

**AGENDA
CITY OF MILLER
TUESDAY, JANUARY 2, 2024
7:00 P.M.**

The City of Miller is an equal opportunity employer.

**Call to Order
Pledge of Allegiance**

**Approval of Agenda
Approval of Minutes pgs. 1 - 4**

Public Input

Department Head Reports pgs. 5 - 7

New Business

1. Electrical Department Pick-up – new transmission *quotes available at the meeting*
2. American Legion – Flags south of the Railroad Tracks
3. Resolution No. 2024-1 - Salaries..... pg. 8
4. Designate Depositories and Official Newspaper
 - a. Official Newspaper – *The Miller Press*
 - b. Official Depositories –
 - American Bank & Trust-Miller
 - Quoin Financial Bank
 - SD Fit
5. Mid-Dakota Notice of Vacancy pg. 9

Executive Session

Personnel Pursuant to SDCL 1-25-2(1)

Adjourn



Public comments are welcomed during public input, but no action can be taken by the Council on comments received at this meeting. Anyone wishing to have the Council vote on an item should call the Finance Office at 853-2705 by 5:00 p.m. on the Wednesday preceding the next scheduled meeting to be placed on the agenda.

**CITY OF MILLER
CITY COUNCIL MEETING
DECEMBER 19, 2023**

The City of Miller is an equal opportunity employer.

The City Council met in regular session at city hall at 7:00 p.m. on Tuesday, December 19, 2023.

MEMBERS PRESENT: Mayor Tom McGough, Aldermen: Dale Hargens, Will Jones, Patrick Price, Mike Wetz, and Alderwomen: Susan Hargens and Tammy Lichty.

CALL TO ORDER: Mayor McGough called the meeting to order.

Pledge of Allegiance was said by all present.

AGENDA: Motion by Alderman Hargens, seconded by Alderman Jones to approve the agenda. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Price, seconded by Alderwoman Hargens to approve the minutes for the regular meeting held on December 6 and the special meeting held on December 8, 2023. All members voted aye. Motion carried.

Public Input: Ron Blachford was present to thank the council for the quick response in getting his sewer line hooked up. You are all doing a good job. Merry Christmas and Happy New Year. Mayor McGough stated his appreciation for the council members. Mayor also commended each employee for everything they do; they are engaged and on top of things. Also, thank you to the patrons of our community. Alderman Wetz thanked the fire department for the invite to their annual dinner. He had a good burger and chili.

UNFINISHED BUSINESS

Policy Manual Change – Inclement Weather: The personnel committee asked for input from the council as to what they would like to see in the Inclement Weather Policy. The committee will rewrite the policy and bring it back to the board for review.

Blachford Sewer: Alderman Jones, Alderwoman Hargens, and Mayor McGough were able to view the sewer repairs at Ron Blachford's home. Mayor McGough visited with Terry Manning and there was contact with Camden Hofer, SPN, regarding the Phase II sewer project on East 7th Street. It was determined that no one would have been able to know exactly where Blachford's sewer was connected to the main. Sheila Coss will contact Camden Hofer regarding the notes for the Phase II sewer project on the corner of East 7th Street and East 3rd Avenue. References prior to the projects were a 1991 employee hand drawn map and a map from approximately 1930.

NEW BUSINESS

Tony Rangel – Sewer Clarification: Tony Rangel wanted to address the implied comment from the December 6th meeting regarding the city paying for his sewer. He hired Brad Manning and Lenny Fischer to replace his sewer from his basement to the sewer main. Terry Manning had also stated to Mayor McGough that Tony did pay for his own sewer line to the main.

Mike Werdel – Legion Snow Removal: Mike Werdel, American Legion Commander, thanked the city and the local businesses for all the support they have received. The Legion building is being used several nights/week. They are hoping to start working on the addition this spring. He would like to visit with Terry Manning for the water & sewer and Dustin Graham for the electrical connections to the new addition. The Legion and the City of Miller have an agreement for snow removal. He stated that there appears to have been other private entities dumping snow at the Legion. Anyone that would like to dump snow should contact the Legion to sign an agreement for in-kind work or donations to assist the Legion financially.

