

Unapproved Minutes
Langford Board of Trustees
June, 2019

The Langford Board of Trustees met in regular session Tuesday, June 11, 2019 at the Finance Office. Acting-President Todd Sell called the meeting to order at 6:00 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, along with Gabe Laber from DGR Engineering, and Amy Punt, Lindsay Kimber and Mark Nelson representing the Langford Economic Development Corporation, with Mark Nelson also representing the Langford Community Foundation.

Annual election of Board President: Nominations for the position of Board President, as follows: Hupke nominated Sell; Sell accepted the nomination. Hupke motioned (#2019-42) for Sell to serve as Board President; seconded by Jesz; motion carried.

Hearing for sale of property described as Lot 9, DaMar Addition; one sealed bid was received. Sell motioned (#2019-43) to accept the bid from Terri Glodrey in the amount of \$2,500.00; seconded by Jesz; motion carried.

Gabe Laber from DGR Engineering addressed the council regarding bids received for the water tower construction: Caldwell @ \$1,256,000; Maguire Iron @ \$1,289,000. Hupke motioned (#2019-44) to table discussion/decision on the bids for the water tower construction until the next meeting; seconded by Jesz; motion carried. Hupke motioned (#2019-45) to approve a change order for the water line project increasing the original contract price of the pipe renovations by \$127,305.00 as the location of the new tower will require additional piping; seconded by Jesz; motion carried. Laber explained the role of American Engineering Testing for compaction testing and well testing. Hupke motioned (#2019-46) to approve the AET Quote for the quality control testing at \$4,175.00, and the proposal for concrete testing, compaction testing, and well testing on the tower at \$16,345.00; seconded by Jesz; motion carried. Laber left the meeting at 6:40 p.m.

Punt addressed the council regarding resources for cleaning up nuisance properties and potential opportunities to create available housing within the city. There was discussion regarding the city's standard procedure/ordinances regarding provision of infrastructure for annexed properties; the city provides water, sewer and electric services, with the resident / business owner responsible for the cost from the water main and sewer main to the house, and from the electric pole to the house.

Nelson addressed the council regarding new banners for Main Street; total cost could extend past the grant funds that were received from Neighborworks America (through GROW SD). Hupke motioned (#2019-47) to provide up to \$1,000.00 for additional expenditures on Main St. banners and brackets, seconded by Jesz; motion carried.

Punt, Kimber, and Nelson left the meeting at 7:30 p.m.

Jesz motioned (#2019-48) and Hupke seconded to approve the May meeting minutes with the following addition to the APPROVAL OF EXPENDITURES section: *Sell motioned to approve the following expenditures, seconded by Jesz, motion carried*; and with the following correction to the Execution Session section: *Sell (not Hupke) motioned to offer employment to a candidate ...* Motion carried.

FINANCE OFFICE REPORT: Jesz motioned (#2019-49) to approve the May financial report; seconded by Hupke; motion carried. Swearingen reported that we have received \$24,233.40 from an insurance claim for repairs to the wheel-loader; and that the Fire Dept has received a grant in the amount of \$4,000.00 from TransCanada Pipeline for bunker gear.

APPROVAL OF EXPENDITURES: Hupke motioned (#2019-50) and Jesz seconded to approve the following expenditures; motion carried: BDM Rural Water \$2,429.00 (water); DaMar Farmer's Elevator \$281.52 (supplies); First State Bank \$24.16 (early withdrawal penalty); First State Bank \$10,305.88 (Fire Dept capital outlay CD); GLAD \$1,500.00 (contribution); Grand Slam Computers \$698.00 (equipment, services); Keith Hupke \$400.00 (snow removal fees); Jensen Auto \$31.00 (supplies); Public Health

Laboratory \$148.00 (lab fees); petty cash replenishment \$7.14 (postage); Town of Langford \$2,317.84 (utilities); Langford Bugle \$326.43 (publications, ads); Langford Lumber \$50.00 (forklift rentals); Lehr Sanitation \$2,800.00 (sanitation services, roll-off); Meyer's Hardwar Hank \$8.99 (supplies); Praxair \$199.95 (lease fees); Runnings \$204.13 (supplies); SD DENR \$150.00 (drinking water fees, wastewater fees); SD Dept or Revenue \$2,501.98 (sales tax); T&R Electric \$631.00 (pole mount); Titan Machinery \$24,473.74 (repairs); United States Postal Service \$35.00 (stamps); USDA Rural Development \$2,776.00 (sewer renovation loan payment); Verizon Wireless \$195.15 (cell phone fees); Western Area Power Administration \$5,311.83 (power); Heartland \$5,216.07 (power and transmission fees). The following item was paid in vacation in May: Venture Communications \$525.95 (phone, fax, internet fees). May payroll by dept: Council \$306.80; Finance Office \$746.85; Streets \$1,928.74; Sanitation \$2,650.59; Library \$899.36; Water \$2,650.59; Electric \$3,220.98, Sewer \$3,341.66.

MAINTENANCE DEPT REPORT:

Items of discussion included the valley gutter at the school and street repairs.

NEW BUSINESS:

Hupke motioned (#2019-51) to declare the copy machine that was recently replaced in the library as surplus property; seconded by Jesz; motion carried.

The council discussed the possibility of changing the utility bill cycle to run from the first day of the month through the end of the month, to coincide with the billings that we receive for the purchase of power, water and sanitary services. Tabled for future determination.

The following building permits were reviewed and approved: Milland Heinz – add new steel roof at 209 Main St. @ \$5,000.00; Ron and Colleen Monson – add breezeway and possibly re-roof garage at 602 Market St. @ \$15,000.00 - \$20,000.00.

OLD BUSINESS:

No action taken.

EXECUTIVE SESSION

The council left its regular session to enter executive session at 9:25 p.m. Upon their return to regular session at 10:00 p.m. Jesz motioned (#2019-52) to offer Healy part-time employment following his retirement from full-time employment effective June 30, 2019, at a rate of \$29.00 per hour, with a maximum of 80 hours per month; seconded by Sell; motion carried.

During the May executive session it was determined that full-time employment would be offered to Sean Kramer at a rate of \$16.00 per hour. Kramer accepted the position and started employment on June 10, 2019.

There being no further business, the meeting adjourned at 10:05 p.m.

The next regular session of the Board of Trustees is scheduled for Tuesday, July 9, 2019 at 6:00 p.m. at the finance office.

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

Published once at an approximate cost of \$_____.