

Unapproved Minutes
Langford Board of Trustees
September, 2018

The Langford Board of Trustees met in regular session Tuesday, September 11, 2018 at the Finance Office. President Todd Sell called the meeting to order at 6:05 p.m. with Trustee Jordan Hupke, Trustee Orrie Jesz, Utilities Manager Blair Healy, Assistant Utilities Manager Joe Keough, and Finance Officer Melody Swearingen in attendance.

Sell motioned (75-2018) to approve the August meeting minutes; seconded by Jesz; motion carried.

APPROVAL OF EXPENDITURES: Jesz motioned (76-2018) to approve the following expenditures; seconded by Hupke; motion carried: BDM Rural Water System, Inc. \$3,314.50 (water); Brown & Saenger \$315.00 (utility bill cards); Cardmember Service \$389.04 (\$248.71 office supplies; \$67.12 paper products; \$13.83 membership fees; \$59.38 towel dispensers); Clark Engineering \$393.75 (grant application assistance); DaMar Farmer's Elevator \$391.89 (supplies; utility exp); DGR Engineering \$456.00 (electric study fees); Duerre Excavation Inc. \$2,374.45 (water repairs); Elan City (supplies for speed sign); Grid Insight \$9,597.58 (supplies for electric meters); Heartland Consumers Power District \$12,347.57 (power and transmission fees); Jensen Auto \$80.00 (hand rail at post office); Town of Langford \$1,747.55 (utilities in city-owned buildings); Langford Bugle \$301.13 (publications); Lehr Sanitation \$2,750.00 (disposal services); Omni-Pro Software Inc. \$2,800.00 (demand control software fees); Petty Cash Replenishment \$69.75 (postage); RESCO \$10,518.00 (electric meters, with \$5,000.00 of this expenditure paid through a grant from Heartland); South Dakota One Call \$4.20 (message fees); SD Public Assurance Alliance \$293.00 (insurance endorsement fees); SD Dept of Revenue \$1,852.99 (July sales tax); SD Rural Development \$2,776.00 (sewer renovation loan payment); US Postal Service \$95.00 (stamps); Van Diest Supply Company \$543.40 (chemical supplies); Venture Communications \$523.56 (phone/fax/internet); Verizon Wireless \$201.58 (cell phone fees); Western Area Power Administration \$4,413.66 (power); First State Bank \$10.00 (nsf fee from resident utility payment). Water Renovation Project expenditures: American Engineering Testing \$4,500.00 (soil boring); DGR Engineering \$45,500.00 (engineering fees); Town of Langford \$633.35 (reimbursements). August payroll by dept: Council \$430.60; Finance Office \$952.30; Streets \$2,085.15; Sanitation \$2,885.11; Library \$362.93; Water \$2,885.141; Electric \$3,464.51; Sewer \$3,054.58.

FINANCE OFFICE: Hupke motioned (77-2018) to approve the August financial report; seconded by Jesz; motion carried.

Hupke motioned (78-2018) to approve the second reading of the 2019 Appropriation Ordinance No. 131 at a total budget of \$3,099,702.00, which includes Water Renovation Project revenues and expenditures; seconded by Jesz; motion carried. Jesz motioned (79-2018) to approve the following Resolution in conjunction with the passage of the 2019 Budget; seconded by Hupke; motion carried: 2019 CAPITAL OUTLAY ACCUMULATIONS RESOLUTION #2018-004 - WHEREAS, the City Council of the Town of Langford, South Dakota, under authority of SDCL 9-21-14.1, authorizing accumulation of funds for capital outlay purposes for the year 2019; and WHEREAS, as required by SDCL 9-21-14.2, the purpose and maximum amount of this accumulation must be clearly stated; and WHEREAS, the City Council of the Town of Langford acknowledges that, according to SDCL 9-21-14.2, these accumulated amounts must be expended within 60 months from the date of Resolution establishing said accumulations and any accumulated funds deemed no longer necessary shall revert to the General Fund; and WHEREAS, according to standard accounting principles as established by the SD Department of Legislative Audit, these amounts should instead be a part of the General Fund as a restricted cash account. NOW THEREFORE, be it resolved by the City Council of the Town Langford, that capital outlay accumulations be established as follows: \$20,000.00 be established for a snow plow/dump truck; \$10,000.00 be

established for repairs/updates to the city finance office/library. Total restricted cash for capital outlays for 2019 is estimated at \$30,000.00. Adopted this 11th day of September, 2019.

