

Unapproved Minutes of
Regular Session of Langford Board of Trustees
Tuesday, July 8, 2014

The Langford Board of Trustees met Tuesday, July 9, 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 Marshall County Director of Equalization Shannon Lee also in attendance.

Lee addressed the council with more detailed information about the benefits of GIS mapping; she left the meeting at 6:35 p.m.

The following additions were made to the June meeting minutes: 1.) Sell made a motion to approve the minutes; seconded by Helgeson; motion carried; and 2.) Hardy made a motion to approve the payment of increased premium for medical insurance without a change to coverage; seconded by Helgeson; motion carried. Hardy made a motion to approve the corrected June meeting minutes; seconded by Sell; motion carried.

FINANCE OFFICER REPORT: Profit and loss reports for June for general operations indicate income of \$48,987.26, with expenses of \$44,843.34, resulting in a net gain of \$4,143.92. Year-to-date figures reveal total income of \$494,580.68 and expenses of \$462,849.82, resulting in a net gain of \$31,730.86. Sewer Project – income from loan and grant funds for the sewer renovation project for the month of June was \$58,503.00 with expenses paid of \$58,502.64, resulting in a net gain of \$.36.

Swearingen reported on information from June's Finance Officer school, upcoming software training, information regarding nuisance properties, and changes to the 2013 Annual Report as directed by the SD Dept of Legislative Audit.

UTILITY MANAGER REPORT: Healy reported on the following items:

The pump house at the basketball court is in need of repairs.

Lake Region has changed some transformers; and will return at a later date for more service work.

Keough has worked on repairing the train set at the Park of the Pines.

The maintenance office and storage facility are in need of repair or replacement.

Healy has been approached about adding another memorial bench in the Park of the Pines.

There was discussion regarding water leaks and curb stops that may need replacement.

Some alleys are being obstructed with vehicles and other items that prevent access. Letters will be sent requesting that immediate action be taken.

There are many unlicensed vehicles in town.

OLD BUSINESS: Sewer Project: The project is underway. Healy reported that one more manhole has been added to the project; and the council discussed the possible addition of some culverts.

Basketball court: Hardy will bring bid information to the next meeting. The council discussed options for a sign.

We received warranty credit from Titan on the repairs to the tractor; final payment has been made on the account.

The stirator for the water tower is here but has not been installed.

The decision of whether or not to join Marshall County's GIS mapping program was tabled.

Swearingen reported that we have not made the transfer of the last two lots in Block 24 to the proposed buyer at this point; the paperwork is ready for the transaction.

Healy is working with a contractor regarding the broken pipe on the discharge structure at the lagoon.

Letters went out to some residents regarding the need to trim trees around power lines; reminders to all residents were also placed in last month's utility statements.

We have not yet received grant funds for mosquito spraying.

There was discussion regarding electronic speed signs on Main Street; the council will investigate this further.

The City's website is no longer functional; options were discussed, with this topic tabled until the next meeting.

The Council conducted the 2nd reading of a Revision to Title 2 of the Ordinance Book – Location and Boundaries. This revision was printed in full in the June meeting minutes.

NEW BUSINESS:

A temporary liquor license was granted to the Langford Fire Dept. for July 26-27, 2014.

The following building permit requests were reviewed and approved: Orville Helgeson, replacement of deck and sidewalk; Carla Hardy, addition to residence.

The Council reviewed Title 3 of the Ordinance Book – Building Code, with the first reading of a revision printed below.

CORRESPONDENCE: Information regarding Transportation Alternatives Program; information regarding the requirements for temporary liquor licenses; information regarding Banyon Data Systems features; information regarding minutes of executive session during meetings; information regarding the *Building South Dakota Fund*; information from SDML regarding unmanned aircraft operation; Heartland Consumers Power District 2013 Annual Report.

