

**AGENDA
CITY OF MILLER
MONDAY, JANUARY 6, 2020
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 - 10

New Business

1. KBA Engagement Letter *(on file for review upon request)*
2. Community Meeting Volunteers
3. Farm & Home Show Schedule
4. Code Enforcement Contract pg. 11
5. Memorandum for Destruction pg. 12
6. Water/ Sewer Project:
 - a. SPN Phase II Invoices 20661-20662 Total: \$2,023.00 pg. 13
 - b. SPN Phase III Invoices 20663-20665 Total: \$70,470.00 pgs. 14 - 15
 - c. Dahme Construction Pay Request No. 15 – \$3,422.70 pgs. 16 - 17
 - d. Dahme Construction Change Order No. 4 pg. 18
7. Electric Project
 - a. DGR Engineering Invoices 238336-238338 Total: \$24,256.64 pgs. 19 - 21
 - b. Primoris Final Payment – \$55,958.78 pgs. 22 - 23
8. Helms & Associates Invoice 20730 – \$3,832.48 pg. 24
9. Hire Custodian
10. 2020 Cost of Living pg. 25

Old Business

1. 2020 Grants/Utility Credits pg. 26

Approval of Bills

Adjourn

**CITY OF MILLER
CITY COUNCIL MEETING
DECEMBER 16, 2019**

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 Monday, December 16, 2019.

MEMBERS PRESENT: Mayor Ron Blachford, Aldermen: Jim Odegaard, Tony Rangel, Bob Steers, Jeff Swartz, Joe Zeller. Absent: Alderwoman SuAnne Meyer.

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 Rangel to approve the agenda. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Steers, seconded by Alderman Zeller to approve the minutes for the regular meeting held on December 2, 2019. All members voted aye. Motion carried.

NEW BUSINESS

Resolution 2019-14 Contingency Fund Transfer: Motion by Alderman Rangel, seconded by Alderman Odegaard to approve Resolution 2019-14 – Contingency Fund Transfer. All members voted aye. Motion carried.

Resolution 2019-15 Grant Supplement: Motion by Alderman Swartz seconded by Alderman Zeller to approve Resolution 2019-15 – Grant Supplement. All members voted aye. Motion carried.

Helms & Associates Pay Request: Motion by Alderman Steers, seconded by Alderman Rangel to approve Helms & Associates Invoice #20556 for \$11,497.46. All members voted aye. Motion carried.

Fuel Bids: Motion by Alderman Steers, seconded by Alderman Swartz to accept the bid from Cowboy Country Stores of 6 cents less than the pump price plus the federal fuel tax credit. All members voted aye. Motion carried.

Farm & Home Show: Motion by Alderman Zeller, seconded by Alderman Steers have a booth at the Farm & Home Show on January 17 and 18. All members voted aye. Motion carried.

Payroll Date Changes: Motion by Alderman Zeller, seconded by Alderman Odegaard to change the summer employee payroll to the opposite week from the full-time employees, and payroll for the council and janitor will be the last day of the month. All members voted aye. Motion carried.

Computer for Utility Billing: Motion by Alderman Rangel, seconded by Alderman Odegaard to order a new computer tower for utility billing for \$1,269.00 from MicroFix, Pierre, SD. All members voted aye. Motion carried.

Special Event Liquor Licenses: Motion by Alderman Steers, seconded by Alderman Zeller to approve the special event liquor license for Willie's Bar & Grill to serve alcohol at the community center on December 21st. All members voted aye. Motion carried. Motion by Alderman Zeller, seconded by Alderman Odegaard to approve the special event liquor license for Turtle Creek Steakhouse to serve alcohol at the community center on February 14th. Four members voted aye; Alderman Steers abstained. Motion carried.

Sidewalk Snow Removal: Discussion was held concerning snow that has not been removed from sidewalks. The police department will inform the street department when snow is still present 48 hours after a snow fall. The street department will remove the snow and bill the

property owners. Notices will be put on the city's website, www.cityofmiller.com, and Facebook page to remind property owners of the 48-hour snow removal ordinance.

DPC Agreement: Motion by Alderman Rangel, seconded by Alderman Swartz to sign the annual maintenance agreement with Dakota Pump and Control. All members voted aye. Motion carried.

Pre-lit Christmas Trees: We will look for a good deal after the holidays to replace the trees in city hall.

SDARWS – ATC: Motion by Alderman Zeller, seconded by Alderman Steers to send Terry Manning and Brandon Hammill to Pierre, January 14-16, for the annual rural water training conference. All members voted aye. Motion carried.

Change 2020 Meeting Dates: Motion by Alderman Rangel, seconded by Alderman Swartz to change the following 2020 meeting dates: Martin Luther King, Jr. Day - January 20 to January 22, President's Day - February 17 to February 19, and Labor Day - September 7 to September 9. All members voted aye. Motion carried.

UNFINISHED BUSINESS

School Road – Dahme Construction: Motion by Alderman Steers, seconded by Alderman Zeller to split the Dahme bill for the school road 50/50. All members voted aye. Motion carried.

APPROVAL OF BILLS: Motion by Alderman Odegaard, seconded by Alderman Swartz to approve the bills. All members voted aye. Motion carried.

Motion by Alderman Zeller, seconded by Alderman Steers to adjourn the meeting. There being no further business, the meeting was adjourned at 8:12 p.m. All members voted aye. Motion carried.

Ronald Blachford, 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 2019 (2)

