

**AGENDA  
CITY OF MILLER  
MONDAY, FEBRUARY 3, 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 - 3**

**Public Input**

**Department Head Reports.....pgs. 4 - 6**

**New Business**

1. Kecia – OHED Update
2. Bike Path Grant
3. Burbach Aquatics – Pool Committee
4. Employee Evaluations .....pgs. 7 - 11
5. Storm Shelter Bid Advertisement
6. KBA Quote for Audit.....pg. 12
7. Airport Conference.....pg. 13 - 14
8. Electric Project
  - a. Eframson Electric Pay Request 9 - \$113,467.52 .....pgs. 15 - 16
9. Water/ Sewer Project:
  - a. SPN Phase III Invoices 20788-20790 Total: \$93,960.00.....pgs. 17 - 18
10. Helms & Associates Invoice 20837 - \$13,413.70.....pg. 19
11. Volunteer Fire Department Roster .....pg. 20
12. Rainwater Surcharge – Apartments

**Unfinished Business**

1. Surcharges on Delinquent Accounts

**Approval of Bills**

**Adjourn**

**CITY OF MILLER  
CITY COUNCIL MEETING  
JANUARY 22, 2020**

*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 Wednesday, January 22, 2020.

**MEMBERS PRESENT:** Mayor Ron Blachford, Aldermen: Jim Odegaard, Tony Rangel, Bob Steers, Jeff Swartz, Joe Zeller and 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 Zeller to approve the agenda as amended with the addition of a Special Event Liquor License. All members voted aye. Motion carried.

**MINUTES:** Motion by Alderwoman Meyer, seconded by Alderman Rangel to approve the minutes for the regular meeting held on January 6, 2020. All members voted aye. Motion carried.

**PUBLIC INPUT**

Alderwoman Meyer commented that she was very impressed with the number of people that showed up for the *Ask a Council Member* meeting that was held at the community center on January 15, 2020. We appreciate the great questions and input from the public. Thank you to everyone who came.

**NEW BUSINESS**

**Miller Swim Club:** Tiffany Hofer spoke on behalf of the Miller Swim Club of which several members were present at the meeting. The board members felt that they were told they need to be in charge of the design and fundraising committees for the possible new pool, and they do not know what is expected of them. Alderman Steers explained that he felt that Jill VanderWerff and Nikki Flor were very capable and represented the future with young children that will use the pool for many years. They did not intend to imply that the responsibility lay solely on the swim club. Alderwoman Meyer explained that no one actually knows what is expected of the committees and that a representative from Burbach Aquatics will be here on Tuesday, January 28 at 7:00 p.m. to explain the process. Jill VanderWerff stated that she will be happy to forward an invitation to the meeting to some people she thought would be interested. The city will create an invitation on Facebook for anyone who may be interested to please attend the informational meeting.

**Chief Speck – Dog Kennel:** Chief Speck explained that Dakota Vet will no longer offer to keep any dogs for the city that have been captured running at large. Motion by Alderman Rangel, seconded by Alderman Steers to have Speck purchase a dog kennel with a heater for approximately \$2,000. Speck did not budget for this item so his budget will be reviewed towards the end of the year for possible supplementation. All members voted aye. Motion carried.

**Snow Removal:** Alderman Rangel had a list of questions/issues that were brought to the council's attention at the *Ask a Council Member* meeting as well as from a few other individuals around town. Rangel addressed all of the issues and the intentions for rectifying them. Motion by Alderman Rangel, seconded by Alderman Zeller to cancel the 3 previous snow removal bills that were sent due to internal issues. Any future bills will be enforced. All members voted aye. Motion carried. Rodney Gortmaker, Sr. asked about the possibility of using a snow gate for snow removal. Alderman Swartz stated that the street committee will discuss the pros and cons of snow gates with Street Superintendent Ron Hoftiezer.

**Electric Project DGR Invoices:** Motion by Alderman Odegaard, seconded by Alderman Swartz to approve DGR Engineering invoices 238881-238884 for a total of \$10,744.24. All members voted aye. Motion carried.

**SDMEA – Bill Lewellen:** Motion by Alderman Zeller, seconded by Alderman Steers to have Bill Lewellen attend the SDMEA convention in Watertown on March 3 & 4. All members voted aye. Motion carried.

**Resolution 2020-1:** Motion by Alderman Steers, seconded by Alderman Rangel to approve Resolution 2020-1 Annual Salaries. Roll call vote: Alderman Steers – aye, Alderwoman Meyer – aye, Alderman Rangel – aye, Alderman Odegaard – aye, Alderman Zeller – aye, Alderman Swartz – aye. Motion carried.

**Resolution 2020-2:** Motion by Alderman Rangel, seconded by Alderman Odegaard approve Resolution 2020-2 Surplus. All members voted aye. Motion carried.

**Resolution 2020-3:** Motion by Alderman Rangel, seconded by Alderwoman Meyer to approve Resolution 2020-3 Bad Debt. All members voted aye. Motion carried.

**Bad Debt/Surcharges:** Motion by Alderman Rangel, seconded by Alderman Steers to table a decision regarding surcharges on bad debt accounts until February 3. Finance Officer Sheila Coss will do a little more research on the subject. All members voted aye. Motion carried.

**Interlocal Government Agreement:** Motion by Alderman Zeller, seconded by Alderman Swartz to sign the Interlocal Government Agreement with the City of St. Lawrence. All members voted aye. Motion carried.

**Special Event Liquor License:** Motion by Alderman Rangel, seconded by Alderman Odegaard to approve the special event liquor license for Willie's Bar and Grill to serve alcohol at the community center on January 31 for the hospital Christmas party. All members voted aye. Motion carried.