2024 Meeting Date Changes: Motion by Alderman Wetz, seconded by Alderman Jones to approve the following 2024 meeting date changes from Monday to Tuesday due to holidays: New Year, Martin Luther King, Jr. Day, President's Day, and Labor Day. All members voted aye. Motion carried.

St. Lawrence Intergovernmental Agreement: Motion by Alderman Price, seconded by Alderwoman Lichty to approve the 2024 Intergovernmental Agreement with the City of St. Lawrence for administrative work. The agreement is the same as 2023. All members voted aye. Motion carried.

NorthWestern Corporation: Motion by Alderman Price, seconded by Alderman Jones to approve the assignment of our NorthWestern Corporation agreement to NorthWestern Energy Public Service Corporation effective January 1, 2024. There are no additional changes to the existing agreement. All members voted aye. Motion carried.

Farm & Home Show: Motion by Alderman Jones, seconded by Alderman Wetz to have a booth at the Farm & Home Show to be held January 12-13 and donate \$100.00. All members voted aye. Motion carried.

Year-end Meeting Date: Motion by Alderman Wetz, seconded by Alderman Hargens to have the year-end meeting on December 28 at 8:00 a.m. All members voted aye. Motion carried.

Building Permit: Motion by Alderman Hargens, seconded by Alderman Jones to approve a building permit for Nathan VanZee to install a fence pending department head signatures. All members voted aye. Motion carried.

Approval of Bills: Motion by Alderman Price, seconded by Alderwoman Lichty to approve the bills for payment. Five members voted aye. Alderwoman Hargens abstained. Motion carried.

EXECUTIVE SESSION: Motion by Alderman Price, seconded by Alderman Wetz to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 8:12 p.m. All members voted aye. Motion carried. Mayor McGough returned the meeting to regular session at 9:31 p.m. No action taken.

Motion by Alderman Hargens, seconded by Alderman Wetz to adjourn the meeting. There being no further business, the meeting was adjourned at 9:32 p.m. All members voted aye. Motion carried.

Tom McGough, Mayor

Sheila Coss, Finance Officer

LEGAL NOTICE OF RECEIPT

Copy of the official proceedings
was received on: _____
Published once at the
approximate cost of: _____

Bills December 2023 (2)

A & B Business	Supplies	33.56
American Solutions	Supplies	80.33
BSE	Supplies	808.31
Cowboy Country Stores	Fuel	1,566.76
DSG	Supplies	204.99
DGR Engineering	Prof Fees	1,483.15
Mastercard	Supplies	334.78
gWorks	2024 Core Ann. Subscrip.	4,569.00
Hand Co Ambulance	Lottery Machine Fees	1,200.00
Hand County Title	Prof Fees	330.00
Hargens, Susan	Reimb.	422.38
Hartman Construction	Hauling	7,844.40
First Bank & Trust	Power	2,770.79
ISG	Prof Fees	1,500.00
Martinmaas, Chuck	Gravel	10,625.00
Miller Ace	Supplies	648.05
OHED	Industry	7,400.00
Rural Development	Loans	16,403.00
SD Dept of Ag	Lic. Renew.	45.00
SD DOR	Sales Tax	6,639.27
SDMEA	Dues	1,585.00
Storey Kenworthy	Supplies	718.07
Stuart C Irby	Supplies	138.00
Sturdevant's	Parts	196.85
Visa	Water Purchased	32,514.05
WAPA	Power	50,804.80
Wesco	Service Restorer/Led Lights	12,988.73
	Accounts Payable Total	<u>\$163,854.27</u>

Payroll Salary plus

Benefits by Department:		12/21/2023		
		w/o OT	OT	Total
41402	FINANCE OFFICE	3,358.90	0.00	3,358.90
42101	POLICE	12,557.57	584.71	13,142.28
43101	STREET	8,766.15	43.13	8,809.28
43201	SEWER	5,816.72	41.98	5,858.70
43305	WATER	5,816.64	41.96	5,858.60
43403	ELECTRIC	13,457.95	216.51	13,674.46
		<u>\$49,773.93</u>	<u>\$928.29</u>	<u>\$50,702.22</u>

**CITY OF MILLER
CITY COUNCIL MEETING
DECEMBER 28, 2023**

The City of Miller is an equal opportunity employer.