A & B Business	Copier Meter	148.36
A+ Tire	Repairs	391.72
Agtegra	Fuel	1,598.93
American Solutions	Supplies	315.62
BSE	Supplies	139.07
Builders Cashway	Supplies	19.80
Butler Machinery	Inspection/Repairs/Supplies	3,616.77
Civil Design	Prof Fees	6,796.25
CK Welding	Supplies	87.30
Dakota Vet Clinic	Service	500.00
Diesel Services of Huron	Repairs	2,694.84
Elan	Supplies	1,969.00
Farnam's	Parts	32.58
First Bank & Trust	Loan	248,642.44
Hand County 4-H Office	Booth Rent	100.00
Hand County Publishing	Publications	484.78
HCPD	Power	30,287.17
Helms & Associates	Prof Fees	11,497.46
Hughes Electric	Service	3,123.15
J & M Aircraft Supply	Supplies	391.52
John Deere Financial	Inspection/Supplies	1,174.40
Kelly's Plumbing	Service	218.94
Larson Data Communications	Scada System	21,386.95
MARC	Supplies	396.39
MDRWS	Water	16,405.00
Midco	Telephones	452.21
Michael Beaner	Lectern	560.00
Miller Ace	Supplies	573.09
Morris Inc	Sand Seal	7,778.30
MCC	Prof Fees	225.00
Oakley Farm & Ranch Supply	Supplies	149.77
OHED	Industry	1,394.88
Oswald Trucking	8x3/8 Chip	4,731.88
Potomac Aviation	Repairs	996.98
Relab Software	Scada System	22,262.00
Resco	Meters	1,920.00
Riter Rogers Law Office	Prof Fees	227.50
Rural Development	Loans	16,403.00
DENR	Certifications	24.00
SD Dept of Revenue	Sales Tax	6,735.69
SD DOT	Cap Imp	393.49
SD Federal Property Agency	Supplies	122.50
Siemens Industry	Scada System	3,369.00
Streicher's	Supplies	190.00
Stuart C Irby	Supplies	660.00
Sturdevant's	Parts	68.41
Traffic Logix	Speed Sign	334.43
WAPA	Power	45,900.54
Wells Fargo	Admin Charges	2,300.00
Wesco	Supplies	414.00
Wilbur-Ellis	Fuel	529.78
		<u>\$471,134.89</u>

**Payroll Salary plus Benefits
by Department:**

	12/10/2019		
Department	w/o OT	OT	Total
41410 FINANCE OFFICE	1,288.60	0.00	1,288.60
42110 POLICE	11,608.36	1,583.69	13,192.05
43110 STREET	5,227.75	1,452.83	6,680.58
43210 SEWER	5,009.76	99.34	5,109.10
43310 WATER	5,009.64	99.34	5,108.98
43410 ELECTRIC	11,369.96	150.75	11,520.71
	<u>\$39,514.07</u>	<u>\$3,385.95</u>	<u>\$42,900.02</u>

CITY OF MILLER
CITY COUNCIL MEETING
DECEMBER 27, 2019

The City of Miller is an equal opportunity employer.

The City Council met in special session at city hall at 1:00 p.m. on Friday, December 27, 2019.

MEMBERS PRESENT: Mayor Ron Blachford, Aldermen: Tony Rangel, Bob Steers, Jeff Swartz, and Joe Zeller, Alderwoman SuAnne Meyer. Absent: Jim Odegaard.

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

Pledge of Allegiance was said by all present.

AGENDA: Motion by Alderwoman Meyer, seconded by Alderman Rangel to approve the agenda. All members voted aye. Motion carried.

NEW BUSINESS

DWSRF Certificate of Completion: Motion by Alderman Zeller, seconded by Alderman Steers to have Mayor Blachford sign the Certificate of Completion for Phase I DENR loans. Roll call vote: Alderman Steers – aye, Alderwoman Meyer – aye, Alderman Rangel – aye, Alderman Odegaard – absent, Alderman Zeller – aye, Alderman Swartz – aye. Motion carried.

2020 Grants/Utility Credits: Motion by Alderman Rangel, seconded by Alderman Steers to table a decision about grants and utility credits until January 6th. All members voted aye. Motion carried.

APPROVAL OF BILLS: Motion by Alderman Rangel, seconded by Alderwoman Meyer to approve the bills. All members voted aye. Motion carried.

EXECUTIVE SESSION: Motion by Alderman Zeller, seconded by Alderman Rangel to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 1:14 p.m. All members voted aye. Motion carried. Motion by Alderwoman Meyer, seconded by Alderman Zeller to come out of executive session at 2:00 p.m. No action taken.

Motion by Alderman Zeller, seconded by Alderman Steers to adjourn the meeting. There being no further business, the meeting was adjourned at 2:04 p.m. All members voted aye. Motion carried.

Ronald Blachford, Mayor

Sheila Coss, Finance Officer

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Bills December 2019 EOY

A+ Tire & Auto Service	Tires	1,193.44
Agtegra	Fuel	1,412.59
American Solutions	Supplies	57.57
AT&T	Cell Phone	45.22
Axon Enterprise	Taser/Assurance Plan	1,650.15
Cook Implement	Repairs	328.58
Haider Construction	Service	1,278.06
Hartman Construction	Gravel	8,320.00
Chuck Martinmaas	Gravel	10,400.00
Mid Dakota Vegetation Mgmt	Spraying	695.10
Petty Cash	Reimb	64.71
Sully Co Hwy Dept	V Plow	1,000.00
		<u>\$26,445.42</u>

**City Council Meeting
Department Head Reports
January 6, 2020**

Police Department Report

1. The officers attended a taser re-cert class on December 17, 2019. Sanborn Co. Chief Deputy Jason Coehen was the instructor.
2. The department has been participating in the mobilization period of "Drive Sober or Get Pulled Over." The mobilization period went from December 13, 2019, to January 1, 2020.
3. I recently found out that Dakota Veterinary Clinic will no longer provide impound services starting on January 1, 2020. I've been looking at getting an impound set up at the police department. The cost will be about \$2,000.

Street Department Report

1. We plowed snow a couple times & sanded where needed. I also helped the Water Dept. blow snow at the airport.
2. I sanded after the freezing rain also.
3. RDO Equipment fixed a hydraulic ram. They paid to fix it and we paid mileage. The leak started after we purchased it, so it worked out for us to pay only mileage.
4. Pea rock has been hauled in and pushed up.
5. We have been pushing up the gravel as it was hauled in.
6. We have been working on truck lights. Bouncing over the rail road tracks multiple times every snow does take its toll on the wiring and bulbs.
7. I will be filling out the Tier II reports that are due every year by March.
8. David will be going to pesticide classes this year.

Water/Sewer/Airport Department Report

1. We started working on inventory.
2. Dakota Pump, Watertown, was here. Pulled our pumps and the wear rings and gaskets are bad from the rags and debris that have gone through. They have taken them back to install an aftermarket ceramic wear rings that are better than the original. We hope to get them back soon. (East Lift Station)
3. I have not yet heard back from Efraimson Electric on the repairs at the airport for the lights.
4. We've also been working on snow removal.

Electric Department Report

1. 4 secondary faults
 - a. Laid on top of ground in conduit until spring.
2. Front window in city hall still frosting over.
 - a. Company that installed them doesn't know what to do.
3. SCADA system.
 - a. Equipment starting to show up.