**APPROVAL OF BILLS:** Motion by Alderman Odegaard, seconded by Alderman Steers 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 8:29 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 January 2019 (2)**

A & B Business	Copier Meter	148.36
A+ Tire	Repairs	253.42
American Solutions	Supplies	179.27
AT&T Mobility	Cell Phone	45.14
Civil Design Inc	Prof Fees	8,022.50
CNH Industrial	Supplies	691.80
Cowboy Country	Fuel	201.94
DGR	Cap Imp	10,744.24
Elan	Supplies	706.13
Farnam's	Parts	80.34
Brandon Hammill	Reimb	11.00
Hand County Publishing	Books/Publications	416.59
HCPD	Power	31,525.35
Hughes Electric	Repairs	275.51
Kessler's	Supplies	16.70
Terry Manning	Reimb	71.48
MicroFix	Repairs	160.00
Midco	Telephones	441.98
MMUA	Training	3,175.00
NECOG	Dues	1,637.66
Oakley Farm & Ranch	Supplies	284.85
Office Peeps	Supplies	28.51
OHED	Industry	6,250.00
Prairieland Collections	Prof Fees	54.90
Pro-Tec Roofing	Repairs	477.55
Riter Rogers Law Office	Prof Fees	175.00
Rural Development	Loans	16,403.00
SD Attorney General	24/7 Program	21.00
SD DENR	Stormwater Fee	250.00
SD Dept Of Public Safety	Service	2,340.00
SD DOR	Sales Tax	9,103.70
SDMEA	Registration	100.00
Siemens Industry	Ethernet	3,369.00
SD One Call	Locates	133.28
Sturdevant's	Parts	60.68
Terex	Repairs	819.48
Tony's Repair	Repairs	48.40
US Bank	Loan	154.90
WAPA	Power	52,729.69
	Accounts Payable Total	<u>\$151,608.35</u>

**Payroll Salary plus Benefits  
by Department:**

	1/21/2020			
Department	w/o OT	OT	Total	
41410 FINANCE OFFICE	1,305.81		1,305.81	
42110 POLICE	10,089.51	867.06	10,956.57	
43110 STREET	5,058.21	142.48	5,200.69	
43210 SEWER	5,200.90	192.61	5,393.51	
43310 WATER	5,200.82	192.59	5,393.41	
43410 ELECTRIC	11,507.88	187.56	11,695.44	
	<u>\$38,363.13</u>	<u>\$1,582.30</u>	<u>\$39,945.43</u>	

**City Council Meeting  
Department Head Reports  
February 3, 2020**

**Police Department Report**

1. Officer Henson attended a Rail Car Incident Response training held at the Fire hall on January 11, 2020. Hand County Emergency Management put on the class. Rick and Mary Hoffman from Ohio were the instructors.
2. On Wednesday January 8, 2020, the officers attended a CPR/AED/First Aid Class. Officer Wayne Ames was the instructor.

**Street Department Report**

1. We reworked the snowplow mount on the Dresser blade. The plow that we have been using for the past few years is a little heavier than the mount was meant for.
2. We reworked the lights on the #1 truck and a few other minor things. (Warning light, clutch adjustment, transmission airline, & new chains for tailgate).
3. We put new skid shoes on the V-plow for the new Blade & reworked the skid shoe adjustment assembly and put on a new skid shoe on the V-plow on the loader.
4. David re-plumbed the hydraulic lines on the reversible plow that is on the loader. And he ordered new seals for the Hydraulic ram.
5. I sanded several areas that were refusing to let the ice melt. Hopefully the weather will warm enough so we can clear up the area by storm inlets.
6. I blew the snow back away from known drifting areas until a bearing went out on the belt tensioner. I fixed it temporarily, then when the new part came in Dave finished the fix.
7. The last time we plowed & hauled snow one of the guys said that on his last load of snow he heard a noise around the driveline. When David backed it into the shop it sounded bad. Luckily all it was a hydraulic lever rubbing against the emergency brake drum. The pin for it was worn out so we removed the lever. If we would ever need it replacing it wouldn't take much.
8. We totally replaced the brake lights on the #4 truck. The RR Tracks beat the lights up pretty bad when you consider the 100's of loads of snow that go across them.

**Water/Sewer/Airport Department Report**

1. Water Dept. has had a couple water leaks since the last meeting, one up at the trailer court on the north end of town, at first we thought it was in the street until further inspection the water was coming out of a trailer from inside the trailer court & running into the street from under the snow.
2. The other leak was at Miller Feed Service, the water had been turned off Oct. 5<sup>th</sup> but the water never surfaced until Jan 21<sup>st</sup> inside the building. The building had been entered several times on Sunday the 20<sup>th</sup> and everything was ok. (faulty curb stop, leaking) It was turned over to our insurance company as there was some damage to their office.
3. Had some sewer problems on the west side of town, Phase 3 should fix these problem areas.
4. Airport, Fire Hall & Pool snow removal.

**Electric Department Report**

1. Service contract with NorthWestern Energy
2. Inventory – sorting through overhead and 3KV underground
3. Put up the LED lights we got with Heartland grant.
4. Applying for another grant from Heartland for LED streetlights
  - a. Should get enough to finish off the town except for historical lights on main street.

**Finance Office Report**

1. Sales Tax Comparison Report – see attachment

Sales Tax Comparison			
	2020	2019	\$75,000 to OHED
January	\$18,977.31 \$60,236.06	\$34,444.92 \$44,092.80	\$6,250.00
February			\$6,250.00
March			\$6,250.00
April			\$6,250.00
May			\$6,250.00
June			\$6,250.00
July			\$6,250.00
August			\$6,250.00
September			\$6,250.00
October			\$6,250.00
November			\$6,250.00
December			\$6,250.00
<b>Total</b>	<b>\$79,213.37</b>	<b>\$78,537.72</b>	<b>0.86%</b>
	up/down from last year		<b>\$675.65</b>

# Gross Receipts Tax - Split

## Fund 211

Current Year			
Month	Total	City 20%	OHED 80%
JAN	\$2,095.82	\$419.16	\$1,676.66
	\$2,395.33	\$479.07	\$1,916.26
FEB		\$0.00	\$0.00
		\$0.00	\$0.00
MAR		\$0.00	\$0.00
		\$0.00	\$0.00
APR		\$0.00	\$0.00
		\$0.00	\$0.00
MAY		\$0.00	\$0.00
		\$0.00	\$0.00
JUN		\$0.00	\$0.00
		\$0.00	\$0.00
JUL		\$0.00	\$0.00
		\$0.00	\$0.00
AUG		\$0.00	\$0.00
		\$0.00	\$0.00
SEP		\$0.00	\$0.00
		\$0.00	\$0.00
OCT		\$0.00	\$0.00
		\$0.00	\$0.00
NOV		\$0.00	\$0.00
		\$0.00	\$0.00
DEC		\$0.00	\$0.00
		\$0.00	\$0.00
	<b>\$4,491.15</b>	<b>\$898.23</b>	<b>\$3,592.92</b>

