

Langford Board of Trustees Meeting
October 5, 2010

The Langford Board of Trustees met Tuesday, October 5, 2010 at the Langford Fire Hall. President Chad Hardy called the meeting to order at 6:00 p.m., with Trustees Orville Helgeson and Todd Sell present. Also in attendance were Utilities Manager Blair Healy, Finance Officer Melody Swearingen, Arlene Dahle, Bruce Harding, Sharon Jones, Pat Rauch, Richard Rauch, Gina Williams and Vollie Ann Williams.

The minutes of the September 7th meeting were reviewed. Motion for approval by Todd Sell; seconded by Orville Helgeson; motion carried.

Finance Officer Melody Swearingen reviewed the financial report. Profit and Loss Reports for September indicate an overall income of \$40,435.47 and expenses of \$29,511.24; total cash and investments equal \$477,694.38. Motion for approval by Todd Sell; seconded by Orville Helgeson; motion carried.

Utility Manager Blair Healy reported on the following items:

- * The paving crew is finishing on Hammond Street and will follow up on some slopes a little later.

- * Blair received a phone call from the City of Bristol indicating that they are interested in purchasing the snow plow. They have provided a bid of \$500.00. The city council rejected the bid.

- * BDM has indicated that we can purchase a blade from them for \$300.00. Todd Sell made a motion to purchase the blade; Orville Helgeson seconded the motion; motion carried.

- * We have replaced the tires on the loader; the old tires were not taken at that time. Blair was instructed to dispose of the old tires.

- * The elm trees that were marked have all been removed.

- * MacGuire Iron was here on the 29th for inspection and cleaning of our water tanks. Their report is forthcoming.

- * Helms Engineering is still working on the sewer study. Their report is forthcoming.

- * Blair will be attending a Hydrant / Flushing Workshop in Webster on October 27th in Webster, hosted by Rural Water. No registration fees.

The Board of Trustees reviewed a list of questions / suggestions that had presented from Arlene L. Dahle, Sharon Jones and Pat Rauch. The list was reviewed and responded to as follows: (note that questions are presented here exactly as posed to the Council)

- * A list of tools that the townspeople have bought. What we have now, what will soon be replaced, and what is the town looking at in the long run. (A – Anything under \$500 is not shown on the inventory list; we are not pursuing the purchase of any large dollar items at this time.)

- * What was the last penny tax put on for? How much was generated? Was the reason the tax was put on the people taken care of? (A – The tax was added in 1998. We think that the purpose was to build funds for street maintenance / repair. At this time we have six blocks of streets left to finish, and about 30 blocks of chip sealing, along with sidewalk repair. This tax benefits the general maintenance of the City of Langford.)

* Any bids on the sidewalks? Is it 2 separate jobs, as in the electrical and the cement work? If so, why did it read in the paper as 1 bid? (A – The bids were opened at the September meeting. We accepted the bid from CDJ for \$13,200 for the electrical portion of the job and the bid from Pitzl Cement and Masonry for the cement portion of the job, at a combined cost of \$54,120 vs. the other bid for the entire job at \$85,235.)

* The city council asked for the duties of the finance officer and maintenance man are. We would like a copy of such, please. (A – The city council asked for a checklist of utility duties for the time that Blair would be gone for surgery and recovery / Melody is still working and learning the processes of her position.)

* In the budget just done, where are the rest of the employees of the cities salaries? Oversight? (A – As stated in the two recent budget meetings, these salaries are included in the budget in the appropriate departments.)

* The transparency law that was passed in July from Attorney General Larry Long states that the minutes of the meeting have to be posted within 10 days, so that the townspeople have the right to approve or oppose such. Since we only got a week to get on the agenda, it would probably be a good to post them on the fire hall door. (A – Anyone can ask for meeting minutes at any time after the meeting; if they have not already been submitted for publication, Melody will provide a copy.)

* Why don't we use the sign that gets used in the middle of the street letting people know what is going on in town to let them know there is a city council meeting? (Transparency) (A – We can use the sign.)

* What are the plans for the mini-mall and how is it being financed? Are there people already lined up to move their business's in and do they already have their business site in town? Is Nesdcap financing any part of this? (A – There is no mini-mall, but we are discussing the possibility of a new building with NESDCAP. We would have to finance a project such as this; we are studying the feasibility of this project.

* What percentage is the town getting with this 125th celebration? Are they getting anything for the money that they have already donated? (A – The Town doesn't have a 'take' in this.)

* With the 125th, is the town setting up spare electrical hook-ups for the duration of it? Will there be port a potties? (A – The town already has electrical hook-ups behind the city shop and in the park. The 125th Committee is working out the details for this event.)

