

**AGENDA
CITY OF MILLER
WEDNESDAY, FEBRUARY 19, 2020
7:00 P.M.**

Call to Order

Pledge of Allegiance

Approval of Agenda

Approval of Minutes..... pgs. 1 - 3

Public Input

New Business

1. Rita Ellsworth – Concerns
2. Resolution 2020-4 – Family Crisis Center pg. 4
3. District Meeting Attendees pg. 5
4. Wellmark Foundation Grant Application..... pgs. 6 - 8

Unfinished Business

1. Utility Committee Recommendations – Rain Water Charge

Approval of Bills

Adjourn

**CITY OF MILLER
CITY COUNCIL MEETING
FEBRUARY 3, 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 Monday, February 3, 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. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Steers, seconded by Alderman Rangel to approve the minutes for the regular meeting held on January 22, 2020. All members voted aye. Motion carried.

DEPARTMENT HEAD REPORTS:

Bill Lewellen, electric superintendent, informed the council that he is going to talk to North Western Energy about a service agreement to be on the agenda for the next regular meeting. He also plans on applying for another Heartland grant to finish the LED streetlights aside from the historical lights on main street.

NEW BUSINESS

OHED – Kecia Beranek: Kecia was present to invite the board members and other city officials to Miller Day at the Capitol on February 5 to meet with the legislators. The community center fundraiser is set for February 14; and, there will be a Legislative Cracker Barrel with all three state representatives at the community center on February 29 at 12:00 p.m. On Hand has been invited to participate in the Governor's 1st Impression Tour for peer review of other economic development teams in communities similar in size and location to Miller; and, funding for financial education sessions is in the works for March to aid local citizens and business owners.

Alderman Steers thanked Kecia on behalf of the council for all she does in keeping positivity in the eye of the community. Her continued hard work is much appreciated.

Bike Path Grant: The State called city hall last week and said funds have been awarded to the city for the bike path along East 5th Street. Award documents will be mailed this week.

Burbach Aquatics – Pool Committee: Alderwoman Meyer had a good volunteer report and is pleased with the committee. They are ready to meet with Josh, Burbach Aquatics.

Employee Evaluations: Motion by Alderwoman Meyer, seconded by Alderman Steers to perform evaluations, using the current forms in the employee policy manual, once a year before the second regular council meeting in June. Department heads are to evaluate the employees in their respective department(s). The committees, as assigned by the Mayor, will evaluate their respective department heads, e.g. – street committee will evaluate the street superintendent, utilities committee will evaluate the electric, water, sewer department heads, etc. All members voted aye. Motion carried.

Storm Shelter Bid Advertisement: Motion by Alderman Swartz, seconded by Alderman Rangel to approve advertising for bids for the storm shelter. All members voted aye. Motion carried. Civil Design will meet with the committee at 10:00 a.m. tomorrow morning to discuss bid specs.

KBA Quote for Audit: Motion by Alderman Zeller, seconded by Alderman Swartz to approve KBA's audit proposal. Roll call vote: Alderman Steers – nay, Alderwoman Meyer –

nay, Alderman Rangel – aye, Alderman Odegaard – nay, Alderman Zeller – aye, Alderman Swartz – aye. Mayor Blachford voted aye to break the three-to-three vote. Motion carried.

Airport Conference: Motion by Alderman Zeller, seconded by Alderman Odegaard to send Terry Manning to the SD Airports Conference in Rapid City on March 11-12. All members voted aye. Motion carried.

Electric Project: Motion by Alderman Rangel, seconded by Alderman Swartz to approve Eframson Electric pay request 9 for \$113,467.52. This is half of the 10% retainage. All members voted aye. Motion carried.

Water/Sewer Project: Motion by Alderwoman Meyer, seconded by Alderman Rangel to approve SPN Phase III invoices 20788-20790 for a total of \$93,960.00. All members voted aye. Motion carried.

Helms & Associates: Motion by Alderman Swartz, seconded by Alderman Odegaard to pay Helms & Associates invoice 20837 for \$13,413.70. All members voted aye. Motion carried.

Volunteer Fire Department Roster: Motion by Alderwoman Meyer, seconded by Alderman Zeller to cover the 2020 roster of volunteer firemen on the city's worker's compensation policy. All members voted aye. Motion carried.