Previous Year		
Total	City 20%	OHED 80%
\$2,318.56	\$463.71	\$1,854.85
\$1,579.54	\$315.91	\$1,263.63
\$1,436.10	\$287.22	\$1,148.88
\$1,761.91	\$352.38	\$1,409.53
\$816.61	\$163.32	\$653.29
\$1,531.83	\$306.37	\$1,225.46
\$727.67	\$145.53	\$582.14
\$431.24	\$86.25	\$344.99
\$2,152.71	\$430.54	\$1,722.17
<b>\$1,925.48</b>	<b>\$385.10</b>	<b>\$1,540.38</b>
\$728.56	\$145.71	\$582.85
\$427.78	\$85.56	\$342.22
\$3,246.00	\$649.20	\$2,596.80
\$1,597.63	\$319.53	\$1,278.10
\$2,136.26	\$427.25	\$1,709.01
\$2,074.51	\$414.90	\$1,659.61
\$1,698.03	\$339.61	\$1,358.42
\$2,470.80	\$494.16	\$1,976.64
\$1,032.19	\$206.44	\$825.75
\$2,320.80	\$464.16	\$1,856.64
\$957.22	\$191.44	\$765.78
<b>\$3,890.22</b>	<b>\$778.04</b>	<b>\$3,112.18</b>
\$14.85	\$2.97	\$11.88
\$1,498.87	\$299.77	\$1,199.10
<b>\$38,775.37</b>	<b>\$7,755.07</b>	<b>\$31,020.30</b>

\$3,231.28  
average/month

up/down from previous year		
Total	593.05	15.21%
City	118.61	15.21%
OHED	474.44	15.21%

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

OHED 80%

Check #

Check Date

JAN 1,676.66  
JAN 1,916.26  
**\$3,592.92**

**CITY OF MILLER  
EVALUATION REPORT  
FINANCE OFFICE**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Period Covered: From \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_  
Mo Yr Mo Yr  
Time in Position: \_\_\_\_\_

	Comments				
<b>ATTITUDE &amp; GROWTH</b> <ul style="list-style-type: none"> <li>Displays positive attitude</li> <li>Shows willingness to share responsibilities</li> <li>Evidences ability to adjust to new situations</li> <li>Displays team spirit and cooperation</li> <li>Gives extra effort to be helpful to co-workers</li> <li>Accepts constructive criticism well</li> </ul>					
<b>EXCELLENT*</b> (Exceeds std) <b>SUCCESS</b> (Meets std) <b>NEEDS IMPROVEMENT**</b> (Some)    (Much)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>COMMAND OF COMMUNICATION</b> <ul style="list-style-type: none"> <li>Expresses self well orally</li> <li>Expresses self well in written language</li> <li>Has communicative skills with fellow workers</li> <li>Maintains high knowledge of spelling, word usage, etc.</li> </ul>					
<b>EXCELLENT*</b> (Exceeds std) <b>SUCCESS</b> (Meets std) <b>NEEDS IMPROVEMENT**</b> (Some)    (Much)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>QUALITY OF WORK</b> <ul style="list-style-type: none"> <li>Plans and organizes work</li> <li>Possesses knowledge of subject matter</li> <li>Work is thorough and free of mistakes</li> <li>Performs work accurately, thoroughly, in a timely and efficient manner</li> <li>Decision making skills (problem solving/judgment)</li> <li>Maintains effective control of situations</li> </ul>					
<b>EXCELLENT*</b> (Exceeds std) <b>SUCCESS</b> (Meets std) <b>NEEDS IMPROVEMENT**</b> (Some)    (Much)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>PERSONAL QUALITIES &amp; HUMAN RELATIONS</b> <ul style="list-style-type: none"> <li>General personal appearance</li> <li>Courtesy in treatment of others</li> <li>Cheerful and enthusiastic</li> <li>Poise and emotional stability</li> </ul>					
<b>EXCELLENT*</b> (Exceeds std) <b>SUCCESS</b> (Meets std) <b>NEEDS IMPROVEMENT**</b> (Some)    (Much)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

HUMAN RELATIONS				
<ul style="list-style-type: none"> <li>Report with those in authority</li> <li>Report with co-workers</li> <li>Report with municipal employees</li> <li>Report with telephone complaints</li> <li>Report with people outside the office</li> <li>Represents the City well</li> </ul>				
<b>EXCELLENT*</b> (Exceeds std) <b>SUCCESS</b> (Meets std) <b>NEEDS IMPROVEMENT**</b> (Some)    (Much)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\*Excellent ratings must be supported by facts and examples.  
\*\*Needs improvement ratings must be accompanied by a corrective action plan.

**OVERALL PERFORMANCE**    ☐ ☐ ☐ ☐ ☐

1   2   3   4   5  
Successful   Fair   Poor

Recommendations: \_\_\_\_\_

Employee Response: \_\_\_\_\_

I \_\_\_\_ agree \_\_\_\_ disagree with this performance appraisal.

Reason (state areas you disagree): \_\_\_\_\_

Evaluators Present: \_\_\_\_\_

Evaluator's Signature and Date \_\_\_\_\_ Employee's Signature and Date \_\_\_\_\_



**CITY OF MILLER  
EVALUATION REPORT  
POLICE DEPARTMENT**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Period Covered: From \_\_\_\_\_ / \_\_\_\_\_ To \_\_\_\_\_ / \_\_\_\_\_  
Mo/Yr Mo/Yr