The City Council met for year-end session at city hall at 8:00 a.m. on Thursday, December 28, 2023.

MEMBERS PRESENT: Mayor Tom McGough, Aldermen: Dale Hargens, Will Jones, Patrick Price, and Mike Wetz. Alderwomen: Susan Hargens and Tammy Lichty.

CALL TO ORDER: Mayor McGough called the meeting to order.

Pledge of Allegiance was said by all present.

AGENDA: Motion by Alderman Price, seconded by Alderman Hargens to approve the agenda with the addition of an executive session for personnel. All members voted aye. Motion carried.

PUBLIC INPUT

Mayor McGough commended the city workers for the excellent snow removal. Alderwoman Lichty asked about new snow removal equipment. Ron Hofstiezer explained that Titan Machinery Miller offered the city the option to rent a small New Holland loader for \$20.00/hr plus insurance coverage. Ron picked up the loader on Friday.

NEW BUSINESS

Approval of Bills: Motion by Alderwoman Hargens, seconded by Alderman Price to approve the bills for payment. All members voted aye. Motion carried.

EXECUTIVE SESSION: Motion by Alderman Price, seconded by Alderman Hargens to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 8:07 a.m. All members voted aye. Motion carried. Mayor McGough returned the meeting to regular session at 8:50 a.m. No action taken.

Motion by Alderman Hargens, seconded by Alderman Jones to adjourn the meeting. There being no further business, the meeting was adjourned at 8:51 a.m. All members voted aye. Motion carried.

Tom McGough, Mayor

Sheila Coss, Finance Officer

LEGAL NOTICE OF RECEIPT

Copy of the official proceedings

was received on: _____

Published once at the

approximate cost of: _____

Bills December 2023 (EOY)

American Solutions	Supplies	160.00
Builders Solutions	Supplies	808.67
CES	Prof Fees	117.30
Hand County Publishing	Publications	112.30
Hand Co. Reg. of Deeds	Filing Fee	30.00
Hughes Electric	Trenching/Supplies	1,197.41
Mack Metal	Supplies	284.00
Miller Rexall	Supplies	12.99
Prairie Wind Promotions	Clothing/Supplies	362.52
Prairieland Collections	Prof Fees	100.00
Share Corp	Supplies	763.68
Titan Machinery	Lawn Mower	3,730.00
Visa	Repairs/Install Snowplow	3,594.21
Vosika Fencing	Repairs	1,230.61
	Accounts Payable Total	<u>\$12,503.69</u>

**City Council Meeting
Department Head Reports
January 2, 2024**

Police Department Report

December 2023 Stats:

- a. Traffic Warnings (**49**): Speeding = 25, Other = 24
 - b. Traffic & Criminal Citations (**32**): Speeding = 31, Felony Child Abuse = 1.
 - Total Fines = \$3,502.50
 - c. Arrests (**1**): Felony Child Abuse = 1
 - d. Agency Assists (**16**): Fire = 0, Ambulance = 10, Accidents = 4, Careflights = 0, Sheriff's Office/HP = 2
 - e. 911 Misdial = 4
 - f. Funeral Escorts = 0
 - g. Fingerprints = 8
 - h. 24/7 = .25
- Total Calls for Service (CFS) = **59**

YTD:

Citations = 337, Fines = \$35,317.50
Warnings = 574
Arrests = 18
Calls for Service = 765

Street Department Report

Water/Sewer/Airport Department Report

1. Snow removal.
2. Changed out 2" water meters (3) and check valves in the fire hall. \$\$\$
3. Working on inventory.
4. Continuing to change out failing antennas on water meters.
5. Dakota Pump & Control will come and install a new seal in the booster station for the water tower.
6. Vosika Fencing (Aberdeen) was here and repaired the airport gate.

