

**AGENDA  
CITY OF MILLER  
MONDAY, MARCH 3, 2025  
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 - 2**

**Public Input**

**Department Head Reports ..... pgs. 3 - 6**

**New Business**

1. 2<sup>nd</sup> Reading Ordinance #761 – Subdivisions ..... pgs. 7 - 8
2. Special Event Liquor License
  - Willie’s Bar & Grill on March 19 at the Community Center
3. Infotech Solutions – computers quote ..... pgs. 9 - 10
4. Helms & Associates Invoice 35481 - \$11,894.44 .....pg. 11

**Approval of Bills**

**Executive Session**

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

**New Business cont’d.**

5. Hire Lifeguards for the 2025 Season

**Adjourn**

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

**CITY OF MILLER  
CITY COUNCIL MEETING  
FEBRUARY 18, 2025**

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

The City Council met in regular session at city hall at 7:00 p.m. on Tuesday, February 18, 2025.

**MEMBERS PRESENT:** Mayor Tom McGough, Aldermen: Will Jones, Dale Hargens, Patrick Price, Landon Gab, and Alderwoman Susan Hargens. Alderman Auch absent.

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

Pledge of Allegiance was said by all present.

**AGENDA:** Motion by Alderman Hargens, seconded by Alderwoman Hargens to approve the agenda. Mayor McGough noted unsubstantial changes to the 1<sup>st</sup> reading of Ordinance #761 – Subdivisions for sections C, D, and E concerning sewer and water main improvements. All members voted aye. Motion carried.

**MINUTES:** Motion by Alderman Hargens, seconded by Alderman Gab to approve the minutes for the regular meeting held February 3, 2025. All members voted aye. Motion carried.

**PUBLIC INPUT**

Alderman Jones indicated that the city's police vehicle, Dodge Durango, does not have license plates on it. Mayor McGough thought this was due to recent repairs and/or the plan to install a push bumper, but he will ask the police department.

**NEW BUSINESS**

**SDML District 5 Meeting:** Alderman Hargens and Alderwoman Hargens will attend the SDML District 5 meeting to be held Wednesday, March 19 at the Miller Community Center. City council members and staff, along with spouses, are invited. The registration deadline is March 4.

**1<sup>st</sup> Reading Ordinance #761 – Subdivisions:** Mayor McGough read the first reading of Ordinance #761 with the previously noted, unsubstantial revisions to the version that was posted with tonight's agenda. Alderman Price wants to change the pronouns used within the ordinance to be consistent with the new state law. Alderman Jones stated that Ordinance #761 is cost prohibitive for the developer and does not promote growth. He would like to have some legal avenue in place to allow the city to contribute to subdivisions to assist the developer. Alderwoman Hargens wants to see the city's current water and sewer loans taken care of before funds are used elsewhere. Alderman Price agreed and explained that the city should help fund developments if the city's financial position allows for such. Motion by Alderman Hargens, seconded by Alderman Jones to send Ordinance #761 back to committee to add an appeals process to allow for a developer to apply for financial assistance and in-kind service from the city. Finance Officer Cindy Deuter continued discussion recommending that the ordinance move to the second reading to alleviate the city's current financial responsibilities regarding subdivisions. Alderman Price agreed that Ordinance #761 addresses the original concerns that have already gone to committee. Alderman Hargens, with the consent of Alderman Jones, withdrew his motion on the table. Mayor McGough stated the city wants to promote development and protect its financial stability. Motion by Alderman Gab, seconded by Alderman Hargens to approve the first reading of Ordinance #761 – Subdivisions and move to the second reading. All members voted aye. Motion carried.

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

**EXECUTIVE SESSION:** Motion by Alderman Price, seconded by Alderman Jones to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) with the intent of reviewing lifeguard applicants at 7:35 p.m. All members voted aye. Motion carried. Mayor McGough returned the meeting to regular session at 7:43 p.m.

**Hire Lifeguards:** Motion by Alderman Hargens, seconded by Alderwoman Hargens to hire the following swimming pool employees for the 2025 pool season: Pool Manager – Sydney Jessen - \$18.95/hour, Lifeguards – Sydnee Blake - \$13.77/hour, Abby Boomsma - \$14.04/hour, Grace

Hofer - \$13.50/hour, Kate Lichty - \$13.77/hour, Jolic Palmer - \$13.77/hour, and Gabriella Werdel - \$13.77/hour. All members voted aye. Motion carried.

