

Langford Board of Trustees
Tuesday, April 10, 2012

The Langford Board of Trustees met Tuesday, April 10, 2012 at the Community Center. President Todd Sell called the meeting to order at 6:03 p.m., with Trustee Chad Hardy, Trustee Orville Helgeson, Utility Manager Blair Healy, and Finance Officer Melody Swearingen in attendance. Also in attendance were three representatives from two companies that submitted bids for street resurfacing.

Sealed bids for the project of resurfacing Market St. and Lindley St. were opened, as follows: (option 1 – resurfacing; option 2 – includes placement of geotextile soil separation fabric under the base material) Serocki Excavating, Inc – option 1 at \$173,679.27 and option 2 at \$189,279.54; Aberdeen Asphalt, Inc. – option 1 at \$246,340.00 and option 2 at \$266,190.00; Lien Transportation Company – option 1 at \$259,150.00 and option 2 at \$271,925.00; and Bituminous Paving, Inc – option 1 at \$337,770.00 and option 2 at \$356,770.00. Company representatives left the meeting after the reading of the bids. Hardy made a motion to accept the bid from Serocki Excavating at option 2; seconded by Helgeson; motion carried.

Hardy made a motion to approve the minutes of the last meeting; seconded by Helgeson; motion carried.

FINANCE OFFICER REPORT: Profit and Loss reports for March indicate an overall income of \$57,281.79, with overall expenses of \$52,160.08, resulting in a net profit of \$5,120.71. Year-to-date reports indicate an overall income of \$163,119.52, with overall expenses of \$159,761.86, resulting in a net profit of \$3,357.65. Hardy made a motion to accept the financial report; seconded by Helgeson; motion carried. Swearingen reviewed Langford's policy regarding utility charges and hook-up fees for unoccupied rental units. Swearingen reported that she will be attending Finance Officer training in Huron in June.

UTILITY MANGER REPORT:

Healy reported on electrical upgrades that will take place.

Healy attended Heartland's annual meeting in March,

Healy attended the Grant Hearing in Pierre in March whereby Langford's application for funds for wastewater improvements was heard; we have been granted \$400,000.00 for Phase I of the project. NECOG and Rural Development will also work with us on funding this project.

Upcoming meetings that Healy will attend include a water operators workshop to learn more about upcoming EPA 'no lead' requirements, a street maintenance training, and a conference on West Nile and its prevention.

Healy reported about improper usage of the dump. This continues to be a problem for us, and may require us to lock the facility.

OLD BUSINESS:

The following documentation has been received from the SD Dept. of Environment and Natural Resources regarding the recent announcement of grant funds awarded for our wastewater improvement project: grant agreement, Consolidated Water Facilities Construction Program Grant Agreement Assurances, Terms and Conditions, Payment Provision Checklist, and W-9. The following Resolution was adopted by the City Council: RESOLUTION 2012-01 AUTHORIZATION OF SIGNATORY – BE IT

ORDAINED by the City Council of the Town of Langford, SD, that Todd Sell, duly acting Mayor of the Town of Langford, is hereby authorized to serve as the signatory on the Grant Agreement and payment requests for Langford's Consolidated Grant 2013G-104, for the SD Consolidated Water Facilities Construction Program Funding Agreement which is dated March 20, 2012. Dated this 10th day of April, 2012; AND noted that such Resolution was agreed upon and adopted at the City Council Meeting conducted April 10, 2012.

The Garbage Contract with B&G Sanitation will be presented to them soon. They have continued service with the City.

The transformer for the recently annexed property has been installed. Duerre will be here tomorrow to begin digging water lines.

The overhead garage door opener has been installed in the building that the City rents for storage of equipment.

Langford has applied for membership with the SD Solid Waste Management Association.

The damaged dumpster has been delivered for repairs.

Our insurance company has been notified regarding repayment of a power line that was previously damaged when it was hit by a vehicle.

The new teeter-totter for the Park of the Pines is here, but has not yet been installed.

We are still awaiting pricing information for grinding the tennis courts.

The City is still trying to work out details with the County regarding the Lamberton property.

The City adopted an Ordinance regarding the use of golf carts on city streets. The following constitutes the second reading, and adoption, of such Ordinance: AN ORDINANCE TO AUTHORIZE THE USE OF GOLF CARTS WITHIN THE CITY LIMITS OF LANGFORD, SOUTH DAKOTA. BE IT ENACTED by the City Council of the City of Langford, South Dakota; Section 1. For the purposes of this Ordinance, the term 'golf cart' means a four-wheeled vehicle originally and specifically designed and intended to transport one or more individuals and golf clubs for the purpose of playing the game of golf on a golf course. Section 2. The City of Langford hereby permits the use of golf carts on the municipal streets of the City of Langford, subject to the following terms: 1.) The golf cart is to be insured; 2.) The person operating the golf cart shall hold a valid driver's license; 3.) The person operating the golf cart shall obtain a permit from the City of Langford to operate the golf cart on municipal streets; the fee for said permit shall be \$2.50. This is an annual permit and must be renewed annually. The permit must be affixed to the rear fender or bumper of the golf cart. 4.) Operation of the golf cart is permitted from dawn to dusk. If operating after dusk, the golf cart must be equipped with operating head-lights and tail-lights. Section 3. Failure to abide by Section 2 of this ordinance shall be deemed a Class 2 misdemeanor. First Reading: March 13, 2012; Second Reading: April 10, 2012; Publication: April 18, 2012; Effective Date: April 18, 2012.

