

Unapproved Minutes
Langford Board of Trustees
February, 2018

The Langford Board of Trustees met in regular session Tuesday, February 13, 2018 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.

Sell made a motion (13-2018) to approve the January meeting minutes; seconded by Jesz; motion carried.

FINANCE OFFICE: Jesz made a motion (14-2018) to approve the January financial report; seconded by Sell; motion carried. Swearingen presented the 2017 Annual Report generated from our software; the report will not be submitted to the SD Dept of Legislative Audit until our 2017 Audit is complete.

APPROVE EXPENDITURES: Jesz made a motion (15-2018) to approve the following expenditures; seconded by Sell; motion carried: BDM \$2,387.00 (water); Cardmember Service \$537.56 (office supplies and equipment) Amazon \$11.70 (membership fees); Wyndham \$135.98 (lodging); Crawford Trucks \$8.10 (supplies); DaMar Farmer's Elevator \$1,882.08 (supplies/propane); DGR Engineering \$237.00 (electric study fees); Elan City \$2,985.00 (speed sign); Heartland Consumers Power District \$16,328.28 (power); McKayla Hesse \$150.00 (security deposit refund); Town of Langford \$1,600.99 (utilities); Town of Langford \$600.00 (resident security deposits applied to utility accounts); Langford Bugle \$110.82 (publications); Lehr Sanitation \$2,500.00 (sanitation services); Maguire Iron \$1,200.00 (water tower inspection/maintenance); Penguin Management \$948.00 (fire dept dispatch service fees); Petty Cash Replenishment \$17.58 (\$4.34 paper products; \$13.24 postage); SD Assoc of Rural Water Systems \$410.00 (conference registration fees); SD Assoc of Towns & Townships \$268.25 (2018 membership dues); SD Municipal Electric Assoc \$170.00 (conference registration fees); SD One Call \$1.05 (message fees); SD DOR \$2,154.07 (sales tax); SD Wheat Growers \$7.15 (supplies); USDA Rural Development \$2,776.00 (sewer renovation loan payment); United States Postal Service \$82.00 (postage stamps); Verizon Wireless \$192.76 (cell phone fees); January payroll by dept: Council \$592.08; Finance Office \$819.33; Streets \$1,955.91; Sanitation \$2,750.24; Library \$877.31; Water \$4,548.45; Electric \$2,750.24; Sewer \$2,750.00. Monthly statements for NorthWestern Energy and Venture Communication were not received before our meeting date.

NEW BUSINESS:

Jesz made a motion (16-2018) to purchase Lot 9, DaMar Addition; seconded by Sell; motion carried. RESOLUTION 2018-01 – A RESOLUTION TO AUTHORIZE THE PURCHASE OF CERTAIN REAL ESTATE OWNED BY ERIC MILLER AND TO DESIGNATE THE BOARD PRESIDENT AS SIGNATORY FOR ALL DOCUMENTS RELATING TO THE TRANSFER OF SAID REAL ESTATE. BE IT RESOLVED BY THE CITY COUNCIL OF THE TOWN OF LANGFORD, SD: WHEREAS, Eric Miller owns certain real estate located in Marshall County, South Dakota, and described as: Lot Nine (9) of DaMar Addition, Langford, a/k/a 312 W. Front St., Langford; WHEREAS, pursuant to SDCL 9-12-1(2), the Municipality is authorized to acquire real estate by purchase for any purpose authorized by law; WHEREAS, Eric Miller desires to sell the above-described real estate to the Town of Langford; WHEREAS, the Town of Langford desires to purchase the real estate from Eric Miller for the purposes of beautification and/or potential community development and/or potential municipal development; NOW, THEREFORE, BE IT RESOLVED THAT THE Town of Langford, SD, forthwith enter a contract for the purchase of the above-referenced real estate for the sum of \$2,000.00, along with closing costs; AND BE IT FURTHER RESOLVED, that Todd Sell, President of the Board of Trustees of the Town of Langford, is hereby authorized and directed to execute all documents and take whatever other action he may deem necessary to consummate the purchase of the

above described real estate for the consideration set forth in this Resolution. Dated this 13th day of February, 2018.

Sell made a motion (17-2018) to renew the Indemnity and Hold Harmless Agreement between Scott Amundson and the Town of Langford for use of office space within the Fire Hall; seconded by Jesz; motion carried.

The council held lengthy discussion regarding the best possible location(s) for the construction of the new water tower. Sell made a motion (18-2018) to make an offer to purchase Lots 8 and 9 of Block 34 for such purpose; seconded by Jesz; motion carried.

An application for a building permit from Bonnie Guy for window replacement @ \$5,000.00 at 302 Park Street was reviewed and approved.

OLD BUSINESS:

Jesz made a motion (19-2018) to approve a policy requiring the use of a Hold Harmless Agreement for use of the Fire Hall facilities during public events such as fund-raisers; seconded by Sell; motion carried.

Sell made a motion (20-2018) to approve the first reading of an Amendment to Ordinance 9-1-3 seconded by Jesz; motion carried. Such Amendment is published in its entirety as follows:

An Amendment to Ordinance 9-1-3 of the Town of South Dakota

BE IT ORDAINED by the Town of Langford that Ordinance 9-1-3 is hereby amended to read as follows:

DEPOSIT REQUIRED: When requesting utilities, a deposit of \$150.00 is required for property owners or a deposit of \$200.00 is required for tenants. The deposit will be retained until utility services are no longer acquired from the Town of Langford. The owner(s) of rental property shall be responsible for unpaid utility payment(s) over and above the \$200.00 deposit paid by the tenant of their property in the event the tenant leaves the rental property without providing full payment for utility services.

ESTABLISHMENT OF NEW ACCOUNT / DEPOSIT REQUIRED: In instances where the person(s) holding the utility account with the Town of Langford become(s) deceased, individual(s) residing in the residence and requiring to secure utility services through the Town of Langford are required to establish an account in their name(s) providing documentation as required for a new utility account with the Town of Langford, and shall, at that time, be required to provide a security deposit in the amount of \$200.00. Establishment of the new account shall occur within 30 days of the death of the owner(s) of the residence. When/if the account holder(s) shall take legal ownership of the residence, \$50.00 of the \$200.00 security deposit may be returned to them upon request to the City Finance Officer. The remainder of the security deposit shall be retained until utility services are no longer acquired from the Town of Langford.

CORRESPONDENCE: SD DENR info regarding public notice of General Permit for Stormwater Discharges Associated with Construction Activities and General Permit for Temporary Discharge Activities; 2018 Community-Based Habitat Access Program information; SD DOT letter re: signage encroachments onto State Right-of-Way; SD Risk Map Update information.

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

The Local Equalization Board will meet on Monday, March 19, 2018 at 6:00 p.m. at the Finance Office.

The meeting adjourned at 8:35 p.m..

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 \$_____.