

Langford Board of Trustees Meeting
January 5, 2011

The Langford Board of Trustees met Wednesday, January 5, 2011 at the Finance Office within the Langford Fire Hall. President Chard Hardy called the meeting to order at 6:30 p.m., with Trustee Orville Helgeson present. Also in attendance were Utility Manager Blair Healy and Finance Officer Melody Swearingen. Sharon Jones joined the meeting at 6:40 p.m. Trustee Todd Sell was absent.

The minutes of the December 8th meeting were reviewed and approved.

The financial report was reviewed and approved. Profit and Loss Reports for December indicate an overall income of \$42,709.85 and expenses of \$54,001.92; total cash and investments equal \$412,589.36. It was decided that we will investigate options for a short-term cd; and as an added measure of security we will contact First State Bank regarding the possibility of a copy of the bank statements sent directly to a council member in addition to the statement sent to the Finance Office.

Healy reported on the following items:

Healy will be attending the upcoming Rural Water Technical Conference in Pierre on January 11-13. He will also attend the Sign Retroreflectivity Meeting scheduled for January 18 in Britton.

The Christmas lights will come down soon. Healy will investigate the purchase of a few new ones. The city of Brandon had some for sale at one time; Swearingen will investigate to see if any are still available.

Healy will be gone February 2nd and 10th.

The dump truck needs work on the exhaust system; compression is good.

Sinks in the library will be replaced soon.

Utility readings will be difficult with the current level of snow. It was decided that we will read commercial accounts, but will ask residents to read their own meters and call in the readings by the 21st of each month, during these winter months. Those who don't wish to read their meters will receive a bill estimated from the previous 12 months of usage. A notice will be published in the paper, and posters will be placed in various locations in town.

A notice will also be placed in the paper regarding the piling of snow at intersections, streets and alleys, the removal of unused vehicles from the street, and the use of snowmobiles within the city limits.

Flags have been placed on hydrants (all but one).

The electric rate increase of \$.05 per kwh has gone into effect.

OLD BUSINESS:

The Liquor Contract between The Legion Hall and the Town of Langford is in place.

A representative from Swede's Corner notified the Finance Office that the owner of Swede's Corner is unwilling to sign the Liquor Contract between Swede's Corner and the Town of Langford, based on one portion of the contract. After discussion, the City Council determined that without a signed contract in place, a letter of termination will be sent to Swede's Corner, and the process of termination of licenses will begin immediately.

NEW BUSINESS:

The Legion Hall has received a proposal for the addition of a handicap-accessible ramp at a total cost of \$2800. Discussion regarding the possibility of the Town assisting with payment was tabled until the next meeting.

The Finance Office received notice from Monty Likness that he is resigning his position as Fire Chief. The Town of Langford recognizes the contribution that Monty has made to our community in this capacity for many years.

Regarding the recent Amendment to Ordinance 9-1-2, the following Resolution is hereby put into effect regarding hook-up fees. RESOLUTION: UTILITY HOOK-UP FEES: BE IT ORDAINED by the City Council of the Town of Langford that the fee for utility hookup shall be \$30.00 per water meter and \$30.00 per electric meter (one fee per residence, in a case where there is more than one water meter or electric meter in place). Effective January 5, 2011.

Swearingen reported on the Lamberton property. It will be costly to try to retrieve the dollars invested in tearing down the house and cleaning up the property. We will retain bills filed in the Finance Office in the hope of recovering some of these costs in the future.

The City received a complaint from a resident regarding snow on neighboring sidewalks. Letters will be sent to the residents named in the complaint.

Discussion regarding the possibility of trading the City's tractor was tabled until we have more information.

The wastewater system review has been received from Helmes & Associates. Further discussion was tabled until our next meeting.

PAY BILLS: The following items were paid prior to the council meeting to meet due dates and to avoid penalties, all having been approved for payment: Town and Country Club (contribution requested 12/5/10 for Santa Day on 12/11/10) \$225.00; Cardmember Service (office supplies @ \$85.86/travel expenses @ \$59.12/parts @ \$29.23) \$144.98; Heartland (power) \$9,999.32; SD Public Assurance Alliance (2011 ins. premium) \$10,446.70; Verizon Wireless (cell phone) \$51.88; Venture Communications (telephone) \$349.02; Janice Anderson (wages) \$228.77; Yvonne Olson (wages) \$58.87; Michelle Swanson (wages) \$50.22; Melody Swearingen (wages) \$1,324.09; Blair Healy (wages) \$3,414.44; Petty Cash spent was \$24.95, all for postage. The following items were submitted for approval: SD Dept. of Environment & Natural Resources (annual wastewater fee) \$250.00; Business Forms & Accounting (utility billing forms) \$327.88; NorthWestern Energy (transmission fee) \$1,044.48; Langford Fire Dept (reimbursement) \$150.00; Health Pool of SD (premium) \$467.23; Verizon Wireless (cell phone) \$16.48; B&G Sanitation (garbage service) \$2,150.00; SD Dept. of Health (lab fees) \$12.00; Grand Slam Computers (office equipment) \$350.00; Jensen Auto (repairs/maint) \$675.35; Marshall Co. Highway Dept (sanding services) \$1,085.42; Melody Swearingen (travel expenses) \$43.04; BDM Rural Water (water) \$1,307.50; Langford Bugle (publications) \$112.63; NorthWestern Energy (repairs) \$1,886.54; Reliable Office Supplies (office supplies) \$37.47; DaMar Farmers Elevator (propane, fuel oil, gasoline) \$1,354.46; SD Supplement Retirement (contribution) \$250.00. Note that sales tax for December has not yet been paid.

CORRESPONDENCE: The following was reviewed: SD Wheat Growers ID Theft Protection policy; NorthWestern Energy SD Open Access Transmission Tariff Revisions; SDML 23011 Municipal Government Day at the Legislature; Marshall County Highway Dept. sign retroreflectivity meeting; SD DOT Transportation Enhancement Grant Program; SD Retirement System election of employee representative(s); e-mail questioning the possibility of a town website. Swearingen will follow up on the possibility of a website.

Salary reviews were postponed until the next meeting when all council members are present. Current salaries: Yvonne Olson (librarian) \$7.50 per hour; Janice Anderson (librarian) \$8.27 per hour; Michelle Swanson (librarian) \$7.50 per hour; seasonal support staff \$11.00 per hour; council members \$50.00 per month; Melody Swearingen (finance officer) \$15.00 per hour; Blair Healy (utility manager) \$18.80 per hour.

The next regularly scheduled Board of Trustees meeting is scheduled for Wednesday, February 9th at 6:00 P.M. at the Langford Fire Hall.

The meeting was adjourned at 8:50 p.m.