Bids for lots on Block 24 were reviewed: Robert Foote placed a bid for Lots 5 and 6 at a total of \$2300 for both lots; Terry Larson placed a bid for Lot 7 at \$1000. The City will accept these bids provided the buyers agree to pay all closing costs.

Three building permit requests were reviewed and approved: Jennifer Hermes, for remodeling one room within the home; Gary Christianson, for new construction of an 8x10 deck; Claire Hanson, for removal of an old shed and construction of a new 12x12 storage shed.

The City has received two separate pet complaints against the same residence. Fines in the amount of \$50 will be assessed against the property owner.

The City Council appointed the following individuals to the Library Board: Jean Likness and Phyllis Osness, whose appointments expire in 2013; Carol Liknes and Melody Swearingen, whose appointments expire in 2014; and Jennifer Hermes and Shelley Swanson, whose appointments expire in 2015.

“Pet Day” has been scheduled for May 15th at the Langford Fire Hall. The Britton Vet Clinic will be available to provide necessary immunizations. Langford residents are required to license their pets with the City, at a cost of \$5.00 per license. The licenses will expire in June of 2014. Failure to license can generate a fine in the amount of \$25.00 per pet.

The City Council elected Todd Sell to serve as Mayor for the 2012/2013 term.

The US Dept of Energy through the Western Area Power Administration has provided Langford with a Contract to Reserve Firm Electric Service, which includes Contract Rates of Delivery Associated with Association Energy for the Town of Langford, SD; this extends our existing contract from 2021 through 2050. The Contract was reviewed and approved by the City Council.

The Firm Point to Point Transmission Service Agreement between NorthWestern Energy and the City of Langford has been signed and executed, with a copy returned to the City.

Some residents have approached the City regarding the possibility of ‘Slow’ signs on city streets, especially in areas where children are present. It was decided that we will research signage for Main Street, but will refrain from placing signs on side streets.

Council members went into Executive Session from 8:50 p.m. until 9:15 p.m. for the purpose of reviewing applications for summer employment. It was determined that they will offer positions to Sean Kramer and Mitchell Wieser, at a rate of \$7.50 per hour, up to 32 hours per week.

CORRESPONDENCE: Thank You note from Langford Area School District Golf Program; Credit Collections Bureau information, NECOG 2012 Annual Meeting; International League of Cities listing notice; Notice of Intention to Appeal Decision of Local Board of Equalization; SD Public Funds Investment Trust 2011 Annual Report.

MARCH PAYMENTS: DaMar Farmers Elevator \$1095.09 (propane, fuel & gas); Meyer’s Hardware Hank \$91.81 (items for moving finance office); Langford Bugle \$73.69 (publications); Britton Journal \$107.33 (publications); WAPA \$6013.62 (power); SD DOR \$1849.06 (Feb sales tax); SD Public Assurance \$165.00 (ins covg on recycling trailer); Heartland \$11,002.21 (power); Coleen Monson \$110.00 (cleaning services); American Playground \$832.54 (playground equipment); Verizon Wireless \$52.79 (cell phone); Reliable Office Supplies \$381.87 (office supplies); Maria Deloera \$138.52 (security deposit refund); SD DOR \$14.00 (license for trailer); Cardmember Services \$686.91 (US Postal Service \$523.90 for stamped envelopes; Wayfair \$46.97 for water pump repairs; and American Power Conversion \$116.04 for backup power of ‘demand’ computer); Christopher Wegleitner \$1655.11 (remodel); EFTPS \$1215.71 (Feb 941 tax);

Aberdeen American News \$43.69 (ads); Venture Communication \$493.75 (telephone & internet); Lyle Signs \$90.70 (remainder payment on street signs); SD Municipal Street Maint. Assoc. \$40.00 (registration fees); Blair Healy \$180.97 (travel); EFTPS \$45.42 (qtrly report fee); Melody Swearingen \$33.30 (travel); SDML Work Comp Fund \$16.00 (work comp audit billing); Display Signs \$630.25 (Christmas decorations); USA BlueBook \$830.32 (supplies); T&R Electric Supply Co. \$8566.00 (electrical mounts); K&P Pump Repairs \$4210.18 (parts – sewer); SD DOR \$19.00 (water sample fees); NorthWestern Energy \$1169.39 (transmission fees); B&G Sanitation \$2000.00 (garbage service); Langford T&A \$100.00 (contribution to Golf Program); Petty Cash \$94.02 (postage at \$75.02; NEFOG dues at \$10.00; Melody Swearingen travel at \$9.00); BDM Rural Water \$1682.00 (water); SD Retirement System \$660.94 (contributions); SD Supplemental Retirement System \$250.00 (contribution); Health Pool of SD \$529.21 (premium); Board salaries \$754.80; Library salaries \$544.87; Finance Officer wages \$1573.93; Utility Manager wages \$2675.13.

The next regularly scheduled meeting of the Board of Trustees is Tuesday, May 8, 2012 at 6:00 p.m. at the Community Center. The meeting adjourned at 9:20 p.m.

ATTEST: Melody Swearingen, Finance Officer

Todd Sell, Mayor

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