* Where are the proceeds being brought back into the benefit of Langford? (A – If this is referring to the 125th – none. The Centennial committee used funds for the benefit of the town after that celebration at their discretion. We will benefit from the liquor tax at the upcoming 125th.)

* When does this \$20.00 per month on our city bill going to end? We have a lot of money for a town this small, so why? (A – This is a base fee charge that is going into the General Fund. We have no plans to remove it at this time.)

* Why are the grain bins within the city limits? (A – Because we have an elevator and it is zoned as commercial property.)

* Why are the chemical sprayers within the city limits? The tracks on the sprayers are tearing up the roads. (A – We have a large Wheat Growers facility here.

They have to adhere to strict EPA requirements. They've been responsible tenants in our town. We've had no reports of roads being torn up by their equipment.)

OLD BUSINESS. Chad Hardy reported that he had spoken with a member of the 125th Committee regarding the possibility of cost-sharing for new banners. If an agreement can be reached, we would have to purchase the banners and would receive partial reimbursement after the 125th celebration.

No new information from CDJ & Pitzl regarding the sidewalk project; this will likely not be done until Spring.

The Lamberton house has been torn down; there was discussion about what to use as fill and how to proceed with this. We will follow up regarding legal ownership of the property.

There was discussion regarding the Juel Hoines property.

NEW BUSINESS. The following building permits were reviewed: Severen West – used, unattached garage; Bonnie Cole – new construction of attached breezeway and garage. Todd Sell made a motion to approve; seconded by Orville Helgeson; motion carried.

There was discussion regarding our procedure for handling utility deposits and where to house those funds. Melody will conduct more research on this topic.

Melody Swearingen reported that new credit cards have been acquired and that the City has adopted a Credit Card Acquisition and Use Policy.

There was discussion regarding drainage problems near the Dennis Nelson home. We will have follow-up discussion with Dennis Nelson and Marv Rasmussen regarding potential measures to solve this issue.

There was discussion about the surface of the tennis/basketball courts. They have been there since 1974; about ½ of the surface is usable. Chad Hardy will talk with cement contractors to ask for suggestions.

Expenses were reviewed: The following items were paid prior to the council meeting to avoid late penalties: Verizon Wireless - \$51.96 (cell phone); Heartland - \$4,228.06 (power); WAPA - \$7,178.52 (power); Venture Communications - \$269.02 (telephone). Payroll (September 30th): Yvonne Olson, library - \$269.02; Janice Anderson, library - \$171.43; Melody Swearingen, Finance Officer - \$1304.06; Anthony Hermes, seasonal - \$506.94; Blair Healy, Utilities Manager - \$2455.94. The following items were submitted for approval: Hicks Mowers - \$56.00 (sharpening); Locke Electric - \$154.74 (voltage regulator); SD One Call - \$7.90 (locate request tickets); Reliable Office Supplies - \$182.75 (office supplies); Fire Safety First - \$102.00 (fire extinguisher maint); Melody Swearingen - \$167.95 (reimbursement for computer software); Northwestern Energy - \$1,060.63 (transmission fees); SD Dept of Health - \$12.00 (lab fees); B&G Sanitation - \$2150.00 (garbage service); Health Pool of SD - \$467.23 (ins.); Banyon Data Services - \$770.00 (tech support); BDM - \$1033.50 (water); Ralph Merkel - \$2856.00 (demolition services); Langford Bugle - \$113.76 (ads/proceedings); DaMar Farmer's Elevator - \$284.84 (gasoline; hose); Blair Healy - \$65.00 (tiller rental); Blair Healy - \$502.50 (mosquito spraying); Robert Williams - \$547.50 (mosquito spraying); Green Iron Equipment - \$8.52 (misc.); Jensen Auto Repair - \$606.07 (maint/repairs); Hardware Hank (locator batteries); Dakota Electronics - \$1235.35 (siren repair); Graham Tire - \$1513.84 (tires); Northwestern Energy - \$056.12 (line repair); EFTPS - \$1277.76

(941 tax); Petty Cash - \$55.75; SD Retirement System - \$599.26 (contributions); Town of Eden - \$300.20 (remainder of mosquito grant funds). Melody noted that the check for September sales tax is still pending.

The next meeting is scheduled for Tuesday, November 2, 2010 at 6:00 P.M. at the Langford Fire Hall.

Motion to adjourn by Todd Sell; seconded by Orville Helgeson; motion carried. Meeting adjourned at 8:00 P.M.

ATTEST: Melody Swearingen, Finance Officer

Chad Hardy, President

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