Finance Office Report

1. Final 2019 Sales Tax Report – see attachment
2. City Election – April 14, 2020.
 - a. Earliest date to circulate petitions: January 31
 - b. Deadline to turn in completed petitions: February 28
 - c. Expiring terms for the following council members:
 - Ward 1 – Bob Steers
 - Ward 2 – SuAnne Meyer
 - Ward 3 – Anthony Rangel
3. Please see attached overview of 2019 financials.

Sales Tax Comparison			
	2019	2018	15% to On Hand
January	\$34,444.92	\$23,299.28	\$11,780.66
	\$44,092.80	\$40,390.23	
February	\$24,204.24	\$30,619.20	\$11,501.83
	\$52,474.60	\$36,729.22	
March	\$7,654.69	\$9,159.84	\$8,048.16
	\$45,999.73	\$47,548.01	
April	\$4,289.54	\$4,420.67	\$5,517.83
	\$32,495.97	\$40,241.28	
May	\$25,969.12	\$17,258.69	\$3,895.37
June	\$62,158.14	\$41,915.78	\$15,271.05
	\$10,928.49	\$13,144.00	
	\$28,720.37	\$25,989.20	
July	\$39,646.01	\$36,120.82	\$12,636.93
	\$44,600.18	\$52,490.94	
August	\$21,268.73	\$13,080.55	\$11,214.92
	\$53,497.39	\$54,488.46	
September	\$7,230.24	\$5,250.12	\$9,874.95
	\$58,602.77	\$67,921.92	
October	\$13,220.65	\$2,369.41	\$8,896.50
	\$46,089.32	\$45,126.33	
November	\$9,299.23	\$22,046.72	\$1,394.88
	\$70,744.52	\$58,552.46	
December	\$5,928.10	\$22,481.99	\$18,231.85
	\$44,873.03	\$37,549.53	
Total	\$788,432.78	\$748,194.65	5.38%
	up/down from last year		\$40,238.13

Gross Receipts Tax - Split Fund 211

Month	Current Year			Previous Year		
	Total	City 20%	OHED 80%	Total	City 20%	OHED 80%
JAN	\$2,318.56	\$463.71	\$1,854.85	\$3,066.71	\$613.34	\$2,453.37
	\$1,579.54	\$315.91	\$1,263.63	\$980.65	\$196.13	\$784.52
FEB	\$1,436.10	\$287.22	\$1,148.88	\$2,367.74	\$473.55	\$1,894.19
	\$1,761.91	\$352.38	\$1,409.53	\$1,414.71	\$282.94	\$1,131.77
MAR	\$816.61	\$163.32	\$653.29	\$955.73	\$191.15	\$764.58
	\$1,531.83	\$306.37	\$1,225.46	\$1,937.96	\$387.59	\$1,550.37
APR	\$727.67	\$145.53	\$582.14	\$800.69	\$160.14	\$640.55
	\$431.24	\$86.25	\$344.99	\$1,100.27	\$220.05	\$880.22
MAY	\$2,152.71	\$430.54	\$1,722.17	\$1,739.43	\$347.89	\$1,391.54
		\$0.00	\$0.00	\$1,472.37	\$294.47	\$1,177.90
JUN	\$1,925.48	\$385.10	\$1,540.38	\$1,250.98	\$250.20	\$1,000.78
	\$728.56	\$145.71	\$582.85	\$560.51	\$112.10	\$448.41
	\$427.78	\$85.56	\$342.22			
JUL	\$3,246.00	\$649.20	\$2,596.80	\$3,748.58	\$749.72	\$2,998.86
	\$1,597.63	\$319.53	\$1,278.10	\$2,128.37	\$425.67	\$1,702.70
AUG	\$2,136.26	\$427.25	\$1,709.01	\$2,097.80	\$419.56	\$1,678.24
	\$2,074.51	\$414.90	\$1,659.61	\$2,186.76	\$437.35	\$1,749.41
SEP	\$1,698.03	\$339.61	\$1,358.42	\$1,719.48	\$343.90	\$1,375.58
	\$2,470.80	\$494.16	\$1,976.64	\$3,446.75	\$689.35	\$2,757.40
OCT	\$1,032.19	\$206.44	\$825.75	\$480.69	\$96.14	\$384.55
	\$2,320.80	\$464.16	\$1,856.64	\$2,067.20	\$413.44	\$1,653.76
NOV	\$957.22	\$191.44	\$765.78	\$1,474.82	\$294.96	\$1,179.86
	\$3,890.22	\$778.04	\$3,112.18	\$1,450.26	\$290.05	\$1,160.21
DEC	\$14.85	\$2.97	\$11.88	\$2,459.94	\$491.99	\$1,967.95
	\$1,498.87	\$299.77	\$1,199.10	\$1,066.05	\$213.21	\$852.84
	\$38,775.37	\$7,755.07	\$31,020.30	\$41,974.45	\$8,394.89	\$33,579.56

up/down from previous year		
Total	-3,199.08	-7.62%
City	-639.82	-7.62%
OHED	-2,559.26	-7.62%

