

Unapproved Minutes of
Regular Session of Langford Board of Trustees
Tuesday, February 11, 2014

The Langford Board of Trustees met Tuesday, February 11, 2014 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, Assistant Utility Manager Joe Keough, Finance Officer Melody Swearingen, and Terry Helms and Lucas Hoover from Helms Engineering also in attendance.

Helms and Hoover reviewed the bid tabulation from the six bids (for the sewer renovation project) that were opened at the 4:00 p.m. bid opening session, with combined base bid and alternate bid results as follows: B&B Contracting, Inc. from Aberdeen SD @ \$1,167,244.64; Duininch, Inc. from Prinsburg MN @ \$1,201,150.00; Dahme Construction Co., Inc. from Aberdeen SD @ \$1,258,752.05; J&J Earthworks, Inc. from Milbank SD @ \$1,260,112.35; H&W Contracting, Inc. from Sioux Falls SD @ \$1,307,532.50; and Quam Construction from Willmar MN @ \$1,910,993.35. Hardy made a motion to award the bid from B&B Contracting, Inc. (base bid of \$958,368.62 and alternate bid of \$208,876.02, for a total of \$1,167,244.64) subject to funding agency approval; seconded by Helgeson; motion carried. Helms and Hoover left the meeting.

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

FINANCE OFFICER REPORT: Profit and loss reports for January show income of \$59,912.45, with expenses of \$50,324.48, resulting in a net gain of \$9,587.97. Sell made a motion to approve the financial report; seconded by Helgeson; motion carried.

UTILITY MANAGER REPORT:

Healy discussed upcoming training opportunities for Utility Manager Assistant, Joe Keough.

OLD BUSINESS:

The Easements for sewer line access will be recorded this week.

The City is reviewing Lake Region and Northwestern electric service territory boundaries, and will submit information to the SD PUC.

Healy is working with the company that we purchased bang boards from for the basketball court. One bang board is shattered.

Repairs have been completed on the loader.

Healy reported that the stirator will be installed in the water tower in April or May.

GIS mapping – this topic was tabled for the next meeting.

Healy reported on trading in the lawnmower, which will take place in the spring.

Swearingen reported that it is unlikely that we will receive information regarding the Broadband Initiative grant before April 8th, at which time Windows XP will no longer receive updates. Hardy made a motion to update the operating system in the computer in the finance office at this time, seconded by Helgeson; motion carried.

NEW BUSINESS:

Joe Keough joined the staff on February 3rd, serving as an assistant to our Utility Manager.

A request for contribution to the new ambulance center in Britton serving Marshall County was tabled for the next meeting.

A bid for Lots 3 and 4 of Block 24 was opened and reviewed. Hardy made a motion to accept the bid from Amy and Orlin Punt for \$900 per lot, contingent upon their agreement to pay all closing costs; seconded by Helgeson; motion carried.

CORRESPONDENCE: SDML 2014 District 1 meeting registration.

JANUARY DISBURSEMENTS: DaMar Farmer's Elevator \$2,116.55 (fuel/propane/etc.); BDM Rural Water System \$2,494.00 (water); Langford Bugle \$47.21 (publications); Western Area Power District \$6,055.50 (power); Heartland Consumers Power District \$16,560.43 (power); SD DOR \$1,860.82 (sales tax); Groton Independent \$35.00 (subscription); K&P Pump Repairs \$2,840.18 (lift station repairs); Verizon Wireless \$53.22 (cell phone); Meyer's Hardware Hank \$50.97 (supplies); NorthWestern Energy \$2,407.67 (transmission fees); Venture Communication \$468.65 (phone/fax/internet); Langford Fire Dept \$208.00 (2013 annual reimbursement); Town of Langford \$942.55 (utilities in city-owned bldgs); SD DOR \$13.00 (water sample fees); Health Pool of SD \$1,635.09 (ins. premium); SD Supplemental Retirement \$750.00 (employee contributions); Dakota Waste Solutions \$2,000.00 (garbage service); Mike's Heating and Cooling \$214.19 (fire hall heater repairs); Langford Lumber Co \$338.85 (fire dept expenses); SD Assoc. of Towns & Townships \$268.25 (dues); Marshall Co. Hwy Dept \$1,086.65 (2013 sanding fees); EFTPS \$1,721.12 (941 tax); SD Retirement \$799.44 (contributions); petty cash \$34.72 (postage @ \$33.12, supplies @ \$1.60). Net wages by dept: Board \$369.40; Library \$634.91; Finance Office \$292.17; Streets \$754.30; Garbage \$806.36; Water \$806.36; Sewer \$806.38; Electric \$806.36.

Joe Keough joined the staff on February 3rd, serving as an assistant to our Utility Manager at a rate of \$17.50 per hour.

The next regularly scheduled meeting of the Board of Trustees is scheduled for Monday, March 17, 2014 at 6:00 p.m. 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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