

**AGENDA
CITY OF MILLER
MONDAY, APRIL 4, 2022
7:00 P.M.**

The City of Miller is an equal opportunity employer.

Call to Order

Pledge of Allegiance

Approval of Agenda

Approval of Minutespgs. 1 - 2

Public Input

Department Head Reports..... pgs. 3 - 8

Unfinished Business

1. 2nd Reading of Ordinance #731 – Unmuffled Dynamic Brakingpg. 9

New Business

1. Bill & Nancy Lewellen – Platpg. 10
2. Resolution 2022-4 – Unmuffled Dynamic Braking Fine.....pg. 11
3. Dustin Graham – AMI Meter Quotes (*handout available on Monday*)
4. Lagoon – fence repairs
5. KBA 2020-2021 Audit Engagement Letter (*available at city hall*)
6. East 4th Street Project – SPN to do Design for Community Action Grant
7. Hire Summer Help
8. Special Event Liquor License – American Legion Post 0299
 - Wedding Reception @ Community Center May 6-8, 2022
9. Building Permits
 - a. Adam Anderson – fence
 - b. Darin Hunter – addition
 - c. Joe and Kathy Miller – fence

Approval of Bills

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
MARCH 22, 2022

The City of Miller is an equal opportunity employer.

The City Council met in regular session at city hall at 7:00 p.m. on Tuesday, March 22, 2022. The meeting was moved to Tuesday due to a district meeting held on Monday.

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

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 Swartz to approve the minutes for the regular meeting held on March 7, 2022, and the special meeting held on March 14, 2022. All members voted aye. Motion carried.

PUBLIC INPUT none.

NEW BUSINESS

On Hand Quarterly Update: Kecia Beranck was present to give an overview for On Hand Economic Development. She spoke about the revolving loan fund, recruitment programs, the hotel project, housing, and main street awnings. The annual meeting will be held on April 21.

Building Permit: Motion by Alderwoman Lichty, seconded by Alderman Zeller to approve a building permit for Scott and Trisha Teason to build an addition to their home. Dustin Graham told the home owners and contractor that they will be building over their secondary power and suggested that they move it. All members voted aye. Motion carried.

Police Mission Statement: Motion by Alderman Zeller, seconded by Alderman Rangel to approve the police mission statement. All members voted aye. Motion carried.

1st Reading of Ordinance #731: Mayor Blachford did the 1st reading of Ordinance #731 -- Unmuffled Dynamic Braking.

Airport Pavement Maintenance Agreement: Motion by Alderman Zeller, seconded by Alderman Odegaard to have Mayor Blachford sign the Airport Pavement Maintenance Agreement for Transfer of Entitlements. \$43,000.00 of Miller's \$150,000.00 annual FAA entitlements will be waived and transferred to the South Dakota DOT for pavement repair of the access road and the apron at the Miller Municipal Airport. All members voted aye. Motion carried.

Dustin Graham -- 1st year NWLC Completion Raise: Motion by Alderman Rangel, seconded by Alderman Swartz to approve a \$1.00/hour raise for Dustin Graham for completion of his 1st year of the Northwest Lineman College. All members voted aye. Motion carried.

Shut-off Policy: The council reviewed the current shut-off process. There was extensive discussion about nonpayment on delinquent accounts. No official changes will be made at this time.

Finance Committee Recommendation: The finance committee recommended that we set aside the potential sales tax from the SkyHorizon project for the swimming pool.

City Council Job Description: The council was given two samples of job descriptions for the council to review and bring back comments/suggestions for further review.