Electric Department Report

1. Meter reads.
2. Meter change outs.
3. Locates.
4. Dirt work installing wires and fixing transformer basements that have settled.
5. Installed new poles and lights.
6. Fixed more streetlights.
7. Fixed south substation breaker.
8. Help other departments.
9. Move snow around City Hall and substation.

Finance Office Report

1. Final 2023 Sales Tax is up – see attachment
2. City Election – April 9, 2024 – Council members' terms expiring:
 - a. Ward 1 – Mike Wetz
 - b. Ward 2 – Tammy Lichty
 - c. Ward 3 – Susan HargensThe earliest a petition may circulate is January 26, and the deadline is February 23.
3. All funds look good for the end of the year. I will give a detailed overview of 2023 financials at the next meeting.

Sales Tax Comparison			
	2023	2022	<i>\$89,000 to OHED</i>
January	\$5,538.74	\$22,742.58	\$7,500.00
	\$84,909.08	\$83,647.88	
February	\$8,948.46	\$7,263.69	\$7,400.00
	\$77,211.64	\$49,006.24	
March	\$9,448.03	\$22,701.40	\$7,400.00
	\$61,202.63	\$48,300.52	
April	\$6,140.47	\$15,196.87	\$7,400.00
	\$72,324.14	\$84,109.99	
May	\$4,508.98	\$3,697.46	\$7,400.00
	\$78,963.60	\$54,796.92	
June	\$11,133.47	\$21,710.46	\$7,400.00
	\$76,266.58	\$70,195.06	
July	\$17,438.16	\$8,713.63	\$7,500.00
	\$81,723.89	\$80,134.08	
August	\$8,565.73	\$13,329.85	\$7,400.00
	\$65,680.04	\$63,342.52	
September	\$13,883.92	\$20,745.19	\$7,400.00
	\$78,235.57	\$69,871.68	
October	\$8,239.75	\$6,008.56	\$7,400.00
	\$71,869.87	\$83,955.02	
November	\$20,186.33	\$3,451.16	\$7,400.00
	\$65,112.10	\$55,117.20	
December	\$27,324.10	\$26,243.63	\$7,400.00
	\$60,467.56	\$80,675.35	
Total	\$1,015,322.84	\$994,956.94	2.05%
	up/down from last year		\$20,365.90

Gross Receipts Tax - Split Fund 211

Month	Current Year		
	Total	City 20%	OHED 80%
JAN	\$662.73	\$132.55	\$530.18
	\$2,956.97	\$591.39	\$2,365.58
FEB	\$865.95	\$173.19	\$692.76
	\$3,257.58	\$651.52	\$2,606.06
MAR	\$306.44	\$61.29	\$245.15
	\$2,522.67	\$504.53	\$2,018.14
APR	\$870.10	\$174.02	\$696.08
	\$2,739.31	\$547.86	\$2,191.45
MAY	\$782.47	\$156.49	\$625.98
	\$3,108.55	\$621.71	\$2,486.84
JUN	\$1,047.08	\$209.42	\$837.66
	\$3,847.81	\$769.56	\$3,078.25
JUL	\$1,440.45	\$288.09	\$1,152.36
	\$4,058.20	\$811.64	\$3,246.56
AUG	\$1,669.91	\$333.98	\$1,335.93
	\$4,675.39	\$935.08	\$3,740.31
SEP	\$1,450.21	\$290.04	\$1,160.17
	\$4,112.78	\$822.56	\$3,290.22
OCT	\$985.47	\$197.09	\$788.38
	\$3,182.77	\$636.55	\$2,546.22
NOV	\$1,672.94	\$334.59	\$1,338.35
	\$3,385.54	\$677.11	\$2,708.43
DEC	\$1,862.36	\$372.47	\$1,489.89
	\$2,472.44	\$494.49	\$1,977.95
	\$53,936.12	\$10,787.22	\$43,148.90

