

Unapproved Minutes
Langford Board of Trustees
November, 2016

The Langford Board of Trustees met in regular session on Monday, November 7, 2016 at the Finance Office. President Todd Sell called the meeting to order at 6:05 p.m. with Trustee Orrie Jesz, Utilities Manager Blair Healy, Assistant Utilities Manager Joe Keough, and Finance Officer Melody Swearingen in attendance, along with Scott Amundson representing The Front Porch.

Amundson addressed the council regarding signage for the Front Porch. Sell made a motion to permit placement of two 4x8 signs within city limits; seconded by Jesz; motion carried. Amundson left the meeting at 6:15 p.m.

Lisa Dauwen arrived at 6:55 p.m. and addressed the council regarding a bill received for electric repairs of the junction box at her residence, while the control box was undamaged. The City agreed to pay ½ of the charges.

FINANCE OFFICER REPORT: October ended with a net loss of \$109,971.09 (due to the chip seal project which was paid for with cash reserves), and a year-to-date net loss of \$78,842.22. Sell made a motion to approve the financial report, noting that last year at this time our cash-on-hand/investments were only \$25,000.00 higher than right now, even with the payment of the chip seal project; seconded by Jesz; motion carried.

The council reviewed the budget comparison and did not make a recommendation to amend the 2016 Budget, noting that contingency should cover any shortfalls that may occur before year end.

MAINTENANCE DEPT. REPORT:

Healy reported on the availability of grant funds for traffic speed signs. The council instructed Healy to pursue funding for up to three signs.

OLD BUSINESS:

Lighting project – completed; light fixture at south end of Market St. is completed.

Audit recommendations to purchase one software utility billing / accounting package – Swearingen reported that the software has been installed.

Perpetual care of park memorials policy – a written policy was adopted whereby the City does not take financial responsibility for the perpetual care of memorial items (such as park benches).

Load management system replacement – we have lost our connection with the substation for the load control system. Sell made a motion to make the necessary repairs at an approximate cost of \$3,800.00; seconded by Jesz; motion carried. Upgrade to the load management system is being reviewed in the electric study that is currently being conducted.

Review of utility rates – after lengthy discussion regarding utility rates, Jesz made a motion to increase electric rates effective January 1, 2017; seconded by Sell; motion carried. The residential/electric heat base charge will increase from \$26.45 to \$29.00X with KWh usage increasing from \$.085 to \$.092; commercial/rural base charge will increase from \$41.05 to \$45.00 with KWh usage increasing from \$.097 to \$.103; commercial/rural customers on an energy/demand rate will see the base fee on their energy rates increase from \$41.05 to \$45.00 and will see rates of .075 per KWh on all usage – their demand rate will increase from \$9.00 per

KW to \$9.60 per KW for customer using more than 9.375 KW, and the base fee of \$45.10 will be replaced with a minimum charge of \$90.00 for customers less than 9.375 KW.

NEW BUSINESS:

The following requests for building permits were reviewed and approved: Jerome Goetz for garage door replacement at 405 Walnut St. @ \$400.00; Win Pulfrey for tin roof at 507 Lindley St. @ \$4,000.00.

Pet complaint – finance officer was instructed to require updated rabies vaccination information on the dog that was involved in a recent pet complaint; fines may be issued.

Santa Day request – Langford Town and Country requested that the city put up lights on a pine tree at the Park of the Pines and pay for the electric usage; Sell made a motion to pay for the electric usage and make a contribution in the amount of \$100.00; seconded by Jesz; motion carried.

OCTOBER DISBURSEMENTS: Jesz moved to approve the October disbursements; seconded by Sell; motion carried. Duerre Excavation \$639.03 (gravel); BDM Rural Water \$1,774.00 (water); DJ Concrete \$16,400.00 (concrete); Holland NAPA \$9.99 (parts); Jensen Auto Service \$768.00; Langford Lumber Co. \$399.06 (rent/supplies); Town of Langford \$2,808.00 (mosquito spraying services); Carlson Crushing & Excavating \$232.65 (gravel); Langford Bugle \$112.68 (publications); Blair Healy \$6.98 (supplies reimbursement); Jensen Rock & Sand \$109,954.37 (chip sealing services); WAPA \$7,626.55 (power); Heartland \$2,413.84 (power); DaMar Farmer's Elevator \$297.61 (fuel, parts, etc.); Verizon Wireless \$148.04 (cell phone fees); NorthWestern Energy \$1,892.81 (transmission fees); Venture Communications \$504.60 (phone/fax/internet); Cardmember Service \$26.40 (supplies); Terry Larson \$3,300.00 (annual storage fees); SDML Worker's Compensation Fund \$3,553.00 (work comp premium); DGR Engineering \$1,833.50 (electric study fees); First State Bank \$177.08 (customer nsf check returned); SD Supplemental Retirement \$350.00 (employee contributions); SD Dept of Revenue \$1,910.74 (sales tax); Town of Langford \$1,183.53 (utilities); Maxwell Electric \$165.59 (electrical repairs); Jensen Auto Service \$288.90 (batteries); Health Pool of SD \$3,060.22 (med ins premium); Lake Region Electric \$204.00 (electrical services); SD Dept of Revenue \$137.00 (lab fees); USDA Rural Development \$2,776.00 (sewer renovation loan payment); EFTPS \$2,525.10 (941 tax); Melody Swearingen \$25.00 (cell phone reimbursement); SD Retirement \$1242.24 (employer & employee contributions); petty cash replenishment \$35.41. Wages by Dept: Board \$275.00; Finance Office \$489.32; Streets \$1,581.06; Garbage \$2,070.39; Library \$720.00; Water \$2,070.38; Electric \$2,070.42; Sewer \$2,070.39.

The next regular session is scheduled for Tuesday, December 13, 2016 at 6:00 p.m. at the Finance Office.

The council members entered into executive session at 8:20 p.m. and resumed regular session at 9:00 p.m. Sell made a motion to establish a group insurance plan for Aflac additional coverage plans for city employees and to offer accident insurance coverage, which will also allow employees to purchase other coverage plans within the group at their own expense; seconded by Jesz; motion carried.

The meeting adjourned at 9:05 p.m.

ATTEST: Melody Swearingen, Finance Officer; Todd Sell, Board President

Published once at an approximate cost of \$_____.

