File

August 4, 1999

A regular meeting of the Board of Trustees, Langford, SD was held at 5:00 PM August 4, 1999 at City Hall. The meeting was called to order by President Bruce Likness with Trustees Nelson and Montfred Liknes in attendance as well as Blair Healy. Trustee Montfred Liknes moved, seconded by Trustee Nelson to approve the minutes of the regular meeting held on July 7, 1999. Aye all. Trustee Nelson moved, seconded by Trustee Montfred Liknes to approve the Financial Reports as submitted by the Finance Officer. Aye all.

Trustee Montfred Liknes moved, seconded by Trustee Nelson to obtain bids from local construction workers to remove metal roof of Senior Cernter Building and replace with a shingled wooden roof. Aye all. Trustee Montfred Liknes moved, seconded by Trustee Nelson to approve the revision to the Town of Langford Personnel Policies. Aye all. Attorney Dan Smeins entered the meeting at 5:30 PM to discuss legal matters. About 6:30 PM Attorney Smeins left the meeting.

The Board discussed the budget matters for the year 2000 after the Finance Officer presented the financial data for 1998 and the lst ½ of 1999 along with the proposed budget for the year 2000. Replacement of vehicles was added to the proposed budget along with some additional sewer work. Trustee Nelson moved, seconded by Trustee Montfred Liknes to place Ordinance No. 120 "An Ordinance to establish a 2000 Budget Appropriation" on its first reading. Aye all.

Trustee Montfred Liknes moved, seconded by Trustee Nelson to introduce a Resolution authorizing the approval of and participation in a Joint Powers Agreement and declaration of trust for the South Dakota Public Funds Investment Trust and to designate the Town President and Finance Officer as Authorized Officials to effectuate the investment and withdrawal of moneys from time to time in accordance with the Joint Powers Agreement and Declaration of Trust. Aye all. The Finance Officer was instructed to prepare the application and necessary paperwork in connection therewith. A copy of the complete resolution is on file in the office of the Finance Officer.

Trustee Nelson moved, seconded by Trustee Montfred Liknes to accept the 2000 Law Enforcement Contract with Marshall County in the amount of $13,185.63. Aye all. This was an increase of $1,551.39 over the 1999 contract. Trustee Nelson moved, seconded by Trustee Montfred Liknes to add 30 additional hours to one summer employee to end on August 31, 1999. Aye all.

Trustee Montfred Liknes moved, seconded by Trustee Nelson to approve the building permits submitted by Terry Larson and Bruce Loebs. Aye all. Trustee Nelson moved, seconded by Trustee Montfred Liknes to authorize dirt fill as needed to be hauled into the vacant lots by city hall. Aye all. Blair Healy reported that about thirty (30) trees

had been identified as having Dutch elm disease. Trustee Montfred Liknes moved, seconded by Trustee Nelson to notify residents having the diseased trees to remove them by October 30, 1999. Aye all. Blair Healy also reported on other matters needing attention prior to paving the streets as well as some possible repairs to the loader tractor.

Trustee Nelson moved, seconded by Trustee Montfred Liknes to approve and authorize payment of the following claims: Aye all.