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

OHED 80%

Check # _____

Check Date _____

NOV	3,112.18
DEC	11.88
DEC	1,199.10
	\$4,323.16

2019 Cash Balances by Fund

101 General Fund		Petty Cash	225.00
Petty Cash	\$225.00	AB&T checking	1,621,182.70
Checking	\$505,034.21	AB&T Savings	469,758.68
AB&T Unrestricted Savings	\$112,125.95	Wells Fargo Bank 3	0.00
AB&T Airport AIP	\$12,701.92	Wells Fargo Bank 5	599,863.29
Quoin Unrestricted Savings	\$337,655.75	Quoin Savings	1,404,531.94
	<u>\$967,742.83</u>	Quoin CD	61,004.56
		SD Fit	297,492.66
			<u>4,454,058.83</u>
211 Gross Sales Tax			
AB&T Checking (BBB)	\$28,649.69		
	<u>\$28,649.69</u>		
501 Airport Capital Improvement			
AB&T Checking	\$1,349.76		
	<u>\$1,349.76</u>		
602 Water Fund		General Fund	
Checking	\$331,065.62	Changes since 2013	
AB&T Unrestricted Savings	\$37,932.66	Paid off 2 Firehall loans	\$216,249.73
AB&T 2017 Surcharge		Remodeled City Hall	\$61,365.97
Quoin Unrestricted Savings	\$53,907.52	New Furnace/air	\$25,912.34
Quoin 2009 Surcharge	\$38,924.21	Purchased Grader	\$116,000.00
Quoin 2016 Surcharge	\$66,573.43	Paid for 4 Police Cars	\$116,722.00
	<u>\$528,403.44</u>	Purchased Skid Steer	\$33,840.00
		Purchased Loader	\$148,771.00
		Still gained \$685,730.18	<u>\$718,861.04</u>
603 Electric Fund			
AB&T Checking	\$366,048.34	Water Fund Gained	
AB&T Unrestricted Savings	\$180,463.11	\$333,004.82 since 2013	
AB&T 2017 Surcharge	\$36,955.01		
Wells Fargo Acct	\$0.00		
Wells Fargo Acct (final payment)	\$599,863.29	Electric Fund Gained	
Quoin Unrestricted Savings	\$755,952.38	\$343,735.68 since 2013	
Quoin 2010A Surcharge	\$11,941.76	Some will be spent on	
Quoin CD	\$61,004.56	remainder of project	
SD FIT	\$297,492.66		
	<u>\$2,309,721.11</u>		
604 Sewer Fund		Sewer fund Gained	
AB&T Checking	\$389,035.08	\$324,713.61 since 2013	
AB&T Unrestricted Savings	\$74,757.96		
AB&T 2016 Surcharge	\$14,822.07	Total Gain in cash	
Quoin Unrestricted Savings	\$139,576.89	since 2013	
Quoin 2017 Surcharge		\$1,717,183.74	
	<u>\$618,192.00</u>		
	\$4,454,058.83		

REVENUE & EXPENSE REPORT

CALENDAR 12/2019, FISCAL 12/2019

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TAXES TOTAL	134,029.09	1,194,095.39	1,141,500.00	52,595.39-
	LICENSES AND PERMITS TOTAL	375.00	11,996.00	11,250.00	746.00-
	INTERGOVERNMENTAL REVENUES TOTA	3,221.85	120,875.67	103,325.11	17,550.56-
	CHARGES FOR GOODS AND SER TOTA	1,801.48	37,846.11	30,500.00	7,346.11-
	FINES AND FORFEITS TOTAL	.00	184.86	.00	184.86-
	MISC. REVENUES TOTAL	1,982.71	45,595.04	40,500.00	5,095.04-
	OTHER SOURCES TOTAL	6,614.40	15,891.89	93,147.49	77,255.60
	TOTAL REVENUE	148,024.53	1,426,484.96	1,420,222.60	6,262.36-
	COUNCIL TOTAL	2,739.02	35,535.91	47,000.00	11,464.09
	CONTINGENCY TOTAL	.00	.00	9,150.00	9,150.00
	ELECTIONS TOTAL	.00	111.32	2,200.00	2,088.68
	ATTORNEY TOTAL	227.50	4,270.00	16,000.00	11,730.00
	FINANCE OFFICE TOTAL	3,799.89	53,314.72	60,636.00	7,321.28
	BUILDINGS TOTAL	2,426.87	49,313.16	53,455.00	4,141.84
	POLICE TOTAL	31,051.36	358,001.48	374,057.60	16,056.12
	FIRE TOTAL	2,536.84	23,682.85	23,700.00	17.15
	CODE ENFORCEMENT TOTAL	494.25	5,689.98	6,000.00	310.02
	CIVIL DEFENSE TOTAL	.00	.00	.00	.00
	STREET TOTAL	55,896.75	478,787.77	497,175.00	18,387.23
	AIRPORT TOTAL	3,193.55	21,968.55	26,950.00	4,981.45
	HEALTH & WELFARE TOTAL	.00	2,000.00	2,000.00	.00
	BALLPARK TOTAL	87.62	10,982.19	11,825.00	842.81
	SENIOR CITIZEN ACTIVITIES TOTA	.00	.00	.00	.00
	PARK TOTAL	7,948.58	40,530.21	41,050.00	519.79
	POOL TOTAL	70.25	55,902.19	70,350.00	14,447.81
	ZONING TOTAL	.00	197.77	5,150.00	4,952.23
	ECONOMIC DEVELOPMENT TOTAL	1,394.88	109,037.81	112,500.00	3,462.19
	PROMOTION OF CITY TOTAL	.00	.00	.00	.00
	DEBT SERVICE TOTAL	.00	.00	.00	.00
	CAPITAL OUTLAY TOTAL	.00	.00	59,500.00	59,500.00
	TRANSFER OUT TOTAL	.00	.00	.00	.00
	TOTAL EXPENSES	111,867.36	1,249,325.91	1,418,698.60	169,372.69
	GENERAL TOTAL	36,157.17	177,159.05	1,524.00	175,635.05-
	TAXES TOTAL	5,403.94	38,775.37	45,000.00	6,224.63
	TOTAL REVENUE	5,403.94	38,775.37	45,000.00	6,224.63
	POOL TOTAL	.00	.00	9,000.00	9,000.00
	ECONOMIC DEVELOPMENT TOTAL	765.78	29,517.92	36,000.00	6,482.08
	TOTAL EXPENSES	765.78	29,517.92	45,000.00	15,482.08
	GROSS RECEIPTS TAX FUND TOTAL	4,638.16	9,257.45	.00	9,257.45-

9

REVENUE & EXPENSE REPORT

CALENDAR 12/2019, FISCAL 12/2019

PCT OF FISCAL YTD 100.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	OTHER SOURCES TOTAL	29,126.89	57,004.55	55,654.79	1,349.76-
	TOTAL REVENUE	29,126.89	57,004.55	55,654.79	1,349.76-
	AIRPORT TOTAL	11,497.46	55,654.79	55,654.79	.00
	TRANSFER OUT TOTAL	.00	.00	.00	.00
	TOTAL EXPENSES	11,497.46	55,654.79	55,654.79	.00
	CAPITAL IMPROVEMENT TOTAL	17,629.43	1,349.76	.00	1,349.76-
Phase III Expenses \$22,950.00 Not Reimbursed Yet	WATER TOTAL	187,337.05	1,622,448.11	2,821,250.00	1,198,801.89
	TOTAL REVENUE	187,337.05	1,622,448.11	2,821,250.00	1,198,801.89
Water Freeze up O.T. Supplies Thawing Machine	WATER TOTAL	118,355.64	1,637,781.54	2,821,250.00	1,183,468.46
	TOTAL EXPENSES	118,355.64	1,637,781.54	2,821,250.00	1,183,468.46
	WATER TOTAL	68,981.41	15,333.43-	.00	15,333.43
Received \$4,750,000 In 2018 for Project	ELECTRIC TOTAL	172,332.91	2,445,606.75	6,827,000.00	4,381,393.25
	TOTAL REVENUE	172,332.91	2,445,606.75	6,827,000.00	4,381,393.25
	ELECTRIC TOTAL	451,878.45	6,239,990.76	6,816,200.00	576,209.24
	TRANSFER OUT TOTAL	.00	.00	.00	.00
	TOTAL EXPENSES	451,878.45	6,239,990.76	6,816,200.00	576,209.24
	ELECTRIC TOTAL	279,545.54-	3,794,384.01-	10,800.00	3,805,184.01
	SEWER TOTAL	417,378.59	2,867,362.69	3,968,250.00	1,100,887.31
	TOTAL REVENUE	417,378.59	2,867,362.69	3,968,250.00	1,100,887.31
	SEWER TOTAL	294,312.52	2,783,547.13	3,867,950.00	1,084,402.87
	TOTAL EXPENSES	294,312.52	2,783,547.13	3,867,950.00	1,084,402.87
	SEWER TOTAL	123,066.07	83,815.56	100,300.00	16,484.44
	TOTAL PROFIT/LOSS:	29,073.30-	3,538,135.62-	112,624.00	3,650,759.62

