

UNAPPROVED MEETING MINUTES
Langford Board of Trustees
Tuesday, August 13, 2024 – 5:00PM (CST)

The Langford Board of Trustees met in regular session on Tuesday, August 13, 2024, at the Langford Community Center. Board President Orrie Jesz called the meeting to order at 5:03PM with the following in attendance: Trustees Chad Hardy and Matt Fries, Finance Office Kaitlin Stiegelmeier, Utility Manager Sean Kramer, and Assistant Utility Manager Mitchell Wieser.

PUBLIC COMMENT

No public comment.

FINANCE OFFICE REPORT

Hardy motioned (#2024-116) to approve July regular and special meeting minutes; seconded by Fries; motion carried.

Hardy motioned (#2024-117) to approve expenditures; seconded by Fries; motion carried. [See attachment – *Exhibit A / Expenditure Summary.*]

Hardy motioned (#2024-118) to approve financial report; seconded by Fries; motion carried.

Finance Officer Stiegelmeier noted that effective July 1, 2024, three of the Travel Reimbursement Rates have increased as follows: Mileage Reimbursement for Company Vehicle was \$0.51 per mile, now \$0.655; Mileage Reimbursement for Personal Vehicle was \$0.28 per mile, now \$0.295; and In-state Lodging was \$75.00 per night, now \$107.00. All other rates remain the same. Stiegelmeier also noted the 2025 Summer Fest dates are July 25-27, and a small-claims case previously filed by the Town has been paid in full and a Satisfaction of Judgement will be submitted.

MAINTENANCE DEPARTMENT REPORT

No motion(s) made.

Utility Manager Kramer presented trade-in quotes from Titan Machinery for the Town's current skid steer as it's nearing 1,000 hours. Kramer also discussed obtaining financial figures for a possible 2025 street project. These figures will be obtained and discussed at the next regular meeting.

In other discussion, it was proposed to have the students of the Langford School design street banners, then allow the community members to vote on which banner to have displayed on Main Street. This will be further discussed at the next regular meeting.

NEW BUSINESS

Jesz motioned (#2024-119) to approve bids for surplus property as follows: Evan Ogren: \$100.00 for sandblasting media and \$17.50 for 35' highline pole; Richard Rauch: \$15.00 for 30' highline pole; seconded by Hardy; motion carried.

Hardy motioned (#2024-120) to declare the following items as surplus property: gravel, black dirt, asphalt millings, bulk water, and miscellaneous water supplies; seconded by Fries; motion carried.

Hardy motioned (#2024-121) to approve building permits for Parker Holler and County Line Seed, Inc.; seconded by Fries; motion carried.

Fries motioned (#2024-122) to approve extending the curb stop repair deadline from 30-days, per Ordinance #51.25, to 90-days; seconded by Hardy; motion carried. Residents this is applicable to will receive a letter via USPS Mail.

Fries motioned (#2024-123) to approve the following water town maintenance to be completed IntelliFarms Northern Division, Inc.: repair emergency lights and install an outlet on the water tower for approximately \$630.00; seconded by Hardy; motion carried.

OLD BUSINESS

No motion(s) made.

EXECUTIVE SESSION

No executive session.

There being no further business, Jesz motioned (#2024-124) to adjourn the meeting at 7:27PM; seconded by Hardy; motion carried.

The next regular session of the Langford Board of Trustees is scheduled for Tuesday, September 17, 2024, at 5:00PM at the Langford Community Center.

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

Published once at an approximate cost of \$ TBD.

Exhibit A | Expenditure Summary.

Expenditures – July Payroll:

President & Board	\$230.88
Finance Officer	\$664.97
Streets	\$1,271.29
Sanitation	\$1,039.08
Park & Rec.	\$565.32
Library	\$904.18
Water	\$1,893.26
Electric	\$1,979.26
Sewer	\$1,893.21

Expenditures – Paid in Vacation:

Venture Communications	\$397.82	Phone/Internet/Fax – Town
Venture Communications	\$138.07	Phone/Internet/Fax – Library

Expenditures – August:

3E Generator Shop	\$483.39	Inv #928284-00
Agtegra Cooperative	\$97.75	Inv #68109211
BDM Rural Water System, Inc.	\$2,571.75	Water Purchased
Clay Brouwer	\$147.10	Acct #311.02 – Security Deposit
Brubakken Trucking, LLC	\$1,212.64	Inv #75
Elan Financial Services – Credit Card	\$1,504.72	August Statement
Connecting Point – Ultra	\$1,090.00	Inv #42243
Dakota Electronics	\$53.00	Inv #36337
Dakota Waste Solutions, LLC	\$4,458.33	Inv #131599 – July Service
DaMar Farmer's Elevator	\$102.25	July Statement – Fire Dept.
DaMar Farmer's Elevator	\$462.52	July Statement – Town
Fire Safety First, LLC	\$371.00	Inv #3857 – Town
Fire Safety First, LLC	\$76.00	Inv #3858 – Fire Dept.
Heartland	\$15,049.75	Power Purchased
Innovative Office Solutions	\$300.45	Inv #176238-1
Irby	\$152.88	Inv #S014008936.002
Irby	\$68.31	Inv #S014003542.001
Town of Langford	\$168.32	Inv #24-092 – Bulk Water
Town of Langford	\$52.90	Acct #311.02 – Security Deposit
Town of Langford	\$2,333.54	Utilities
Langford Lumber Company, Inc.	\$140.54	July Statement
MacQueen Equipment, LLC	\$9,287.10	Inv #P33593
Marshall Co. Auditor	\$13,032.00	Law Invoice – 3Q24
Marshall Co. Auditor	\$13,032.00	Law Invoice – 2Q24
Marshall Co. Journal	\$399.45	Publications
Midwest Pest Control	\$154.00	Inv #9284, 9369
Evan Ogren	\$60.00	Reprint Check
Omni-Pro Software, Inc.	\$3,080.00	Inv #2703
OnTheClock.Com, LLC	\$17.50	Employee Timecard System
Running Supply, Inc.	\$292.44	Inv #0014-7765146
South Dakota 811	\$19.95	Inv #SD24-01915
SD Dept. of Revenue	\$2,062.78	Sales Tax – July 2024
Stan Houston Equipment Co, Inc.	\$277.34	Inv #2498453, 2498475
Stark Portables	\$757.00	Inv #0392
Titan Machinery, Inc.	\$98.60	Inv #19599637GP
Twin Valley Tire	\$211.70	Inv #83504
Rural Development of S.D.	\$2,776.00	Sewer Loan
Venture Communications Coop.	\$137.44	Inv #12593482
Venture Communications Coop.	\$328.79	Inv #12589382
WAPA	\$5,355.01	Inv #BFPB001270724