NEW BUSINESS:

Amendment to Ordinance 9-2-1 – Sewer Specifications – First Reading. Currently reads: All sewers shall be constructed and connected in accordance with the provision of the National Standards Plumbing Code heretofore adopted by Title 8 of this ordinance. Amendment adds: All new or replaced connections to the system must use a band-type flexible service saddle.

Building Permit Applications: Vollie Ann Williams – replace rain gutters at 304 Hickory St. @ \$2,400.00 – approved; DaMar C-Store – construct fuel island @ \$90,000.00 – approved; Langford Area School – relocate shed to Lot 11, Block 18 – approved; Casey Darling – addition to house at 507 Elm St @ \$75,000.00 – approved.

Hupke motioned (78-2018) to approve the purchase of a trailer for the speed sign at a cost of \$300.00, along with transportation fees associated with the purchase; seconded by Jesz; motion carried.

Healy reported that the school's electric transformer will be relocated on Friday, Sept 14th, and reported on potential city expenditures for trenching from the pole to the transformer.

Sell requested information about the possibility of adding a light fixture to the pole on the east side of Block 24; Maintenance Dept was directed to proceed.

The following requests were reviewed for partial reimbursement of the cost to bury electric lines: Dennis Lindgren @ \$175.00, and Keith Swearingen at \$152.46, which represents ½ of the cost of the wire. Hupke motioned (79-2018) to approve these requests; seconded by Jesz; motion carried.

OLD BUSINESS:

Amendment to Ordinance 9-2-4 – Use of Storm and Sanitary Sewers – Second Reading. Previously read: It shall be unlawful for any person in the Town of Langford to connect any sanitary sewer with any storm sewer, or to permit any sewage to flow or run into any storm sewer; and it shall be unlawful for any person to connect any storm sewer with any sanitary sewer or to permit or cause any storm or drainage water to run or flow into any sanitary sewer. Sump pumps are not to be drained into the sanitary sewer. Amendment retains previous information and adds: All users of the municipal sewer system are prohibited from discharging water from sump pumps or drain tile systems into the municipal sewer system between the dates of April 1st and October 15th.

Water Renovation Project Update: The council reviewed a letter from the contractor requesting a delay in the start of construction due to unforeseen circumstances; the council agreed that it is in everyone's best interest to wait until Spring 2019 to start construction. A decision based upon an appraisal for a potential water tower site located within a portion of Lots 9 and 10 of Block 26 was tabled.

Swearingen reported that the Marshall County Commissioners have passed a Resolution to establish a Consolidated Board of Equalization, of which Langford will now be included.

Healy reported that the City's grant application to US DOT for street repairs was not approved. Efforts continue to secure grant funds for street repairs.

EXECUTIVE SESSION: Sell motioned (80-2018) to adjourn regular session and enter into executive session at 9:00 p.m.; seconded by Hupke; motion carried. The council resumed regular session at 9:15 p.m. At the request of the Finance Officer for clarification regarding payments to council members, Hupke motioned (81-2018) to establish the following payment policy for council members: Continue current payment for attendance to regular and special sessions of council meetings; establish the rate of \$120.00 for organized, slated meetings conducted at other venues whereby a council member is in attendance for the purpose of representing the Town of Langford (i.e. county contracts); \$20.00 per hour to a council member for operating city equipment during emergency services; mileage, when applicable, at the same rate as employees; seconded by Sell; motion carried.

The meeting adjourned at 9:20 p.m.

The next regular session of the Board of Trustees is scheduled for Wednesday, October 10, 2018
at 6:00 p.m. at the Finance Office.

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

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