JUNE DISBURSEMENTS: SD DOR \$1484.96 (May sales tax); Reliable Office Supplies \$198.32 (office supplies); DaMar Farmer's Elevator \$535.38 (gasoline); Jensen Auto Service \$437.91 (repairs); Runnings \$446.96 (supplies); SD DENR \$150.00 (annual environmental fees); Heartland \$1521.08 (power); WAPA \$7426.87 (power); Lake Region Electric \$3295.17 (repair services, parts & supplies); Venture Communications \$476.22 (phone/fax/internet); NorthWestern Energy \$1626.82 (transmission fees); Green Iron Equipment \$57.65 (supplies); Titan Access Account \$2446.39 (repairs); Schwan Electric \$25.86 (supplies); Frohling Law Office \$164.60 (atty fees); SD One Call \$9.45 (message fees); Verizon Wireless \$269.99 (cell phones); Cardmember Service \$1012.38 (office supplies, cell phones, shop supplies); SD Solid Waste Mgmt Assoc \$60.00 (dues); Dakota Waste Solutions \$2745.16 (rolloff/landfill fees & July gbg service); SD DOR \$13.00 (water sample fees); Town of Langford \$1611.68 (utilities in city-owned bldgs); Marshall County Register of Deeds \$30.00 (recording fee); Langford Lumber \$114.68 (supplies); Health Pool of SD \$3437.01 (includes employee contribution portion); SD Supplemental Retirement \$750.00 (employee contributions); USDA Rural Development \$2776.00 (monthly payment on sewer project); EFTPS \$2442.48 (June 941 tax); (SD Retirement \$1219.80 (includes employee contribution portion); petty cash \$71.44 (postage); Langford Bugle \$212.48 (publications). Net wages by Dept (includes employee 941 contributions and

employee medial insurance contributions shown above): Board \$800.00; Finance Office \$536.26; Streets \$1601.18; Garbage \$2054.11; Library \$652.50; Water \$2054.11; Electric \$2054.12; Sewer \$2054.12.

The next regularly scheduled meeting of the Board of Trustees will be conducted at 6:00 p.m. at the Finance Office on Tuesday, August 12, 2014.

The Board recessed for executive session at 9:15 p.m. and returned to regular session at 9:35 p.m. In executive session Sell made a motion to upgrade the Finance Officer position from a permanent part-time basis to a temporary full-time basis, to be reviewed in six months; seconded by Hardy; motion carried.

The meeting adjourned at 9:35 p.m.

A REVISION TO TITLE 3 – BUILDING CODE – OF THE ORDINANCE BOOK OF THE TOWN OF LANGFORD, SOUTH DAKOTA. BE IT ORDAINED by the City Council of the Town of Langford that the Title 3 – Building Code – section of the Ordinance Book of the Town of Langford be revised to read as follows:

TITLE 3 – BUILDING CODE

CHAPTER 3-1 ADOPTION OF NATIONAL CODE

3-1-1 – ADOPTION OF NATIONAL CODE. For the purpose of establishing rules and regulations for the construction, alteration, removal, demolition, equipment, use and occupancy, location and maintenance of buildings and structures, including permits and penalties, it is hereby ordained by the City of Langford that a certain building code known as the Uniform Building Code, recommended by the International Conference of Building Officials being whole thereof, save and except such portions as are hereinafter deleted, modified, or amended by the Town of Langford, is hereby adopted.

3-1-2 – DEFINITIONS. A.) Whenever the word “municipality” is used in the Building Code, it shall be held to mean the Town of Langford. B.) Whenever the term “corporate counsel” is used in the Building Code, it shall be held to mean the City Attorney of the Town of Langford.

3-1-3 – BUILDING PERMITS REQUIRED. Any person, firm, or corporation desiring to erect, alter, repair, or remove any building within the Town of Langford shall apply to the Board of Trustees for a permit for such purpose, and furnish a plan and specifications sufficient for the City Council to determine whether such building, alteration or repair is in compliance with the provisions of this chapter and if granted such permit must be signed by the Board President or the Finance Officer.

3-1-4 – FIRE LIMITS – this section is hereby deleted.

3-1-5 – PERMISSIBLE WOODEN STRUCTURES IN FIRE LIMITS – this section is hereby deleted.

ATTEST: Melody Swearingen, Finance Officer

Todd Sell, Board President

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