Time in Position: \_\_\_\_\_

	Comments				
<b>ATTITUDE &amp; GROWTH</b> <ul style="list-style-type: none"> <li>Displays positive attitude</li> <li>Shows willingness to share responsibilities</li> <li>Evidences ability to adjust to new situations</li> <li>Displays team spirit and cooperation</li> <li>Gives extra effort to be helpful to co-workers</li> <li>Accepts constructive criticism well</li> </ul>	<b>EXCELLENT*</b> (Exceeds std)	<b>SUCCESS</b> (Meets std)	<b>NEEDS IMPROVEMENT**</b> (Some)	<b>(Much)</b>	
<b>COMMAND OF COMMUNICATION</b> <ul style="list-style-type: none"> <li>Expresses self well orally</li> <li>Expresses self well in written language</li> <li>Has communicative skills with fellow workers</li> <li>Maintains high knowledge of spelling, word usage, etc.</li> </ul>	<b>EXCELLENT*</b> (Exceeds std)	<b>SUCCESS</b> (Meets std)	<b>NEEDS IMPROVEMENT**</b> (Some)	<b>(Much)</b>	
<b>QUALITY OF WORK &amp; WORK HABITS</b> <ul style="list-style-type: none"> <li>Shows concerns for safety</li> <li>Punctual &amp; dependable</li> <li>Performs work accurately, thoroughly, in a timely and efficient manner</li> <li>Decision making skills (problem solving/judgment)</li> <li>Maintains effective control of situations</li> </ul>	<b>EXCELLENT*</b> (Exceeds std)	<b>SUCCESS</b> (Meets std)	<b>NEEDS IMPROVEMENT**</b> (Some)	<b>(Much)</b>	
<b>SPECIAL SKILLS &amp; KNOWLEDGE</b> <ul style="list-style-type: none"> <li>Knowledge of laws &amp; ordinances</li> <li>Properly preserves evidence</li> <li>Conducts proper investigations</li> <li>Correct first aid techniques</li> <li>Proper/safe use of firearms and police vehicle</li> <li>Confidentiality</li> </ul>	<b>EXCELLENT*</b> (Exceeds std)	<b>SUCCESS</b> (Meets std)	<b>NEEDS IMPROVEMENT**</b> (Some)	<b>(Much)</b>	

<b>HUMAN RELATIONS</b> <ul style="list-style-type: none"> <li>Cooperative with co-workers</li> <li>Courteous to public</li> <li>Tactful and diplomatic</li> <li>Represents the City well</li> </ul>	<b>EXCELLENT*</b> (Exceeds std)	<b>SUCCESS</b> (Meets std)	<b>NEEDS IMPROVEMENT**</b> (Some)	<b>(Much)</b>	
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\*Excellent ratings must be supported by facts and examples.  
\*\*Needs improvement: ratings must be accompanied by a corrective action plan.

**OVERALL PERFORMANCE**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	2	3	4	5

Successful Fair Poor

Recommendations: \_\_\_\_\_

Employee Response: \_\_\_\_\_

I \_\_\_\_\_ agree \_\_\_\_\_ disagree with this performance appraisal.

Reason (state areas you disagree): \_\_\_\_\_

Evaluators Present: \_\_\_\_\_

Evaluator's Signature and Date \_\_\_\_\_ Employee's Signature and Date \_\_\_\_\_

**CITY OF MILLER  
EVALUATION REPORT  
STREET DEPARTMENT**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Period Covered: From \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_  
Mo Yr Mo Yr  
Time in Position: \_\_\_\_\_

	Comments
<b>ATTITUDE &amp; GROWTH</b> <ul style="list-style-type: none"> <li>Displays positive attitude</li> <li>Shows willingness to share responsibilities</li> <li>Evidences ability to adjust to new situations</li> <li>Displays team spirit and cooperation</li> <li>Gives extra effort to be helpful to co-workers</li> <li>Accepts constructive criticism well</li> </ul> <p>EXCELLENT* SUCCESS NEEDS IMPROVEMENT** (Exceeds std) (Meets std) (Some) (Much)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	
<b>WORK HABIT</b> <ul style="list-style-type: none"> <li>Concern for safety</li> <li>Uses time and materials wisely</li> <li>Takes care of equipment &amp; tools</li> <li>Observant of rules &amp; policies</li> <li>Punctual and dependable</li> </ul> <p>EXCELLENT* SUCCESS NEEDS IMPROVEMENT** (Exceeds std) (Meets std) (Some) (Much)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	
<b>QUALITY OF WORK</b> <ul style="list-style-type: none"> <li>Plans and organizes work</li> <li>Possesses knowledge of subject matter</li> <li>Work is thorough and free of mistakes</li> <li>Performs work accurately, thoroughly, in a timely and efficient manner</li> <li>Decision making skills (problem solving/judgment)</li> <li>Maintains effective control of situations</li> </ul> <p>EXCELLENT* SUCCESS NEEDS IMPROVEMENT** (Exceeds std) (Meets std) (Some) (Much)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	
<b>GENERAL KNOWLEDGE</b> <ul style="list-style-type: none"> <li>Knowledge of equipment</li> <li>Ability to perform street repairs &amp; maintenance</li> <li>Knowledge of community, streets, alleys &amp; facilities</li> </ul> <p>EXCELLENT* SUCCESS NEEDS IMPROVEMENT** (Exceeds std) (Meets std) (Some) (Much)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	

HUMAN RELATIONS	
<ul style="list-style-type: none"> <li>Report with those in authority</li> <li>Report with co-workers</li> <li>Report with municipal employees</li> <li>Report with people outside the office</li> <li>Represent the City well</li> </ul> <p>EXCELLENT* SUCCESS NEEDS IMPROVEMENT** (Exceeds std) (Meets std) (Some) (Much)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	<div style="border: 2px solid black; width: 40px; height: 40px; line-height: 40px; margin: 0 auto;">6</div>

\*Excellent ratings must be supported by facts and examples.  
\*\*Needs improvement ratings must be accompanied by a corrective action plan.

**OVERALL PERFORMANCE**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	2	3	4	5
Successful	Fair	Poor		

Recommendations: \_\_\_\_\_

Employee Response:

I \_\_\_\_ agree \_\_\_\_ disagree with this performance appraisal.