Motion by Alderman Price, seconded by Alderman Jones to adjourn the meeting. There being no further business, the meeting was adjourned at 7:46 p.m. All members voted aye. Motion carried.

\_\_\_\_\_  
Tom McGough, Mayor

\_\_\_\_\_  
Cindy Deuter, Finance Officer

LEGAL NOTICE OF RECEIPT  
Copy of the official proceedings  
was received on: \_\_\_\_\_  
Published once at the  
approximate cost of: \_\_\_\_\_

**Bills February 2025 (2)**

A & B Business	Supplies	221.90
Advanced Collision	Repairs/Parts	5,293.68
Border States	Supplies	1,087.44
Country Inn & Suites	Lodging	199.62
Dakota Energy	On-Call Service	1,040.00
Marci J Lundberg Asmus	Decals	748.50
Dan Fritzsche	Reimb.	66.00
Galls	Supplies	102.01
Dustin Graham	Reimb.	101.50
First Bank & Trust	Power	56,941.95
Haydn Herman	Reimb.	122.00
IDI	Online Search	2.75
Infotech Solutions	Prof Fees	22.50
JDF	Parts	433.51
Andrew Knox	Reimb.	122.00
Midwest Fire & Safety	Prof Fees	1,886.50
Milbank Winwater	Supplies	2,247.92
Miller Ace	Supplies	264.19
NAPA	Parts	230.95
Northwest Pipe	Supplies	21.27
OHED	Industry	5,500.00
PrairieLand Collections	Prof Fees	79.95
Riter Rogers	Prof Fees	455.00
Runnings	Supplies	16.66
Rural Development	Loans	16,403.00
Sanitation Products	Supplies	119.59
SDDOT- AC	Prof Fees	400.00
SD DOR	Sales Tax	10,597.58
Stuart C Irby	Supplies	975.00
Sturdevant's	Parts	189.87
Visa	Supp./Wtr Purchased/Fuel/Etc	23,245.61
WAPA	Power	68,199.85
	Accounts Payable Total	<u>\$197,338.30</u>

**Payroll Salary plus**

Benefits by Department:	2/13/2025			
Department	w/o OT	OT	Total	
41402 FINANCE OFFICE	3,286.58	0.00	3,286.58	
42101 POLICE	13,596.65	139.23	13,735.88	
43101 STREET	9,127.93	0.00	9,127.93	
43201 SEWER	5,967.84	0.00	5,967.84	
43305 WATER	5,967.78	0.00	5,967.78	
43403 ELECTRIC	14,190.35	0.00	14,190.35	
	<u>\$52,137.13</u>	<u>\$139.23</u>	<u>\$52,276.36</u>	

**City Council Meeting  
Department Head Reports  
March 3, 2025**

**Police Department Report**

February 2025 Stats:

- Traffic Warnings (8): Speeding = 2, Other = 6
- Traffic & Criminal Citations (6): Speeding = 4, Hit-&-Run = 1, Other = 1. **Total Fines = \$562.50.**
- Felony Arrests (0)
- Misdemeanor Arrests (0):
- Agency Assists (21): Fire = 1, Ambulance = 12, Accidents = 1, Careflight = 4, Assist LEO = 3
- 911 Misdeal = 4
- Funeral Escorts = 1
- Fingerprints = 1
- 24/7 = 1
- Total Calls for Service (CFS) = 50

**Street Department Report**

1. We are cutting tree limbs along the streets where they hit snowplows and street sweepers.
2. Dusty came over, and we did an Amperage test on all the heaters in the street shop. He is looking at some different ways to reduce the pull from the main breaker panel.
  - a. Dusty replaced the breaker boxes (More Amperage) at the street shop. One of the breaker boxes was 220° F, so we expedited the change-out.
3. We put side boards on the dump truck so they will haul a bunch more snow.
4. David and Dan installed the new conveyor belt in the street sweeper and adjusted a couple of wear shields.
5. Dan swept several streets and rechecked the conveyor belt for proper wear.
6. We cut a VERY LARGE tree at the park. I wanted to have a bunch of ice on Crystal Lake so when we dropped it, it would not puncture the plastic liner under the lake.
7. We all attended the required MSHA safety class.
8. Dan bladed most of the gravel roads around town.
9. David and Dan hauled several loads of grass and leaves out from behind the park.

