and town resident Paul Steiner. Steiner exited at 5:08PM (CST).

Steiner – Paul Steiner discussed three topics with the Board:

- 1) An abandoned property in town that has racoons, squirrels, and birds living within the building. The wind also has blown shingles and nails off the building, which raises a concern for kids and pets stepping on the debris. Steiner would like to know how the Town will handle this.
- 2) Dogs running at large. There are multiple dogs roaming and in the way of passing traffic.
- 3) Installing a plat form by the big dumpster – this would make it more convenient for residents to be able to put items inside the dumpster.

PUBLIC COMMENT – None.

Hardy motioned (#2024-54) to administer an Oath of Office and appoint Matt Fries as a Trustee for a three-year term; seconded by Jesz; motion carried.

Hardy motioned (#2024-55) to administer an Oath of Office and appoint Orrie Jesz as Board President for a one-year term; seconded by Fries; motion carried.

FINANCE OFFICE REPORT

Hardy motioned (#2024-56) to approve April regular and special session meeting minutes; seconded by Fries; motion carried.

Hardy motioned (#2024-57) to approve expenditures; seconded by Fries; motion carried.

May Expenditures:

BDM Rural Water System, Inc.	\$1,973.45	Water Purchased
Elan Financial Services (Credit Card)	\$2,853.44	May Statement
Dakota Electronics	\$196.00	Inv #35859
DaMar Farmer's Elevator	\$661.77	April Statement
Dakota Supply Group	\$113.18	Inv #S103661782.001
Frohling Law Office	\$1,037.00	Inv #13861
Grand Slam Computers, Inc.	\$175.00	Inv #13486
Kathleen Hardina	\$95.09	Account #95—Security Deposit
First Bank & Trust (Heartland)	\$9,491.00	Power Purchased
Innovative Office Solutions	\$64.75	Inv #175787-1
Stuart C. Irby, Co.	\$1,122.35	Inv #S013877680.002
Stuart C. Irby, Co.	\$1,563.01	Inv #S013877680.001
Jensen Auto Service	\$161.95	Inv #21914
Kinetic Leasing, Inc.	\$45,500.00	Inv #304414—Street Payment
Public Health Laboratory	\$30.00	Inv #10614887
Lake Region Electric Assn, Inc.	\$216.41	Inv #28124
Town of Langford	\$104.91	Account #95—Security Deposit
Town of Langford	\$2,283.57	Utilities
Town of Langford	\$78.72	Security Deposit—Act#365.02
Langford Lumber Company, Inc.	\$123.24	April Statement
Lehr Sanitation Service, LLC	\$4,500.00	Inv #6605
Mac's Hardware	\$54.37	April Statement
Marshall Co. Auditor	\$13,032.00	Law Invoice—1Q24
Marshall Co. Journal	\$139.96	Publications
MMUA	\$2,724.50	Inv #63613
Dennis L. Nelson	\$196.20	Election Worker
Off The Wall Signs, LLC	\$316.50	Inv #669
OnSolve, LLC	\$60.00	Inv #15311865
Ontheclock.Com, LLC	\$14.00	Timecard
Paul & Cari Price	\$121.28	Security Deposit—Act#365.02
Geraldine Rasmussen	\$196.20	Election Worker

Running Supply, Inc.	\$429.82	April Statement
South Dakota 811	\$2.10	Inv #SD24-00853
SD Dept. of Revenue	\$2,217.70	Sales Tax—April 2024
Terex USA, LLC	\$1,574.02	Inv #7426939
Rural Development of S.D.	\$2,776.00	Sewer Loan
United States Postal Service	\$174.00	Postage
Venture Communications Coop.	\$391.73	Inv #12557130
Venture Communications Coop.	\$141.97	Inv #12561457
U.S. Department of Energy	\$4,629.85	Power Purchased
Donald Wieser	\$196.20	Election Worker
<u>Paid-in-Vacation Expenditures:</u>		
Venture	\$128.94	Phone/Internet/Fax
Venture	\$389.97	Phone/Internet/Fax
Dacotah Bank	\$30.00	Fee—Cancel Check
USPS	\$1.75	Postage
Dacotah Bank	\$19.40	Fee—Service Charge
<u>Payroll Expenditures:</u>		
President & Board	\$369.41	
Finance Office	\$671.80	
Streets	\$1,361.88	
Sanitation	\$1,090.64	
Library	\$2,011.22	
Water	\$1,990.68	
Electric	\$2,381.18	
Sewer	\$1,990.67	

Hardy motioned (#2024-58) to approve financial report; seconded by Fries; motion carried.

