

Unapproved Minutes
Langford Board of Trustees
January, 2018

The Langford Board of Trustees met in regular session Thursday, January 18, 2018 at the Finance Office. President Todd Sell called the meeting to order at 6:00 p.m. with Trustee Orrie Jesz and Finance Officer Melody Swearingen in attendance.

Jesz made a motion (1-2018) to approve the December meeting minutes with the following correction: *Jesz made a motion to approve the November financial report; seconded by Sell; motion carried.*; seconded by Sell; motion carried.

FINANCE OFFICE: Sell made a motion (2-1018) to approve the December and 2017 year-end financial report; seconded by Jesz; motion carried.

APPROVAL OF EXPENDITURES: Sell made a motion (3-2018) to approve the following expenditures; seconded by Jesz; motion carried. Cardmember Service \$177.63 (Amazon \$17.96 office supplies; Amazon \$11.70 membership fees; Amazon \$20.72 parts; Holiday Inn \$102.30 travel; Runnings \$24.95 supplies); DaMar Farmer's Elevator \$1,359.10 supplies/propane; Heartland \$16,613.46 (power); Jensen Auto \$142.95 (repairs); Langford Bugle \$78.52 (publications); Langford Volunteer Fire Dept \$887.80 (equipment reimbursement); Lehr Sanitation \$2,750.00 (sanitation services); Marshall County Treasurer \$7,520.68 (4th qtr 2017 law enforcement services); Mike's Heating & Cooling \$115.31 (furnace repairs); Milbank Winwater \$371.88 (meters); NorthWestern Energy \$2,559.78; petty cash replenishment \$22.80 (postage; supplies); SD Public Assurance Alliance \$14,592.84 (2018 insurance premium); SD Dept of Revenue \$2,013.13 (December sales tax); USDA Rural Development \$2,776.00 (sewer renovation loan payment); United States Postal Service \$119.20 (postage stamps); Venture Communications \$517.11 (phone/fax/internet fees); Verizon Wireless \$192.76 (cell phone fees); Western Area Power Administration \$5,116.28 (power); SD DENR \$24.00 (water/wastewater certification fees); SD DENR \$250.00 (wastewater discharge fee). December payroll figures were published in minutes from special year-end meeting conducted December 29, 2017; 2018 payroll figures published throughout the year will include employee net wages including any bonuses, employee and employer contributions to SD Retirement, employee contributions to SD Supplemental Retirement, employee and employer medical insurance premiums to Health Pool of SD, employee and employer insurance premiums to AFLAC, and employee and employer 941 tax to EFTPS.

NEW BUSINESS:

Municipal Election – Jesz made a motion (4-2018) to establish the date of the municipal election for Tuesday, April 10, 2018; seconded by Sell; motion carried. Swearingen noted that we have a three-year seat available; nominating petitions may begin circulation on Friday, January 26th and must be turned in to the Finance Office no later than 5:00 p.m. on Friday, February 23rd.

Appointment of Library Board Trustees – Sell made a motion (5-2018) to appoint Jean Likness and Nicole Hoines, whose terms expire in January, 2018, to the Langford Library Board, with terms to expire in January, 2021; seconded by Jesz; motion carried. Other Library Board members include Carol Liknes, Kayla Suther, Michelle Swanson, Melody Swearingen and Library Yvonne Olson.

Official Designations – Sell made a motion (6-2018) to recognize the Langford Bugle as the official newspaper for the Town of Langford, and to recognize Dana Frohling as the city's attorney, and to recognize First State Bank of Claremont and SD Public Funds Investment Trust as the official depositories for the Town of Langford; seconded by Jesz; motion carried.

2018 Law Enforcement Contract with Marshall County – Swearingen presented the figures for Langford's share of the net cost of the Marshall County Sheriff's Office, Jail, and 24/7 Sobriety 2018 Budget which is split between Marshall County (70%) and the county's municipalities (30%), showing Langford's total cost at \$35,672.37. Sell made a motion (7-2018) to approve; seconded by Jesz; motion carried.

Intergovernmental Contract for the SD Public Assurance Alliance – Swearingen presented the revised IGC which reflects changes adopted by SDPAA Board of Directors in Dec, 2017; Jesz made a motion to approve (8-2018); seconded by Sell; motion carried.

Notice of Hearing for Temporary Liquor License – Swearingen presented the application for temporary malt beverage and liquor licenses to Britton Shrine Club for Saturday, January 20, 2018 at the Legion Hall; Jesz made a motion (9-2018) to approve; seconded by Sell; motion carried.

The City of Langford was presented with a 30 Year Member plaque from the South Dakota Municipal League's Workers Compensation Fund; a press release will also be published in the newspaper.

OLD BUSINESS – no action taken.

CORRESPONDENCE – SD FIT Semi-Annual Report; SD Pipeline Association information; Big Stone South to Ellendale information; Britton Event Center information; Community Based Habitat & Access Program Invitation; Dakota Pump & Control inspection agreement information; Legislative Update information.

EXECUTIVE SESSION – Pursuant to SDCL 1-25-2 Council recessed from regular session and entered into executive session at 8:20 p.m.; reconvened to regular session at 8:45 p.m. Sell made a motion (10-2018) to establish the following wages effective January 1, 2018: Blair Healy, Utilities Manager, \$25.25 per hour; Joe Keough, Assistant Utilities Manager \$20.10 per hour; Melody Swearingen, Finance Officer \$19.45 per hour; Yvonne Olson \$12.65 per hour; Board President (no change in rate) \$150.00 per meeting; Trustee (no change in rate) \$125.00 per meeting; seconded by Jesz; motion carried.

A special session of the Board of Trustees is scheduled for Tuesday, January 23, 2018, at 6:00 p.m. at the Finance Office for the main purpose of executing loan documents for the upcoming water system renovation project. Action on other agenda items may also be taken at that time.

The next regular session of the Board of Trustees is scheduled for Tuesday, February 13, 2018 at 6:00 p.m. at the Finance Office.

The meeting adjourned at 8:50 p.m. This session of the Board of Trustees was moved from its originally scheduled date of Tuesday, January 16, 2018, due to illness. Notice of the change of date was made public on Tuesday, January 16, 2018.

The Town of Langford is an equal opportunity provider.

ATTEST: Melody Swearingen, Finance Officer; Todd Sell, Board President
Published once at an approximate cost of \$_____.