10

CODE ENFORCEMENT SPECIALISTS

Joel Johnson – owner

PO Box 125 Burke SD, 57523

johnsimp@gwtc.net Ph. (605)208-0786

Dear Council/Board Members,

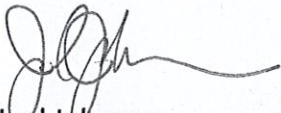
As all of you know, 2019 has been a pretty wild year filled with many changes with regards to code enforcement. I am sure Mike Olson's announcement that he had sold his business to me came as a shock to many of you; I assure you that Mike is not going anywhere for the foreseeable future (he appears to be as energetic as ever). I have been traveling around the state with Mike the past couple of months trying to meet as many of you as I can and getting caught up to speed with the enforcement issues in your communities. I have also visiting with many of you via phone conversations or emails. That being said, the change in ownership should be about the only change in enforcement that you should see.

The 2020 professional fee will remain at the \$75.00 per hour amount and the mileage will stay the same as well. The 2020 agreements will require a retainer to be submitted by all communities for planned code enforcement activity. The retainer fee for your community is based upon the amount of work performed in the year 2019. Due to a change in business ownership, all communities will be required to sign the new agreement which should accompany this letter.

By entering into this agreement and submitting your retainer, Code Enforcement Specialists will guarantee services to your community. Your prompt action and response to this matter will allow us to more efficiently plan for 2020 and help us determine how many more communities we will bring on board for the upcoming year. If your council/board takes action to enter into the agreement, please sign the agreement and return it to me along with the required retainer fee by January 15, 2020.

I wish all of you the very best over this holiday season. I look forward to hearing from you and I am very excited to work with you throughout the upcoming year to make great strides in code enforcement for 2020.

Respectfully Submitted,



Joel Johnson

Code Enforcement Specialist

MEMORANDUM FOR RECORD

January 6, 2020

SUBJECT: Record Destruction
FROM: Finance Office

1. The following **2009 Payroll** records are to be destroyed:

- a. GL Yearly
- b. Payroll Register
- c. Check Stubs
- d. W-2's and W3
- e. Timesheets
- f. Accumulation Report
- g. Monthly and Current Ded/Ben
- h. Deduction/Benefit Register and D/B Transactions
- i. Payroll Summary
- j. Quarterly Reports: 941's, Unemployment
- k. Employee Ded/Ben
- l. Outstanding Checks/Paid Register
- m. Timecards Report
- n. Retirement Plans
- o. Insurance Statements
- p. SDRS Contribution Reports
- q. EFPTS confirmations

2. The following **2009 Fund Accounting** records are to be destroyed:

- a. Expenditure & Revenue Guidelines
- b. Expenditure & Revenue WS's
- c. Journal Entries
- d. Payments
- e. Check Detail 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. 2012 Vouchers

3. The following **2009 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



Schmucker, Paul, Nohr and Associates
2100 North Sanborn Blvd. - PO Box 398
Mitchell, SD 57301-0398
Phone (605) 996-7761
Wats (800) 952-3598
Fax (605) 996-0015

INVOICE

CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

Invoice Date	Invoice Num
Dec 26, 2019	20661
Billing Through Dec 21, 2019	

Prepare pay request and change order, and other project coordination.
Billing period: 11/24/19 thru 12/21/19

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M14842-05W	MILLER WATER PHASE2-CONST ADMIN	\$94,000.00	54.00	\$49,820.00	\$940.00

Total Amount Due \$940.00
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 26 day of December, 20 19

SCHMUCKER, PAUL, NOHR
& ASSOCIATES

Bridget W. Nohr
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.



Schmucker, Paul, Nohr and Associates
2100 North Sanborn Blvd. - PO Box 398
Mitchell, SD 57301-0398
Phone (605) 996-7761
Wats (800) 952-3598
Fax (605) 996-0015

INVOICE

CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

Invoice Date	Invoice Num
Dec 26, 2019	20662
Billing Through Dec 21, 2019	

Prepare pay request and change order, and other project coordination.
Billing period: 11/24/19 thru 12/21/19

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M14842-05WW	MILLER WASTEWATER PHASE2- -CONST ADMIN	\$108,300.00	56.00	\$59,565.00	\$1,083.00

Total Amount Due \$1,083.00
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 26 day of December, 20 19

SCHMUCKER, PAUL, NOHR
& ASSOCIATES

Bridget W. Nohr
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.



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Fax (605) 996-0015

INVOICE

CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

Invoice Date	Invoice Num
Dec 26, 2019	20663
Billing Through	
Dec 21, 2019	

Work continues on preliminary design.
Billing period 11/24/19 through 12/21/19

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M15318-02SS	MILLER PHASE III PRELIM DESIGN - STORM WATER	\$40,400.00	60.00	\$12,120.00	\$12,120.00

Total Amount Due \$12,120.00
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 26 day of December, 2019.

SCHMUCKER, PAUL, NOHR
& ASSOCIATES

Bridget Hanson
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.