Rainwater Surcharge – Apartments: Motion by Alderman Zeller, seconded by Alderman Swartz to table a decision on how to charge rainwater surcharges on apartments complexes until a detailed report outlining current rates on all apartments is received from Christi Danburg, Utility Billing Manager. All members voted aye. Motion carried.

Special Event Liquor License: Motion by Alderman Odegaard, seconded by Alderman Swartz to approve a special event liquor license for Willie's Bar & Grill to serve alcohol at the community center on February 12. All members voted aye. Motion carried.

UNFINISHED BUSINESS

Surcharges on Delinquent Accounts: Motion by Alderman Rangel to continue charging surcharges on delinquent accounts. Motion died for lack of a second. Motion by Alderman Swartz, seconded by Alderman Odegaard to table a decision on this matter and seek legal advice from the city attorney. All members voted aye. Motion carried.

APPROVAL OF BILLS: Motion by Alderman Rangel, seconded by Alderman Odegaard 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 8:21 p.m. All members voted aye. Motion carried.

Ronald Blachford, Mayor

Cindy Deuter, Deputy Finance Officer

LEGAL NOTICE OF RECEIPT

Copy of the official proceedings

was received on: _____

Published once at the

approximate cost of: _____

Bills February 2020 (1)

Axon Enterprise	Service	218.54
Bob's Disposal	Garbage	179.00
Manning Digging	Service	150.00
Butler Machinery	Parts	236.93
City Utilities	Utilities	12,767.60
Days Inn	Lodging	345.96
Donlin Building Inc	Supplies	33.78
Dougherty & Company	Prof Fees	1,000.00
Eframson Electric	Distribution Improvements	113,467.52
Frontier Precision	Surveying	1,650.00
Brandon Hammill	Reimb	55.00
Hand County Publishing	Envelopes	550.00
Helms & Associates	Prof Fees	13,413.70
Terry Manning	Reimb	55.00
Midwest Fire & Safety	Inspection	541.40
Dave Nelson	Solar Sellback	41.94
Oakley Farm & Ranch	Supplies	120.43
OHED	80% BBB	3,592.92
Postmaster	Postage	325.00
SD DOT	Registration	100.00
SD Public Health Lab	Tests	30.00
SPN	Prof Fees	93,960.00
US Bank	Loans	17,250.30
	Accounts Payable Total	<u>\$260,085.02</u>

Payroll Salary plus Benefits		1/31/2020 -		
by Department:		2/04/2020		
Department		w/o OT	OT	Total
41110 COUNCIL		2,045.34		2,045.34
41410 FINANCE OFFICE		1,288.60		1,288.60
41910 BUILDING		175.35		175.35
42110 POLICE		11,078.94	892.56	11,971.50
43110 STREET		4,972.59	435.52	5,408.11
43210 SEWER		5,107.70	324.74	5,432.44
43310 WATER		5,107.62	324.71	5,432.33
43410 ELECTRIC		11,387.53		11,387.53
		<u>\$41,163.67</u>	<u>\$1,977.53</u>	<u>\$43,141.20</u>

RESOLUTION NO. 2020-4

The City of Miller is an equal opportunity employer.

WHEREAS, the City of Miller desires to ensure that the citizens of the City of Miller have a locally managed entity to assist families in need of assistance and victims of domestic violence/sexual assault;

WHEREAS, the Family Crisis Center, Inc. is a locally controlled entity;

THEREFORE, BE IT RESOLVED that the City of Miller hereby endorses the Family Crisis Center, Inc. as the official entity of choice to provide assistance to victims of domestic violence/sexual assault in the City of Miller.

Adopted this 19th day of February, 2020.

(SEAL)

Ronald Blachford, Mayor

ATTEST:

Sheila Coss, Finance Officer

You're Invited To The Annual District Meetings!

All Mayors, Town Presidents, Councilmembers, City Officials and Guests are welcome to attend the SDML Annual District Meetings. The registration form includes all the meeting information and can also be found on our website at www.sdmunicipalleague.org/sdmlevents. So come and renew old acquaintances, make new ones, learn about new legislation and visit with a variety of representatives from state agencies and other elected officials.

