

Unapproved Minutes of
Regular Session of Board of Trustees
Monday, December 9, 2013

The Langford Board of Trustees met Monday, December 9, 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, Finance Officer Melody Swearingen, and Swede's Corner representative Bill Wyss also in attendance.

Applications for 2014 liquor license renewals were signed by Wyss and Sell; the liquor license agreement between the City and Swede's Corner was reviewed. Hardy made a motion to allow the implementation of the liquor license agreement in vacation, to be in place on or before January 1, 2014; seconded by Helgeson; motion carried. Wyss left the meeting at 6:30 p.m.

Hardy made a motion to approve the minutes of the both the November regular session and special session; Helgeson seconded; motion carried.

FINANCE OFFICER REPORT: Profit and loss reports for November show income of \$52,217.83 with expense of \$48,508.51, resulting in a net gain of \$3,709.32; year-to-date profit and loss reports reveal total income of \$581,958.15 with expenses of \$549,377.92, resulting in a net gain of \$32,580.23. Hardy made a motion to approve the financial report; seconded by Helgeson; motion carried.

Swearingen reviewed the need to make funds available within the General Fund. Hardy made a motion to transfer \$50,000.00 from the Electric Fund into the General Fund (within 2013 Budget); Helgeson seconded; motion carried.

UTILITY MANAGER REPORT: The City's rubble site will remain open until mid-January.

Healy presented information regarding a stirator for the water tower at a cost of approximately \$6,000. He will bring additional information to the next meeting.

OLD BUSINESS: Diseased elm trees have been removed (some stumps will be removed in the spring).

Fence posts have been removed by residents as requested by the City.

Healy presented more information regarding GIS mapping; this topic was tabled until the next meeting.

Healy presented lawn mower quotes; this topic was tabled until the next meeting.

The technology assessment was postponed and is now scheduled for January 7th.

NEW BUSINESS:

Swearingen presented information regarding sewer line access, and was instructed to work with the city attorney to get the necessary easements in place.

NOVEMBER DISBURSEMENTS: Kathleen Jordan \$121.95 (reimbursement); DaMar Farmer's Elevator \$285.50 (gasoline); Langford Bugle \$65.09 (publications); Melody Swearingen \$12.95 (travel); SD Assoc. of Code Enforcement \$40.00 (dues); SD Govt FO Assoc. \$40.00 (dues); SD Municipal Liquor Assoc. \$25.00 (dues); SD Municipal Street Repair \$35.00 (dues); SD Municipal League \$341.22 (dues); SD DOR \$1579.03 (Oct sales tax); WAPA \$7301.18 (power); SD One Call \$5.25 (message fees); Heartland \$4655.83 (power); Verizon Wireless \$53.12 (cell phone); Venture Communications \$440.86 (phone / fax / internet); Reliable Office Supplies \$160.26 (office supplies); Dennis Andrews \$100.00 (labor @ bb courts); Mike's Heating &

Cooling \$66.33 (repairs); Cardmember Service \$1745.62 (USPS stamped envelopes @ \$1061.20; Kmart office supplies @ \$36.79; TrucknTow (tire chains @ \$634.67; Amazon.com library book @ \$12.96 that will be reimbursed); Dakota Waste Solutions \$2000.00 (Dec gbg service); NorthWestern Energy \$1749.22 (transmission fees); Town of Langford \$914.01 (utilities); PD Public Assurance Alliance \$11,916.42 (ins renewal); SD Municipal Electric Assoc. \$322.00 (dues); Marshall County Treasurer \$5924.14 (2nd qtr law enforcement); Langford Town & Country \$250.00 (contribution); EFTPS \$1462.00 (Nov 941 tax); Health Pool of SD \$1152.40 (ins premium); SD Supplemental Retirement \$750.00 (employee contributions); petty cash \$34.45 (postage); SD Retirement \$78.34 (contributions); net wages by department: Board \$738.80; Library \$509.08; Finance Office \$176.72; Streets \$726.63; Garbage \$726.63; Water \$726.63; Electric \$726.62; Sewer \$726.63.

EXECUTIVE SESSION: The council went into executive session pursuant to SDCL 1-25-1 from 8:50 to 9:20 p.m. to discuss personnel issues.

The next regularly scheduled meeting of the Board of Trustees is slated for Monday, January 13, 2014 at 6:00 p.m. at the Finance Office.

The meeting adjourned at 9:20 p.m.

ATTEST: Melody Swearingen, Finance Officer

Todd Sell, Board President

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