Reason (state areas you disagree):

Evaluators Present: \_\_\_\_\_

Evaluator's Signature and Date \_\_\_\_\_ Employee's Signature and Date \_\_\_\_\_

**CITY OF MILLER  
EVALUATION REPORT  
WATER/SEWER DEPARTMENT**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Period Covered: From \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_  
Mo Yr Mo Yr

Time in Position: \_\_\_\_\_

	Comments
<b>ATTITUDE &amp; GROWTH</b> <ul style="list-style-type: none"> <li>Displays positive attitude</li> <li>Shows willingness to share responsibilities</li> <li>Evidences ability to adjust to new situations</li> <li>Displays team spirit and cooperation</li> <li>Gives extra effort to be helpful to co-workers</li> <li>Accepts constructive criticism well</li> </ul> <p>EXCELLENT* SUCCESS NEEDS IMPROVEMENT** (Exceeds std) (Meets std) (Some) (Much)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	
<b>WORK HABIT</b> <ul style="list-style-type: none"> <li>Concern for safety</li> <li>Uses time and materials wisely</li> <li>Takes care of equipment &amp; tools</li> <li>Observant of rules &amp; policies</li> <li>Punctual and dependable</li> </ul> <p>EXCELLENT* SUCCESS NEEDS IMPROVEMENT** (Exceeds std) (Meets std) (Some) (Much)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	
<b>QUALITY OF WORK</b> <ul style="list-style-type: none"> <li>Plans and organizes work</li> <li>Possesses knowledge of subject matter</li> <li>Work is thorough and free of mistakes</li> <li>Performs work accurately, thoroughly, in a timely and efficient manner</li> <li>Decision making skills (problem solving/judgment)</li> <li>Maintains effective control of situations</li> </ul> <p>EXCELLENT* SUCCESS NEEDS IMPROVEMENT** (Exceeds std) (Meets std) (Some) (Much)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	
<b>GENERAL KNOWLEDGE</b> <ul style="list-style-type: none"> <li>Knowledge of equipment</li> <li>Ability to perform water/sewer repairs and maintenance</li> </ul> <p>EXCELLENT* SUCCESS NEEDS IMPROVEMENT** (Exceeds std) (Meets std) (Some) (Much)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	

HUMAN RELATIONS	
<ul style="list-style-type: none"> <li>Report with those in authority</li> <li>Report with co-workers</li> <li>Report with municipal employees</li> <li>Report with people outside the office</li> <li>Represents the City well</li> </ul> <p>EXCELLENT* SUCCESS NEEDS IMPROVEMENT** (Exceeds std) (Meets std) (Some) (Much)</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>	

\*Excellent ratings must be supported by facts and examples.  
\*\*Needs improvement ratings must be accompanied by a corrective action plan.

**OVERALL PERFORMANCE**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	2	3	4	5
Successful	Fair	Poor		

Recommendations: \_\_\_\_\_

Employee Response:

I \_\_\_\_ agree \_\_\_\_ disagree with this performance appraisal.

Reason (state areas you disagree):

Evaluators Present: \_\_\_\_\_

Evaluator's Signature and Date \_\_\_\_\_

Employee's Signature and Date \_\_\_\_\_

**CITY OF MILLER  
EVALUATION REPORT  
ELECTRIC DEPARTMENT**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Period Covered: From \_\_\_\_/\_\_\_\_/\_\_\_\_ To \_\_\_\_/\_\_\_\_/\_\_\_\_  
Mo Yr Mo Yr

Time in Position: \_\_\_\_\_

	Comments				
<b>ATTITUDE &amp; GROWTH</b> <ul style="list-style-type: none"> <li>o Displays positive attitude</li> <li>o Shows willingness to share responsibilities</li> <li>o Evidence ability to adjust to new situations</li> <li>o Displays team spirit and cooperation</li> <li>o Gives extra effort to be helpful to co-workers</li> <li>o Accepts constructive criticism well</li> </ul>					
<b>EXCELLENT*</b> (Exceeds std) <b>SUCCESS</b> (Meets std) <b>NEEDS IMPROVEMENT**</b> (Some)    (Much)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>WORK HABIT</b> <ul style="list-style-type: none"> <li>o Concern for safety</li> <li>o Uses time and materials wisely</li> <li>o Takes care of equipment &amp; tools</li> <li>o Observant of rules &amp; policies</li> <li>o Punctual and dependable</li> </ul>					
<b>EXCELLENT*</b> (Exceeds std) <b>SUCCESS</b> (Meets std) <b>NEEDS IMPROVEMENT**</b> (Some)    (Much)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>QUALITY OF WORK</b> <ul style="list-style-type: none"> <li>o Plans and organizes work</li> <li>o Possesses knowledge of subject matter</li> <li>o Work is thorough and free of mistakes</li> <li>o Performs work accurately, thoroughly, in a timely and efficient manner</li> <li>o Decision making skills (problem solving/judgment)</li> <li>o Maintains effective control of situations</li> </ul>					
<b>EXCELLENT*</b> (Exceeds std) <b>SUCCESS</b> (Meets std) <b>NEEDS IMPROVEMENT**</b> (Some)    (Much)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>GENERAL KNOWLEDGE</b> <ul style="list-style-type: none"> <li>o Knowledge of equipment</li> <li>o Ability to perform electrical repairs and maintenance</li> <li>o Can perform work with little or no supervision</li> </ul>					
<b>EXCELLENT*</b> (Exceeds std) <b>SUCCESS</b> (Meets std) <b>NEEDS IMPROVEMENT**</b> (Some)    (Much)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

HUMAN RELATIONS				
<ul style="list-style-type: none"> <li>o Rapport with those in authority</li> <li>o Rapport with co-workers</li> <li>o Rapport with municipal employees</li> <li>o Rapport with people outside the office</li> <li>o Represents the City well</li> </ul>				
<b>EXCELLENT*</b> (Exceeds std) <b>SUCCESS</b> (Meets std) <b>NEEDS IMPROVEMENT**</b> (Some)    (Much)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\*Excellent ratings must be supported by facts and examples.  
\*\*Needs improvement ratings must be accompanied by a corrective action plan.

**OVERALL PERFORMANCE**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	2	3	4	5
Successful	Fair	Poor		

Recommendations: \_\_\_\_\_

Employee Response: \_\_\_\_\_

I \_\_\_\_ agree \_\_\_\_ disagree with this performance appraisal.

Reason (state areas you disagree): \_\_\_\_\_

Evaluators Present: \_\_\_\_\_

Evaluator's Signature and Date \_\_\_\_\_ Employee's Signature and Date \_\_\_\_\_

**KOHLMAN, BIRSCHBACH & ANDERSON, LLP**  
**CERTIFIED PUBLIC ACCOUNTANTS**

PARTNERS

ROY R FAUTH, CPA  
WILLIAM J BACHMEIER, CPA

117 E 3RD STREET • PO Box 127  
MILLER, SD 57362  
605-853-2744 • 605-853-2745 (FAX)

WITH AN OFFICE IN  
MOBRIDGE, SOUTH DAKOTA

January 29, 2020

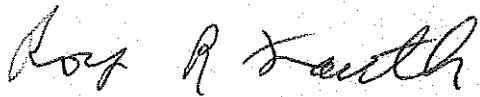
Sheila Coss, City Finance Officer  
City of Miller  
120 West 2nd Street  
Miller, SD 57362

Our proposal to perform an audit of the financial statements of the City of Miller for the two years ended December 31, 2019 will not exceed \$16,000.00 if the city is not subject to Uniform Guidance, or \$18,000.00 if the city is subject to Uniform Guidance.

