

Langford Board of Trustees
January 9, 2012

The Langford Board of Trustees met Monday, January 9, 2012 at the Finance Office. President Todd Sell called the meeting to order at 6:10 p.m., with Trustee Chad Hardy, Trustee Orville Helgeson, Utility Manager Blair Healy, Finance Officer Melody Swearingen, and Terry Larson also in attendance. Robert Williams joined the meeting at 6:30 p.m.

The minutes of the last meeting were reviewed. Hardy made a motion to accept; seconded by Helgeson.

Jennifer Seitsema from the Northeast Council of Governments (NECOG) joined the meeting via telephone for the purpose of a public hearing for the proposed wastewater system project. The Council summarized information from last month's meeting as follows: The project is needed to provide adequate sewer services to the Town of Langford. Approximately 96% of the sewer system is composed of VCP which is likely the reason for widespread infiltration and structural deficiencies. The system has some blockages so severe that the camera could not pass through the pipe to televise it. There are also some sump pumps connected to the sewer system which could cause the sanitary sewer to become overloaded and cause sewage back-ups. The Town is proposing to replace VCP, improve the lift stations by removing pumps, and improve the existing wastewater treatment facility. The Town is applying to the South Dakota Department of Environment and Natural Resources for a Clean Water State Revolving Fund grant or loan, in an amount up to \$2,462,990. The revenue source pledged for repayment is a Project Surcharge Revenue Bond. The interest rate on a Note would be up to 3.25% at a term no greater than 30 years. If the proposed project financing is borrowed at the full amount, rate and term, the surcharge rate would need to be \$59.00 per household per month. The surcharge rates will be determined after the funding package has been put in place. Other options include scaling back the project or completing it in phases.

Terry Larson addressed the Council with questions regarding the possibility of obtaining a liquor license, and the possibility of the City selling one or more lots east of the shop he owns (Town & Country Service). A municipality the size of Langford may issue three on-sale liquor licenses and 2 off-sale liquor licenses. Malt beverage licenses and special wine licenses are not included in those totals. The City agreed to pursue the sale of property. Larson left the meeting at 6:30 p.m.

Robert Williams addressed the Council with a Plat entitled First Williams Family Subdivision in SW1/2NW1/4, S32-T125N-R58W, Marshall County, SD, for the purpose of annexing property into the city limits. The Plat was reviewed and approved. Williams left the meeting at 6:45 p.m. A RESOLUTION adopting this property into the City limits of Langford will be recorded in the records of the Marshall County Register of Deeds. The Resolution includes the following and will include additional information when the Plat has been recorded: RESOLUTION ANNEXING PROPERTY INTO CITY LIMITS: NOW THEREFORE, be it resolved by the Town of Langford, Marshall County, South Dakota, as follows: 1. That there is hereby annexed to the Town of Langford, Marshall County, South Dakota, and incorporated within the corporate boundaries therefore the following territory contiguous to the present boundaries of the Town of Langford, to wit: First Williams Family Subdivision in the Southwest Quarter

of the Northwest Quarter (SW1/4NW1/4), Section 32, Township 125 North, Range 58 West of the 5th P.M., Marshall County, South Dakota. 2. That the corporate limits of the Town of Langford, Marshall County, South Dakota, are hereby extended and increased so as to include and embrace within the corporate limits of the Town of Langford, the territory described as First Williams Subdivision in the Southwest Quarter of the Northwest Quarter (SW1/4NW1/4), Section 32, Township 125 North, Range 58 West of the 5th P.M., Marshall County, South Dakota, according to the recorded plat, and such territory is hereby declared to be a part of the Town of Langford, Marshall County, South Dakota. Approved by the Board of Trustees of the Town of Langford, Marshall County, South Dakota, and the President of the Board of Trustees of the Town of Langford, South Dakota on the 9th day of January, 2012.

FINANCE OFFICER REPORT: Profit and Loss Reports for December indicate an overall income of \$59,109.27, with overall expenses of \$42,691.52, resulting in a net profit of \$16,417.75. Amended Profit and Loss figures for November show overall income of \$53,951.14 (previously reported as \$53,824.77), with overall expenses of \$32,833.71 (previously reported correctly), resulting in a net profit of \$21,117.43. Annual figures for 2011 show an overall income of \$642,804.12, with overall expenses of \$545,973.95, resulting in a net profit of \$96,830.17.

Funds previously housed in BancWest have been retrieved and will be held within the State of South Dakota. Final documentation on year-end figures from BancWest has not been received yet, and is not included in the financial report.

The Board of Trustees elected to hire the firm of East, VanderWoude, Grant & Co. to conduct a full on-site audit of fiscal year 2011, at an estimated cost of \$7,250. The Board rejected a proposal from Independent Audit Services, PC for a full off-site audit at a fixed cost of \$4,000, plus possible additional fees of \$90.00 per hour or a fixed amount depending on circumstances.

Swearingen discussed Library expenses with the Council. A new printer has recently been purchased for the Library.

UTILITY MANGER REPORT:

A 4-H group has approached the City with a proposal to purchase a trailer that would be used for hauling paper products to be recycled. The topic was tabled at this time.

Street signs, which include a posted speed limit of 15 miles per hour, have been placed around the school.