**Water/Sewer/Airport Department Report**

- I. The water dept. has been very busy for the last few weeks with customers with frozen water & sewer pipes. (none of the frozen lines were on the city's side)
- II. We attended the Traffic Incident Management Class & MSHA mine safety training recently, also, we'll be attending the 811 locate training this month.
- III. We have a couple of ideas for a service vehicle for the water department.
- IV. Cindy & I have been talking with a few different companies on water meter reading software & equipment that will work with the billing dept.

**Electric Department Report**

1. Haydn and Andrew went to MMUA meter school.
2. Finished inventory and cleaning.
3. Helped with tree cutting.
4. Safety meetings MMUA.
5. Working on schooling NWLC. When it was very cold.
6. Replaced the Fire Department bulbs with LED retrofit bulbs.

**City Council Meeting  
Department Head Reports  
March 3, 2025**

7. Also replaced the Water department bulbs with LED retrofit bulbs.
8. Fixed a few streetlights around town as they decided not to work.
9. Switched one electrical panel in the street shop. This was on Ron CIP list.
10. Had some Locates coming in.
11. Also had a meeting with Heartland Energy Customer Connection Committee. Went through changes to some of the rebates they offer.
12. Reminder: there are water heater and heating system rebates for those who have City Power.

**Finance Office Report**

- a) Sales Tax Comparison Report – see attachment
- b) Terry and I met with AE2S regarding water rates and capital planning. We viewed one of their webinars regarding asset management and planning for the long-term.
- c) If there is a municipal election, it will be held on April 8, 2025.
- d) Infotech was here and changed city emails from “@cityofmiller.com” to “@cityofmillersd.com.” More information regarding cybersecurity funding via SecureSD will be available after DSU assesses our current system and practices.
- e) RD Annual Reports – extension was granted to allow us to submit our annual report that is prepared by KBA in place of filling out RD’s forms.
- f) ABT CDs matured on February 27. The interest earned (\$47,865.58) has been deposited into the city’s checking account. The principal amounts for water and sewer have been renewed for 12 months at 4.25% APY. General fund CD \$460,000 was reinvested: 12-month at 4.25% APY.

Sales Tax Comparison			
	2025	2024	<i>\$100,000 to OHED</i>
January	\$33,082.61	\$29,870.52	\$6,000.00
	\$76,348.66	\$63,998.40	
February	\$28,939.39	\$24,312.95	\$5,500.00
	\$74,626.95	\$61,761.31	
March			\$5,500.00
April			\$5,500.00
May			\$5,500.00
June			\$5,500.00
July			\$6,000.00
August			\$5,500.00
September			\$5,500.00
October			\$5,500.00
November			\$5,500.00
December			\$5,500.00
<b>Total</b>	<b>\$212,997.61</b>	<b>\$179,943.18</b>	<b>18.37%</b>
	up/down from last year		<b>\$33,054.43</b>

# Gross Receipts Tax - Split

## Fund 211

Month	Current Year		
	Total	City 20%	OHED 80%
JAN	\$1,387.66 \$3,542.27	\$277.53 \$708.45	\$1,110.13 \$2,833.82
FEB	\$849.95 \$2,770.60	\$169.99 \$554.12	\$679.96 \$2,216.48
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>\$8,550.48</b>	<b>\$1,710.10</b>	<b>\$6,840.38</b>

**\$4,275.24**  
average/month

	Previous Year		
	Total	City 20%	OHED 80%
	\$2,212.81 \$3,181.54	\$442.56 \$636.31	\$1,770.25 \$2,545.23
	\$939.57 \$2,312.45	\$187.91 \$462.49	\$751.66 \$1,849.96
	\$791.67 \$3,299.35	\$158.33 \$659.87	\$633.34 \$2,639.48
	\$0.00 \$1,763.52	\$0.00 \$352.70	\$0.00 \$1,410.82
	\$1,945.35 \$3,111.54	\$389.07 \$622.31	\$1,556.28 \$2,489.23
	\$933.19 \$1,074.54	\$186.64 \$214.91	\$746.55 \$859.63
	\$3,812.26 \$3,177.81	\$762.45 \$635.56	\$3,049.81 \$2,542.25
	\$2,034.97 \$4,105.43	\$406.99 \$821.09	\$1,627.98 \$3,284.34
	\$1,135.10 \$2,973.21	\$227.02 \$594.64	\$908.08 \$2,378.57
	\$1,645.55 \$3,537.22	\$329.11 \$707.44	\$1,316.44 \$2,829.78
	\$1,165.45 \$5,447.26	\$233.09 \$1,089.45	\$932.36 \$4,357.81
	\$0.00 \$3,108.42	\$0.00 \$621.68	\$0.00 \$2,486.74
	<b>\$53,708.21</b>	<b>\$10,741.64</b>	<b>\$42,966.57</b>

