

Unapproved Minutes of
Special Session of Langford Board of Trustees
Monday, March 21, 2016

The Langford Board of Trustees met Monday, March 21, 2016 at the Finance Office immediately following the meeting of the Local Board of Equalization. President Todd Sell called the meeting to order at 7:30 p.m. with Trustee Orrie Jesz, Utilities Manager Blair Healy, Assistant Utilities Manager Joe Keough, and Finance Officer Melody Swearingen in attendance.

NEW BUSINESS: Signatures were obtained for the updated Emergency Response Program.

Jesz made a motion to approve Ordinance 2016-01 (CREDIT ON SEWER SURCHARGE IN INSTANCES OF WATER LEAKS) for first reading; seconded by Sell; motion carried. The Ordinance is printed in its entirety below.

Sell made a motion to postpone the first reading of Amendment to Ordinance 2016-02 (WATER AND SEWER CONNECTION – COST OF OWNER) until the regular session in April; Finance Officer was instructed to make changes before first reading; seconded by Jesz; motion carried.

Council approved the Procedure for allowing Finance Officer to purchase flowers and/or plant for funeral of employees and/or their immediate family members with Board President approval prior to the purchase.

Jesz motioned and Sell seconded for Langford to participate in the Federal Aid Surface Transportation Program Resolution for County and Urban Projects; motion carried. Resolution is printed in its entirety below.

Jesz motioned and Sell seconded to reapply for grant funds for the engineering fees for our water study.

Jesz motioned and Sell seconded to instruct Healy to secure bids for chip-sealing 35 blocks of city streets. Healy reported that he has requested an estimate on surveying the north side of Langford.

Healy reported that the contractor who sealed the basketball court surface will be here in early May to make repairs.

Council reviewed bid specs for the garbage service bids.

Sell made a motion to purchase a utility truck with funds in the amount of \$10,000 that were placed in capital outlay for that purpose, along with contingency funds in the amount of \$7,800; seconded by Jesz; motion carried.

Swearingen presented information regarding participation in the creation of a subdivision with Heartland Customer Connections Committee; after discussion, council opted not to participate.

Keough reported that he is waiting to hear from a contractor regarding the light fixture at the south end of Market Street.

The meeting adjourned at 8:40 p.m. The next regularly scheduled meeting of the Board of Trustees is Tuesday, April 12, 2016 at 6:00 p.m. at the Finance Office

ATTEST: Todd Sell, President
 Melody Swearingen, Finance Officer

ORDINANCE NO. 2016-01

AN ORDINANCE REGARDING CREDIT ON SEWER SURCHARGE IN INSTANCES OF A WATER LEAK

BE IT ORDAINED BY THE MUNICIPALITY OF THE TOWN OF LANGFORD, SOUTH DAKOTA, that the following shall be added to Chapter 9-1 UTILITIES, GENERAL as "Section 9-1-15 – Sewer Surcharge Credits In Instances of Water Leaks", of the Langford City Municipal Code:

Chapter 9-1 Utilities, General

9-1-15 – Sewer surcharge credits in instances of water leaks. During instances of water leaks, credit for a portion of the sewer surcharge fee may be issued when the following conditions have been met:

- a.) A request for credit must be made to the Finance Officer by the 20th of the month following the month of billing whereby the leak was discovered.
- b.) A credit to the utility account may be issued when documentation of the scope and cost of the repairs, completed by a *SD licensed contractor, is provided to the Finance Office and approved by the Board of Trustees.
- c.) When proper documentation has been received in the Finance Office, Finance Officer shall calculate an average water usage for the three billing cycles before the water break or water leak due to faulty plumbing fixtures was reported to the Finance Office, and present the information to the Board of Trustees at the next regular council meeting. With council approval, credit on the sewer surcharge will be given accordingly.
- d.) Customer is responsible to pay all current utility charges on the current utility statement; credit will be applied to a future bill cycle.
- e.) Customer is responsible for all repairs except those which are shown as the city's responsibility in other ordinance sections of the City Ordinances of the Town of Langford.
- f.) Customers whose accounts have received late charges two or more times within the prior twelve months will not qualify for sewer surcharge credits in instances of water leaks.

*SD licensed contractor – holds a current, valid SD sales tax license.

Dated this 21st day of March, 2016.

(Signed Todd Sell, President; Attest Melody Swearingen, Finance Officer)

FEDERAL AID SURFACE TRANSPORTATION PROGRAM RESOLUTION FOR COUNTY AND URBAN PROJECTS

WHEREAS, City of Langford desires the construction and improvement of the road and/or bridge as hereinafter described:

LOCATION, LENGTH, STRUCTURE NUMBER: city streets in the City of Langford, Marshall County

TYPE OF CONSTRUCTION: traffic control signing

Major Collector Route Number (if applicable): N/A

AND WHEREAS, City of Langford is obligated and hereby agrees to provide proper maintenance as required by the Federal Highway Act as amended and supplemented thereto for the project after construction is complete and to regulate or cause to be regulated the installation of utility facilities within the limits of the right-of-way of the proposed project in accordance with State and Federal requirements.

NOW THEREFORE BE IT RESOLVED: That the State of South Dakota Department of Transportation be and hereby is authorized and requested to program for construction, in accordance with the "Secondary Road Plan" and the State's "Standard Specifications for Roads and Bridges" the project described.

Estimated Cost of Project Including Engineering: \$30,000.00

STP funds: N/A

Local Funds (if needed to meet construction year): N/A

Proposed Year of Construction: 2018

Vote of City Council: Yes (2) No (0)

Dated at Langford, SD, this 21st day of March, 2016

(Signed Todd Sell, President; Attest Melody Swearingen, Finance Officer)

Published once at an approximate cost of \$_____.