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

Motion by Alderman Steers, seconded by Alderwoman Lichty to adjourn the meeting. There being no further business, the meeting was adjourned at 8:30 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 March 2022 (2)

A & B Business	Supplies	30.51
American Solutions	Supplies	140.00
CNHI Industrial	Supplies	29.00
DGR	Prof Fees	3,199.00
Elan	Supplies	99.50
Kessler's	Supplies	6.82
Miller Ace	Supplies	677.87
Oakley Farm & Ranch	Supplies	90.88
OHED	Industry	6,750.00
RD	Loans	16,403.00
SD DOR	Sales Tax	12,237.14
Sturdevan's	Parts	229.73
VariDiest	Supplies	6,045.60
Wesco	Supplies	531.75
	Accounts Payable Total	<u>\$46,470.80</u>

Payroll Salary plus

Benefits by Department:		3/17/2022		
Department		w/o OT	OT	Total
41402	FINANCE OFFICE	3,090.32	0.00	3,090.32
42107	POLICE	11,256.81	351.42	11,608.23
43101	STREET	5,583.29	443.36	6,026.65
43201	SEWER	5,278.61	169.10	5,446.71
43305	WATER	5,278.50	168.08	5,446.58
43403	ELECTRIC	10,417.71	183.98	10,601.69
		<u>\$40,905.24</u>	<u>\$1,314.94</u>	<u>\$42,220.18</u>

**City Council Meeting
Department Head Reports
April 4, 2022**

Police Department Report

1. I attended a Highway Safety Meeting in Aberdeen on March 23, 2022.
2. I received notification from the Department of Health that the Helmsley AED first responder project is planning on buying a CR2 training AED for the department.
3. The officers are planning on attending a firearms qualification in May. Game Warden Jon Dunlap will be the instructor.

Street Department Report

1. We installed the snow blower controls and monitor in the loader.
2. David swept the streets that were oiled last year. (Loose pea rock)
3. We worked on the dashboard lights on the #3 truck.
4. I went to the Corps of Engineers and asked what we could and could not do on the drainage east of town. We can do certain things without a permit.
5. We cut the last of the trees on drainage area east of town. We also burned the drainage area with the help of several firefighters. As of 3/31/2022 we have 242 man hours and 173 firefighter man hours.
6. I noticed that the steel grate above the sump in the street shop has issues, so we are making a new one. We have it done as far as we can go (out of iron). It should be here soon.
7. We buried 2 houses out at the landfill.
8. David helped Dusty with the building at the landfill.
9. Doug Purrington bladed roads.
10. We worked on chainsaws.
11. David helped the Water Department with the sewer jet.
12. We took out 3 beaver dams behind the park. The waterline was halfway up on the 42" storm pipe.
13. We plowed snow then we noticed the sander would not work. As of now, we are trying to figure out why it won't work.

Water/Sewer/Airport Department Report

1. New SCADA computer is installed. The old SCADA computer was sent in, refurbished, and will be installed for backup in the booster station.
2. We've done some repairs on the sewer jet and cleaned some problem spots.
3. The grinder for the west lift station arrived and should be installed anytime.
4. Construction season will be starting soon. Olson's will be hauling in equipment this week and plan on starting the next week depending on weather.
5. Locates.
6. Snow removal.

Electric Department Report

1. Meter reads.
2. Retired some of the old electrical system.
3. Installed and fixed streetlights.
4. Preventive maintenance on transformers and mapping.
5. Wired lift station grinders.
6. Snow removal.

Finance Office Report

1. Sales Tax Report – see attachment
2. Quarterly Revenue & Expense report is attached.
3. The election is set for April 12. I will hold election school on Thursday morning.

