

**AGENDA  
CITY OF MILLER  
TUESDAY, JANUARY 3, 2023  
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 - 3**

**Public Input**

**Department Head Reports ..... pgs. 4 - 7**

**Old Business**

1. 2<sup>nd</sup> Reading of Ordinance #741 – Camping.....pg. 8
2. 2<sup>nd</sup> Reading of Ordinance #742 – Removal Permit.....pg. 9

**New Business**

1. Electric Department – On-call Pay
2. Resolution 2023-1 – Salaries ..... pgs. 10 - 11
3. Resolution 2023-2 – Fee Schedule ..... pgs. 12 - 13
4. 1<sup>st</sup> Reading of Ordinance #743 – Fee Schedule ..... pg. 14
5. Designate Depositories and Official Newspaper
  - a. Official Newspaper – *The Miller Press*
  - b. Official Depositors – American Bank & Trust - Miller and Quoin Financial Bank - Miller
6. Dakota Pump & Control..... pgs. 15 - 18
7. SPN Invoice #27532 - \$7,600 – 4<sup>th</sup> Street Improvements..... pg. 19
8. Memorandum of Destruction ..... pg. 20
9. SD GOED – Infrastructure First & Capital Improvement Plan ..... pgs. 21 - 22
10. NECOG Letter..... pgs. 23 - 26

**Correspondence**

Muth Electric ..... pg. 27

**Adjourn**

**HAPPY  
2023  
NEW YEAR**

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 20, 2022**

*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 20, 2022.

**MEMBERS PRESENT:** Mayor Ron Blachford, Aldermen: Tom McGough, Jim Odegaard, Mike Wetz, Joe Zeller, and Alderwomen: Susan Hargens and Tammy Lichty.

**CALL TO ORDER:** Mayor Blachford called the meeting to order.

Pledge of Allegiance was said by all present.

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

**MINUTES:** Motion by Alderman Zeller, seconded by Alderman Wetz to approve the minutes for the regular meeting held on December 5, 2022. All members voted aye. Motion carried.

**PUBLIC INPUT:** Alderman Zeller thanked the city employees for the fantastic job with snow removal and getting people to work at the nursing home and hospital. Alderman McGough echoed Zeller's appreciation and also thanked the community for all of the neighbors helping neighbors. Mayor Blachford is thankful for the city employees and the jobs they do. Alderman Odegaard stated that no community removes snow as well as Miller, and Jan Kittleson mentioned that she had to go to Madison to pick up the newspaper and Miller was the cleanest town.

**UNFINISHED BUSINESS**

**2<sup>nd</sup> Reading of Ordinance #740:** Motion by Alderman Wetz, seconded by Alderman Odegaard to approve the 2<sup>nd</sup> Reading of Ordinance #740 – Budget Supplement. Roll call vote: Alderwoman Hargens – aye, Alderwoman Lichty – aye, Alderman Wetz – aye, Alderman Odegaard – aye, Alderman Zeller – aye, Alderman McGough – aye. Motion carried.

**NEW BUSINESS**

**1<sup>st</sup> Reading of Ordinance #741:** Mayor Blachford read Ordinance #741 - Camping.

**1<sup>st</sup> Reading of Ordinance #742:** Mayor Blachford read Ordinance #742 - Removal Permit. Some reasons for the change to the removal permit process and deposit are as follows: Protection of the new sewer system that everyone is paying for. Previous sinkholes created by uncapped and leaking sewer system from removed house. Storm water backing up into the sanitary sewer through uncapped pipes.

**Resolution No. 2022-18:** Motion by Alderwoman Lichty, seconded by Alderman McGough to approve Resolution No. 2022-18 – Police Surplus. All members voted aye. Motion carried.

**Ted Huss – Vest:** Motion by Alderman Wetz, seconded by Alderman Odegaard to have Police Chief Huss order a vest from Streicher's for \$1,213.50. All members voted aye. Motion carried.

**St. Lawrence Interlocal Agreement:** Motion by Alderwoman Hargens, seconded by Alderman Zeller to approve the Interlocal Agreement with St. Lawrence. St. Lawrence will pay Miller \$1,000/month for administrative duties. All members voted aye. Motion carried.

**Employee Snow Day Payroll:** The following is from the Employee Policy Manual:

**5.9 Inclement Weather**

All closures proclaimed as weather related or acts of God by the Governor of South Dakota or as deemed necessary by the Mayor will be paid as standard work days. No overtime will be paid to employees who are required to work unless the employees work over the number of hours in a standard work day (12 hours for police officers).

Employees designated as essential, e.g. street department, electric department, and police department, will work a standard work day if possible.

Employees not scheduled will not receive any pay for such proclaimed closures.

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

**EXECUTIVE SESSION:** Motion by Alderman Zeller, seconded by Alderman Wetz to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 7:51 p.m. All members voted aye. Motion carried. Mayor Blachford returned the meeting to common council at 8:21.

Motion by Alderwoman Lichty, seconded by Alderwoman Hargens to adjourn the meeting. There being no further business, the meeting was adjourned at 8:22 p.m. All members voted aye. Motion carried.

