

Langford Board of Trustees

Tuesday, August 14, 2012

The Langford Board of Trustees met Tuesday, August 14, 2012 at the Finance Office. President Todd Sell called the meeting to order at 6:00 p.m. with Trustee Chad Hardy, Trustee Orville Helgeson, Utility Manager Blair Healy, and Finance Officer Melody Swearingen in attendance.

Changes to the minutes of the last meeting: Water and sewer increases went into effect July 1st. Water increases equate to \$.05 per 1000 gallons with a \$2.00 base rate increase; sewer increases equate to \$.025 per 1000 gallons with a \$2.00 base rate increase. Incremental increases in services were approved by motion at the May 4, 2011 council meeting to bring us to the State's requirements for qualification of grant funds. Hardy made a motion to approve the corrected minutes; seconded by Helgeson; motion carried.

FINANCE OFFICER REPORT: Profit and Loss reports for July indicate overall income of \$49,222.97, with overall expenses of \$85,355.42, resulting in a net loss of \$36,132.45. Swearingen reported that expenses include payment for the recent chip seal project that was originally scheduled to be completed in 2011. Year-to-date reports indicate overall income of \$359,199.75, with overall expenses of \$396,220.66, resulting in a net loss of \$37,020.91. Hardy made a motion to approve the financial report; seconded by Helgeson; motion carried.

The Council approved the following amendment to the 2012 budget, as follows: \$100,000.00 to be taken from Electric Funds currently held in a CD that matures October 4, 2012 (hold until maturity) to be moved to the General Fund (Street Fund); \$85,000.00 to be taken from Electric Funds currently held in a FIT account to be moved to the General Fund (Street Fund); \$20,000.00 to be moved from Water Funds currently held in the savings account to the 2012 Water Fund budgeted expenses. Hardy made a motion to accept these changes as a first reading of an Amendment to the 2012 Appropriation Ordinance No. 126, with the second reading and adoption slated for the September Board of Trustees meeting; seconded by Helgeson; motion carried.

Swearingen presented the unapproved 2013 budget for a first reading; the second reading and adoption is slated for the September Board of Trustees meeting.

UTILITY MANAGER REPORT:

Healy reported on repair of an asphalt pad at a residence where there was a water leak some time ago. The City will refund the resident.

Summer employment ends soon.

The City sprayed for mosquitoes this week.

Healy presented information from Heartland regarding newsletters or calendars that can be purchased and provided to customers

Healy reported about some items that are parked in alleys which obstruct maintenance and/or emergency vehicles. He will contact the residents.

OLD BUSINESS:

The City is working with NECOG regarding the sewer project.

The City continues to pursue payment for damages to a power line pole that occurred late last year. We will follow up with the individual responsible for payment and with the court system.

Installation of the teeter totter at the Park of the Pines was hampered when it was discovered that the swing is also in repair. Healy will follow through.

Healy received an estimate for repair of the tennis / basketball court at around \$25,000. It is our hope to replace basketball bangboards in the near future without waiting for a complete renovation.

The street resurface project will begin very soon. Healy will talk with residents along the path of the resurfacing who will have the opportunity to asphalt driveways and parking spots during the project.

Swearingen presented the corrected Re-Plat of Block 24, which will be signed and recorded in the office of the Marshall County Register of Deeds. After recording the document, the City will be able to sell lots.

The Board of Trustees reviewed and approved a bid for Lots 8-12 of Block 24. This transaction will take place after the recording of the Re-Plat.

A gate has been installed at the rubble site. At this point, the gate will be locked at night, and we will continue to monitor misuse of the rubble site. Stricter measures may be implemented if misuse continues.

The City has begun clean-up measures of a residential property this month. The homeowner was notified before the clean-up began and given the opportunity to complete the work or hire it done; services will be billed at \$100.00 per hour. The work is not yet complete.

The City will begin inspection of load management devices. We received a call from the SD PUC regarding a complaint filed by a Langford resident. We have a load management system in place that shuts down water heaters and air conditioners for a period of eight minutes during times of peak power. Inoperable or nonexistent load management devices can be creating additional electrical expense to all residents and businesses.

The Langford Public School has purchased a tractor with sprayer tank that had previously been declared as surplus by the City.

Notices for removal of trees that have been identified with Dutch Elm's Disease have been sent out to residents. Most are in compliance; an extension has been granted to one resident.

We have received notification from Marshall County that the property described as Lot 10, Block 15, Town of Langford, Marshall County, South Dakota, has been deeded to the Town of Langford. This property is hereby declared surplus by the Board of Trustees of the Town of Langford, and is open for bid. Bids may be submitted to the Finance Officer.