Schmucker, Paul, Nohr and Associates
2100 North Sanborn Blvd. - PO Box 398
Mitchell, SD 57301-0398
Phone (605) 996-7761
Wats (800) 952-3598
Fax (605) 996-0015

INVOICE

CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

Invoice Date	Invoice Num
Dec 26, 2019	20664
Billing Through	
Dec 21, 2019	

Work continues on preliminary design.
Billing period 11/24/19 through 12/21/19

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M15318-02W	MILLER PHASE III PRELIM DESIGN - WATER	\$76,500.00	60.00	\$22,950.00	\$22,950.00

Total Amount Due \$22,950.00
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 26 day of December, 2019.

SCHMUCKER, PAUL, NOHR
& ASSOCIATES

Bridget Hanson
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.



Schmucker, Paul, Nohr and Associates
2100 North Sanborn Blvd. - PO Box 398
Mitchell, SD 57301-0398
Phone (605) 996-7761
Wats (800) 952-3598
Fax (605) 996-0015

INVOICE

CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

Invoice Date	Invoice Num
Dec 26, 2019	20665
Billing Through Dec 24, 2019	

Work continues on preliminary design.
Billing period 11/24/19 through 12/21/19

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M15318-02WW	MILLER PHASE III PRELIM DESIGN - WASTE WATER	\$118,000.00	60.00	\$35,400.00	\$35,400.00

Total Amount Due \$35,400.00
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 26 day of December, 2019

SCHMUCKER, PAUL NOHR
& ASSOCIATES

Bridget Nohr
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.



Contractor's Application For Payment No. 15

Application Period: November 24, 2019 TO December 20, 2019		Application Date: December 23, 2019
To (Owner): City of Miller	From (Contractor): Dahme Construction Co	Via (Engineer): SPN & Associates
Project: Phase 2 Utilities Improvements	Contract: Bid Schedules A - B	Engineer's Project No.: 14842

APPLICATION FOR PAYMENT

Change Order Summary

Approved Change Orders			Deductions	
Number	Additions			
One	\$ 32,320.10			
Two	\$ 171,015.19			
Three	\$ 254,298.57			
Four	\$ 3,803.00			
TOTALS		\$ 461,436.86	\$	-
NET CHANGE BY		\$	461,436.86	
CHANGE ORDERS				

1. ORIGINAL CONTRACT PRICE.....	\$	4,368,961.99
2. Net change by Change Orders.....	\$	461,436.86
3. Current Contract Price (Line 1 ± 2).....	\$	4,830,398.85
4 a. Total Completed to Date.....	\$	3,378,150.67
b. Total Material Remaining in Storage.....	\$	236,872.49
c. Value of Non-Conforming Work.....	\$	
d. (Total Value of Work completed and Material Stored to Date).....	\$	3,615,023.16
5. RETAINAGE:		
a. 10 % x \$ 3,615,023.16 Work & Materials	\$	361,502.32
b. % x \$ Work & Materials	\$	
c. Total Retainage (Line 5a +Line 5b).....	\$	361,502.32
6. AMOUNT ELIGIBLE TO DATE (Line 4d-Line 5c).....	\$	3,253,520.85
7. PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	3,250,098.15
8. AMOUNT DUE THIS APPLICATION.....	\$	3,422.70
9. BALANCE TO FINISH, PLUS RETAINAGE (Total Contract Price Less Line 5c above).....	\$	1,576,878.00

Payment of:	\$	3,422.70	
		(Line 8 or other-attach explanation of other amount)	
is recommended by:			(Date)
Payment of:	\$	3,422.70	
		(Line 8 or other-attach explanation of other amount)	
is approved by:			(Date)
Approved by:			(Date)
		Funding Agency (if applicable)	(Date)

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:	Date:
-----	-------

Extra Items for Change Order Four		AS APPROVED TO DATE			INSTALLED THIS PERIOD:			INSTALLED TO DATE:			BALANCE TO INSTALL	
ITEM	DESCRIPTION	QUANTITY	UNIT	PRICE	APPROVED VALUE	QUANTITY	VALUE	QUANTITY	VALUE	WATER PORTION %	QUANTITY	VALUE
CO43	Raise Inlet Casting 4 Inches	1 EA		\$483.00	\$483.00	1 EA	\$483.00	1 EA	\$483.00		EA	
CO44	Connect 4" PVC to 36" RCP Storm Sewer	1 EA		\$336.00	\$336.00	1 EA	\$336.00	1 EA	\$336.00		EA	
CO45	Cut Hole in 12" RCP for 6" PVC Connection	2 EA		\$442.00	\$884.00	2 EA	\$884.00	2 EA	\$884.00		EA	
CO46	Cut Hole in 12" RCP and Place Inlet Casting	1 EA		\$883.00	\$883.00	1 EA	\$883.00	1 EA	\$883.00		EA	
CO47	Remove and Dispose of 30 LF 16" CMP Culvert	1 LF		\$534.00	\$534.00	1 LF	\$534.00	1 LF	\$534.00		LF	
CO48	Apply Pressurized Grout to Stop Leak in Manhole	1 EA		\$683.00	\$683.00	1 EA	\$683.00	1 EA	\$683.00		EA	
Total Extra Items for CO 4					\$3,803.00		\$3,803.00		\$3,803.00			
Total for Bid Schedule A and B with CO 4					\$4,830,398.85		\$3,803.00		\$3,378,150.67			\$1,454,348.18

Overall Breakdown for This Pay Period		Bid Sched A	Bid Sched B	Materials	Change Order	Total
Sanitary		\$0.00			\$3,422.70	\$3,422.70
Water		\$0.00			\$0.00	\$0.00
					\$3,422.70	\$3,422.70

Date of Issuance: **12/23/2019** Effective Date: **12/23/2019**
Owner: **City of Miller** Engineer's Project No.: **14842**
Contractor: **Dahme Construction Co**
Engineer: **SPN and Associates**
Project: **Phase 2 Utility Impr.**

The Contract is modified as follows upon execution of this Change Order:

Description:

The Contract is amended with the cost for items required for the completion of storm sewer components. The cost of applying pressurized grout into an existing manhole leak is also added to the contract.