The City Dump has been closed for the winter season. Individuals may contact a Council Member or Blair Healy for a key.

Healy provided information for bringing water to the south side of Langford for Stuart Samson's business that will begin construction on that piece of property which is hereby annexed into the City limits. It was decided to take the water line south, along with the placement of a fire hydrant.

Healy will acquire bids for renovation of Lindley and Market Streets.

OLD BUSINESS:

There are no visible signs of improvement of the Hanson property. It was decided that the City will issue a fine for noncompliance.

Payment has been issued for the work involving clean-up of the creek.

The topic of Dishonesty Coverage on our insurance coverage was tabled.

The City's contract with our garbage provider will expire in March. This will be opened for bids in the near future.

Terry Larson has provided proof of insurance on the building in which the City is renting a portion for storage of City-owned equipment. We are still awaiting the installation of the overhead door opener.

NEW BUSINESS:

A resident has approached the City about the possibility of a fund-raiser for the teeter-totter at the Park of the Pines. The City has decided to replace this equipment.

The Finance Office will be moved into a corner of the Sr. Citizen Building.

The Council opted to amend Ordinance 9-3-3. BE IT ORDAINED by the Town of Langford that Ordinance 9-3-3 is hereby amended to read as follows: OWNER RESPONSIBLE FOR PIPES AND FIXTURES. The City is responsible for the water main, hydrants and other valves in the street, and the water meter. The property owner's responsibilities include the tap, which oftentimes is a saddle around the main. The property owner is also responsible for the corporation stop (a small valve around the main), the curb stop and the line. No claim shall be made against the Town by reason of the breaking of any of the service pipes or apparatus, or for any damage that may result from the shutting off or turning on of water, or from any variation in pressure. Water shall not be wasted or improperly used and no reduction will be made from the rates because of leaking pipes or fixtures or any other cause. This constitutes the first reading of the Amendment to Ordinance 9-3-3.

The governing board has established April 10, 2012 as the date of a possible election for a city trustee position.

EXECUTIVE SESSION: The council members went to Executive Session from 8:35 p.m. to 9:00 p.m. Wages and salaries are as follows: per hour: Janice Anderson, (Librarian) \$8.75; Yvonne Olson (Librarian) \$8.25; library support \$7.50; seasonal support \$7.50 (negotiable); Melody Swearingen (Finance Officer) \$17.00; Blair Healy (Utility Manager) \$19.75; per meeting: council members \$125.00; mayor \$150.00.

CORRESPONDENCE: Health Pool of SD Annual Report; Heartland – energy efficiency programs (more info forthcoming).

DECEMBER PAYMENTS: SD Dept. of Revenue \$1701.72 (sales tax); Marshall County \$5,866.90 (4th quarter law enforcement fees); WAPA \$5,842.22 (power); SD Wheat Growers \$37.50 (supplies); Langford Bugle \$177.10 (publications); Richard Gunderson (security deposit refund); Heartland \$9,727.82 (power); Blair Healy \$137.60 (travel); Crawford's \$32.24 (equipment maintenance); petty cash \$73.13 (postage); Langford Town & County Club \$250.00 (Santa Day contribution); Jensen Auto \$1,202.35 (equipment maintenance); DaMar Farmers Elevator \$789.19 (fuel/gasoline/misc); Melody Swearingen \$37.00 (travel); Kevin Swanson \$225.00 (snow removal in January 2011); SD One Call \$2.10 (message fees); Reliable Office Products \$451.61 (office supplies); Verizon Wireless \$52.22 (cell phone); Cardmember Service \$821.67 (credit card payment – CA Software \$69.99 (firewall protection), Smith Hamilton, Inc. \$101.68 (measuring wheel), Titan Machinery \$476.72 (maintenance supplies for utility vehicles) Best Western Hotels \$126.31 (conference lodging), fees \$46.97); Terry Larson Trucking \$940.50 (gravel); Robert Williams \$401.25 (mosquito spraying); Lyle Signs \$102.40 (street signs); Venture Communications \$360.20 (telephone & internet); Blair Healy \$768.75 (mosquito spraying); Fred Pryor Seminars

\$199.00 (training); Marshall Land & Title \$174.90 (2102 Wkly Report); NorthWestern Energy \$917.42 (transmission fees); Marshall County Highway Dept \$1,456.61 (2011 sanding services); SD Dept of Revenue \$24.00 (water samples); B&G Sanitation, Inc. \$2,150.00 (garbage service); SD Supplemental Retirement \$250.00 (contribution); Langford Fire Dept. \$420.00 (2100 fire fees); Yvonne Olson \$32.48 (reimbursement for office supplies); BDM Rural Water \$1,599.00 (water); EFTPS \$1,107.75 (941 tax); Salaries and wages: Board of Trustees \$306.64; Utility Manager \$2,774.55; Finance Officer \$1,321.60; Librarians \$521.17.

The next regularly scheduled meeting of the Board of Trustees will be held Tuesday, February 14, 2012 at the Finance Office at 6:00 P.M.

The meeting adjourned at 9:10 p.m.

ATTEST: Melody Swearingen, Finance Officer

Todd Sell, Mayor

Published once at an approximate cost of \$_____.