

Langford Board of Trustees

Monday, June 10, 2013

The Langford Board of Trustees met Monday, June 10, 2013 at the Finance Office. President Todd Sell called the meeting to order at 6:05 p.m. with Trustee Orville Helgeson, Utility Manager Blair Healy, and Finance Officer Melody Swearingen in attendance.

Helgeson made a motion to approve the minutes of the previous meeting; Sell seconded; motion carried.

FINANCE OFFICER REPORT: Profit and loss reports for May reveal income of \$76,509.85 and expenses of \$101,502.42, resulting in a net loss of \$24,992.57. Year-to-date profit and loss reports reveal income of \$300,151.27 and expenses of \$284,587.03, resulting in a year-to-date profit of \$15,567.24. Helgeson made a motion to approve the financial report; Sell seconded; motion carried. Swearingen discussed the following topics with the council: The finance officer's enrollment into the City's medical insurance plan has been completed and will become effective July 1st. Swearingen will be attending Finance Officer training in Pierre June 12th-14th. Swearingen reported that Langford was featured in South Dakota Municipal Electric Association's online Hometown Power magazine. Utility statements for the July 20th meter readings will be sent a few days later than normal. Swearingen reported that the Library Board has hired Jennifer Hermes to serve as the substitute librarian.

UTILITY MANAGER REPORT: Healy reported information regarding wind generator ordinances; this topic was tabled for another meeting.

The water tower will be cleaned and inspected in the near future.

Venture Communications is in the process of laying fiber optic lines in the community.

OLD BUSINESS: Swearingen reported that representatives from NECOG and Rural Development have visited the finance office to review the course of events for the funding process for the sewer project, and also reported on a conversation with our bond counsel regarding the timing of adding surcharges into our utility accounts. Healy reported that he has not heard back from the engineer with the results from the cleaning and televising of the lines.

Healy reported that he is working with Lake Region Electric regarding the possibility of contracting with them to provide electrical maintenance services, as NorthWestern Energy will no longer be providing this service to us.

Meter reading grants; lighting grant; tree grant – no new information.

Healy reported on an estimate from Surface Design of Watertown LLC for grinding the concrete at the basketball (tennis) court, which comes to about \$.50 per square foot, for a total cost of \$6,220.00. The cost of sealing is \$3,732.00 for the basic seal, or \$5,732.00 for a sealer with a 15-year warranty. Helgeson made a motion to accept the bid of \$6,220.00 for grinding and the bid of \$5,732.00 for sealing; Sell seconded; motion carried.

The equipment and supplies for crack sealing of streets has arrived. Streets will be blocked off as this work is done to help residents avoid dragging tar onto cement pads and into garages.

Langford has provided information for the mitigation plan. A public meeting will be held in Britton when the county-wide plan is ready for presentation.

Sell signed the Solid Waste Facility Permit renewal; the current permit expires in August.

As directed by the council, Dana Frohling has been contacted and has agreed to serve as legal counsel for the Town of Langford.

The finance officer has been unsuccessful in getting some pet owners to license their pets; as a result, notices were sent in utility statements in May, and an article placed in the newspaper. Fines will be issued at \$25.00 per month per unlicensed pet beginning June 22nd; funds received by the city will be applied first toward other unpaid bills, then toward fines, and then toward utility accounts, as per Ordinance 9-1-8. Currently the pet tags are valid until June, 2014. Most residents licensed their pets in 2013; Langford's pet licenses are valid for a two-year period.

Swearingen is working to get the Legion Hall liquor license relinquished to the State; temporary event licenses will be issued in the future.

NEW BUSINESS: Misuse of the rubble site is an ongoing problem for. Most of the residents of Langford are mindful and obedient to the State's regulations regarding the use of the rubble site; however, a few people continue to misuse the facility. The rubble site is available only to Langford residents and is not to be accessed by people living outside the community. Most recently it is believed that some local youth have caused some problems at the facility. Although it had been earlier reported that the rubble site would continue to be locked, the council does not want to punish the residents who do abide by the regulations. It was reported that some cities issue fines; discussion of possible solutions will continue.

The city-wide clean-up was conducted in May prompted Healy to research the cost of equipment to remove Freon from old appliances; this topic was tabled for a later meeting.

The City had previously granted permission to a local residence located near the Legion Hall to prevent parking on his property and into the right-of-way, but this resident has continued to experience difficulties with people parking on his lawn.

MAY DISBURSEMENTS: SD Gov. Finance Officer Assoc. \$75.00 (conference registration); BDM Rural Water \$2881.00 (water); CDJ Electric, Plumbing & Heating \$215.13 (labor for removing tree from power line); Western Area Power Administration \$5302.75 (power); Delaney, Nielsen, Sannes \$262.50 (attorney services); SD One Call \$1.05 (message fees); Meyer's Hardware Hank \$28.34 (cleaning supplies); Aberdeen American News \$74.89 (ad for fire truck); Langford Bugle \$506.80 (publishing); DaMar Farmer's Elevator \$1502.95 (propane / fuel / gas); Heartland Consumers Power District \$13,027.24 (power); Jensen Auto Service \$725.30 (pickup repairs); Verizon Wireless \$53.01 (cell phone); Upstart \$24.65 (supplies for summer reading program); Reliable Office Supplies \$401.91 (office supplies); Cardmember Service \$467.42 (Pryor Careertrack \$2.57 credit for sales tax charged / Amazon Marketplace \$414.47 for computer software / Pryor Careertrack \$45.47 for software support / Wal-Mart \$10.05 for cleaning supplies); Mike's Heating & Cooling \$81.63 (toilet repair); Central Parts Warehouse \$291.69 (parts for snow plow); SD DOR \$1532.65 (April sales tax); GLAD \$1500.00 (annual contribution); Marshall County Treasurer \$5924.14 (qtrly law enforcement); Langford Summer Rec \$300.00 (contribution passed on from VFW); Langford Rec \$500.00 (contribution); Venture Communications \$453.95 (phone / internet / fax); NorthWestern Energy \$1074.33 (transmission fees); Town of Langford

\$1123.60 (utilities in city-owned facilities); Dakota Waste Solutions \$2000.00 (garbage services); SD DOR \$26.00 (water samples); SD DENR \$150.00 (annual fees); Merchants Capital Resources \$20,138.61 (annual lease purchase payment on equipment); First State Bank \$253.33 (returned utility payment from resident); EFTPS \$1842.30 (941 tax); SD Retirement System \$810.74; Health Pool of SD \$542.50 (medical ins. premium); Melody Swearingen \$12.95 (travel reimbursement); SD Supplemental Retirement \$250.00 (employee contribution); petty cash \$51.77 (postage); Salary and Wages by Dept: Board \$369.44; Parks \$950.82; Library \$581.72; Finance Office \$319.47; Streets \$950.82; Sanitation \$950.82; Water \$950.82; Electric \$950.82; Sewer \$950.78.

Funds from Construction Account: A-Tech Sewer \$26,226.30 (cleaning and televising of sewer lines).

CORRESPONDENCE: Heartland 2012 Annual Report (Langford lighting grant is mentioned); SD DOT Community Access, Industrial Park, and Agri-Business Grant Program information; ROTH option in SDRS Supplement Retirement Plan information; thank you note for contribution to post-prom party.

The next regular session is scheduled for Tuesday, July 9, 2013 at 6:00 p.m. at the Finance Office.

The meeting adjourned at 8:10 pm.

ATTEST: Melody Swearingen, Finance Officer

Todd Sell, Board President

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