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Ronald Blachford, Mayor

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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 2022 (2)**

Cook Implement	Parts	1,176.78
Cowboy Country Stores	Fuel	2,893.02
Dakota Fluid Power	Parts	51.03
First Interstate Bank	Mastercard-Water/Supplies	34,812.07
Fischer Plumbing	Repairs	167.63
Forte	Prof Fees	257.75
Fritzsche, Dan	Reimb	230.47
Graham, Dustin	Reimb	30.00
Hand Co 4-H	Booth Rent	100.00
Hand Co Publishing	Publications	2,938.02
First Bank & Trust	Power	19,970.70
Hughes Electric	Supplies	611.22
Miller Ace	Torch Kits/Supplies/Wrenches	1,202.50
Napa	Parts	322.73
Oakley Farm & Ranch	Supplies	113.89
OHED	Industry	6,750.00
Oswald Trucking	Hauling	16,597.18
Petty Cash	Postage	18.72
Prairieland Collections	Prof Fees	17.50
Pump 'N Pak	Fuel	52.28
Rural Development	Loans	16,403.00
SDARWS	Registration	550.00
SD DOR	Sales Tax	6,731.78
Servall	Service	112.01
Sturdevant's	Parts	57.28
Wilbur-Ellis	Fuel	187.00
	Accounts Payable Total	<u>\$112,354.56</u>

**Payroll Salary plus**

Benefits by Department:		12/22/2022		
Department		w/o OT	OT	Total
41402	FINANCE OFFICE	3,172.77	0.00	3,172.77
42101	POLICE	10,901.85	1,419.69	12,321.54
43101	STREET	7,838.99	1,713.06	9,552.05
43201	SEWER	5,576.86	657.50	6,234.36
43305	WATER	5,869.00	838.61	6,707.61
43403	ELECTRIC	<u>15,214.73</u>	<u>20.97</u>	<u>15,235.70</u>
		<u>\$48,574.20</u>	<u>\$4,649.83</u>	<u>\$53,224.03</u>

**CITY OF MILLER  
CITY COUNCIL MEETING  
DECEMBER 28, 2022**

*The City of Miller is an equal opportunity employer.*

The City Council met in special session at city hall at 8:00 a.m. on Wednesday, December 28, 2022.

**MEMBERS PRESENT:** Mayor Ron Blachford, Aldermen: Jim Odegaard, Mike Wetz, Joe Zeller, and Alderwomen Susan Hargens, Tammy Lichty. Absent: Tom McGough.

**CALL TO ORDER:** Mayor Blachford called the meeting to order.

Pledge of Allegiance was said by all present.

**AGENDA:** Motion by Alderman Odegaard, seconded by Alderman Zeller to approve the agenda. All members voted aye. Motion carried.

**PUBLIC INPUT**

None.

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

Motion by Alderwoman Lichty, seconded by Alderwoman Hargens to adjourn the meeting. There being no further business, the meeting was adjourned at 8:04 a.m. All members voted aye. Motion carried.

\_\_\_\_\_  
Ronald Blachford, Mayor

\_\_\_\_\_  
Sheila Coss, Finance Officer

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Published once at the  
approximate cost of: \_\_\_\_\_

**Bills December 2022 (EOY)**

A & B Business	Supplies	172.41
American Solutions	Supplies	335.46
Avera Occ Medicine	Prof Fees	315.00
Builders Solutions	Supplies	396.13
CES	Code Enforcement	787.30
First Interstate Bank	Av Gas	2,007.30
Hand Co Ambulance	Lottery Machine Fees	1,200.00
Hand Co Publishing	Publications	544.41
Letsche, Devin	Reimb	15.00
MARC	Supplies	460.64
MMUA	Dues	495.00
Oakley Farm & Ranch	Supplies	199.92
SDARWS	Testing	130.00
SD Fed Property	Supplies	101.00
Share Corp	Supplies	142.71
SPN	Prof Fees	28,707.64
TLC Olson Construction	Phase III Construction	160,285.63
WAPA	Power	45,900.54
Wesco	Supplies	36.24
	Accounts Payable Total	<u>\$242,232.33</u>

**City Council Meeting  
Department Head Reports  
January 3, 2023**

**Police Department Report** *See Attachment.*

**Street Department Report**

1. Cut tree limbs that were hitting the plows.
2. Plowing and kicking back snow with the snowblower to help widen streets.
3. Working on snowblower.
4. Repairing damage from cutting trees and tree limbs earlier this season.
5. Sanding streets.

**Water/Sewer/Airport Department Report**

1. The water dept. had several houses freeze up during this last cold snap, all on the homeowner's side.
2. We went out & started to clean away from fire hydrants as time allows.
3. We've removed snow all over town but mostly the airport & firehall (cleaned several times).
4. The pool committee met with Sydney Jessen recently to go over 2023 pool fees.
5. We will be attending the MSHA classes in Pierre the first week of January. Brandon & I will be attending SDARWS ATC conference in Pierre for training hrs. the week of Jan. 10-12.

**Electric Department Report**

1. Meter reads and shut offs
2. Locates
3. Fixed streetlights and Christmas lights
4. Labeling of system transformers and secondary peds
5. Moved a lot of snow

**Finance Office Report**

1. Final 2022 Sales Tax is up – see attachment
2. City Election – April 11, 2023 – Council members' terms expiring are:
  - a. Ward 1 – Tom McGough
  - b. Ward 2 – Joe Zeller
  - c. Ward 3 – Jim Odegaard
  - d. Mayor – Ronald BlachfordThe earliest a petition may be circulated is January 27, and the deadline is February 24.
3. All funds look good for the end of the year. I will give a detailed overview of 2022 financials at the next meeting.



## Police Department

120 W 1<sup>st</sup> Street  
Miller, SD 57362  
605-853-2400

Police Department Report for 1/3/23 City Council

### December Stats (as of 12/30/22) Total Calls For Service (CFS) = 66

<b><u>Traffic Warnings (24):</u></b> Speeding = 13 Equipment Violation = 5 Stop Sign = 0 Other traffic violations = 6	<b><u>Traffic Citations (11):</u></b> Speeding = 5 No Valid DL = 1 Careless Driving = 1 DUI = 1 Open Container = 1 Reckless Driving = 1 No Insurance = 1 <b>Total Fines = \$675.00</b>
<b><u>Arrests (1):</u></b> DUI = 1	<b><u>Agency Assists (9):</u></b> Fire = 1 Ambulance = 10 SD Motor Carrier = 0 Careflight = 0 Sheriff's Office = 5
<b><u>911 Misdeal = 5</u></b>	<b><u>Funeral Escorts = 0</u></b>
<b><u>Fingerprints = 0</u></b>	<b><u>24/7 = 2</u></b>

12/7/2022 – schedule DOT drug tests for Street Dept.