If our proposal is accepted, please contact us and we will provide you with an engagement letter.

Very truly yours,

KOHLMAN, BIRSCHBACH & ANDERSON, LLP



Roy R. Fauth, CPA, Partner

RF/ng

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# 2020 SD Airports Conference

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HOLIDAY INN RAPID CITY - RUSHMORE PLAZA  
MARCH 11-12, 2020

Our annual conference will bring together more than 130 airport managers, airport staff, consultants, exhibitors, FAA and State officials. A wealth of information will be received by attendees in addition to the networking opportunities available with your peers. Exhibitors from around the country will provide their expertise in company material and one-on-one sessions if desired.

## ALSO

The Social on Wednesday night will be at the Journey Museum and Learning Center. They will be hosting the exhibit "Planes, Trains and Motorcycles," which will hold some incredible history of transportation in the Black Hills area. Be sure to check out the unique stories of transportation in the area, and a few surprises too!

A block of rooms for conference attendees and exhibitors has been reserved at the Holiday Inn Rapid City-Rushmore Plaza located next to the Rushmore Plaza Civic Center. Please refer to our block by saying you are part of the 2020 SD Airports conference or use group code 'AIR' if you are booking online. Rooms will be at the group rate of \$79 (plus tax) the week of the conference.

**Conference attendees are responsible for making their own hotel reservations.** Reservations can be made by calling 844-516-6415 or going to [www.rushmoreplaza.com](http://www.rushmoreplaza.com). This block will be released on 2/10/2020.

\$100 Registration fee includes breaks, lunch and the social on Wednesday & breakfast and break on Thursday for each person

Come view  
the "Planes  
Trains &  
Motorcycles"  
display at the  
Journey  
Museum in  
Rapid City

# Attendee Registration Form

HOLIDAY INN RAPID CITY - RUSHMORE PLAZA  
MARCH 11-12, 2020

Agency/Organization: City of Miller

Name: Terry Manning

Work Address: 120 W 22<sup>nd</sup> St

City/State/Zip: Miller SD 57362

Phone #: 605-204-0565

Email address: terry.manning@cityofmiller.com

\$100 Registration fee includes breaks, lunch and the social on Wednesday & breakfast and break on Thursday for each person

Please make checks payable to : SD Airports Conference

Return this form and payment to:

SDDOT-Office of Air, Rail & Transit  
Airports Conference  
700 East Broadway Avenue  
Pierre, SD 57501-2586

Questions? Call 605-773-4430 or email Jennifer at [Jennifer.boehm@state.sd.us](mailto:Jennifer.boehm@state.sd.us)

2020  
SD Airports  
Conference  
in  
Rapid City

5/13/2019

VALUE OF WORK COMPLETED TO DATE	\$1,420,913.14
LESS RETAINAGE (5%)	\$71,045.65
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT	\$1,349,867.49
LESS ESTIMATES PREVIOUSLY APPROVED	
Pay Estimate No. 1	\$76,846.24
Pay Estimate No. 2	\$162,836.33
Pay Estimate No. 3	\$40,737.77
Pay Estimate No. 4	\$149,823.49
Pay Estimate No. 5	\$113,619.73
Pay Estimate No. 6	\$399,000.46
Pay Estimate No. 7	\$270,630.20
Pay Estimate No. 8	\$2,661.28
Pay Estimate No. 9	
Pay Estimate No. 10	
Pay Estimate No. 11	
Pay Estimate No. 12	
Pay Estimate No. 13	
TOTAL AMOUNT DUE THIS ESTIMATE	\$113,467.52

ORIGINAL CONTRACT PRICE	\$1,420,913.14
EXPECTED FINAL CONTRACT COST (w/ C.O.A. Addition & Deductions)	\$1,420,913.14
LESS TOTAL PAYMENTS INCLUDING THIS PAYMENT	\$1,349,867.49
EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT	\$71,045.65
% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT	95%

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.

Prepared by Ellifairson Electric, Inc.