\$4,494.68
average/month

Month	Previous Year		
	Total	City 20%	OHED 80%
JAN	\$1,921.21	\$384.24	\$1,536.97
	\$2,726.88	\$545.38	\$2,181.50
FEB	\$1,018.51	\$203.70	\$814.81
	\$1,637.65	\$327.53	\$1,310.12
MAR	\$1,548.89	\$309.78	\$1,239.11
	\$1,118.32	\$223.66	\$894.66
APR	\$1,964.67	\$392.93	\$1,571.74
	\$2,504.18	\$500.84	\$2,003.34
MAY	\$981.81	\$196.36	\$785.45
	\$1,481.53	\$296.31	\$1,185.22
JUN	\$1,534.05	\$306.81	\$1,227.24
	\$3,645.41	\$729.08	\$2,916.33
JUL	\$1,105.03	\$221.01	\$884.02
	\$3,526.13	\$705.23	\$2,820.90
AUG	\$1,644.68	\$328.94	\$1,315.74
	\$2,879.69	\$575.94	\$2,303.75
SEP	\$2,288.67	\$457.73	\$1,830.94
	\$2,904.47	\$580.89	\$2,323.58
OCT	\$930.54	\$186.11	\$744.43
	\$4,209.50	\$841.90	\$3,367.60
NOV	\$1.58	\$0.32	\$1.26
	\$2,991.20	\$598.24	\$2,392.96
DEC	\$1,863.59	\$372.72	\$1,490.87
	\$3,537.13	\$707.43	\$2,829.70
	\$49,965.32	\$9,993.06	\$39,972.26

\$4,163.78
average/month

up/down from previous year		
Total	3,970.80	7.95%
City	794.16	7.95%
OHED	3,176.64	7.95%

Pay OHED through AP using expense code: 211-4651-4510

OHED 80%

Check # _____

Check Date _____

DEC	1,489.89
DEC	1,977.95
	\$3,467.84

RESOLUTION NO. 2024-1

The City of Miller is an equal opportunity employer.

WHEREAS, pursuant to SDCL-6-1-10 a complete list of salaries of all officers and employees must be published,

THEREFORE, BE IT RESOLVED that the following is a current list of salaries for the City of Miller officers and employees:

COUNCIL

Tom McGough	Mayor	\$300.00 a month plus \$65.00 per meeting plus \$50.00 per committee meeting
Will Jones	Ward 1	\$200.00 a month plus \$50.00 per meeting plus \$50.00 per committee meeting
Mike Wetz	Ward 1	\$200.00 a month plus \$50.00 per meeting plus \$50.00 per committee meeting
Tammy Lichty	Ward 2	\$200.00 a month plus \$50.00 per meeting plus \$50.00 per committee meeting
Patrick Price	Ward 2	\$200.00 a month plus \$50.00 per meeting plus \$50.00 per committee meeting
Dale Hargens	Ward 3	\$200.00 a month plus \$50.00 per meeting plus \$50.00 per committee meeting
Susan Hargens	Ward 3	\$200.00 a month plus \$50.00 per meeting plus \$50.00 per committee meeting

FINANCE OFFICE

Sheila Coss	\$34.80 per hour
Cindy Deuter	\$24.52 per hour
Christi Danburg	\$22.40 per hour

POLICE DEPARTMENT

Theodore Huss	\$28.98 per hour, Grant OT/Worked Holiday - \$43.47
Wayne Ames	\$25.44 per hour, Grant OT/Worked Holiday - \$38.16
Chris Henrickson	\$21.92 per hour, Grant OT/Worked Holiday - \$32.88
James Henson	\$21.82 per hour, Grant OT/Worked Holiday - \$32.73

STREET DEPARTMENT

Ron Hoftiezer	\$30.40 per hour
David Phinney	\$25.88 per hour
Dan Fritzsche	\$23.81 per hour
Doug Purrington	\$19.57 per hour (part-time)
Craig Price	\$17.00 per hour (park)
Ballpark	\$15.00 per hour