Sales Tax Comparison

	2022	2021	\$81,000 to OHED
January	\$22,742.58 \$83,647.88	\$28,806.71 \$66,474.49	\$6,750.00
February	\$7,263.69 \$49,006.24	\$9,033.66 \$46,699.17	\$6,750.00
March	\$22,701.40 \$48,300.52	\$15,084.94 \$46,272.30	\$6,750.00
April			\$6,750.00
May			\$6,750.00
June			\$6,750.00
July			\$6,750.00
August			\$6,750.00
September			\$6,750.00
October			\$6,750.00
November			\$6,750.00
December			\$6,750.00
Total	\$233,662.31	\$212,371.27	10.03%
	up/down from last year		\$21,291.04

Gross Receipts Tax - Split

Fund 211

Month	Current Year			Previous Year		
	Total	City 20%	OHED 80%	Total	City 20%	OHED 80%
JAN	\$1,921.21	\$384.24	\$1,536.97	\$2,485.13	\$497.03	\$1,988.10
	\$2,726.88	\$545.38	\$2,181.50	\$3,097.69	\$619.54	\$2,478.15
FEB	\$1,018.51	\$203.70	\$814.81	\$234.13	\$46.83	\$187.30
	\$1,637.65	\$327.53	\$1,310.12	\$1,691.35	\$338.27	\$1,353.08
MAR	\$1,548.89	\$309.78	\$1,239.11	\$1,236.26	\$247.25	\$989.01
	\$1,118.32	\$223.66	\$894.66	\$1,232.80	\$246.56	\$986.24
APR		\$0.00	\$0.00	\$1,290.47	\$258.09	\$1,032.38
		\$0.00	\$0.00	\$3,227.52	\$645.50	\$2,582.02
MAY		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$2,727.91	\$545.58	\$2,182.33
JUN		\$0.00	\$0.00	\$667.65	\$133.53	\$534.12
		\$0.00	\$0.00	\$653.71	\$130.74	\$522.97
JUL		\$0.00	\$0.00	\$4,377.18	\$875.44	\$3,501.74
		\$0.00	\$0.00	\$3,679.88	\$735.98	\$2,943.90
AUG		\$0.00	\$0.00	\$922.71	\$184.54	\$738.17
		\$0.00	\$0.00	\$3,182.16	\$636.43	\$2,545.73
SEP		\$0.00	\$0.00	\$1,528.06	\$305.61	\$1,222.45
		\$0.00	\$0.00	\$2,857.10	\$571.42	\$2,285.68
OCT		\$0.00	\$0.00	\$1,349.97	\$269.99	\$1,079.98
		\$0.00	\$0.00	\$3,982.44	\$796.49	\$3,185.95
NOV		\$0.00	\$0.00	\$2.97	\$0.59	\$2.38
		\$0.00	\$0.00	\$1,886.20	\$377.24	\$1,508.96
DEC		\$0.00	\$0.00	\$2,704.45	\$540.89	\$2,163.56
		\$0.00	\$0.00	\$2,089.08	\$417.82	\$1,671.26
	\$9,971.46	\$1,994.29	\$7,977.17	\$47,106.82	\$9,421.36	\$37,685.46
	\$3,323.82			\$3,925.57		
	<i>average/month</i>			<i>average/month</i>		

up/down from previous year		
Total	-5.90	-0.06%
City	-1.18	-0.06%
OHED	-4.72	-0.06%