MAINTENANCE DEPARTMENT REPORT

Hardy motioned (#2024-59) to share the cost of transitioning electrical service(s) from overhead to underground near Elm Street; seconded by Fries; motion carried.

Hardy motioned (#2024-60) to declare sandblasting media as surplus; seconded by Fries; motion carried.

Hardy motioned (#2024-61) to approve purchase of jetter head for approximately \$1,100.00; seconded by Fries; motion carried.

Hardy motioned (#2024-62) to approve purchase of two (2) buckets of enzymes and one (1) case of carburetor cleaner for approximately \$1,200.00; seconded by Fries; motion carried.

NEW BUSINESS

The Board opened and reviewed three sanitation bids. No motion was made and will be discussed further at June's meeting.

- 1) Dakota Waste Solutions, LLC — Sisseton, SD. \$53,500.00 annually for services described in the Proposal provided by the Town of Langford.
- 2) Lehr Sanitation Service, LLC – Britton, SD. \$4,500 per month (\$54,000 annually), plus additional fees for tires (\$10.00 for car/pickup, \$25.00 for truck, \$100.00 for tractor).
- 3) A-1 Sanitation & Recycling – Aberdeen, SD. \$20.00 per month for a 65-gallon garbage cart, or \$22.00 per month for a 95-gallon garbage cart; \$384.00 per month for one (1) 30-yard dumpster; \$4,000 per month for curb-side pick-up.

Fries motioned (#2024-63) to approve hay land bid received from Ryan Kramer in the amount of \$150.00; seconded by Hardy; motion carried.

Hardy motioned (#2024-64) to approve the first reading of Ordinance #2024-02 - Supplemental Appropriations, regarding the transfer of library grant funds; seconded by Fries; motion carried.

Hardy motioned (#2024-65) to approve the first reading of Ordinance #2024-03 - Supplemental Appropriations, regarding the transfer of fire department grand funds; seconded by Fries; motion carried.

Hardy motioned (#2024-66) to waive Board Member pay for the special meeting held on April 16, 2024; seconded by Fries; motion carried.

Jesz motioned (#2024-67) to approve building permit(s) for Robert Wagner; seconded by Fries; motion carried.

Fries motioned (#2024-68) to approve the 2023 Annual Report; seconded by Hardy; motion carried.

Hardy motioned (#2024-69) to approve the purchase of stain and staining supplies for the wooden play equipment located at the Park of the Pines; seconded by Fries; motion carried.

OLD BUSINESS

Hardy motioned (#2024-70) to approve ordering electrical supplies to correct code violations on Hickory Street; seconded by Fries; motion carried.

Hardy motioned (#2024-71) to approve 2nd reading of Ordinance 2024-01, regarding Cable TV Franchise Agreement with Venture Communications; seconded by Fries; motion carried.

EXECUTIVE SESSION

Hardy motioned (#2024-72) to enter executive session at 8:44PM (CST) pursuant to SDCL 1-25-2 (1); seconded by Fries; motion carried.

Hardy motioned (#2024-73) to exit executive session at 9:08PM (CST); seconded by Fries; motion carried.

Hardy motioned (#2024-74) to approve reducing the Langford Public Library operating hours from 40 hours per week to 19 hours per week; transition full-time employee, Nicole Hoinen, to a part-time employee with no benefits and allow no more than 19 hours worked per week; all effective May 28, 2024; seconded by Fries; motion carried.

There being no further business, Jesz motioned (#2024-75) to adjourn the meeting at 9:23PM (CST); seconded by Hardy; motion carried.

The next regular session of the Langford Board of Trustees is scheduled for Thursday, June 13, 2024, at 5:00PM (CST) at the Langford Community Center.

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

Published once at an approximate cost of \$_____.