12/20/2022 – Request to surplus equipment

12/29/2022 – new radio installed & radar fixed in 2018 Explorer

Officers gave many rides and assisted with stuck vehicles during the blizzards in December.

Ted Huss  
Chief of Police  
12/30/2022

Sales Tax Comparison			
	2022	2021	\$81,000 to OHED
January	\$22,742.58 \$83,647.88	\$28,806.71 \$66,474.49	\$6,750.00
February	\$7,263.69 \$49,006.24	\$9,033.66 \$46,699.17	\$6,750.00
March	\$22,701.40 \$48,300.52	\$15,084.94 \$46,272.30	\$6,750.00
April	\$15,196.87 \$84,109.99	\$14,051.66 \$69,693.93	\$6,750.00
May	\$3,697.46 \$54,796.92	\$2,454.18 \$72,730.66	\$6,750.00
June	\$21,710.46 \$70,195.06	\$4,260.96 \$27,517.85	\$6,750.00
July	\$8,713.63 \$80,134.08	\$53,029.70 \$73,786.60	\$6,750.00
August	\$13,329.85 \$63,342.52	\$7,061.22 \$64,852.30	\$6,750.00
September	\$20,745.19 \$69,871.68	\$20,964.19 \$67,505.49	\$6,750.00
October	\$6,008.56 \$83,955.02	\$6,875.62 \$69,704.89	\$6,750.00
November	\$3,451.16 \$55,117.20	\$4,489.30 \$59,907.05	\$6,750.00
December	\$26,243.63 \$80,675.35	\$25,751.79 \$49,742.04	\$6,750.00
<b>Total</b>	<b>\$994,956.94</b>	<b>\$906,750.70</b>	<b>9.73%</b>
	up/down from last year		<b>\$88,206.24</b>

# Gross Receipts Tax - Split

## Fund 211

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

\$4,163.78  
average/month

	Previous Year		
	Total	City 20%	OHED 80%
	\$2,485.13 \$3,097.69	\$497.03 \$619.54	\$1,988.10 \$2,478.15
	\$234.13 \$1,691.35	\$46.83 \$338.27	\$187.30 \$1,353.08
	\$1,236.26 \$1,232.80	\$247.25 \$246.56	\$989.01 \$986.24
	\$1,290.47 \$3,227.52	\$258.09 \$645.50	\$1,032.38 \$2,582.02
	\$0.00 \$2,727.91	\$0.00 \$545.58	\$0.00 \$2,182.33
	\$667.65 \$653.71	\$133.53 \$130.74	\$534.12 \$522.97
	\$4,377.18 \$3,679.88	\$875.44 \$735.98	\$3,501.74 \$2,943.90
	\$922.71 \$3,182.16	\$184.54 \$636.43	\$738.17 \$2,545.73
	\$1,528.06 \$2,857.10	\$305.61 \$571.42	\$1,222.45 \$2,285.68
	\$1,349.97 \$3,982.44	\$269.99 \$796.49	\$1,079.98 \$3,185.95
	\$2.97 \$1,886.20	\$0.59 \$377.24	\$2.38 \$1,508.96
	\$2,704.45 \$2,089.08	\$540.89 \$417.82	\$2,163.56 \$1,671.26
	<b>\$47,106.82</b>	<b>\$9,421.36</b>	<b>\$37,685.46</b>

\$3,925.57  
average/month

up/down from previous year		
Total	2,858.50	6.07%
City	571.70	6.07%
OHED	2,286.80	6.07%

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

OHED 80%

Check # \_\_\_\_\_

Check Date \_\_\_\_\_

DEC	1,490.87
DEC	2,829.70
	<b>\$4,320.57</b>

**ORDINANCE #741**

*The City of Miller is an equal opportunity employer.*

**AN ORDINANCE AMENDING SECTION 28-10 OF THE ORDINANCES OF THE CITY OF MILLER, SOUTH DAKOTA.**

**BE IT ORDAINED** by the City of Miller, South Dakota, that Article II. Camping, Section 28-10. Days is hereby amended to read as follows:

**Article II. CAMPING**

**Sec. 28-10. Days**

1. Camping is on a first come, first served basis, in designated areas, with a free will offering for the first three days. A daily fee will be charged for each day after the three free will days as provided in the city fee schedule.
2. Self-Registration will be required. Registration material is available at the campground entrance. Non registered campers will be asked to leave.

\_\_\_\_\_  
Ronald Blachford, Mayor

(SEAL)

ATTEST:

\_\_\_\_\_  
Sheila Coss, Finance Officer

Record of votes:

Alderman McGough -  
Alderman Odegaard -  
Alderman Zeller -  
Alderman Wetz-  
Alderwoman Lichty -  
Alderwoman Hargens -

1<sup>st</sup> Reading – December 20, 2022  
2<sup>nd</sup> Reading – January 3, 2023  
Adoption – January 3, 2023  
Publication – January 7, 2023

## **ORDINANCE #742**

*The City of Miller is an equal opportunity employer.*

### **AN ORDINANCE AMENDING SECTION 40-31 OF THE ORDINANCES OF THE CITY OF MILLER, SOUTH DAKOTA.**

**BE IT ORDAINED** by the City of Miller, South Dakota, that Article II. ADMINISTRATION AND ENFORCEMENT, Section 40-31. Building Permit Required is hereby amended to read as follows:

#### **Article II. ADMINISTRATION AND ENFORCEMENT**

##### **Sec. 40-31. Building and Removal Permit Required.**

1. A building or removal permit is required for any building to be erected, moved, removed, added to or structurally altered.
  - a. No building permit shall be issued except in conformity with the provisions of this chapter.
  - b. A building permit shall not be required for the internal remodeling of a structure.
  - c. A building permit application requiring variance for lot line location must be accompanied with a certified survey showing lot line location.
2. Removal permits require proof that the water and sewer have been capped off. Council approval will be determined after the electric, water and sewer superintendents have been consulted and signed the permit.
  - a. A deposit as set forth in the fee schedule will be required for all removal permits and will be returned upon proper capping of the water and sewer near the main.
  - b. Surcharges and base fees will be removed from the property upon inspection and approval by the electric and water/sewer superintendents.