**\$4,475.68**  
average/month

up/down from previous year		
Total	-95.89	-1.11%
City	-19.18	-1.11%
OHED	-76.71	-1.11%

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

OHED 80%

Check #

Check Date

FEB 679.96  
FEB 2,216.48  
**\$2,896.44**

## **ORDINANCE #761**

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

### **AN ORDINANCE TO AMEND ORDINANCE #449 AND #674 OF THE ORDINANCES OF THE CITY OF MILLER, SOUTH DAKOTA.**

**BE IT ORDAINED** by the Common Council of the City of Miller, South Dakota that, in the Miller Municipal Code, Chapter 34 – Subdivisions, Article I – In General and Article III – Design Standards be revised, and Chapter 34, Article IV – Improvements be repealed and replaced as follows:

#### **ARTICLE I. IN GENERAL**

##### **Sec. 34-7. Violation, penalty.**

It is a violation to alter final city approved plans pursuant to this chapter without prior approval by city council. Such violation shall result in a Class 2 misdemeanor and a \$500 fine as established in SDCL 9-19-3. Costs incurred by the city to correct any violation shall be reimbursed to it by the developer and may be assessed against the real property involved pursuant to SDCL 9-43.

#### **ARTICLE III. DESIGN STANDARDS**

##### **Sec. 34-64. Streets and alleys.**

(b) Minor residential streets should be planned as to discourage through traffic. Permitted cul-de-sacs shall not be longer than 400 feet and shall terminate with a turnaround having a diameter of not less than 80 feet and not more than 120 feet.

#### **ARTICLE IV. IMPROVEMENTS**

##### **Sec. 34-91. Developer and city responsibilities.**

It shall be the responsibility of the developer to provide engineered designs, specifications, and data as required by this chapter and approved by the common council. The final construction engineering plans shall be reviewed and are subject to approval by the city engineer at an expense to the city. The city may provide at an expense to the developer equal to ten percent above the actual cost to the city, the materials and special rented or leased equipment used to assist the developer with the actual improvements. Once installed, all utilities shall become the property and responsibility of the city. Certain required improvements are as follows:

###### **A. Staking of boundaries.**

The developer is responsible for staking of boundaries. The external boundaries and corners of each block and lot shall be monumented by iron rods, pipes, or pins not less than one-half inch in diameter and extending at least 24 inches below grade.

###### **B. Street grading and surfacing.**

All major and secondary streets and alleys located entirely within the boundary of the subdivision shall be graded in accordance with city requirements.



The subdivider shall submit plans to the council for connection to the existing streets. The final street construction engineering plans as required by this chapter shall be subject to approval by the city. All such streets and alleys shall be constructed by a contractor retained and paid by the developer and approved by the city.

**C. Sanitary sewer.**

The subdivider shall submit plans to the council for connection with a trunk line to the existing system. All costs associated with a lift station will be the responsibility of the developer. All such sanitary sewers shall be constructed by a contractor retained and paid by the developer and approved by the city.

**D. Water mains.**

The subdivider shall submit plans to the council for connection to the existing system. All such water mains shall be constructed by a contractor retained and paid by the developer and approved by the city.

**E. Storm sewers.**

The subdivider shall submit plans to the council for connection to the existing system. All such storm sewers shall be constructed by a contractor retained and paid by the developer and approved by the city.

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Tom McGough, Mayor

(SEAL)

ATTEST:

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Cindy Deuter, Finance Officer

Record of votes:

Alderman Jones -  
Alderman Price -  
Alderman Hargens -  
Alderman Auch -  
Alderman Gab -  
Alderwoman Hargens -

1<sup>st</sup> Reading – February 18, 2025  
2<sup>nd</sup> Reading – March 3, 2025  
Adoption – March 3, 2025  
Publication – March 8, 2025

Infotech Solutions, LLC  
PO Box 452  
1002 South Division Avenue  
Madison, SD 57042  
605-427-0555



