

Unapproved Minutes of
Regular Session of Board of Trustees
Tuesday, August 13, 2013

The Langford Board of Trustees met Tuesday, August 13, 2013 at the Finance Office. President Todd Sell called the meeting to order at 6:05 p.m. with Trustee Chad Hardy, Trustee Orville Helgeson, Utility Manager Blair Healy, and Finance Officer Melody Swearingen present, along with Scott Amundson representing Langford Main Street Center, Inc. Terry Helms and Lucas Hoover of Helms & Associates arrived at 6:20 p.m.

Appraisals of Lots 11-14 of Block 22 were reviewed. Helgeson made a motion to sell the lots to Langford Main Street Center, Inc. at a cost of 91% of the appraised value, for a total of \$413.32, with all closing costs of the transaction assumed by the Buyer; seconded by Sell; motion carried; Hardy abstained. Amundson left the meeting at 6:25 p.m.

Helms and Hoover addressed the Council with an update on the progress of the upcoming sewer renovation project, and left the meeting at 7:20 p.m. They will plan to attend the next regular session with an updated map showing which portions of the sewer system can be re-lined, and which will need replacement.

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

FINANCE OFFICER REPORT: Profit and loss reports for July reveal income of \$54,967.51 and expenses of \$43,179.48, resulting in a net gain of \$11,788.03. Year-to-date profit and loss reports reveal income of \$393,650.37 and expenses of \$370,750.20, resulting in a net gain of \$22,900.17. Hardy made a motion to accept the financial report; seconded by Helgeson; motion carried.

The Council reviewed interest rates on our bank accounts. Swearingen was instructed to place \$75,000.00 from the savings account into a 6-mo CD, and \$75,000.00 into a 12-mo CD at this time.

UTILITY MANAGER REPORT: Healy discussed the need for signage regarding digging in ditches.

Healy presented a price quote for a roll-off for the rubble site; topic tabled.

There appears to be a water leak in the City; a leak at one residence has been investigated. Healy will continue to monitor.

Summer employment has ended.

OLD BUSINESS: Letters were sent regarding nuisance properties; one structure has been removed. Swearingen was instructed to send one more nuisance letter at this time.

Nothing to report regarding meter reading grants, the lighting grant or the tree grant.

The basketball court renovation project continues. To date the concrete has been repaired, the poles and bang-boards are up, and the lines are being re-painted.

The Solid Waste Facility Permit Renewal has been received in Pierre; we have been instructed to operate under the existing permit until the new one is received, which could be several weeks.

Fines are being issued for residents who have neglected to license their pets. Several more pets were licensed within the past few months.

The agreement with Lake Region Electric Association to provide maintenance on the electrical distribution system has been signed and returned to us.

Healy was instructed to investigate the cost of a new mower.

CORRESPONDENCE: SD Legislature codified law 22-25-25; Western Area Power Administration contract providing for Western to furnish firm electric service to Langford in accordance with the 2021 Power Marketing Initiative; SDML Annual Conference Registration in Aberdeen Oct. 9-11th; SD Dept of Legislative Audit confirmation of receipt of 2012 audit report from independent auditors; Hydro Klean notice of purchase of A-Tech; Election Notices: SDPAA, SDML Workers' Compensation Fund, Health Pool of SD; SD Emergency Management FEMA information; NECOG news; SD FIT semi-annual report; SD DOT transportation alternatives program funding; SD Dept of Public Safety state and local project application guidelines; APPA dues increases; SD Rooster Rush information; letter to EPA regarding partial disapproval of Wyoming's State Implementation Plan.

NEW BUSINESS: The draft of a Grant of Easement prepared by the city attorney for property in Block 42 was reviewed. Helgeson made a motion to instruct the attorney to prepare the final document and instruct Swearingen to secure signatures; seconded by Sell; motion carried; Hardy abstained.

The final draft of the Independent Auditor's Report of Basic Financial Statements and Supplementary Information for the year ended 12/31/12 was reviewed. A copy of the report may be viewed in the Finance Office.

The following requests for building permits were reviewed and approved: Ward Foote (shingles); Justin Deutsch (replacement of deck with concrete patio); Langford Lutheran Church (parsonage - siding / replace steps / replace door); Jeff Gronau (replace a door with a window / remove small deck); Marlene Sell (tin on portion of roof).

The first reading of the 2014 Appropriations Ordinance was presented and reviewed in detail; the second reading is slated for the September regular session of the Board of Trustees, with adoption slated for October 1st.

The Finance Officer was named 'administrative official' for bingo and lottery events. (22-25-25 was amended to allow that a designated administrative official be given notice of a bingo game or sale of chances for lottery prior to the event.)

JULY DISBURSEMENTS: Dakota Electronics \$354.29 (siren repairs); Britton Lumber & Home Center \$170.00 (equipment rental); Blair Healy \$18.90 (travel); WAPA \$7200.74 (power); SD DOR \$1141.37 (sales tax); Langford Bugle \$119.26 (publications); DaMar Farmer's Elevator \$608.78 (gas/fuel/etc.); Dennis Andrews \$75.00 (labor @ basketball courts); Denise Allen \$9.49 (library supplies refund); Dakota Concrete \$463.50 (concrete @ basketball courts); Oriental Trading Co. \$39.99 (library supplies); Heartland \$2324.62 (power); Verizon Wireless \$55.07 (cell phone); Dakota Waste Solutions \$1468.07 (roll-off rental); SD One Call \$9.45 (message fees); NorthWestern Energy \$1147.68 (transmission fees); Cardmember Service \$184.02 (credit card payment: Amazon.com - \$8.04 library book - will be reimbursed; Best Western \$175.98 - travel); Share Corp. \$1919.00 (sewer supplies); Underground Utility \$680.14 (repairs at pumphouse); Venture Communications \$444.78 (telephone/fax/internet); Melody Swearingen \$100.00 (Heartland energy rebate); Lori Larsen (Heartland energy rebate); Dakota Supply Group \$417.20 (basketball court supplies); Langford Summer Rec \$50.00 (contribution); St. Paul Stamp Works \$54.12 (pet tags); East, VanderWoude,

Grant & Co \$2234.70 (audit fees); Reliable Office Supplies \$121.99 (office supplies); Van Diest Supply Co. \$985.72 (chemicals); Dakota Waste Solutions \$2000.00 (garbage service); Omni-Pro Software \$2500.00 (software license); SDML \$40.00 (2013 handbook updates); Town of Langford \$1535.46 (utilities); BDM Rural Water \$1575.50 (water); Health Pool of SD \$1152.40 (medical insurance premium); Lake Region Electric \$726.75 (elec repair services); Langford Lumber Co. \$587.48 (supplies); Yvonne Olson \$74.45 (library expense reimbursement); SD Supplemental Retirement \$250.00 (employee contribution); EFTPS \$1980.22 (July 941 tax); SD DOR \$13.00 (water samples); Davidson Plumbing \$110.41 (supplies for basketball court); Milbank Winwater Co. \$345.16 (water tower supplies); Sheila Christofferson \$36.68 (security deposit refund); SD Retirement System \$770.46 (contribution); petty cash \$63.32 (postage); Salaries by Department: Board \$369.40; Library \$574.88; Parks \$1475.08; Finance Office \$283.92; Streets \$906.63; Garbage \$906.63; Water \$906.63; Electric \$906.65; Sewer \$906.63.

The next regular session of the Board of Trustees is scheduled for Tuesday, September 10, 2013 at 6:00 p.m. at the Finance Office.

The meeting adjourned at 9:40 p.m.

ATTEST: Melody Swearingen, Finance Officer

Todd Sell, Board President

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