| | | |
|---|---|---|
| <u>GENERAL</u> | | |
| Salaries | July | 1,889.46 |
| Langford State Bank | SS/WHT | 910.90 |
| SD Retirement System | Contributions | 284.65 |
| DaMar Elevator | Gas, Oil, Filters, Wire, Diesel | 212.88 |
| Lien Transportation Co | Asphalt | 1,760.29 |
| Jensen Auto Service | Gas, Battery | 240.82 |
| Ted's Trenching | Air Compressor Rent | 900.00 |
| SD Wheat Grower's Assn | Chemicals | 90.65 |
| Sully Buttes Telephone Coop | Telephones | 95.38 |
| Sherman Olson | Milcage | 7.75 |
| Paul S. Price Trucking | Replacement Check | 480.00 |
| Terry Larson Trucking | Hauling Gravel | 520.20 |
| AmeriPride Linen Service | Bath & Rug Service | 17.57 |
| Bernard Mahrer Construction Inc. | Gravel | 339.99 |
| Langford Bugle | Proceedings, Telephone | 56.83 |
| Max Davidson Co. | Faucet, Dryer Cord | 132.14 |
| Blair Healy | Mileage, Misc Kits, Tool Rental And Other Reimbursement Items | 109.81 |
| <u>ELECTRIC</u> | | |
| Salaries | July | 1,147.59 |
| SD State Treasurer | Sales Tax | 363.86 |
| Tank's Backhoe Service | Install Culvert | 336.60 |
| NW Public Service Co. | KW Purchase | 742.61 |
| OMNI-Pro Software | Annual Fee | 2,000.00 |
| Dept of Energy | KW Purchase | 3,676.49 |
| <u>WATER</u> | | |
| Salaries | July | 261.27 |
| Tim Sandve | Inspect Tower | 50.00 |
| Dept of Revenue | Lab Fees | 12.00 |
| Milbank Winwater Works | Valve Exerciser Rent & Misc. | 284.55 |
| BDM Rural Water | Min Chg., Usage | 1,392.50 |

SEWER

| | | |
|---|---|---|
| Sherman Olson | Reimburse for Ice | 4.50 |
| Tank's Backhoe Service | Install Culvert, Sewer Connections | 4,396.69 |
| Dept of Revenue | Lab Fees | 132.00 |
| Milbank Winwater Works | Misc. Connections | 175.76 |
| MARC | Chemicals | 390.10 |

GARBAGE

| | | |
|---|---|---|
| Salaries | July | 184.71 |
| SD State Treasurer | Sales Tax | 76.55 |
| George's Sanitation | Service | 1,100.00 |

There being no further business to come before the Board, Trustee Nelson moved, seconded by Trustee Montfred Liknes to adjourn. Aye all. A Special meeting was scheduled for 4:30 PM August 11, 1999 to meet with Engineer Helms. The next regular meeting was scheduled for 4:30 PM September 8, 1999

ATTEST: Sherman L. OLSON
Finance Officer.

PRESIDENT: Bruce A. LIKNESS

**RESOLUTION**

**FORM A**

Date August 4, 1999

A RESOLUTION AUTHORIZING THE APPROVAL OF AND PARTICIPATION IN A JOINT POWERS AGREEMENT AND DECLARATION OF TRUST FOR THE SOUTH DAKOTA PUBLIC FUNDS INVESTMENT TRUST, AUTHORIZING INVESTMENTS THROUGH THE FIXED RATE ACCOUNT OF THE TRUST AND AUTHORIZING THE TRUST TO DESIGNATE AND NAME DEPOSITORIES.

**WHEREAS,** South Dakota Law Chapters 1- 24 permits political subdivisions to make efficient use of their powers by enabling them to provide joint services with other Public Agencies and to cooperate in other ways of mutual advantage, and to exercise and enjoy jointly any powers, privileges or authority exercised or capable of being exercised by one Public Agency of this state for the joint or cooperative action: and

**WHEREAS,** the Participants are political subdivisions being duly organized and existing under and by virtue of the laws and constitution of the State of South Dakota and have approved the Joint Powers Agreement and Declaration of Trust and thereby have established the South Dakota Public Funds Investment Trust as of November 1, 1991; and

**WHEREAS,** this Governing Body desires to adopt and enter into the Joint Powers Agreement and Declaration of Trust, and it is in the best interest of this Governing Body to participate in the South Dakota Public Funds Investment Trust for the purpose of joint investment of moneys with other Public Agencies to enhance investment earnings to each; and

**WHEREAS,** this Governing Body deems it to be advisable for this Public Agency to make use, from time to time, of the Fixed Rate Account available to Participants of the Trust;

NOW, THEREFORE, BE IT RESOLVED:

**Section 1.** The Joint Powers Agreement and Declaration of Trust is approved and adopted. This Public Agency shall join with the other public agencies in accordance with the Joint Powers Agreement and Declaration of Trust as amended, (the "Declaration of Trust") which are on file with the recording officer. The authorized officials of this Public Agency are directed and authorized to take such actions and execute any and all such documents as may be deemed necessary and appropriate to effect the entry of this Public Agency into the Declaration of Trust and adoption thereof by this Public Agency and to carry out the intent and purpose of this resolution.

