

Langford Board of Trustees
Tuesday, October 9, 2012

The Langford Board of Trustees met Tuesday, October 9, 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. This meeting date, which was originally slated for Wednesday, October 10th, was moved due to a scheduling conflict; posted notice of the change of date was provided one week earlier.

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

FINANCE OFFICER REPORT: Profit and Loss reports for September indicate an overall income of \$50,395.69, with overall expenses of \$44,784.30, resulting in a net gain of \$5,611.39. Year-to-date reports indicate overall income of \$470,820.40, with overall expenses of \$480,176.67, resulting in a net loss of \$9,356.27. Hardy made a motion to approve the financial report; seconded by Helgeson; motion carried.

RESOLUTION – TRANSFER OF FUNDS – BE IT RESOLVED by the City Council of the Town of Langford that the Finance Officer is directed to transfer \$1000.00 from the Contingency fund within the General Fund to the Parks Department within the General Fund at this time. Dated this 9th day of October, 2012; AND noted that such Resolution was agreed upon and adopted at the City Council Meeting dated October 9, 2012.

Swearingen reported on attendance to NEFOG and NECOG meetings in September.

In a letter dated October 4th from the SD Dept. of Legislative Audit the City was notified that our 2012 Full Audit was reviewed and accepted by their department. Audit results will be published in our local newspaper by the Dept of Legislative Audit, and the audit will be posted on their website sometime after that date. The council reviewed the seven findings, three of which have been corrected by the end of this council meeting. A copy of the audit can also be reviewed at the Finance Office.

Swearingen was granted approval to request an estimate for future audits.

RESOLUTION – INVESTMENT EARNINGS – BE IT RESOLVED by the City Council of the Town of Langford that the Finance Officer is directed to place all investment earnings directly into the General Fund. Dated this 9th day of October, 2012; AND noted that such Resolution was agreed upon and adopted at the City Council meeting dated October 9, 2012.

UTILITY MANGER REPORT:

Healy reported that a comparison of electric rates among surrounding cities shows us in mid-range for charges to residents and businesses.

The street resurfacing project is completed. Healy has contacted a contractor regarding the possibility of screening the refuse from the street project that is at the rubble site.

Healy requested approval to apply for a grant from the Forestry Service for trees for next year. Approval granted.

OLD BUSINESS:

The Council discussed the sewer project, and reviewed Phase I.

Healy reviewed a bid for repair of the tennis / basketball courts.

The Re-Plat of Block 24 will be circulated at the Marshall County courthouse after November 1st. After the document is recorded, the City will sell lots to buyers whose bids have been approved.

The rubble site has remained open to make it easier for residents to remove leaves from their yards, and it will be locked when snowfall arrives.

A little work remains at the residence that the City has been cleaning up, at the resident's expense. When complete, the resident will be billed for services.

Inspection of load management devices will begin when time allows.

An extension was granted to one resident regarding removal of a tree with Dutch Elm's Disease. All others have been completed.

One resident has not complied with the request to remove an item that is parked in or too near the alley, which hampers access of maintenance and emergency vehicles. One more notice will be sent.

The Council reviewed a bid that was received last month for the property described as Lot 10, Block 15, Langford. The bid made by Milton Hardy in the amount of \$525.00 was accepted.

NEW BUSINESS:

The following requests for building permits were reviewed and accepted: Ronda Pulfrey – tin on existing garage; Charles Davidson – remodel of existing storage shed; Donna Schliebe – move in Governor's house and construct garage.

The Agreement between the City and Terry Larson for rental of a portion of a storage building from October 1, 2012, through September 30, 2013, was reviewed and approved.

EXECUTIVE SESSSION: The council met in Executive Session from 7:45 p.m. to 8:00 p.m. to discuss employee issues.

SEPTEMBER DISBURSEMENTS: SD Dept of Revenue \$1700.11 (Aug sales tax); DaMar Farmers Elevator \$1274.06 (gas/propane); Western Area Power Admin. \$7178.52 (power); Heartland \$6513.73 (power); SD One Call \$3.15 (message fees); Northern Electric Co-op \$5966.74 (pole installation); Orville Helgeson \$20.35 (travel); NEFOG \$10.00 (mtg registration); East, Vander Woude, Grant \$3375.00 (audit fees); Verizon Wireless \$3.07 (cell phone); Roger Williams \$750.00 (reimb–driveway repairs); Venture Communications \$404.23 (telephone/internet); Cardmember Service \$579.84 (\$518.39 equipment; \$61.45 service award); Terry Larson Trucking \$499.00 (gravel); Melody Swearingen \$66.60 (travel); Reliable Office Supplies \$157.65 (office supplies); NorthWestern Energy \$1322.16 (transmissions); SD DOR \$5.00 (title transfer fee); Banyon Data Systems \$770.00 (software support); Dakota Waste Solutions \$2000.00 (garbage service); Health Pool of SD \$542.60 (premium); SD Supplemental Retirement \$250.00 (contribution); SD Retirement \$577.74 (contribution); EFTPS \$1032.41 (941 tax); petty cash \$33.65 (Utility Manger: \$10.55 shop supplies; \$2.80 postage; Finance Officer: \$15.00 violation refund; \$5.30 postage); Board wages \$377.40; Library wages \$566.10; Utility Manager wages \$2439.56; Finance Officer wages \$1275.30. (The August meeting minutes did not show the purpose of a payment to the SD Dept. of Health in the amount of \$126.00, which was for water samples.)

The next regular session of the Langford Board of Trustees is slated for Tuesday, November 13, 2012 at the Finance Office. The meeting adjourned at 8:20 p.m.

ATTEST: Melody Swearingen, Finance Officer

Todd Sell, Board President

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