

Unapproved Minutes
Langford Board of Trustees
July, 2020

The Langford Board of Trustees met in regular session on Tuesday, July 14, 2020 at the City Finance Office. President Todd Sell called the meeting to order at 6:00 p.m. with Trustee Jordan Hupke, Trustee Orrie Jesz, and Finance Officer Melody Swearingen in attendance, along with Aaron Miller from DGR Engineering.

Miller presented the council with an update to the water system renovation project, addressing finish work on the asphalt reconstruction and chip sealing, weed control and re-seeding, and project contingencies and liquidated damages, along with information about the painting of the water tower.

Sharon Jones arrived at the meeting at 6:15 p.m.

Mike Swenson and Vollie Ann Williams arrived at the meeting at 6:30 to address drainage issues with DGR Engineering due to the reconstruction of their driveways after completion of the pipe replacement at their residences; their issues will be addressed with the contractor. Swenson and Williams left the meeting at 6:40 p.m.

After further discussion regarding the water system renovation project, Miller left the meeting at 7:20 p.m.

Jones addressed the council regarding the assessment of additional late fees on her utility statement for the bill cycle ending June 20th. Due to her personal circumstances she requested that the fees be removed from the account; as with other accounts that were charged additional late fees for the same period, the fees were not removed. Jones left the meeting at 7:35 p.m.

Hupke motioned (#2020-66) to approve the June meeting minutes with the following corrections: under motion #2020-63, payment to Venture Communications was in the amount of \$527.05, and under motion #2020-64, fencing around the regulator station had already been included in our liability coverage, and coverage for fire hydrants was added, at a total cost of \$75.64; seconded by Jesz; motion carried.

APPROVAL OF EXPENDITURES: Sell motioned (#2020-67) to approve the following expenditures; seconded by Jesz; motion carried: Corporate Trust \$916.55 (water renovation loan payment); BDM Rural Water \$2,422.00; Cardmember Service \$664.02 (Amazon \$114.45 for library supplies, Menard's \$17.95 for shop supplies, USA Blue Book \$272.00 for supplies, Menard's \$4.99 for electric supplies, Amazon \$54.96 for library craft supplies, Amazon \$37.89 for library equipment, 2Co.Com \$141.78 for library equipment); DaMar Farmers Elevator \$356.63 (supplies); DGR Engineering \$1,141.00 (electric study fees); Glacial Lakes Tree Service \$300.00 (stump grinding); Heartland Consumers Power District \$8,552.43 (power); Heiman Fire Equipment \$1,314.75 (supplies, bunker gear); Holland NAPA Auto Parts \$53.25 (supplies); Jensen Auto \$157.90 (supplies, labor); John Deere Financial \$56.16 (parts); Public Health Laboratory \$15.00 (lab fees); Town of Langford \$2,018.81 (utilities); Langford Bugle \$89.32 (publications); Langford Lumber \$902.03 (supplies, etc.); Lehr Sanitation \$3,150.00 (sanitation services, rolloff fees); petty cash replenishment \$105.13 (supplies, postage); RESCO \$439.06 (electric supplies); SD One Call \$10.50 (message fees); US DOR \$1,657.03 (sales tax); USDA Rural Development \$2,776.00 (sewer renovation loan payment); Van Diest Supply Company \$4,502.50 (mosquito chemicals); Venture Communications \$1,066.07 (May and June phone, fax, internet fees); Verizon Wireless \$144.73 (cell phone fees); Western Area Power Administration \$5,185.71 (power); US Postal Service \$146.00 (postage stamps); American Engineering Testing, Inc. \$4,657.00 (engineering fees); Agtegra \$3.00 (supplies). June payroll by dept: Council \$565.17; Finance Office \$1,040.87; Streets \$1,980.35; Sanitation \$2,996.22; Health \$183.06; Library \$1,290.45; Water \$2,996.22; Electric \$3,012.22; Sewer \$3,006.44. June expenditures in vacation: Verizon Wireless \$140.37. June water system renovation payments: Maguire Iron \$593,837.75 (construction fees); J&J Earthworks \$4,957.34 (construction fees); DGR Engineering \$10,195.59 (engineering fees).

Jesz motioned (#2020-68) to approve an application for temporary malt beverage license to The Front Porch Bar & Grill for July 25, 2020 during Annual SummerFest activities at the Legion Hall; seconded by Hupke; motion carried.