**Section 2.** This Public Agency is hereby authorized to invest its available moneys from time to time and to withdraw such moneys from time to time in accordance with the provisions of the Declaration of Trust and the Fixed Rate Account of the Trust.

Payment for any investments made within the Fixed Rate Account is authorized and shall be made from the Public Agency's specified Trust Account. Interest and principal payments shall be credited to the Public Agency's designated Trust Account. Such Fixed Rate Account investments shall be held by the Trust Custodian as custodian for the account of the Public Agency.

The following officers and officials of this Public Agency and their respective successors in office each are hereby designated as "Authorized Officials" with full power and authority to effectuate the investment and withdrawal of moneys with this Public Agency from time to time in accordance with the Joint Powers Agreement and Declaration of Trust.

Printed Name Bruce A. Likness Title Town President

Printed Name Dennis L. Nelson ~~Montfred M. Likness~~ Title Trustee ~~Trustee~~

Printed Name Sherman L. Olson Title Finance Officer

The Trust shall be advised of any changes in Authorized Officials in accordance with procedures established by the Trust.

**Section 3.** The Trustees of the South Dakota Public Funds Investment Trust are hereby designated as having official custody of this Public Agency's moneys which are invested in accordance with the Joint Powers Agreement and Declaration of Trust and any moneys invested in accordance with the Trust's Fixed Rate Account.

**Section 4.** The Trust is authorized to designate and name depositories, to execute and file documents, and to take such actions as may be necessary to purchase and make payment, sell, secure, or take payment of principal and interest. Certificates of Deposit must be purchased only from financial institutions designated by the Trust which are approved depositories as prescribed by South Dakota Law.

**Section 5.** Authorization is hereby given for members and officials of this Public Agency to serve as Trustees of the South Dakota Public Funds Investment Trust from time to time if selected as such pursuant to the provisions of the Declaration of Trust.

**Section 6.** Unless otherwise expressly defined herein, words that are capitalized in the Resolution shall have meanings defined in the Joint Powers Agreement and Declaration of Trust.

Passed and approved this 4th day of August, 19 99.

Name of Public Agency Town of Langford Signature Bruce A Likness

Typed Name - Title Bruce A. Likness, Town President

ATTEST:

Signature Sherman L Olson

Typed Name - Title Sherman L. Olson, Finance Officer

**FORM A CERTIFICATION**

State of South Dakota )
) SS:
County of Marshall )

I, the undersigned of Town of Langford, Marshall County, State of South Dakota, do hereby certify that the attached is a true and complete copy of the portion of the records of the Governing Body of the named Public Agency, and the same is true and complete copy of the action taken by the Governing Body of the Public Agency with respect to said matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way.

I further certify that the individuals named herein were on the date thereof and lawfully possessed of their respective offices as indicated therein, that no vacancy existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the Public Agency or the right of the individuals named herein as officers to their respective positions.

WITNESS my hand hereto affixed this 4th day of August, 1999.

By,
Signature Sherman L Olson Typed Name - Title Sherman L. Olson
Finance Officer

**APPLICATION FORM**

**FORM B**

I. Participant:
Name of Participant: Town of Langford

Address of Participant: PO Box 191, Langford SD 57454

Federal Identification Number: 46-6003968

Contact Person and Title: Sherman L. Olson, Finance Officer

Telephone Number: 605 493 6610

If initial investment is enclosed, please indicate amount $_____

II. New Account Information:
Authorization is hereby given to Voyageur Asset Management, as Trust Advisor/Administrator, to open the following South Dakota Public Funds Investment Trust (FIT) Account(s).