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Ronald Blachford, Mayor

(SEAL)

ATTEST:

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Sheila Coss, Finance Officer

Record of votes:

Alderman McGough -  
Alderman Odegaard -  
Alderman Zeller -  
Alderman Wetz-  
Alderwoman Lichty -  
Alderwoman Hargens -

1<sup>st</sup> Reading – December 20, 2022  
2<sup>nd</sup> Reading – January 3, 2023  
Adoption – January 3, 2023  
Publication – January 7, 2023

## RESOLUTION NO. 2023-1

*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

Ronald Blachford	Mayor	\$300.00 a month plus \$65.00 per meeting plus \$50.00 per committee meeting
Tom McGough	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
Joe Zeller	Ward 2	\$200.00 a month plus \$50.00 per meeting plus \$50.00 per committee meeting
Jim Odegaard	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	\$33.62 per hour
Cindy Deuter	\$23.69 per hour
Christi Danburg	\$21.64 per hour

### POLICE DEPARTMENT

Theodore Huss	\$27.00 per hour, Grant OT/Worked Holiday - \$40.50
Wayne Ames	\$24.58 per hour, Grant OT/Worked Holiday - \$36.87
Chris Henrickson	\$21.18 per hour, Grant OT/Worked Holiday - \$31.77
James Henson	\$21.08 per hour, Grant OT/Worked Holiday - \$31.62

### STREET DEPARTMENT

Ron Hoftiezer	\$28.37 per hour
David Phinney	\$25.00 per hour
Dan Fritzsche	\$21.00 per hour
Doug Purrington	\$18.91 per hour (Part-time)

### ELECTRIC DEPARTMENT

Dustin Graham	\$40.24 per hour \$40.00 per day when on call
Devin Letsche	\$30.04 per hour \$40.00 per day when on call
Josh Koeck	\$50.00 per hour (2 hour minimum) <i>as needed basis</i> \$50.00 per day when on call <i>as needed basis</i>
Bill Lewellen	\$80.00 per hour <i>as needed basis</i>

### WATER/SEWER DEPARTMENT

Terry Manning	\$31.64 per hour
Gordon Gross	\$20.50 per hour
Brandon Hammill	\$23.64 per hour

### JANITORIAL

Sandra Selting	\$18.50 per hour
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<u>CERTIFIED POLICE SUBSTITUTES</u>	\$25.00 per hour
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<u>SNOW HAULING EMPLOYEES</u>	\$20.00 per hour
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<u>SWIMMING POOL MANAGER</u>	\$17.85 per hour
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SEASONAL EMPLOYEES

10%CDL/WSI

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 3<sup>rd</sup> day of January 2023.

**ATTEST:**

\_\_\_\_\_  
Sheila Coss, Finance Officer

\_\_\_\_\_  
Ronald Blachford, Mayor

**RESOLUTION NO. 2023-2***The City of Miller is an equal opportunity employer.***BE IT RESOLVED AS FOLLOWS:****WHEREAS**, it is necessary to charge fees for city services; and,**WHEREAS** the pool fees and maintenance fees are not determined by ordinance.**THEREFORE, BE IT RESOLVED** that the following fees be charged by the City of Miller:

Parks and Recreation			
	Municipal Swimming Pool		
	Season Pass		
		Family	100.00
		Individual	50.00
	Daily		
		Adult	7.00
		High School	5.00
		Child	3.00
	Lessons		
		Aqua Tots & Water Babies (4 lessons)	15.00
		Preschool Levels 1 & 2 (8 lessons)	20.00
		Levels 1 & 2 (8 lessons)	25.00
		Levels 3 - 7 (8 lessons)	30.00
		Private Lessons (per 30 min. session)	20.00
	Pool Party	up to 30 people \$50 deposit (refundable) 2 hrs.	100.00
		\$2/person over 30. Max 50 (25 people/lifeguard)	
	Aerobics		
		10 class pass	50.00
		Daily	7.00
	Lap Swim	Season Pass required or daily fees apply	

Maintenance (City Operated)		
	Air Compressor - per hour	75.00
	Backhoe - per hour	125.00
	Blade - per hour	125.00
	Bucket Truck - per hour	125.00
	Chop Saw - per hour	35.00

Loader - per hour	125.00
Man Hours/Labor - per hour <i>(time and a half after hours)</i>	75.00
Mini Excavator - per hour	125.00
Mosquito Fogging - per half hour	90.00
Mower - per hour	50.00
Oil Truck - per hour	125.00
Pick-up - per hour	50.00
Pipe Thawing Machine - per hour	50.00
Equipment Damage - actual repair/replacement cost	TBD
Property Clean-up/Mowing/Snow Removal <i>Minimum</i>	200.00
Single-Axle Truck - per hour	75.00
Skid Steer - per hour	100.00
Street Sweeper - per hour	125.00
Tandem Truck - per hour	100.00
Trailers - per hour	50.00
Water Pumps - per hour	50.00
Water Truck - per hour plus water	50.00
Weed Eater - per hour	50.00

Dated this 3<sup>rd</sup> day of January 2023.