Swearingen reported that Joe Keough has received a Certificate of Achievement from the SD DENR for meeting all state requirements in 2019 for safe drinking water for Langford's Public Water System; and the Town of Langford has received the Secretary's Award for Drinking Water Excellence recognizing the water system and the system's operation specialists for 2019 drinking water compliance.

Swearingen presented information to the council regarding the cost for re-setters for electric meters, questioning whether one resident should have been charged for a re-setter based upon the city's ordinances of owner's requirements; an addition to our ordinances will be reviewed at the next council session and the resident will be reimbursed.

Hupke motioned (#2020-69) to approve Resolution #2020-04 –A RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACTUAL DOCUMENTS WITH THE STATE OF SOUTH DAKOTA FOR THE RECEIPT OF CARES ACT FUNDS TO ADDRESS THE COVID-19 PUBLIC HEALTH CRISIS

WHEREAS, pursuant to section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020) (the "CARES Act"), the State of South Dakota has received federal funds that may only be used to cover costs that: (a) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); (b) were not accounted for in the budget most recently approved as of March 27, 2020, for the State of South Dakota; and (c) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and

WHEREAS, the Town of Langford acknowledges that the State of South Dakota, in its sole discretion, may retain full use of these funds for the purposes delineated in the CARES Act; and

WHEREAS, the Town of Langford acknowledges that in order to provide financial assistance to counties and municipalities in South Dakota, the State of South Dakota, in its sole discretion, may allocate CARES Act funds Act on a statewide basis to reimburse counties and municipalities as delineated herein; and

WHEREAS, the Town of Langford seeks funding to reimburse eligible expenditures incurred due to the public health emergency with respect to COVID-19; and

WHEREAS, the Town of Langford acknowledges that any request for reimbursement of expenditures will only be for expenditures that were not accounted for in the budget for the Town of Langford most recently approved as of March 27, 2020; and

WHEREAS, the Town of Langford acknowledges that it will only seek reimbursement for costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020;

NOW, THEREFORE BE IT RESOLVED by the City Council of the Town of Langford that the Board President of the City Council of the Town of Langford may execute any and all documents as required by the State in order to receive CARES Act funds.

It is further RESOLVED that any request for reimbursement will be only for those costs authorized by the State that: (1) Are necessary expenditures incurred due to the public health emergency with respect to COVID-19; (2) Were not accounted for in the City budget most recently approved as of March 27, 2020; and (3) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

It is further RESOLVED that the City will not request reimbursement from the State under the CARES Act for costs for which the City previously received reimbursement, or for which the City has a reimbursement request pending before another source.

Approved and adopted this 14th day of July, 2020

Hupke motioned (#2020-70) to approve the State of SD Local Government COVID Recovery Fund Reimbursement Agreement; seconded by Sell; motion carried.

Swearingen reported on a resident's complaint about an odor from neighboring property, and a resident's complaint regarding the use of jake breaks on semi-trucks entering town; letters will be sent to address these issues.

The council held discussion regarding nuisance properties and instructed the Finance Officer to follow through with letters to specific property owners.

Due to COVID 19 some restrictions still apply to the Finance Office and Public Library. The public may enter the building if necessary to conduct business in the Finance Office, but should practice social distancing; residents are encouraged to use the drop box if possible. The Library is offering the Summer Reading Program online; books may be checked out from our Library *with the assistance of the Librarian*. Plans are underway to conduct story-time in the Library when school resumes, unless a situation arises in the meantime that would alter those plans.

Swearingen reported that the semi-annual pet clinic (which would have been conducted in June but was postponed due to COVID 19) is scheduled for August 13th; Sell motioned (#2020-71) to change the schedule of our pet licensing from June to August, which means that licenses would remain current August, 2020 through July 31, 2022; seconded by Hupke; motion carried.

The city council adjourned from regular session and entered executive session at 10:35 p.m.; at 11:15 p.m. they adjourned from executive session and resumed regular session. Sell motioned (#2020-73) to accept Swearingen's resignation from the position of Finance Officer, to immediately begin the search for her replacement, and to increase her hourly wage to \$23.00 per hour during the remainder of her employment; seconded by Jesz; motion carried.

There being no further business, the meeting adjourned at 11:45 p.m.

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

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