Please Note:

- It is necessary for everyone to register by the stated deadlines so that we can plan for enough meals, those that do not register by the deadline cannot be guaranteed a meal but you may still attend.
- You will be charged for either the number of attendees registered or the number that actually attend, whichever is greater.
- If you are unable to attend the meeting in your district, you are welcome to attend the meeting in another district.
- If you are unsure of what district you're in, there is a list on our website at www.sdmunicipalleague.org, click on 'About' and then click on 'Board of Directors', then 'Cities by District'. You can also find a list in the Directory of Municipal Officials on pages 97-99. If you're still unsure, call the League office at 1-800-658-3633.
- Auxiliary aids and reasonable accommodations shall be made upon request to ensure that all programs are fully accessible to all individuals. If you would like to request special accommodations, please contact the SDML office at 1-800-658-3633.



2020 Large MATCH Grant Application

The Wellmark Foundation is an independent licensee of the State of Ohio and Ohio State's Association.

Preparation

Before beginning the application, review the guidelines and requirements in the Wellmark Foundation Matching Assets to Community Health 2020 Request for Proposal.

This application is an Adobe PDF fillable form. To best complete this application, use Adobe Acrobat. The latest version of Adobe Acrobat can be downloaded for free from <https://get.adobe.com/reader/otherversions/>.

Completed applications and required attachments must be submitted to WellmarkFoundation@wellmark.com by 5:00 PM CST on Friday, February 21, 2020.

Organization Information

Organization Name: City of Miller

Mailing Address: 120 W. 2nd St.

City: Miller

State: SD Zip: 57362

Website: www.millersd.org

Type of Organization: ☐ 501(c)(3) ☒ Government Entity ☐ Other: _____

Organization's 9-digit tax ID number: 46-6000296

Primary Contact Information

First Name: Sheila

Last Name: Coss

Organization Name: City of Miller

Title: Miller Finance Officer

Mailing Address: 120 W. 2nd St.

City: Miller

State: SD Zip: 57362

Email Address: sheila.coss@cityofmiller.com

Telephone Number: 605-853-2705

Secondary Contact Information

First Name: Ron

Last Name: Blackford

Organization Name: City of Miller

Title: Mayor

Mailing Address: 120 W. 2nd St

City: Miller

State: SD Zip: 57362

Email Address: sheila.coss@cityofmiller.com

Telephone Number: 605-853-2705

Project Information

Project Name: Miller Safe Routes to Schools Phase I

City: Miller

County: Hand

State: SD

Project website: www.millersd.org

Project start date: July 1, 2020

Project end date: November 1, 2021

Amount requested: \$47,261.90

Total Project Budget: \$261,838.78

Amount Secured/Raised-to-date: \$214,576.88

Detailed Project Information

The Wellmark Foundation has identified two areas of focus. We are looking for sustainable solutions within the two areas below. Select which one best aligns with the project.

- ☐ Access to and consumption of healthy foods
☒ Safe environments in which to be physically active

1. Describe the project.

The purpose of this project is to construct a safe, off street connection for pedestrians and bicyclists for three city blocks on Fifth Street from Fifth Avenue to Second Avenue; these three blocks do not have a pathway available for pedestrians and bicyclists traveling between Miller's public schools and the community center. The project will provide new sidewalk, ADA ramps/landings, and crosswalks to meet the need for a continuous path from the community center to Miller's public schools. In addition to providing a safe route to school for the local students, the proposed route would provide ADA accessible ramps and path for the residents of the Good Samaritan Society assisted living facility to travel to the community center.

2. What are the goals and objectives of the project?

The City of Miller with the assistance of On Hand Economic Development and the Miller Area School District completed a master transportation alternative plan earlier in 2019. The master transportation alternative plan was developed with the goal in mind to give children and adults an alternative to walking/running/pushing on the streets. The project/objective that is being proposed is the 1st Phase of the overall plan. This 1st Phase was specifically chosen when the South Dakota Department of Transportation came to Miller during a site visit to discuss which part of the overall plan should be completed first.

3. How did you identify the need for the project?

When this area of the city was developed the city did not have ordinance requirements for the construction of sidewalks to be done in conjunction with the development. Therefore, the pedestrians have always had to walk on the streets to go to the school, community center and Good Samaritan Society. The project will eliminate this need at this location.

4. What are you attempting to solve by implementing the project? Why?

The purpose is to eliminate foot/bicycle traffic on the street that leads between the community center and the elementary school by constructing sidewalks.

5. Who will benefit and how? Include relevant demographics such as number of residents within the community, city or county, community/county health statistics, workforce, population, etc.

