

**UNAPPROVED MEETING MINUTES**  
**Langford Board of Trustees**  
**Tuesday, October 8, 2024 | 5:00PM (CST)**

The Langford Board of Trustees met in regular session on Tuesday, October 8, 2024, at the Langford Community Center. Board President Orrie Jesz called the meeting to order at 5:00PM (CST) with the following in attendance: Trustees Chad Hardy and Matt Fries, Finance Officer Kaitlin Stiegelmeier, Utility Manager Sean Kramer, and Assistant Utility Manager Mitchell Wieser.

**PUBLIC COMMENT**

No public comment.

**FINANCE OFFICE REPORT**

Hardy motioned (2024-137) to approve September meeting minutes; seconded by Fries; motion carried.

Hardy motioned (2024-138) to approve expenditures; seconded by Fries; motion carried. [See attachment – *Exhibit A | Expenditure Summary*.]

Hardy motioned (2024-139) to approve financial report; seconded by Fries; motion carried.

Hardy motioned (2024-140) to approve the first reading of Ordinance 2024-04, 2025 Appropriations, No. 137; seconded by Fries; motion carried.

Finance Officer Stiegelmeier noted the following: 1) A transfer of \$70,000.00 was made from the Electric Fund to the General Fund; 2) The 2023 Audit is complete, and Stiegelmeier presented the complete audit report from Eide Bailly, LLP, along with an acceptance letter from the Department of Legislative Audit; 3) Per Diem Rates were adjusted by the State effective October 1. The lodging rates increased based upon specific locations, such as Deadwood, Spearfish, Hot Springs, and Rapid City. The mileage rates also increased from \$0.655 to \$0.67 and \$0.295 to \$0.302, pending which vehicle you use; and 4) The Town received no submissions from the school for street banner designs, so Stiegelmeier will work with the vendor and present designs at the November meeting.

**MAINTENANCE DEPARTMENT REPORT**

Fries motioned (2024-141) to approve hiring a vendor to crack seal various streets throughout Langford for no more than \$9,000.00; seconded by Hardy; motion carried.

Utility Manager Kramer noted the following: 1) Kamstrup currently has a promotion offering an upgrade to AMI. This would allow our water meters to read automatically every three hours, compared to the drive-by method the utility department is utilizing currently. The Board is not interested in pursuing this promotion.; and 2) Glacial Lakes Excavating will be in town next week, October 14-18, repairing 5 curb stops.

## **NEW BUSINESS**

Fires motioned (2024-142) to approve temporary liquor license application for Britton Shrine Club Legion Hall on November 8, 2024; seconded by Jesz; motion carried.

Jesz motioned (2024-143) to approve waiving penalties for a recent rubble site violation; seconded by Hardy; motion carried.

## **OLD BUSINESS**

Hardy motioned (2024-144) to share cost the expense of correcting an NESC violation on an overhead service with account #23.00; Resident supplies the electrical panel, while Langford supplies miscellaneous materials and labor; seconded by Fries; motion carried.

The Board continued discussion of a possible 2025 street project. The main topic of discussion was how much of a downpayment the Town will put towards the project, both from the available cash and Certificates of Deposits (CD).

## **EXECUTIVE SESSION**

No executive session.

There being no further business, Jesz motioned (2024-145) to adjourn the meeting at 8:03PM; seconded by Hardy; motion carried.

The next regular session of the Langford Board of Trustees is scheduled for Tuesday, November 12, 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 – September Payroll:

President & Board	\$646.46
Finance Officer	\$769.97
Streets	\$1,429.92
Sanitation	\$1,169.24
Park & Rec.	\$282.72
Library	\$1,056.49
Water	\$2,143.61
Electric	\$2,229.61
Sewer	\$2,143.62

### Expenditures:

BDM Rural Water System, Inc.	\$2,099.85	Water Purchased
Elan Financial Services – Credit Card	\$2,365.38	Statement
Dakota Waste Solutions, LLC	\$4,458.33	Inv #132288
DaMar Farmer's Elevator	\$4.18	Statement – Fire Dept.
DaMar Farmer's Elevator	\$577.15	Statement – Town
Dakota Supply Group	\$342.34	Statement
Eide Bailly, LLP	\$19,950.00	Inv #EI01743654
Grand Slam Computers, Inc.	\$350.00	Inv #13629
Heartland Revenue	\$5,586.14	Power Purchased
Irby	\$41.62	Statement
Jensen Auto Service	\$80.00	Inv #20986
Kamstrup Water Metering, LLC	\$967.91	Inv #CD99009672
Marco Technologies, LLC	\$132.86	Inv #37568264
Marshall Co. Journal	\$75.90	September Statement
NAPA Auto Parts	\$15.99	Inv #471565
OnTheClock.com, LLC	\$17.50	Employee Timecard
State of South Dakota – Health Lab	\$123.00	Inv #10617545
SD Dept. of Revenue	\$2,381.25	Sales Tax – Sept. '24
Town of Langford	\$2,913.50	Inv #24-112
Town of Langford	\$2,212.73	Utilities
USA Blue Book	\$90.62	Inv #INV00471541
Rural Development of S.D.	\$2,776.00	Sewer Loan Payment
United States Postal Service	\$185.00	Postage
WAPA	\$6,527.60	Inv #BFPB001270924