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

OHED 80%

Check # _____

Check Date _____

MAR	1,239.11
MAR	894.66
	\$2,133.77

REVENUE & EXPENSE REPORT
CALENDAR 3/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	TAXES TOTAL	144,384.07	260,985.00	1,282,000.00	1,021,015.00
	LICENSES AND PERMITS TOTAL	95.00	230.00	9,500.00	9,270.00
	FEDERAL GRANTS TOTAL	62,971.89	62,971.89	.00	62,971.89
	STATE GRANTS TOTAL	.00	.00	214,500.00	214,500.00
	STATE SHARED REVENUE TOTAL	2,424.00	30,546.91	106,000.00	75,453.09
	COUNTY REVENUES TOTAL	.00	4,323.36	7,550.00	3,226.64
	CHARGES FOR GOODS & SERV TOTA	674.00	1,316.45	13,000.00	11,683.55
	REC FACILITY FEES TOTAL	.00	.00	17,000.00	17,000.00
	FINES AND FORFEITS TOTAL	.00	.00	.00	.00
	MISCELLANEOUS REVENUES TOTAL	6,380.88	12,551.60	49,900.00	37,348.40
	OTHER SOURCES TOTAL	.00	132,000.00	.00	132,000.00
	TOTAL REVENUE	216,929.84	504,925.21	1,699,450.00	1,194,524.79
	COUNCIL TOTAL	3,446.26	11,274.30	42,925.00	31,650.70
	CONTINGENCY TOTAL	.00	.00	25,000.00	25,000.00
	ELECTIONS TOTAL	.00	18.85	1,900.00	1,881.15
	ATTORNEY TOTAL	.00	1,365.00	10,000.00	8,635.00
	FINANCE TOTAL	11,178.97	27,881.91	124,020.00	96,138.09
	BUILDINGS TOTAL	2,095.48	7,534.05	27,975.00	20,440.95
	POLICE TOTAL	36,897.05	96,864.60	396,015.00	299,150.40
	FIRE TOTAL	2,660.93	8,339.89	24,850.00	16,510.11
	CODE ENFORCEMENT TOTAL	.00	.00	6,000.00	6,000.00
	CIVIL DEFENSE TOTAL	14,100.00	53,500.00	1,000.00	52,500.00
	STREET TOTAL	27,228.68	57,791.10	795,075.00	737,283.90
	AIRPORT TOTAL	790.34	2,985.48	26,260.00	23,274.52
	COVID-19 TOTAL	.00	.00	.00	.00
	HEALTH & WELFARE TOTAL	400.03	930.15	6,000.00	5,069.85
	BALLPARK TOTAL	112.49	309.24	32,655.00	32,345.76
	POOL TOTAL	92.49	1,152.78	66,500.00	65,347.22
	SENIOR CITIZEN ACTIVITY TOTAL	.00	.00	.00	.00
	PARK TOTAL	657.77	2,715.51	41,100.00	38,384.49
	ZONING TOTAL	.00	47.99	200.00	152.01
	ECONOMIC DEVELOPMENT TOTAL	6,750.00	20,250.00	81,000.00	60,750.00
	PROMOTION OF CITY TOTAL	.00	1,500.00	5,250.00	3,750.00
	DEBT SERVICE TOTAL	.00	.00	.00	.00
	CAPITAL OUTLAY TOTAL	.00	.00	.00	.00
	TRANSFER OUT TOTAL	.00	.00	.00	.00
	TOTAL EXPENSES	106,410.29	294,460.85	1,713,725.00	1,419,264.15
	GENERAL TOTAL	110,519.55	210,464.36	14,275.00	224,739.36
	TAXES TOTAL	4,304.86	9,971.46	40,000.00	30,028.54
	MISCELLANEOUS REVENUES TOTAL	.00	18.95	25.00	6.05
	TOTAL REVENUE	4,304.86	9,990.41	40,025.00	30,034.59
	POOL TOTAL	.00	.00	8,000.00	8,000.00

