

Unapproved Minutes of
Regular Session of Langford Board of Trustees
Tuesday, October 14, 2014

The Langford Board of Trustees met Tuesday, October 14, 2014 at the Finance Office. President Todd Sell called the meeting to order at 6:00 p.m. with Trustee Orville Helgeson, Utility Manager Blair Healy, Assistant Utility Manager Joe Keough, Finance Officer Melody Swearingen, Langford Main Street Center, Inc. representative Scott Amundson, and Shari Schock also in attendance. Amundson left the meeting at 6:55 p.m.

Helgeson made a motion to approve the September meeting minutes; seconded by Sell; motion carried.

Shari Schock was appointed to the Board of Trustees, and was administered the Oath of Office to serve until the next annual municipal election.

FINANCE OFFICER REPORT: Profit and Loss reports for September for general operations indicate income of \$52,460.20, with expenses of \$58,621.87, resulting in a net loss of \$6,161.67. Overall year-to-date figures (including sewer renovation project) reveal total income of \$1,349,785.25 and expenses of \$1,324,471.15, resulting in a net gain of \$25,314.10.

Sewer Project – income from loan and grant funds for the month of September was \$412,686.34 with expenses paid of \$412,685.61, resulting in a net gain of \$.73.

Sell made a motion to move \$1,000.00 from Contingency Funds within the General Fund to the Health Fund within the General Fund; seconded by Helgeson; motion carried.

UTILITY MANAGER REPORT: Healy reported that repairs at the lagoon are completed, and that mosquito spraying is completed for the season.

Some vehicles have hit power poles and guy wires in a few areas in town; Lake Region will make an assessment; a police report has been filed.

Rural Water has detected two possible locations where we may be losing water. Healy will continue to monitor this.

Motion by Sell to rent a roll-off to clear space at the rubble site based on Healy's report; seconded by Helgeson; motion carried.

OLD BUSINESS: Proposal for the City to rent office space in the Langford Main Street Center, Inc. building - no action taken.

Sewer Project – Healy reported on the progress; council approved invoices and change order. Discussion regarding culverts; Sell made a motion to purchase three more culverts; seconded by Schock; motion carried.

Sign for basketball court – is completed and installed.

Website update – Finance Officer is working the administration side to get the site launched.

Electronic speed signs – Healy will inquire regarding grant possibilities.

Maintenance Office / Storage Facility in need of repairs / replacement – discussion regarding the city's need for additional space for equipment storage.

Curb stops that may need replacement – resident reported that replacement will take place soon.

Alley obstructions – individual residents have been notified.

Elm trees marked for removal – complete; all affected trees have been removed.

Well pump – Healy presented a quote for renovation of the well pump building. No action taken at this time.

Potential steps for future flood prevention – discussion.

Water tower maintenance – we will investigate potential grant opportunities for the water tower in conjunction with the well pump renovations.

NEW BUSINESS:

Library Equipment update/replacement – Swearingen presented information from the Librarian regarding the need to update or replace computer equipment in the Library, which is still functioning with an operating system that is no longer being supported. Swearingen presented a bid from Grand Slam Computers to upgrade the existing public computers, purchase a new lap-top computer, and install wireless capabilities in the Library as well as providing additional back-up equipment in the Finance Office at an estimated cost of \$2,424.00 Helgeson made a motion to proceed; seconded by Sell; motion carried. Purchase of a computer upgrade for the Maintenance Office was tabled at this time.

The 2015 liquor license renewal for Swede's Corner was reviewed; the Finance Officer will proceed with the application when all necessary documents are completed.

The following building permits were reviewed and approved: Eileen Bernstein, 10x16 storage shed; D. Guy Bivens, 10x22 deck (used); Mark Hanse, removal of house from lot leaving the detached garage in place; Langford Main Street Center, Inc., 50x100 wood frame-metal building.

Sell made a motion to renew the Law Enforcement Contract with Marshall County at a rate of 27,983.65 for fiscal year 2015; seconded by Helgeson; motion carried.

Sell made a motion to renew the rental contract with Terry Larson for equipment storage at a rate of \$3,300.00 for October 1, 2014 through September 30, 2015; seconded by Helgeson; motion carried.

The city council reviewed Title 5 of the Ordinance Book (Health Code) – no changes were made.

CORRESPONDENCE: SD FIT semi-annual report; SD Dept of Ag forestry comprehensive challenge grant funds info.

SEPTEMBER DISBURSEMENTS: Meyer's Hardware Hank \$28.46 (shop supplies); Runnings \$94.01 (parks supplies); DaMar \$1140.01 (gas/propane); Langford Bugle \$106.23 (publications); SD DOR \$1328.49 (Aug sales tax); Wallwork Truck Center \$122.86 (equip maint); Heartland \$2702.29 (power); Western Area Power Administration \$7178.52 (power); Paul S. Price Trucking \$2137.50 (gravel); Duerre Excavation \$13,930.51 (lagoon repairs); Jensen Auto \$19.95 (parts); SD One Call \$3.15 (message fees); Verizon Wireless \$91.26 (cell phone fees); Cardmember Service \$613.10 (parts/equipment); Melody Swearingen \$33.30 (travel); Praxair \$45.00 (tank lease); Van Diest \$1866.25 (mosquito chemicals); NorthWestern Energy \$2450.66 (transmission fees); SD DOR \$148.00 (lab fees); SD Supplemental Retirement \$750.00 (employee contributions); Venture Communications \$477.14 (phone/fax/internet); Dakota Waste Solutions \$2000.00 (Oct gbg service); Reliable Office Supplies \$81.94 (office supplies/equipment); Town of Langford \$1045.08 (utilities in city-owned bldgs); Health Pool of SD \$3437.01 (med ins. premium including employee contributions); USDA Rural Development \$2776.00 (sewer project payment); Banyon Data Systems \$795.00 (2015 tech support fee); BDM Rural Water \$1707.50 (water); Frohling Law Office \$441.00 (legal fees); SD Solid Waste

Mgmt Assn \$60.00 (membership dues); EFTPS \$2574.78 (September 941 tax); SD Municipal League \$25.00 (election school registration fee); SD Retirement System \$1279.22 (includes employee contributions); petty cash replenishment \$48.16 (postage). Net wages by Dept (includes employee 941 contribution and employee medical insurance contributions shown above): Board \$284.56; Finance Office \$591.57; Streets \$1616.11; Garbage \$2079.40; Library \$709.50; Water \$2124.35; Electric \$2124.37; Sewer \$2124.33. Sell made a motion to approve September disbursements; seconded by Schock; motion carried.

The next regularly scheduled meeting of the Board of Trustees will be conducted at 6:00 p.m. on Monday, November 10, 2014.

The meeting adjourned at 8:20 p.m.

ATTEST: Melody Swearingen, Finance Officer

Todd Sell, Board President

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