

Unapproved Minutes
Langford Board of Trustees
September, 2020

The Langford Board of Trustees met in regular session on Wednesday, September 9, 2020 at the Finance Office. President Todd Sell called the meeting to order at 6:02 p.m. with Trustee Jordan Hupke, Trustee Orrie Jesz, Utilities Manager Joe Keough, Assistant Utilities Manager Sean Kramer, Finance Officer Melody Swearingen, and Deputy Finance Officer Savannah Person in attendance, along with Aaron Miller from DGR Engineering, Marshall County Sheriff Damien Bahr, and Mark Nelson.

Bahr attended the meeting to introduce himself to the city council members and staff; he left the meeting at 6:10 p.m.

Trustee Jordan Hupke arrived at 6:15 p.m.

Nelson addressed the council regarding a request from Britton Shrine Club for a temporary liquor license for an October 10th event at the Legion Hall. The Hearing was published but not included on the session's agenda, and will be addressed at a special session September 28, 2020.

Miller addressed the council with an update on the water system renovation project. Colin Paulson from J&J Earthworks arrived at 6:50 p.m. to discuss liquidated damages with the council; he left the meeting at 7:30 p.m.; no action was taken. Miller continued discussions with the council regarding the water project, and left the meeting at 8:20 p.m.

Nelson made brief comments to the council regarding future possible grant funding opportunities, and left the meeting at 8:20 p.m.

Hupke motioned (#2020-85) to approve the August meeting minutes; seconded by Jesz; motion carried.

FINANCE OFFICE REPORT: Sell motioned (#2020-86) to approve the August financial report; seconded by Jesz; motion carried.

Hupke motioned (#2020-87) to approve the second reading of the 2021 Appropriations Ordinance; seconded by Jesz; motion carried.

Hupke motioned (#2020-88) to approve the Capital Outlay Accumulations Resolution; seconded by Jesz; motion carried; which reads as follows: 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 2021; 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 of 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 2021 is estimated at \$30,000.00.

Sell motioned (#2020-89) to approve the purchase of office furniture for the Finance Office at a cost of approximately \$1,000.00; seconded by Hupke; motion carried.

Sell motioned (#2020-90) to purchase a portable electric heater for the Finance Office at a cost of \$100.00; seconded by Jesz; motion carried.

APPROVAL OF EXPENDITURES: Jesz motioned (#2020-91) to approve the following expenditures; seconded by Hupke; motion carried: American Legal Publishing Corporation \$1,600.00 (ordinance book update fees); BDM Rural Water \$3,051.00 (water); Bobcat of Gwinner \$312.50 (maintenance); Britton Journal \$25.62 (publications); Cardmember Services \$926.18 (Amazon \$322.71

for supplies; Amazon \$395.92 for security camera equipment; Irby Tool & Safety \$190.80 for elec maintenance; SpeeDee Delivery \$16.75 for delivery fees); DaMar Farmer's Elevator \$945.27 (supplies); DGR Engineering \$108.00 (elec study fees); Electrical Engineering & Equip \$475.00 (lift station inspection); Fire Safety First \$225.00 (fire extinguisher maint); GCC Ready Mix \$1,326.50 (supplies); GLAD \$1,500.00 (contribution); Grand Slam Computers \$250.00 (repairs); Heartland \$11,968.15 (power); Holland Bros Oil \$15.95 (supplies); House of Glass \$36.37 (supplies); Jensen Auto \$316.90 (repairs); SD Dept of Revenue \$15.00 (lab fees); Town of Langford \$1,651.91 (supplies); Town of Langford \$58.82 (resident security deposit refund); Langford Lumber \$447.50 (supplies); Terry Larson \$200.00 (security deposit refund); Lehr Sanitation \$2,850.00 (sanitation services); Mac's \$43.31 (supplies); Marshall County Treasurer \$43,380.00 (2020 law enforcement fees); Nelson Sales & Services \$113.97 (supplies); petty cash replenishment \$66.10 (postage); Evelyn Reints \$141.18 (security deposit refund); Runnings \$110.11 (supplies); SD One Call \$6.30 (message fees); SD Dept of Rev \$1,788.89 (Aug Sales Tax); Stan Houston Equip \$254.25 (supplies); USDA Rural Dev \$2,776.00 (sewer renovation loan payment); US Postal Service \$79.00 (stamps); Venture Comm \$524.09 (phone & internet); Western Area Power Admin \$5,169.90 (power). August payroll by dept: Council \$726.65; Finance Office \$1,629.55; Streets \$2,043.61; Sanitation \$3,648.16; Library \$1,355.84; Water \$3,909.20; Electric \$3,673.16; Sewer \$3,648.19. August paid in vacation: none. August water system renovation payments: DGR Engineering \$35,845.60 (engineering fees); Maguire Iron \$113,667.50 (construction fees); Northeast Council of Governments \$4,500.00 (administration Fees); Town of Langford \$5,251.30 (reimbursements); T&R Electric \$1,179.70 (construction fees).

NEW BUSINESS:

Hupke motioned (#2020-92) to approve electric rate increases; seconded by Jesz; motion carried. Effective October 1, 2020, the Residential base rate will increase from \$29.00 to \$30.00 with KWh increase from \$.094 to \$.096 / Commercial base rate will increase from \$45.00 to \$46.00 with KWh increase from \$.105 to \$.107. Energy/Demand rates as follows: Energy base rate from \$45.00 to \$46.00 with KWh increase from \$.077 to \$.079; Demand rates remain the same.

Hupke motioned (#2020-93) to approve the 2021 Marshall County Law Enforcement Contract in the amount of \$51,227.00; seconded by Sell; seconded by Jesz; motion carried. Hupke motioned (#2020-94) to appoint Jesz to represent Langford on the Marshall County Law Enforcement Advisory Board; seconded by Sell; motion carried.

Sell motioned (#2020-95) to approve the first reading of an Amendment to Ordinance 9-1-4; seconded by Jesz; motion carried.

There being no further business, the meeting adjourned at 10:30 p.m.

The next regularly scheduled meeting of the Langford Board of Trustees is slated for Wednesday, October 14, 2020 at 6:00 p.m. at the Finance Office. A special session is scheduled for Monday, September 28, 2020 at 6:15 p.m. at the Finance Office.

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

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