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REVENUE & EXPENSE REPORT
CALENDAR 3/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	ECONOMIC DEVELOPMENT TOTAL	2,124.93	9,678.22	32,000.00	22,321.78
	TOTAL EXPENSES	2,124.93	9,678.22	40,000.00	30,321.78
	GROSS RECEIPTS TAX FUND TOTAL	2,179.93	312.19	25.00	287.19
	OTHER SOURCES TOTAL	8,021.45	16,213.39	.00	16,213.39
	TOTAL REVENUE	8,021.45	16,213.39	.00	16,213.39
	STREET TOTAL	.00	.00	.00	.00
	AIRPORT TOTAL	7,605.63	13,704.42	1,300.00	12,404.42
	TRANSFER OUT TOTAL	.00	.00	.00	.00
	TOTAL EXPENSES	7,605.63	13,704.42	1,300.00	12,404.42
	CAPITAL IMPROVEMENT TOTAL	415.82	2,508.97	1,300.00	3,808.97
	WATER TOTAL	51,966.71	150,436.85	2,058,250.00	1,907,813.15
	TOTAL REVENUE	51,966.71	150,436.85	2,058,250.00	1,907,813.15
	WATER TOTAL	24,372.77	106,347.94	2,044,675.00	1,938,327.06
	TOTAL EXPENSES	24,372.77	106,347.94	2,044,675.00	1,938,327.06
	WATER TOTAL	27,593.94	44,088.91	13,575.00	30,513.91
	ELECTRIC TOTAL	253,547.49	642,581.69	2,161,000.00	1,518,418.31
	TOTAL REVENUE	253,547.49	642,581.69	2,161,000.00	1,518,418.31
	ELECTRIC TOTAL	157,346.73	429,701.85	2,277,515.00	1,847,813.15
	TRANSFER OUT TOTAL	.00	.00	.00	.00
	TOTAL EXPENSES	157,346.73	429,701.85	2,277,515.00	1,847,813.15
	ELECTRIC TOTAL	96,200.76	212,879.84	116,515.00	329,394.84
	SEWER TOTAL	54,003.07	155,244.68	2,730,150.00	2,574,905.32
	TOTAL REVENUE	54,003.07	155,244.68	2,730,150.00	2,574,905.32

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REVENUE & EXPENSE REPORT
CALENDAR 3/2022, FISCAL 3/2022

PCT OF FISCAL YTD 25.0%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
	SEWER TOTAL	30,842.00	180,338.38	2,668,450.00	2,488,111.62
	TOTAL EXPENSES	30,842.00	180,338.38	2,668,450.00	2,488,111.62
	SEWER TOTAL	23,161.07	25,093.70	61,700.00	86,793.70
	TOTAL PROFIT/LOSS:	260,071.07	445,160.57	56,790.00	501,950.57

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ORDINANCE #731

The City of Miller is an equal opportunity employer.

AN ORDINANCE AMENDING SECTION 36-3 OF THE ORDINANCES OF THE CITY OF MILLER, SOUTH DAKOTA.

BE IT ORDAINED by the City of Miller, South Dakota, that Article I. Section 36-3 is hereby amended to read as follows:

Article I. Sec. 36-3. Unmuffled dynamic braking, air braking, or jake braking prohibited.

An unmuffled dynamic braking device is a device used primarily on trucks for the conversion of the engine from an internal combustion engine to an air compressor for the purpose of braking without the use of rear wheels. Such devices are also commonly referred to as Jacob's brakes, or jake brakes. The use of a dynamic braking device in the city is prohibited, except as follows:

- (1) Operating a motor vehicle with a dynamic braking device engaged except for the aversion of imminent danger shall be prohibited.
- (2) This section shall not apply to a public emergency response vehicle equipped with a dynamic braking device when the device is used during a response to an emergency situation.
- (3) Penalty: Noise Violations. Any person who violates this chapter shall be punishable by a fine set by the city council and on file with the city finance officer.

Dated this 4th day of April 2022.