Attachments: None

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
	Highway 45 RR Highway 45 Tracks to First South of 2nd All Other Street Street Work
Original Contract Price:	Original Contract Times:
<u>\$4,368,961.99</u>	Substantial Completion: <u>8/31/2018</u> <u>10/15/2018</u> <u>6/15/2020</u>
	Ready for Final Payment: <u>7/15/2020</u>
Previously approved Increase:	Previously approved Increase:
Order No. <u>1</u> to <u>3</u>	Order No. <u>1</u> to <u>3</u>
<u>\$457,633.86</u>	Substantial Completion: <u>425</u> <u>365</u> <u>79</u>
	Ready for Final Payment: <u>79</u>
Previous Contract Price:	Contract Times prior to this Change Order:
<u>\$4,826,595.85</u>	Substantial Completion: <u>10/30/2019</u> <u>10/15/2019</u> <u>9/2/2020</u>
	Ready for Final Payment: <u>10/2/2020</u>
Increase of this Change Order:	Increase of this Change Order:
<u>\$3,803.00</u>	Substantial Completion: _____
	Ready for Final Payment: _____
Contract Price for Change Order:	Contract Times with all approved Change Orders:
<u>\$4,830,398.85</u>	Substantial Completion: <u>10/30/2019</u> <u>10/15/2019</u> <u>9/2/2020</u>
	Ready for Final Payment: <u>10/2/2020</u>

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: _____
Engineer

By: _____
Owner (Authorized Signature)

By: _____
Contractor (Authorized Signat

Title: Project Engineer

Title: Mayor

Title: _____

Date: _____

Date: _____

Date: _____

Approved by Funding Agency (if applicable)

By: _____

Date: _____

Title: _____



1302 South Union Street
P.O. Box 511
Rock Rapids, IA 51246
phone: 712.472.2531 - fax: 712.472.2710

Invoice

City of Miller
Mr. Bill Lewellen, Electric Department
120 West 2nd Street
Miller, SD 57362

December 13, 2019
Project No: 420611.00
Invoice No: 00238336
Project Manager: Andrew Koob

Invoice Total \$146.00

Project 420611.00 Substation No. 4 Construction
Task Order No. 5

Professional Services through November 30, 2019

Task X400 Construction Phase
Professional Personnel

	Hours	Rate	Amount
Engineer 8	1.00	146.00	146.00
Totals	1.00		146.00
Total Labor			146.00

Total this Portion \$146.00

AMOUNT DUE THIS INVOICE \$146.00

Respectfully Submitted:

Andrew Koob



1302 South Union Street
P.O. Box 511
Rock Rapids, IA 51246
phone: 712.472.2531 - fax: 712.472.2710

Invoice

City of Miller
Mr. Bill Lewellen, Electric Department
120 West 2nd Street
Miller, SD 57362

December 13, 2019

Project No: 420613.00
Invoice No: 00238337
Project Manager: Andrew Koob

Invoice Total \$6,188.81

Project 420613.00 Distribution Improvements
Task Order No. 7

Professional Services through November 30, 2019

Task X400 Construction Phase
Professional Personnel

	Hours	Rate	Amount
Engineer 11	1.00	179.00	179.00
Technician 12	50.50	105.00	5,302.50
Totals	51.50		5,481.50
Total Labor			5,481.50

Reimbursable Expenses

Employee Subsistence - Meals

11/7/2019	Rinkenberger, Isaac	28.39
11/14/2019	Rinkenberger, Isaac	39.76

Employee Auto Mileage

11/7/2019	Rinkenberger, Isaac	317.26
11/14/2019	Rinkenberger, Isaac	321.90

Total Reimbursables 707.31 707.31

Total this Portion \$6,188.81

AMOUNT DUE THIS INVOICE \$6,188.81

Respectfully Submitted:

Andrew Koob



1302 South Union Street
P.O. Box 511
Rock Rapids, IA 51246
phone: 712.472.2531 - fax: 712.472.2710

Invoice

City of Miller
Mr. Bill Lewellen, Electric Department
120 West 2nd Street
Miller, SD 57362

December 13, 2019
Project No: 420614.00
Invoice No: 00238338
Project Manager Andrew Koob

Invoice Total \$17,921.83

Project 420614.00 SCADA System
Task Order No. 8

Professional Services through November 30, 2019

Task 0200 Final Design Phase

Lump Sum Portion

Total Fee 57,700.00

Percent Complete	25.00	Total Earned	14,425.00
		Previous Fee Billing	7,501.00
		Current Fee Billing	6,924.00
		Total Fee	6,924.00

Total this Task \$6,924.00

Task X400 SCADA Integration

Professional Personnel

	Hours	Rate	Amount
Engineer 11	.50	179.00	89.50
Engineer 6	4.00	126.00	504.00
Totals	4.50		593.50

Total Labor

593.50

Total this Task \$593.50

Task X550 SCADA Equipment

Reimbursable Expenses

Direct Project Expense

11/18/2019	Lokken, Patrick	Amazon	1,204.38
11/18/2019	Lokken, Patrick	Amazon	2,609.70
11/18/2019	Lokken, Patrick	Dell	6,590.25

Total Reimbursables

10,404.33 10,404.33

Total this Task \$10,404.33

AMOUNT DUE THIS INVOICE \$17,921.83

Respectfully Submitted:

Andrew Koob

69 kV TRANSMISSION LINE IMPROVEMENTS

CITY OF MILLER

MILLER, SOUTH DAKOTA

FINAL CONTRACT BREAKDOWN

ORIGINAL CONTRACT PRICE	\$ 586,651.89
Less Change Order #1	(22,081.00)
Less Revised Unit Quantities	(4,983.05)
TOTAL PROJECT CONSTRUCTION COST	\$ <u>559,587.84</u>
Less Previous Payments	(503,629.06)
FINAL AMOUNT DUE TO CONTRACTOR	<u>\$ 55,958.78</u>



FINAL PAY ESTIMATE
69 KV TRANSMISSION LINE IMPROVEMENTS
CITY OF MILLER
MILLER, SD
DGR Project No. 420612

For Period From: 8/31/19 To: 12/31/19
Contractor: Primoris T&D Services, LLC.
Bid Date: 2/12/2019

SUMMARY

VALUE OF WORK COMPLETED TO DATE	\$559,587.84	ORIGINAL CONTRACT PRICE	\$586,651.89
LESS RETAINAGE.....(0%)	\$0.00	EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions).....	\$559,587.84
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT.....	\$559,587.84	LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT.....	\$559,587.84
LESS ESTIMATES PREVIOUSLY APPROVED.....		EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT.....	\$0.00
Pay Estimate No. 1.....	\$34,848.31	% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT	100%
Pay Estimate No. 2.....	\$310,246.27		
Pay Estimate No. 3.....	\$158,534.48		

TOTAL AMOUNT DUE THIS ESTIMATE..... \$55,958.78

The undersigned Contractor hereby certifies that payment has been made in full for all labor and materials incorporated in the project to date, in accordance with the terms of the Construction Contract.