\_\_\_\_\_  
Ronald Blachford, Mayor

(SEAL)

ATTEST:

\_\_\_\_\_  
Sheila Coss, Finance Officer

**ORDINANCE #743***The City of Miller is an equal opportunity employer.***AN ORDINANCE AMENDING APPENDIX A - CITY FEE SCHEDULE OF THE ORDINANCES OF THE CITY OF MILLER, SOUTH DAKOTA.**

**BE IT ORDAINED** by the City of Miller, South Dakota, Appendix A – City Fee Schedule be hereby amended to charge the following fees:

Building and Construction			
	Building Permits:		
		Variance - <i>nonrefundable</i>	150.00
		Administrative fee for preparation of bids and contracts to correct or abate a violation.	250.00
	Estimated Cost of Construction:		
		\$1.00 - \$500.00	15.00
		\$500.01 - \$50,000.00	35.00
		\$50,000.01 - \$100,000.00	50.00
		\$100,000.01 - \$250,000.00	75.00
		\$250,000.01 - \$500,000.00	150.00
		\$500,000.01 and up	200.00
	Building Removal Permit		15.00
	Building Removal Permit Deposit <i>for water/sewer capping</i>		500.00

Parks and Recreation			
	Camping		
		Electric Sites First 3 days	<i>free-will</i>
		Electric Sites Daily <i>(after first 3 days)</i>	30.00
		Non-electric Sites	<i>free-will</i>

---

 Ronald Blachford, Mayor

(SEAL)



705 QUADDEE DRIVE SW | PO BOX 725 | WATERTOWN, SD 57201  
605.886.4672 TOLL FREE: 800.310.4672 FAX: 605.886.4674

[www.dakotapumpandcontrol.com](http://www.dakotapumpandcontrol.com)

Dear City of Miller,

Thank you for allowing Dakota Pump & Control to serve you and your community! Enclosed with this letter is an Inspection Agreement for your review and approval.

Due to some confusion incurred with past Inspection Contracts, we have included a line on the form that states when your last inspection was completed by DPC. Be sure to verify that it's our service crew when they arrive. We are the only company that has the huge black **DPC** on the side of our white service crane trucks.

Inspections are a critical part of any systems Preventative Maintenance Program, helping to identify issues **before** they cause failure or down time. This allows potential problems to be dealt with on a scheduled basis, keeping costs down and your customers happy.

We are focused on continuing to provide you with excellent service, helping you keep your system in top running condition all while working to keep your costs as low as possible. However, due to today's global challenges with increasing costs of materials, fuel and operating costs, Annual Inspections will now be invoiced out on a time/material basis. To effectively provide these preventative maintenance services at minimal cost, we would continue to schedule these inspections while our service crews are in your area.

If you are interested in having DPC inspect your pumping equipment, please fill out the enclosed form and return to our office.

If you have any questions or concerns regarding this letter or our Inspection Program, please contact us.

Thank you!

Dakota Pump & Control  
Service Manager  
1-800-310-4672  
[dave@dpc.us.com](mailto:dave@dpc.us.com)



705 QUADDEE DRIVE SW | PO BOX 725 | WATERTOWN, SD 57201  
605.886.4672 TOLL FREE: 800.310.4672 FAX: 605.886.4674  
www.dakotapumpandcontrol.com

## 2023 ANNUAL INSPECTION AGREEMENT

### Station Name

<input type="checkbox"/>	East LS
<input type="checkbox"/>	Park LS
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Date of Last Inspection: 8/10/2022

Date: \_\_\_\_\_

Accepted By: Ronald Blachford  
Print Name

\_\_\_\_\_  
Signature

Title: \_\_\_\_\_ Email: finance.office@cityofmiller.com

Phone No.: 605-204-0565

City of: Miller, SD

Bill To: City of Miller

### **Contact On-Site: (Operator)**

Name: Terry Manning Email: terry\_manning@cityofmiller.com  
Print Name

Operator  
Phone No.: \_\_\_\_\_

Cell No.: 605-204-0565 Able to receive text message: X yes \_\_\_\_ no

\*\*Due to increases in the cost of materials, fuel and operating expenses, Annual Inspections will be invoiced out on a time/materials/travel basis.

Return Signed Inspection Agreement to the office address above.



705 QUADREE DRIVE SW | PO BOX 725 | WATERTOWN, SD 57201  
605.886.4672 TOLL FREE: 800.310.4672 FAX: 605.886.4674

[www.dakotapumpandcontrol.com](http://www.dakotapumpandcontrol.com)

## Annual Inspection Agreement

### What is inspected:

The Inspection Agreement includes an authorized serviceman from Dakota Pump and Control, Inc. (DPC) performing the following inspections to your pump and control equipment:

#### SUBMERSIBLE STATION PUMPS

- \*Includes labor and mileage
- \*Inspection of impeller
- \*Inspection of wear ring
- \*Complete inspection of controls
- \*Change oil
- \*Log all info on pumps and controls
- \*Amperage test

#### DRY-PIT STATION PUMPS

- \*Includes labor and mileage
- \*Inspection of impeller
- \*Inspection of wear ring
- \*Complete inspection of controls
- \*Lubricate bearings
- \*Log all info on pumps and controls
- \*Amperage test

Upon inspection, should we find repairs needed, we will contact you immediately to discuss what steps should be taken to resolve the problem and to receive authorization to proceed with the repairs. It is understood that this inspection agreement does not include any materials or parts other than what is stated above under the appropriate category for your system. The above inspection is a once a year service, which does not include service calls or repairs required during normal operation or emergency repairs.

Owner understands and agrees that DPC is not responsible for special or consequential damages including loss of time, injury to persons or property or other consequential damages, incidental or economical, due to unit or equipment failure. DPC does agree to correct by repair or replacement any defects of material or workmanship installed under this inspection agreement which may develop under normal and proper use within 30 days. The owner must give DPC notice of such defects within 48 hours of such.

