

Unapproved Minutes
Langford Board of Trustees
February, 2019

The Langford Board of Trustees met in regular session Wednesday, February 13, 2019 at the Finance Office. President Todd Sell called the meeting to order at 6:07 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 made a motion (#06-2019) to approve the meeting minutes from both the January regular session and special session; seconded by Hupke; motion carried.

DGR Engineers Gabe Laber and Logan Smidt joined the meeting via conference call at 6:18 p.m. for discussion regarding plans for the water tower construction; they left the meeting at 7:04 p.m.

FINANCE OFFICE REPORT: Hupke made a motion (#07-2019) to approve the January financial report; seconded by Jesz; motion carried.

Hupke made a motion (#08-2019) to declare the Brother MFC 9235-cw (multi-function copier, scanner, fax machine) from the Finance Office as surplus with zero value; seconded by Jesz; motion carried.

APPROVAL OF EXPENDITURES: Jesz motioned (#09-2019) to approve the following expenditures; seconded by Sell; motion carried. BDM Rural Water Systems \$2,149.00 (water); Cardmember Service \$402.64 (Amazon \$79.14 office supplies; Google eForCity \$10.61 credit returned supplies; American Public Power Assoc \$85.50 supplies; Amazon \$71.43 supplies; Days Inn \$177.18 travel) DaMar Farmer's Elevator \$2,048.24 (propane, fuel, gasoline, etc.); Heartland Consumers Power District \$16,917.94 January power; Holland NAPA Auto Parts \$11.49 (supplies); Town of Langford \$1,579.82 (utilities); Langford Bugle \$163.07 (publications); Lehr Sanitation Service \$2,500.00 (January sanitation services); Marshall County Treasurer \$10.84 (real estate tax on lot purchased in 2018); Omni-Pro Software, Inc. \$57,800.00 (electric meter integration); petty cash replenishment \$3.96 (postage); SD Association of Towns & Townships \$268.25 (membership dues); SD Dept of Motor Vehicles \$16.75 (fire dept license plate fees); SD Dept of Revenue \$45.00 (lab fees); SD Local Transportation Assistance Program \$250.00 (conference registration fees); SD Municipal Electric Association \$200.00 (conference registration fees); SD Dept of Revenue \$2,171.10 (Jan sales tax); Share Corporation \$473.98 (sewer supplies); USDA Rural Development \$2,776.00 (sewer renovation loan payment); United States Postal Service \$114.00 (postage stamps); Western Area Power Administration \$4,175.46 – Jan power); Verizon Wireless \$195.29 (Jan cell phone fees); resident \$23.11 (security deposit refund); Town of Langford \$176.89 (security deposit applied to resident account balance). The following items were paid in vacation in January: Town of Langford \$200.00 (security deposit applied to resident account balance); Verizon Wireless \$217.53 (Dec cell phone fees); SD Dept of Revenue \$30.00 (lab fees); Venture Communications \$537.15 (phone, fax, internet fees). The following item was paid in vacation in February: Heartland Consumers Power District \$18,213.65 (Dec power). Water Renovation Project Expenditures paid in vacation in January: DGR Engineering \$33,950.00 (engineering fees). 2019 payroll figures published throughout the year will include employee net wages including any bonuses, employee and employer contribution 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. January payroll by department: Council \$430.60; Finance Office \$820.42; Streets \$4,922.07; Sanitation \$2,351.44; Library \$914.44; Water \$3,523.84; Electric \$2,351.44; Sewer \$2,351.45.

MAINTENANCE DEPT REPORT: Snow removal has been a top priority; there are some residences where vehicles are parked on the street or extending into the street right-of-way making it impossible to clean the streets properly in those areas. Residents are required to ensure that vehicles do not block the path of the snow removal equipment.

NEW BUSINESS:

Jesz motioned (#10-2019) to approve the first reading of an Amendment to Ordinance 2015-02 – Mobile Home Specifications; seconded by Hupke; motion carried.

Jesz motioned (#11-2019) for approval of Resolution #2019-01, seconded by Hupke, motion carried. Sell abstained. APPROVAL OF PLAT OF LOT 1, WATER TOWER ADDITION – WHEREAS, BE IT RESOLVED by the Board of Trustees of the Town of Langford, South Dakota, that the Plat showing Lot 1 of Water Tower Addition to the Town of Langford, Marshall County, South Dakota, having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

OLD BUSINESS:

Hupke motioned (#12-2019) to approve the expenditure for that portion of Phase I of the Electric System Study and Capital Improvements Plan that includes an electric retail rate study, a system inspection, and wood pole testing. The results of the initial study were presented to the Board of Trustee's at the December, 2018, regular session; seconded by Jesz; motion carried.

The next regular session of the Board of Trustees is scheduled for Tuesday, March 12, 2019 at 6:00 p.m. at the Finance Office.

The meeting adjourned at 9:35 p.m.

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

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