By Primoris Aevenia, Inc., Contractor

By _____ Date _____

CERTIFICATE

THE AMOUNT OF \$ \$55,958.78 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

CITY OF MILLER, Owner

DGR ENGINEERING, Engineer

By _____

By

Title _____

Date _____

12-31-2019

Date

Helms & Associates

PO Box 111

Aberdeen, SD 57402-

Tel: (605) 225-1212 Fax: (605) 225-3189

BOBB@HELMSENGINEERING.COM

City

CITY OF MILLER
120 West 2nd Street
MILLER, SD 57362-

Invoice

Invoice Date: Jan 2, 2020

Invoice Num: 20730

Billing Through: Dec 28, 2019

MILLER AIRPORT ALP & NARRATIVE REPORT (A7138:01) - Managed by (205)

AIP #3-46-0035-010-2019

PER AGREEMENT DATED 4/16/19

Project ID	Project Name	Contract Amount	% Comp.	Previously Billed	Amount Due
A7138:01	MILLER AIRPORT ALP & NARRATIVE REPORT	\$191,624.25	30.00	\$53,654.79	\$3,832.48

Total Amount Due: \$3,832.48

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 2nd day of Jan. 2020.

HELMS AND ASSOCIATES Al M. Helms

APPROVAL:

BY: _____

TITLE: _____

DATE: _____

Account Summary

Services BTD	Expenses BTD	Billed To Date	Paid To Date	Balance Due
\$ 57,487.27	\$ 0.00	\$ 57,487.27	\$ 53,654.79	\$ 3,832.48

24

RESOLUTION NO. 2020-1*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 \$20.00 per committee meeting
Jeff Swartz	Ward 1	\$125.00 a month plus \$50.00 per meeting plus \$20.00 per committee meeting
Bob Steers	Ward 1	\$125.00 a month plus \$50.00 per meeting plus \$20.00 per committee meeting
SuAnne Meyer	Ward 2	\$125.00 a month plus \$50.00 per meeting plus \$20.00 per committee meeting
Joe Zeller	Ward 2	\$125.00 a month plus \$50.00 per meeting plus \$20.00 per committee meeting
Jim Odegaard	Ward 3	\$125.00 a month plus \$50.00 per meeting plus \$20.00 per committee meeting
Tony Rangel	Ward 3	\$125.00 a month plus \$50.00 per meeting plus \$20.00 per committee meeting

FINANCE OFFICE

Sheila Coss	\$28.36 per hour, Flex Meeting Time
Cindy Deuter	\$18.27 per hour, Flex Meeting Time
Christi Danburg	\$15.88 per hour, Flex Meeting Time

POLICE DEPARTMENT

Shannon Speck	\$23.96 per hour, Grant OT/Worked Holiday - \$35.94
Wayne Ames	\$21.76 per hour, Grant OT/Worked Holiday - \$32.64
Chris Henrickson	\$18.55 per hour, Grant OT/Worked Holiday - \$27.83
James Henson	\$17.96 per hour, Grant OT/Worked Holiday - \$26.94

STREET DEPARTMENT

Ron Hoftiezer	\$25.33 per hour, Flex Meeting Time
David Phinney	\$19.63 per hour, Flex Meeting Time

ELECTRIC DEPARTMENT

Bill Lewellen	\$33.50 per hour, Flex Meeting Time
	\$20.00 per day when on call
Josh Koeck	\$29.02 per hour, Flex Meeting Time
	\$20.00 per day when on call
Haydn Herman	\$26.12 per hour, Flex Meeting Time
	\$20.00 per day when on call

WATER/SEWER DEPARTMENT

Terry Manning	\$28.41 per hour, Flex Meeting Time
Gordon Gross	\$17.34 per hour, Flex Meeting Time
Brandon Hammill	\$16.55 per hour, Flex Meeting Time

JANITORIAL

Verna McMahon	\$12.53 per hour
Tim McMahon	\$12.53 per hour

CERTIFIED POLICE SUBSTITUTES

\$15.65 per hour

SNOW REMOVAL EMPLOYEES

\$12.98 per hour

SEASONAL EMPLOYEES

Base Pay	2020 Minimum Wage	10% CDL/WSI
\$9.30	(No Experience)	\$10.23
Returning with 1 year experience/longevity \$9.49	(Base plus 2% of Base)	\$10.44
Returning with 2 years experience/longevity \$9.67	(Base plus 4% of Base)	\$10.64
Returning with 3 years experience/longevity \$9.86	(Base plus 6% of Base)	\$10.85
Returning with 4 years experience/longevity \$10.04	(Base plus 8% of Base)	\$11.04
Returning with 5 years experience/longevity \$10.23	(Base plus 10% of Base)	\$11.25

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

Adopted this 22nd day of January 2020.

ATTEST:

Sheila Coss, Finance Officer
(SEAL)

Ronald Blachford, Mayor

*These figures do
not include a COL
increase.*

Donation Requests for CY2020

<u>Name/Organization</u>	<u>Amount Requested</u>	<u>Amount to be Allocated</u>
Miller Ball Association	\$2,000.00	
C&C - Fireworks	\$2,000.00	
Miller Youth Golf	\$1,000.00	
Wheels and Meals	\$2,000.00	
On Hand Economic Development	\$132,000.00	\$75,000.00
	\$139,000.00	\$75,000.00

Utility Billing Service Credits:

Hand in Hand Daycare	\$600.00		
Helping Hands	\$2,500.00		
McWhorter House Museum	\$1,600.00		6-7 mo elec
	\$4,700.00	\$0.00	

Total Requested:	\$143,700.00	\$75,000.00
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Hand In Hand Daycare Attn: Clover Herdman	602 E 5th St	Miller, SD 57362	853-3880
Helping Hands Attn: Mike Ortmeier	722 E 3rd Ave	Miller, SD 57362	853-3826
McWhorter House Museum Attn: Connie Schroeder	PO Box 71	Miller, SD 57362	853-2268
Miller Ball Association Attn: Megan Stevens	118 E 5th ST	Miller, SD 57362	237-5054
Miller C & C Attn: Kristi Lichty	105 N Broadway	Miller, SD 57362	853-2869
Miller Golf Course Attn: Jamie Brueggeman	PO Box 111	Miller, SD 57362	354-9481
OHED Attn: Kecia Beranek	526 N Broadway	Miller, SD 57362	853-3098
Wheels & Meals Attn: Kristi Lichty	105 N Broadway	Miller, SD 57362	853-2869