By taking advantage of this service, you will protect your investment by keeping your equipment in good operating condition, preventing major breakdowns, emergency action, and costly expenditures.

## WHEN YOU NEED A PARTNER, CALL DPC

When it comes to maintaining a water or wastewater system, everything relies on you and your team. When challenges arise, or emergencies happen, you need a partner that is reliable, accountable, and has your best interest at heart. DPC wants to be that partner for you.

DPC provides complete lift station and booster pump station inspection and repair services. We offer preventative maintenance plans as well as on-demand service to ensure your equipment is operating at maximum performance.

### Additional benefits include:

- Highly qualified service personnel
- Repairs on all pump brands
- Hoist trucks
- Control troubleshooting and rehabilitation
- Electrical engineer on staff
- Inspection agreements
- Pump performance verification in our on-site test pit
- OSHA-10 certified and OSHA Confined Space trained
- Warranty service center for Fairbanks, Hydromatic, Goulds, and more
- Complete rehabilitation for water and wastewater systems
- Fully equipped shop
- On-site welding
- Rental and loaner equipment available
- Stock lift station replacement parts
- Shaft alignment
- Vibration testing

## 24/7/365 SERVICE

Since 1965, DPC has been serving the Midwest's water and wastewater communities with our wide selection of equipment and friendly customer support. In that time, we have seen it all. Whether you are in the middle of an emergency or on the ground floor of a new project, our experienced staff is ready to help.



ADDRESS 705 Quadee Drive SW • PO Box 725 • Watertown, SD 57201

PHONE 605.886.4672 • 800.310.4672

FAX 605.886.4674

EMAIL [info@dpc.us.com](mailto:info@dpc.us.com)

WEBSITE [DakotaPumpAndControl.com](http://DakotaPumpAndControl.com)

## INVOICE

CITY OF MILLER  
 120 WEST 2ND  
 MILLER, SD 57362

<b>Invoice Date</b>	<b>Invoice Num</b>
Dec 21, 2022	27532
<b>Billing Through</b>	
Dec 17, 2022	

East 4th Street Improvements - continued on design and preparing project specifications and bidding documents.

Billing period 11/27/22 thru 12/17/22

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M16164:02	MILLER EAST 4TH STREET IMPROVEMENTS - DESIGN	\$38,000.00	80.00	\$22,800.00	\$7,600.00

**Total Amount Due** \$7,600.00

*This invoice is due upon receipt*

### VERIFICATION OF CLAIM

I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Dated this 21<sup>st</sup> day of Dec 2022

**Schmucker, Paul, Nohr & Associates**

*[Signature]*  
 Signed

Due upon receipt. Overdue accounts will be assessed a 1.5% monthly finance charge from the date of billing until the account is paid in full.

MEMORANDUM FOR RECORD

January 03, 2023

SUBJECT: Record Destruction  
FROM: Finance Office

1. The following **2017 Payroll** records are to be destroyed:
  - a. Rolled Totals Reports: PTD/QTQ/YTD
  - b. Payroll Register
  - c. Deposit Notices
  - d. W-2's and W-3
  - e. Timesheets
  - f. Deduction/Benefit Register, Transactions, Reports
  - g. Payroll Summary
  - h. Quarterly Reports: 941's, Unemployment
  - i. Employee Ded/Ben
  - j. Timecards Report
  - k. Retirement Plans
  - l. Insurance Statements
  - m. SDRS Contribution Reports
  - n. EFPS confirmations
2. The following **2017 Fund Accounting** records are to be destroyed:
  - a. Expenditure & Revenue Guidelines
  - b. Expenditure & Revenue WS's
  - c. Journal Entries
  - d. Payments
  - e. Check Register
  - f. Receipt Book Report
  - g. Balance Sheets
  - h. Cash Balances
  - i. Batch Payments
  - j. Expenditure Summary
  - k. Trial Balance
  - l. Receipts
  - m. Expenditure Guideline by Department
  - n. Check Summary Registers
  - o. Check Stubs
  - p. 1096 and 1099's
  - q. Vouchers
3. The following **2017 Utility Billing** records are to be destroyed:
  - a. Alpha Accounts
  - b. Receipts Distribution
  - c. Billing Register/Summary
  - d. Entry Register
  - e. Receipt Distribution Register
  - f. Water Reading/Consumption Reports
  - g. Deposits Refunded Spreadsheet
  - h. Meter Installation Sheets and Work Orders
  - i. Meter book readings
4. The following **2017 Miscellaneous** records are to be destroyed:
  - a. SDPAA insurance renewals
  - b. Health, Vision, Dental, Life Insurance renewals
  - c. KBA year-end journal entry records

# Infrastructure First

## PROJECT

**T**he Governor's Office of Economic Development (GOED) was awarded a \$1 million grant from the Economic Development Administration (EDA) to help fund statewide economic development planning. As part of the application process, GOED identified and chose to focus on economic development infrastructure planning. *Note: This grant will not be used for construction, just planning.*

GOED is tagging this EDA Planning Grant as the "Infrastructure First Project" and has selected ISG Inc. to help with this statewide infrastructure planning. Ultimately, we hope this planning will lay the groundwork for future economic development success locally, regionally, and statewide.