Name to appear on Trust Account (e.g. General Fund, etc.)* Town of Langford, General Account

Name & Address of Local Depository for funds transfer: Langford State Bank
Langford, South Dakota

Local Depository Account Number: 400-002

Checking 400-002 Savings _____
(For your protection, only one depository account may be accessed per Trust account.)

Depository's ABA Routing Number: 091402905
(This number can be obtained from bottom of blank check or by calling your depository.)

III. Deposit/Withdrawal Information and Authorization
Authorization is hereby given to Voyageur Asset Management, as FIT's Trust Advisor/Administrator, to honor any request believed by it to be authentic for investment to and/or withdrawal from the Trust. Moneys will be transferred only upon telephone, written or personal notice from an Authorized Official of the Public Agency. Upon such notification, Voyageur Asset Management will initiate debit and credit entries to the local depository account(s) indicated herein and the local depository(ies) named are authorized to debit and credit the same to such account(s). Transfer shall be made by Automated Clearinghouse Transfer (ACH), if available, unless otherwise directed by the Participant. There is no charge to Participants for ACH transfers.

IV. Joint Powers Agreement and Declaration of Trust
It is hereby certified that the Participant has received a copy of the Joint Powers Agreement and Declaration of Trust and agrees to be bound by the terms of such documents.

V. Effectiveness of Application Form
The information, certifications and authorizations set forth on this application shall remain in full force and effect until the Trust Advisor/Administrator receives written notification of a change.

VI. Authorized Signatures

The following are Authorized Officials (as designated in Resolution - Form A) of this Public Agency to effectuate the investment and withdrawal of moneys of this Public Agency from time to time in accordance with the Joint Powers Agreement and Declaration of Trust.

Name of Participant Town of Langford

| Print or Type Name of Authorized Official | Title | Signature (Authorized Official) | Date |
|---|---|---|---|
| Bruce A. Likness, Town President | | Bruce A Likness | |
| Sherman L. Olson, Finance Officer | | Sherman L Olson | |
| | | | |

Mail this form along with Form A and Form A Certification to:

South Dakota Public Funds Investment Trust (FIT)
c/o Voyageur Asset Management
200 North Phillips, Suite 203
Sioux Falls, South Dakota 57102

**MODEL FORM C**

Trust Administrator:

This letter will authorize the wire transfer of monies from the Government Cash Reserve account or accounts of (insert name of Participant) to pay for securities purchased by the Participant to be issued in its name under the optional Fixed Rate Account.

Sincerely,

(Signature of Authorized Official)
(Title)
(Dated)

Note: If the Participant wishes to use this service, this model letter should be typed on the Participant's letterhead, signed by one of the Authorized Officials designated in Section 2 of the Model Resolution (FORM A) and sent along with the Registration Form (FORM B) to the address below.

Mail this form along with Form A and Form B to:

South Dakota Public Funds Investment Trust (FIT)
c/o Voyageur Asset Management
200 North Phillips, Suite 203
Sioux Falls, South Dakota 57102

WORK PERIOD 7:00 AM to 4:00 PM
LUNCH 12:00 NOON to 1:00 PM
40 HOURS PER WEEK

OVERTIME: EMERGENCIES ONLY -
ELECTRIC, WATER, AND SEWER
PROBLEMS INCLUDING HOOK-UPS AND
DISCONNECTS.
COMPENSATION FOR OVERTIME
SHALL BE: TIME AND A HALF TIME
REGULAR RATE OF PAY
OR
TIME AND A HALF FOR
EACH HOUR WORKED IN
COMPENSATORY TIME.

SUMMER EMPLOYEES:
WORK 36 HOURS PER WEEK
MON-TUE ONE EMPLOYEE
WED TWO EMPLOYEES
THU-FRE ONE EMPLOYEE

TOOLS - NEED DEFINITION OF
WHAT WE ARE RENTING
AND WHAT WE ARE BUYING

1-11-99 Board Meeting
SC

8-4 Board meeting
or Recess
SC