By: Melanie Anderson, Secretary Date: 1-29-2020

CERTIFICATE

THE AMOUNT OF \$113,467.52 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

City of Miller, Owner  
By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

DGR Engineering, Engineer  
By: Joan R. Halberg  
Date: 01-29-2020

P:\04\20613\Sprdsht\Pay Requests\Pay Req No 9 1-28-20

1 OF 4

Unit No.	Name and Description of Construction Unit	No of Units	UNIT PRICE			WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Units Comp	% Comp	Value of Comp Work	Units Comp	% Comp	Value of Comp Work
UD-10	Primary cable, 15 kV, 1-9 Str. AL (MR)	32,820	\$1,028.00	\$	41.00	\$1,071.00	\$88,702.22	89.913	93%	\$86,697.82	
UD-40	Primary cable, 15 kV, 40 Str. AL (MR)	22,080	1,250.00	48.00	1,248.00	\$27,559.84	20,068	91%	\$24,569.58		
UD-10-2	Secondary cable, (streetlight wire) 600 v. 10-2 U.P. 1/2 w/ground (MR)	11,050	1,500.00	876.00	2,486.00	\$27,249.30	10,970	98%	\$27,082.02		
UD-40 TFLX	Secondary cable, 600 V, 2-44-0, 1-42 D Str. AL (MR)	39,472	1,090.00	2,160.00	3,160.00	\$124,605.12	39,304	100%	\$124,832.64		
UD-350 TFLX	Secondary cable, 600 V, 2-43-0, 1-43 D Str. AL (MR)	4,245	2,170.00	3,235.00	5,405.00	\$22,944.23	4,292	101%	\$23,168.26		
UD-40 QUAD	Secondary cable, 600 V, 3-44-0, 1-42 D Str. AL (MR)	6,645	1,320.00	3,730.00	5,070.00	\$3,647.35	6,921	152%	\$4,649.47		
UG-415j	10 transformer, 15 kVA, (ea)	13	\$70.00	95.00	\$65.00	\$7,735.00	13	100%	\$7,735.00		
UG-425j	10 transformer, 25 kVA, (ea)	14	\$50.00	93.00	\$95.00	\$8,330.00	14	100%	\$8,330.00		
UG-437.5j	10 transformer, 37.5 kVA, (ea)	31	\$50.00	95.00	\$95.00	\$16,445.00	31	100%	\$16,445.00		
UG-450j	10 transformer, 50 kVA, (ea)	32	\$50.00	95.00	\$95.00	\$19,640.00	32	100%	\$19,640.00		
UG-45 (258)	30 transformer, 45 kVA, 240V (ea)	4	\$50.00	155.00	\$155.00	\$3,260.00	4	100%	\$3,260.00		
UG-45 (240)	30 transformer, 45 kVA, 240V (ea)	1	\$50.00	155.00	\$155.00	\$815.00	1	100%	\$815.00		
UG-75 (258)	30 transformer, 75 kVA, 208V (ea)	3	\$50.00	155.00	\$155.00	\$2,445.00	3	100%	\$2,445.00		
UG-75 (240)	30 transformer, 75 kVA, 240V (ea)	6	\$50.00	155.00	\$155.00	\$1,890.00	6	100%	\$1,890.00		
UG-75 (240-480)	30 transformer, 75 kVA, 240-480V (ea)	1	\$50.00	155.00	\$155.00	\$815.00	1	100%	\$815.00		
UG-112.5 (258)	30 transformer, 112.5 kVA, 208V (ea)	1	\$50.00	155.00	\$155.00	\$815.00	1	100%	\$815.00		
UG-112.5 (240)	30 transformer, 112.5 kVA, 240V (ea)	1	\$50.00	155.00	\$155.00	\$815.00	1	100%	\$815.00		
UG-150 (208)	30 transformer, 150 kVA, 208V (ea)	1	\$50.00	155.00	\$155.00	\$815.00	1	100%	\$815.00		
UG-150 (240)	30 transformer, 150 kVA, 240V (ea)	1	\$50.00	155.00	\$155.00	\$1,035.00	1	100%	\$1,035.00		
UG-750 (480/277)	30 transformer, 750 kVA, 480/277V (ea)	1	\$50.00	155.00	\$155.00	\$1,035.00	1	100%	\$1,035.00		
UG-E-BP	10 transformer on existing box pad (ea)	3	\$20.00	95.00	\$95.00	\$1,775.00	3	80%	\$1,420.00		
UG-E-BP	30 transformer on existing box pad (ea)	1	\$70.00	95.00	\$65.00	\$465.00	1	100%	\$465.00		
UJ8-F(20)	Street light fixture, 20 amp, (ea)	44	15.00	9.00	24.00	\$1,056.00	42	95%	\$1,056.00		
UJ1-SCC-10	10 service conductor connection, (ea)	32	31.00	1.00	32.00	\$1,024.00	30	94%	\$960.00		
UJ1-SCC-30	30 service conductor connection, (ea)	12	155.00	60.00	215.00	\$2,580.00	12	100%	\$2,580.00		



Unit No	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Est. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
UK5	10 secondary pedestal (ea.)	53	135.00	259.00	434.00	\$15,190.00	31	57%	\$17,451.00			
UM3-1T (10)	Loadbreak elbow, 15 KV, 200 amp when point (ea.)	338	191.00	45.00	146.00	\$49,348.00	749	101%	\$49,649.00			
UM3-4	Insulating receptacle, 250 amp (ea.)	16	72.00	35.00	107.00	\$1,712.00	24	150%	\$2,568.00			
UM5-4 (10)	Outdoor terminator, 150 AL (ea.)	43	108.00	85.00	193.00	\$8,290.00	41	95%	\$7,913.00			
UM6-4 (40)	Outdoor terminator, 40 AL (ea.)	66	159.00	85.00	193.00	\$12,338.00	66	100%	\$12,338.00			
UM40-4	Primary junction, 4 point, 250A (ea.)	32	114.00	263.00	377.00	\$4,924.00	15	47%	\$3,651.00			
UM6-34 EA	Elbow insulator, 10 KV (ea.)	70	62.00	87.00	159.00	\$2,770.00	70	100%	\$4,730.00			
UM6-35 P5A	Perching stand arrester, 10 KV (ea.)	18	58.00	202.00	260.00	\$4,680.00	18	100%	\$4,680.00			
UPS-42	Padmount switch, 4 bays, 2 gang-operated (ea.)	6	590.00	155.00	745.00	\$1,470.00	6	100%	\$1,470.00			
UPS-43	Padmount switch, 4 bays, 3 gang-operated (ea.)	2	530.00	155.00	715.00	\$1,490.00	2	100%	\$1,490.00			
UM14-1	Neutral connection, 10	6	30.00	100.00	170.00	\$1,020.00	6	100%	\$1,020.00			
UM13-49	10 primary stratching assembly (ea.)	3	415.00	765.00	1,180.00	\$3,540.00	3	100%	\$3,540.00			
UM13-60	10 primary rectratching assembly (ea.)	5	485.00	1,355.00	1,840.00	\$9,200.00	6	120%	\$11,040.00			
UM45-1 (40)	Single splice, primary, 10 (ea.)	21	70.00	87.00	157.00	\$3,297.00	19	90%	\$2,983.00			
UR2-24	Trenching, 24" deep (MB)	5,793	2,650.00	32.00	2,682.00	\$15,536.83	4,702	81%	\$12,610.76			
UR2-48	Trenching, 48" deep (MB)	20,620	2,650.00	32.00	2,682.00	\$55,302.84	16,594	78%	\$43,164.11			
UR2-24	Trenching-special backfill 24" Deep (MB)	6,100	18,000.00	2,900.00	20,900.00	\$2,690.00						
UR3-48	Trenching-special backfill 48" Deep (MB)	6,100	19,000.00	3,000.00	22,000.00	\$2,200.00						
UR3R424	Trenching-rock, shale or limestone, 24" deep (MB)	8,100	18,500.00	2,500.00	21,000.00	\$2,650.00						
UR3R48	Trenching-rock, shale or limestone, 48" deep (MB)	8,100	19,000.00	3,000.00	22,000.00	\$2,200.00						
UR5-2P	Bore with conduit, (112" (MB)	2,403	11,750.00	1,495.00	13,245.00	\$31,854.23	2,382	99%	\$31,549.59			
UR5-22P	Bore with conduit, (202" (MB)	6,630	14,500.00	2,827.00	17,327.00	\$10,916.01	6,754	120%	\$13,064.56			
UR5-42P	Bore with conduit, (302" (MB)	3,415	13,000.00	3,578.00	16,578.00	\$58,613.87	3,843	113%	\$65,709.23			
UR5-492P	Bore with conduit, (602" (MB)	1,970	16,300.00	6,589.00	22,889.00	\$45,270.60	1,672	85%	\$38,445.24			
UR5-72P	Bore with conduit, (702" (MB)	6,075	21,000.00	9,110.00	30,110.00	\$2,258.23	6,186	249%	\$5,600.46			