The 2010 census population for the City of Miller, SD is 1,489. In terms of use, the most likely demographic that will utilize the project is the youth of the community. In the school system there are 278 kids in the Elementary School, 78 kids in the Junior High School and 97 in the High School.

6. Who are the critical stakeholders/key partners necessary for the success of the project and how are they being engaged?

The City of Miller with the assistance of On Hand Economic Development and the Miller Area School District completed a master transportation alternative plan earlier this year. The master transportation alternative plan was developed to give children and adults an alternative to walking/running/biking on the streets.

On Hand Economic Development, the Miller Area School District and the Hand County Memorial Hospital have all written letters of support for this project. These are attached.

7. How will the project continue to provide value to the community over time? How will you ensure the project is sustainable?

The Safe Routes to School path has a useful life of 20 years. Also, a requirement of the Transportation Alternative program is that the City is responsible for future maintenance and repair of these sidewalks.

8. Once the project is complete, how will you measure if you have achieved the stated goals and objectives? How will you evaluate the overall impact and effectiveness of the project?

Once the project is complete the Miller Area School District will actively promote the use of the sidewalks through the use of crossing guards and by discussing it in the classrooms. Information will also be shared by On Hand Economic Development who is in charge of the Community Center and by staff of the Good Samaritan Society.

9. Describe how you plan to obtain the required dollar-for-dollar match amount. Remember that half of the required match amount can be in-kind goods and services, while the other half must be financial. Include all in-kind and financial commitments that have been made or secured to-date.

The City of Miller has secured a Safe-Routes-to-Schools Transportation Alternative grant from the South Dakota Department of Transportation in the amount of \$214,576.88. This was awarded to the City of Miller in January of 2020. This grant provides 81.95% of the total project cost for this portion of the project.

10. How would a grant from The Wellmark Foundation impact your project and fundraising efforts?

The Wellmark Foundation will provide the remaining local match needed to complete the funding necessary to construct the project.

Opinion of Probable Construction Costs
City of Miller, SD Transportation Alternative Program
Safe Routes To School (Phase I: 5th Street)

ITEM	BID ITEM DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL COST
1	Mobilization	1	LS	\$ 20,000.00	\$ 20,000.00
2	Clearing	1	LS	\$ 5,000.00	\$ 5,000.00
3	Remove Curb & Gutter	200	LF	\$ 8.50	\$ 1,700.00
4	Remove Sidewalk	900	SF	\$ 6.50	\$ 5,850.00
5	Remove & Replace Topsoil	1	LS	\$ 7,000.00	\$ 7,000.00
6	Base Course	100	TON	\$ 35.00	\$ 3,500.00
7	Gravel Surfacing	25	TON	\$ 50.00	\$ 1,250.00
8	Traffic Control Signs	1	LS	\$ 4,500.00	\$ 4,500.00
9	4" Concrete Sidewalk	5346	SF	\$ 9.50	\$ 50,787.00
10	6" Reinforced Concrete Sidewalk	942	SF	\$ 20.00	\$ 18,840.00
11	B66 Curb & Gutter	200	LF	\$ 25.00	\$ 5,000.00
12	Type 1 Detectable Warning Panel	120	SF	\$ 90.00	\$ 10,800.00
13	Erosion Control	1	LS	\$ 5,000.00	\$ 5,000.00
14	Seeding, Mulching, & Fertilizer	1	LS	\$ 6,500.00	\$ 6,500.00
15	Street Sweeping	1	LS	\$ 1,500.00	\$ 1,500.00
16	Construction Staking	1	LS	\$ 12,500.00	\$ 12,500.00
17	Permanent Signing	1	LS	\$ 2,500.00	\$ 2,500.00
18	Tree Removals	20	EA	\$ 500.00	\$ 10,000.00
Total Construction Costs					\$ 172,227.00
Contingency / Admin & Legal Fees					
10% Contingency					\$ 17,222.70
4% Admin / Legal					\$ 6,889.08
Subtotal					\$ 24,111.78
Design and Construction Management Services					
Survey, Legal, and Utilities					\$ 6,500.00
Encroachment Survey					\$ 4,500.00
ROW and Easement					\$ 6,000.00
Design Engineering					\$ 23,500.00
Construction Inspection, Testing, & Management					\$ 25,000.00
Subtotal					\$ 65,500.00
TOTAL PROJECT COST					\$ 261,838.78