The scope of work includes the following areas:

1. Develop a statewide economic development plan focused on infrastructure improvements that considers any existing local, regional, and tribal plans. This plan will include detailed information for water, wastewater, natural gas, railroad, road, electric, and broadband internet infrastructure. Each of those sections will provide an overview of the current systems within South Dakota, an understanding of the capacity and constraints of these systems, and the identification of potential solutions and projects that will set the stage for economic growth.
2. The identification of 16 of the best sites in South Dakota for future economic development along with an analysis of their existing infrastructure and plans for future infrastructure enhancements. These sites will be selected from across the state, by data-driven economic development analysis. The analysis of these sites will include a review of nearby infrastructure capabilities and the associated cost estimates for upgrades and extensions to the proposed sites to make them more suitable for economic growth and shovel ready for development. The analysis for each site will include water, wastewater, natural gas, railroad, road, electric, and broadband internet infrastructure.
3. The creation of five-year capital improvement plans for 16 communities, selected from across the state, to properly plan for large capital expenditures including infrastructure. They will set the stage for well-planned economic growth in these communities. The plans will be created in partnership with the city councils or their designees in each of the communities. The capital improvement plans for each site will consider all infrastructure including water, wastewater, natural gas, railroad, road, electric, and broadband internet infrastructure. Cities will apply through GOED website on a first-come-first-serve basis and will have qualifying factors.

Throughout this process, ISG and GOED will work in collaboration with planning districts, cities, EDOs, and other stakeholders. The project is expected to take approximately 12 months. At the conclusion of the project, GOED will have a more granular understanding of statewide infrastructure strengths, weaknesses, and opportunities, particularly as they may relate to attraction or expansion of major industrial users in different regions of the State.

# Capital Improvement Plan

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## WHAT IS A CAPITAL IMPROVEMENT PLAN (CIP)?

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*A capital improvement plan (CIP) is a community planning and fiscal management tool used to coordinate the location, timing and financing of capital improvements over a multi-year period — usually 4-6 years. Capital improvements refer to major, non-recurring physical expenditures such as land, buildings, public infrastructure and equipment. The CIP includes a description of proposed capital improvement projects ranked by priority, a year-by-year schedule of expected project funding, and an estimate of project costs and financing sources. The CIP is a working document and should be reviewed and updated annually to reflect changing community needs, priorities and funding opportunities.*

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## IMPORTANCE OF A CIP

For a successful path in economic development, communities must understand their current infrastructure constraints and plan for future improvements. These plans help ensure that you are financially planning for future growth while coordinating efforts between communities and local economic development organizations.

A five-year capital improvement plan should contain individual capital projects ranging from economic development projects to community improvements. This plan can include potential construction schedules, estimated costs, and a budget-oriented savings plan.

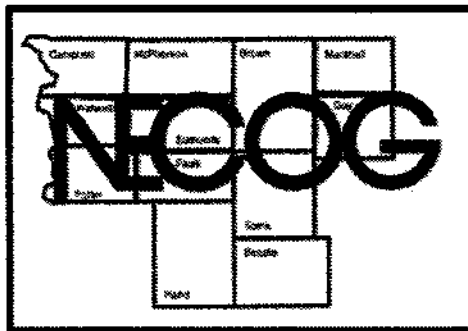
## INTRODUCTION

ISG will create five-year capital improvement plan for 16 communities, selected from across the state, to properly plan for large capital expenditures including infrastructure. They will set the stage for well-planned economic growth in these communities. The plans will be created in partnership with the city councils or their designees in each of the communities. The capital improvement plans for each site will consider all infrastructure including water, wastewater, natural gas, railroad, road, electric, and broadband internet infrastructure.

## QUALIFICATIONS

- Population less than 5,000
- Does not have a current CIP or has an existing plan older than 4 years
- Identified matching funds with a letter of support from funding partners
- Must include letter of support from Economic Development Organization (Unless your community does not have one)
- Document stating why is this opportunity to create a new capital improvement plan important for your community

**From:** NECOG <eric@necog.org>  
**Sent:** Wednesday, December 28, 2022 4:29 PM  
**To:** sheila.coss@cityofmiller.com  
**Subject:** NECOG December 2022 Newsletter



## Northeast Council of Governments December 2022 Newsletter

[Visit our Website](#)

### From the Director - NECOG 2022 Year-end Review

I recently completed my 25<sup>th</sup> year working for NECOG and my 19<sup>th</sup> as the Executive Director, hopefully I have many more years to come. Throughout my years I have been in every corner of our 12 county region and have had the pleasure to be involved in so many of your projects.

This past year was another busy year for our office. As I look back on the past year the main focus was water and sewer. The State made available \$600 million dollars from the American Rescue Plan Act for water and sewer projects across the state. Primarily due to this one-time funding, this past year we assisted our members in obtaining over \$247 million in grants and loans. This funding was for water/sewer and various community and economic development projects. The \$247 million also represented more than three times the amount of funding received in any prior year.

We are currently working on wrapping up our 2022 end of year report and hope to have it completed in the next couple of weeks. This report will be placed on the homepage of our website when completed and currently the 2021 report is available.

The end of year report will detail all the funding projects that made up the \$247 million and other work activities of the past year.

I want to take a quick moment to thank the staff (Ted, Alison, Jordan and Lesleann) who completed the work on all of your projects this year, it would not be possible without their efforts. Also a thank you to the executive board for their support and a thank you to Tom Hanson, Beadle County who will not be returning to the executive board after 8 years of service.

It continues to be a pleasure to serve the region and I look forward to another a great year. Happy New Year!

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### **DOT GIS Annual Road Project**

Since 1995, the South Dakota Department of Transportation (SDDOT)) in cooperation with the South Dakota Planning and Development Districts has been collecting city, county township and federal roadway information using Global Positioning System (GPS) technology. This information is utilized by the SDDOT for several purposes including reporting mileage to the Federal Highway Administration as well as creating county and city maps.

In the next month, on behalf of the SDDOT, we will be contacting individuals with jurisdiction over roads and ask for assistance in updating any changes in the effort to keep this roadway information current.

The assistance of county, city and township officials is critical to the accuracy and overall success of the SDDOT public road inventory, and we believe that we will all benefit through this multi-agency cooperation.