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3 OF 4

			UNIT PRICE				WORK COMPLETED TO DATE (including this Pay Period)			WORK COMPLETED THIS PERIOD			
Unit No.	Name and Description of Construction Unit	No. of Units	Labor	Material	L & M	Est. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work	
UR5-22P, 3P	Bore with conduit, (22", 112" (MB)	6,635	18,500.00	5,575.00	23,975.00	\$1,296.63	6,048	87%	\$1,131.60				
UR6-24	Bore without conduit, (MB)	21,875	10,500.00	1.00	10,501.00	\$241,896.88	23,070	105%	\$244,565.07				
UR6-48	Bore without conduit, (MB)	23,090	9,500.00	1.00	9,501.00	\$225,305.09	25,336	110%	\$248,318.14				
UR8-60	Cone drill, 6" diameter (ea.)	10	60.00	25.00	85.00	\$1,845.00	14	74%	\$1,190.00				
UR9-8	Shallow crossing (MB)	1,050	9,800.00	14,100.00	23,900.00	\$1,189.00							
UR-LDS	Lawn damage recting (MB)	8,168	190.00	260.00	450.00	\$3,675.00	3,712	45%	\$1,670.00				
ASP-REM	Asphalt pavement removal (sq. yd.)	19.0	200.00	-	200.00	\$2,000.00							
ASP-REP	Asphalt replacement (sq. yd.)	2.0	350.00	125.00	475.00	\$950.00							
PCC-REM	Concrete pavement removal (sq. yd.)	19.0	200.00	-	200.00	\$2,000.00	15.8	158%	\$3,160.00				
PCC-REP	Portland cement concrete replacement (sq. yd.)	2.0	350.00	245.00	595.00	\$1,190.00							
RUG	10 transformer removal (ea.)	17	210.00	1.00	211.00	\$3,587.00	18	106%	\$3,798.00				
RUG3	30 transformer removal (ea.)	8	210.00	1.00	211.00	\$1,688.00	8	100%	\$1,688.00				
RUGT	10 transformer removal (ea.)	2	210.00	1.00	211.00	\$422.00	1	50%	\$211.00				
RUG PAD	10 transformer box pad removal (ea.)	13	90.00	1.00	91.00	\$1,183.00	13	100%	\$1,183.00				
RUG-3 PAD	30 transformer box pad removal (ea.)	8	150.00	1.00	151.00	\$1,208.00	5	63%	\$755.00				
BUM33	10 or 30 primary cabinet removal (ea.)	3	210.00	1.00	211.00	\$633.00	3	100%	\$633.00				
MOB	Mobilization (as req'd)	1	163,000.00		163,000.00	\$163,000.00	1	100%	\$163,000.00				
TI	Taxes on contractor-supplied materials, (as req'd)	1				\$59,100.25	1	80%	\$47,147.30	1	80%	\$47,147.30	
TOTAL:						\$1,423,943.14	TOTAL TO DATE:			\$1,420,668.97	TOTAL THIS PERIOD:		\$47,147.30



INVOICE

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

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

Invoice Date	Invoice Num
Jan 28, 2020	20789
Billing Through	
Jan 25, 2020	

Preliminary design has been completed and reviewed with City Staff. Work is being performed to make revisions and complete the final design in the next couple weeks.  
Billing period 12/22/2019 thru 1/25/2020

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M15318-02SS	MILLER PHASE III PRELIM DESIGN - STORM WATER	\$40,400.00	100.00	\$24,240.00	\$16,160.00

Total Amount Due \$16,160.00  
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 28th day of January, 2020

SCHNECKER, PAUL, NOHR  
& ASSOCIATES  
*Paul 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.



INVOICE

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

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

Invoice Date	Invoice Num
Jan 28, 2020	20789
Billing Through	
Jan 25, 2020	

Preliminary design has been completed and reviewed with City Staff. Work is being performed to make revisions and complete the final design in the next couple weeks.  
Billing period 12/22/2019 thru 1/25/2020

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M15318-02W	MILLER PHASE III PRELIM DESIGN - WATER	\$76,500.00	100.00	\$45,900.00	\$30,600.00

Total Amount Due \$30,600.00  
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 28th day of January, 2020

SCHNECKER, PAUL, NOHR  
& ASSOCIATES  
*Paul 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.



INVOICE

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

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

Invoice Date	Invoice Num
Jan 28, 2020	20790
Billing Through	
Jan 25, 2020	

Preliminary design has been completed and reviewed with City Staff. Work is being performed to make revisions and complete the final design in the next couple weeks.  
Billing period 12/22/2019 thru 1/25/2020

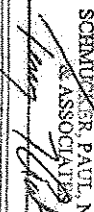
Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
KA15318-02NW	MILLER PHASE III PRELIM DESIGN - WASTE WATER	\$118,000.00	100.00	\$70,800.00	\$47,200.00
Total Amount Due					<u>\$47,200.00</u>
This invoice is due upon receipt					

**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 28<sup>th</sup> day of January, 20 20

SCHNUCKER, PAUL NOHR  
& ASSOCIATES

  
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.

# 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 29, 2020

Invoice Num: 20837

Billing Through: Jan 25, 2020

**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	37.00	\$57,487.27	\$13,413.70

Total Amount Due: **\$13,413.70**

*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 24<sup>th</sup> day of Jan. 2020.  
HELMS AND ASSOCIATES [Signature]

APPROVAL:

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

### Account Summary

Services BTD	Expenses BTD	Billed To Date	Paid To Date	Balance Due
\$ 70,900.97	\$ 0.00	\$ 70,900.97	\$ 57,487.27	\$ 13,413.70

19

[illegible]