ELECTRIC DEPARTMENT

Dustin Graham	\$42.68 per hour
	\$42.68 per day when on call
Devin Letsche	\$32.13 per hour
	\$32.13 per day when on call
Logan Schiltz	\$30.00 per hour
	\$30.00 per day when on call

WATER/SEWER DEPARTMENT

Terry Manning	\$32.75 per hour
Gordon Gross	\$21.22 per hour
Brandon Hammill	\$24.47 per hour

JANITORIAL

Sandra Selting	\$19.15 per hour
----------------	------------------

CERTIFIED POLICE SUBSTITUTES \$25.88 per hour

SNOW HAULING EMPLOYEES \$20.70 per hour

SWIMMING POOL MANAGER \$18.47 per hour

LIFEGUARDS

Base Pay	\$13.50	(No Experience)	\$14.85
Returning with 1 year experience/longevity	\$13.77	(Base plus 2% of Base)	\$15.15
Returning with 2 years experience/longevity	\$14.04	(Base plus 4% of Base)	\$15.44
Returning with 3 years experience/longevity	\$14.31	(Base plus 6% of Base)	\$15.74
Returning with 4 years experience/longevity	\$14.58	(Base plus 8% of Base)	\$16.04
Returning with 5 years experience/longevity	\$14.85	(Base plus 10% of Base)	\$16.34

Private Lessons: Lifeguards will receive 70% of the private lessons fee, the city will keep 30%.

Adopted this 2nd day of January 2024.

ATTEST:

Sheila Coss, Finance Officer

Tom McGough, Mayor



December 21, 2023

BOARD OF DIRECTORS

RICK BENSON
Wolsey
Rural 5

LESLIE BROWN
Harrold
Rural 2

LENNIS FAGERHAUG
Wessington Springs
Rural 4

DWIGHT GUTZMER
Highmore
Municipal

JAMES MCGILLVREY
Wolsey
Municipal

JEFFREY MCGIRR
Huron
Municipal

CHUCK STEPTOE
Miller
Rural 3

DARRELL RASCHKE
Huron
Municipal

STEVE ROBBENNOLT
Gettysburg
Rural 1

To: Mid-Dakota Municipal Members (excluding Huron)
(Blunt, Hoven, Miller, Onida, St. Lawrence, Alpena, Gettysburg, Hitchcock, Spring Creek, Tulare, Wessington, Wolsey, Highmore & Tolstoy).

From: Mid-Dakota Rural Water System, Inc.
Board of Directors

Re: Notice of Vacancy

In accordance with the Corporation's By-laws, notice is hereby given that, as of December 31, 2023, a vacancy will exist on the Mid-Dakota board of directors for the office of municipal director (described above) due to the resignation of James McGilvrey. As provided in the By-laws, the board of directors may, but is not required to, appoint a replacement to serve the remainder of Director McGilvrey's term, which will expire in 2025. If the board of directors appoint a replacement, it will do so no sooner than February 1, 2024.

You have received this notice because you are a municipal member of the Corporation. You are not required to respond to this notice or take any further action.

If you wish to nominate a candidate for appointment to the unexpired term, please submit your name and a brief resume to the general manager of the Corporation no later than **February 1, 2024**.

The relevant section of the Corporation's By-laws is set out in full below:

Section 5. Vacancy

If the office of a Director shall become vacant for any cause, the remaining Directors may, no sooner than the next regular meeting of the Directors which is held 28 days after the vacancy occurs, choose a successor, who shall serve the remainder of the unexpired term. No later than 10 days after a vacancy occurs, the General Manager shall cause notice of such vacancy to be mailed to all members within all the affected district. If the vacancy is among the municipal directors, the General Manager shall not later than 10 days after a vacancy occurs, cause notice of such vacancy to be mailed to all municipal members.

Sincerely,

MID-DAKOTA RURAL WATER SYSTEM, INC.

Scott Gross, General Manager
for the Board of Directors
cc: City of Huron

Our mission is...
To enhance
quality of life
with high
quality water
and excellent
service.

9

"Mid-Dakota Rural Water System, Inc. is an Equal Opportunity Provider"