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### **Land and Water Conservation Fund**

It is anticipated that South Dakota Game, Fish and Parks (GFP) will soon announce the annual availability of grant funds through the Land and Water Conservation Fund (LWCF) program. The LWCF provides matching grants to local governments for the acquisition and development of public outdoor recreation areas and facilities. This grant funding is the only funding available for most recreation projects. Some eligible projects may include, but are not limited to:

- Playgrounds
- Swimming Pools
- Ballfields
- Sport and play fields

- Picnic facilities
- Pools
- Ice rinks
- Golf courses
- Amphitheaters
- Winter sports facilities
- Visitor information facilities
- Land Acquisition

Grants are awarded for up to 50% of eligible project costs and are distributed on a reimbursement basis. Local match can be cash or in-kind donations. The minimum grant amount is \$10,000. Applications will likely be due April 28, 2023. NECOG staff can assist your city or county in preparing your application, please contact us if you are considering applying.

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### **Community Access/Industrial Park/Agri-Business Grant Program**

Community Access Grants are State funds for Towns with less than 5,000 in population and are for the construction or reconstruction of major streets in town such as Main Street and roads that lead to elevators or schools. This program provides for 80% of the construction costs of the project, not including engineering or utility work. Grant size is limited to \$600,000 and applications are due July 15.

The Industrial Park and Agri-Business Grant Programs provide funds to assist communities and counties who have a new industry or agri-business and need new or expanded access to the facilities. The Industrial Park grant has a \$500,000 grant limit.

Only applications for new projects will be considered. These two programs accept applications 3 times each year (April, July and October 15). If you have projects that may qualify for this program or you would like more information, please contact our office. Additional information is also available through the South Dakota DOT website at <https://dot.sd.gov/doing-business/local-governments/transportation-economic-development-grants>

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### **Hazard Mitigation Grant Program Funding for Disasters 4656 & 4664**

South Dakota received a Presidential Disaster Declaration as a result of June 2022 statewide severe storms, tornadoes, straight-line winds, and flooding. Subsequently, approximately \$1,254,600 of funding is now available for local governments and certain non-profit organizations to apply for hazard mitigation projects that will reduce the loss of life, property, and critical infrastructure by reducing the impacts of natural hazards such as wildfire, severe storms, and flooding.

If you are interested in finding out more about eligibility of mitigation projects, please contact Lesleann. **The deadline for application is March 8, 2023. \*Program requires an environmental review and benefit cost analysis; therefore time is limited and project applications need to start right away.**

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### **Save the Date**

The 2023 GOED Conference will be hosted from April 24<sup>th</sup> to April 25<sup>th</sup> at the Sioux Falls Convention Center. Visit <https://sdgoed.com/partners/2023-goed-conference/> for more information as it becomes available.

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### **Upcoming Dates**

March 8 – SD OEM funding deadline for HMGP applications (mitigation)

April 1 & Oct 1 – CDBG funding deadline (community facilities or water/sewer imp)

April 1, July 1, Oct 1, & Jan 1 2023 – DANR funding deadlines (water & sewer funding)

April 7 – SD GFP deadline for Recreational Trails Program funding application

April 28 – SD GFP deadline for Land and Water Conservation Fund applications (outdoor recreation)

May 1, Aug 1, Oct 1 & Feb 1 – DANR deadline for State Water Plan applications

July 15 – SD DOT deadline for Community Access Grants (roads)

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### **Contact Us At:**

Northeast Council of Governments  
416 Production St N, Suite 1  
Aberdeen, SD 57401  
Telephone: 605-626-2595  
Website: [www.necog.org](http://www.necog.org)

NECOG | 416 Production Street N., Suite 1, Aberdeen, SD 57401

[Unsubscribe](#) [sheila.coss@cityofmiller.com](mailto:sheila.coss@cityofmiller.com)

[Update Profile](#) | [Constant Contact Data Notice](#)



# Muth Electric Inc.

307 Dakota Avenue North • Huron, SD 57350  
PHONE (605) 352-8579 • FAX (605) 352-0939  
www.muthelectric.com



December 20, 2022

Miller City Hall  
120 W 2nd St  
Miller, SD 57362

## RE: 2023 SERVICE RATES

In a facility like Miller City Hall, and in today's competitive economy, it is very important to have an electrical service contractor that you can rely on to give you prompt, competitive and quality service when you need it. When it comes to your electrical needs, you will find that Muth Electric, Inc. is that type of contractor.

We would welcome the opportunity to work with you and the staff at Miller City Hall to see that your electrical needs are met as quickly and as cost effectively as possible. With that in mind, we are offering you the following hourly rate. Please take advantage of these rates throughout the year. We are certain you will realize substantial cost savings and that you will come to appreciate the type of service our company can provide. These rates will be in effect until December 31, 2023.

### Rates:

Hourly Rate	\$62.00 / Hour
After Hour/Emergency	\$95.00 / Hour

We now offer a TWO-YEAR WARRANTY on labor and on all materials we furnish from the date of installation. We also maintain a reliable EMERGENCY AFTER HOUR SERVICE, available 24 hours per day, 7 days per week, 365 days of the year.

Please feel free to call our office if you have any questions or if we can help your business in any way. Please reference this 2023 promotion to ensure you receive the special rate. We are looking forward to your call and the opportunity to show you that Muth Electric, Inc. has:

### "Professional Answers For All Your Electrical Needs"

Sincerely,

MUTH ELECTRIC, INC.

Dave Hinker  
Service Manager  
2023 Service Rate Letter

"Professional Answers For All Your Electrical Needs"

Corporate	Mitchell, SD	Sioux Falls, SD	Rapid City, SD	Watertown, SD	Aberdeen, SD	Brookings, SD	Omaha, NE	Columbus, NE
(605) 996-3983	(605) 998-7300	(605) 338-6586	(605) 341-3554	(605) 882-2880	(605) 226-8424	(605) 692-0800	(402) 551-7780	(405) 942-9003

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