NEW BUSINESS:

The 2013 Law Enforcement Contract was reviewed and approved. The total amount to be paid in 2013 is \$23,696.53.

The Library has requested a credit card. The Finance Officer will request that another credit card be added to our current account; charges made on this card will be paid for by the Treasurer of the Library Board.

Janice Anderson submitted her resignation as Librarian. Swearingen will meet with the Library Board to work out the details of her replacement.

The Langford Volunteer Fire Department was granted a temporary liquor license for the sale of beer during the Langford Summer Picnic on July 22nd. The request was approved by all council members.

Regarding landlord responsibility for unpaid utility payments for rental units, a question was posed if landlords remain responsible in cases where their rental units are being sold on Contract for Deed. If legal documents drawn by a qualified attorney can be provided showing that the buyer has accepted all responsibility for utility payments, real estate taxes, homeowner's insurance, etc. the landlord will not be held accountable.

NorthWestern Energy has provide us with the annual review of our "Direct Assign Transmission Rate", which is in effect from July 1, 2012 through June 30, 2013, at a rate of 2.0122/kw/month with a revenue requirement of \$14,501.09 as our shared ratio of sub transmission.

The following requests for building permits were reviewed and approved: Jerome Goetz – 10x12 storage shed; Paul Steiner – 11x12 shed; Bruce & Jean Likness – steel roofing on house and garage.

Two separate complaints were discussed. Action will be taken to require a resident to mow their lawn; Sell will follow up on a pet complaint.

CORRESPONDENCE: The SD Municipal League Annual Conference will be held in Pierre on October 2-5th; SD Public Assurance Alliance addendum to Intergovernmental Contract (2); American Public Power Association board-approved changes to APPA's Bylaws; Venture Communications info re: application for phone service to fire hall; Venture Communications info re: capital credits (\$3137.64 library; \$6200.96 finance office; \$1088.91 fire hall); SD One Call Notification Board of Directors request for assistance in providing information with permit requests in right-of-way applications; Heartland information regarding applying for HCPD Economic Development Funding Programs; Glacial Lakes Area Development 'thank you'; Big Stone South of Ellendale project notification; SD Public Libraries Data Digest 2011.

PAYMENTS: SD Wheat Growers \$75.24 (weed spraying); SD DOR \$1345.17 (June sales tax); WAPA \$7200.74 (power); Langford Bugle \$59.52 (proceedings); SD One Call \$10.50 (message fees); The Electric Company \$737.40 (utility installation services); DaMar Farmers Elevator \$441.01 (gas, etc); Bituminous Paving \$46,863.76 (chip seal); Heartland \$3731.87 (power); Jensen Auto Service \$168.90 (mower batteries); Mona Nickelson \$200.00 (donation for Langford Summer Picnic); Larson Engraving \$300.00 (donation for Langford Summer Picnic – trophies); Verizon Wireless \$53.09 (cell phone); Cardmember Service \$245.26 (credit card payment: Best Western of Huron \$126.00 for travel; Kully Supply \$119.26 for parts for drinking fountain); Marshall County Treasurer \$5920.08 (1st qtr 2012 law enforcement); Grand Slam Computers \$30.00 (tech support); NorthWestern Energy \$302.94 (labor); Venture Communications \$358.29 (telephone & internet); Blair Healy \$158.99 (reimbursement for purchase of cell phone); US Treasury \$23.99 (2nd qtr 941 report); SD DOH \$19.00 (water samples); Reliable Office Supplies \$156.46 (office supplies); Dakota Waste Solutions \$2000.00 (garbage service); Coleen Monson \$100.00 (energy rebate from Heartland); NorthWestern Energy \$1299.67 (transmission fees); Omni-Pro Software \$2500.00 (software license & tech support); SD Municipal League \$30.00 (handbook updates); EFTPS \$1351.66 (941 tax); Clark Engineering \$417.50 (correction to re-plat); Guy Bivens \$120.19 (security deposit refund); Langford Library Volunteers \$41.40

(reimbursement for supplies); SD Supplemental Retirement \$250.00 (employee contribution); Health Pool of SD \$542.60 (insurance premium); SD Retirement System \$533.62 (contributions); Jensen Auto Service \$348.90 (repairs & gate for rubble site); BDM Rural Water \$1646.00 (water); Board wages \$377.40; Finance Officer wages \$917.74; Utility Manager wages \$2506.10; summer employment wages \$1505.47; Librarians wages \$535.56.

The next regular session of the Langford Board of Trustees is scheduled for Tuesday, September 11, 2012 at the Finance Office.

The meeting adjourned at 9:45 p.m.

ATTEST: Melody Swearingen, Finance Office

Todd Sell, Board President

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