**QUOTE**

No: 5937

Date: 2/26/2025

**Prepared for:**

CITY OF MILLER  
120 W 2ND ST  
MILLER, SD 57362  
Phone: (605) 853-2705

Prepared by: DOUG  
Quote Name: computers

Quantity	Item	Description	UOM	Discount	Sell	Total
1	Lenovo ThinkPad (Laptop)	Intel Core i5, 16GB RAM, 512GB Solid State Drive, 16" LED, WebCam, Windows 11 Professional, 3 Year Hardware Warranty Plus Accidental	EA	\$0.00	\$1,199.99	\$1,199.99
1	Lenovo ThinkCentre (All-in-One)	Intel Core i5, 16GB RAM, 512GB Solid State Drive, 24" LED, WebCam, Windows 11 Professional, 3 Year Hardware Warranty	EA	\$0.00	\$1,099.99	\$1,099.99
4	Lenovo ThinkCentre (Desktop)	Intel Core i5, 16GB RAM, 512GB Solid State Drive, Windows 11 Professional, 3 Year Hardware Warranty	EA	\$0.00	\$899.99	\$3,599.96

Quote Subtotal: \$5,899.94  
Tax: (\*Rate 0.00%) \$0.00  
**GRAND TOTAL: \$5,899.94**

Quote is valid until: 3/12/2025

Terms: Due Upon Receipt

**Master Service Agreement**

This Quote is made pursuant to the Master Information Technology Services Agreement (the "Master Agreement") between Infotech Solutions, LLC and the party to whom this Quote is prepared for ("Customer"). The terms of this Quote are incorporated into the Master Agreement and subject to the terms and conditions set forth in the Master Agreement.

**Certain Other Terms**

Unless this Quote expressly states a flat rate for Services, Infotech is being hired on an hourly basis to perform the Services described above in this Quote. Any estimate of hours to be incurred, or of total labor costs to be incurred at an hourly rate, is provided as a good faith, but nonbinding estimate of total labor costs expected to complete the work described. Customer acknowledges that a stable scope of work is critical to the accuracy

**Cindy Deuter**

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**From:** Jade Heairet  
**Sent:** Thursday, February 27, 2025 10:29 AM  
**To:** Cindy Deuter  
**Subject:** Re: Intune Computers

Cindy here is a rough outline on why those PD computers should be replaced.

**1. Performance Issues**

Many of these older machines are struggling to keep up with the demands of modern applications, resulting in slower performance, frequent crashes, and longer load times. This directly affects the efficiency and productivity.

**2. Outdated Hardware**

The hardware in these computers is several generations behind current technology. In many cases, they are no longer compatible with essential software updates or tools they rely on, making them a growing liability in the technology environment.

**3. Windows 10 End of Life**

As you may know, Windows 10 will reach its official end of support in October 2025. Once that happens, Microsoft will no longer provide security updates or bug fixes, leaving systems running Windows 10 vulnerable to security threats.

**4. Incompatibility with Windows 11**

Most of these older computers do not meet the hardware requirements for Windows 11. This means they cannot be upgraded and will soon fall behind in both security and functionality, further increasing risk to our systems and data.

Thanks!

**Jade Heairet**  
Senior Network Engineer  
Security Analyst

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**Infotech Solutions, LLC**  
P.O. Box 452  
Madison, SD 57042  
605-427-0555

City

# Helms & Associates



416 Production Street N.  
Aberdeen, SD 57401, United States  
Tel: 605-225-1212  
bobb@helmsengineering.com

## INVOICE

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

INVOICE DATE: 2/19/2025  
INVOICE NO: 35481  
BILLING THROUGH: 2/15/2025

### A8967 | MILLER AIRPORT TAXIWAY RECONSTRUCTION & ACCESS ROAD

Managed By: ROBERT J BABCOCK

AIP # 3-46-0035-015-2024  
AGREEMENT DATED 12/06/2023  
INVOICE ELEVEN

DESCRIPTION	% OF TOTAL FEE	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
A8967:02   MILLER AIRPORT TAXIWAY RECONSTRUCTION & ACCESS ROAD DESIGN	100	\$84,960.27	85.00	\$72,216.23	\$60,321.79	\$11,894.44
TOTAL		\$84,960.27		\$72,216.23	\$60,321.79	\$11,894.44

SUBTOTAL \$11,894.44

AMOUNT DUE THIS INVOICE \$11,894.44

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 14<sup>th</sup> day of Feb 2025.  
HELMS AND ASSOCIATES [Signature]

APPROVAL:

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

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

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