Ronald Blachford, Mayor

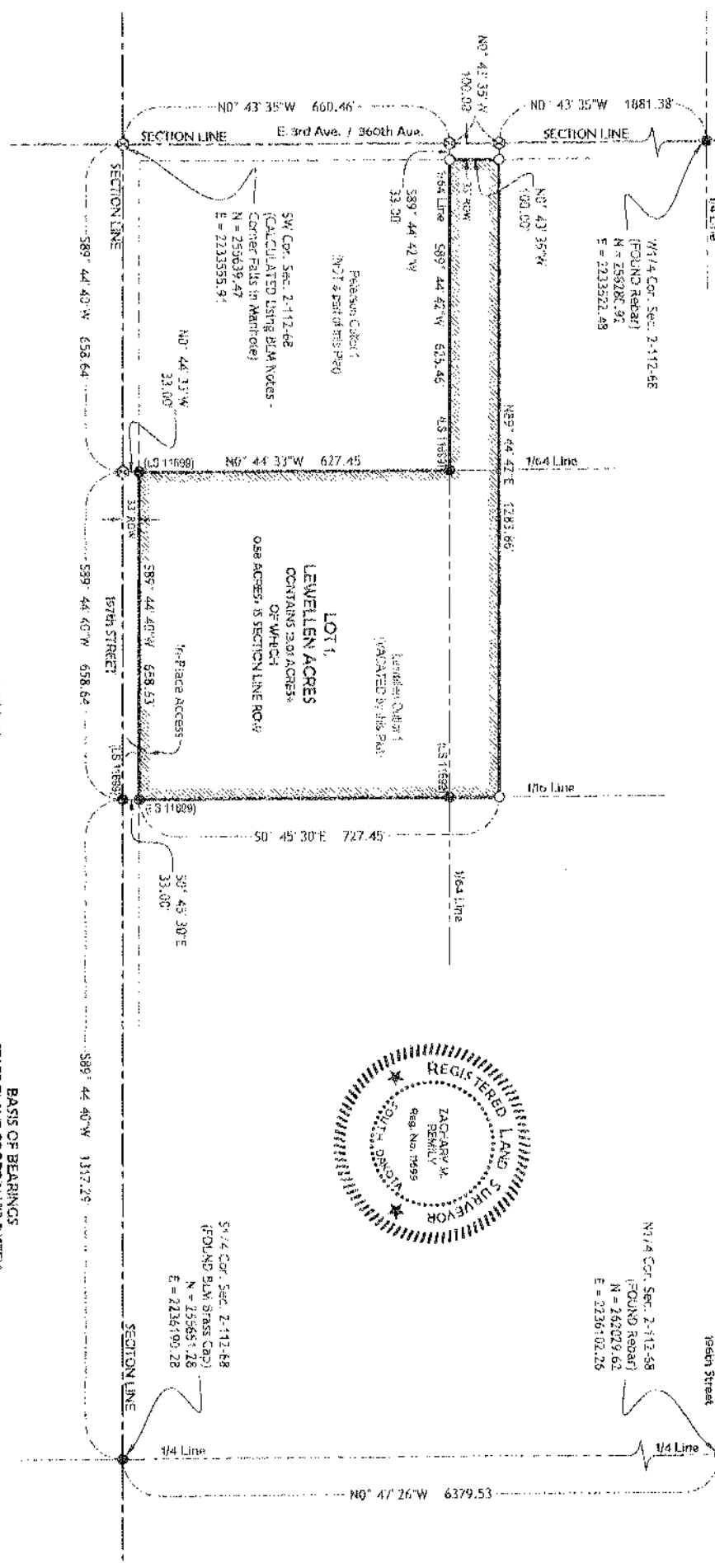
(SEAL)

ATTEST:

Sheila Coss, Finance Officer

Record of Votes:

PLAT SHOWING
LEWELLEN ACRES
 IN THE SW 1/4 OF THE SW 1/4 OF SECTION 2,
 TOWNSHIP 312 NORTH, RANGE 68 WEST OF THE 5TH P.M., HANDB COUNTY, SOUTH DAKOTA



Assurance
 LAND SURVEYING

Prepared By:

DRAWING SCALE
 3" = 200'
 SCALE IN FEET

619 14th Avenue S, Faulkton, South Dakota 57428
 Phone: 605-280-3099 ; Email: zach@assurancesurveying.com
 Project No. AS1720/5 Field Survey Date: 3-24-2022

LEGEND

- PIN FOUND (AS NOTED)
- PIN SET w/ CAP US 1999
- ⊙ CALCULATED CORNER

BASIS OF BEARINGS
 STATE PLANE COORDINATE SYSTEM
 SOUTH DAKOTA NORTH ZONE (4001)
 US SURVEY FEET - NAD 83
 DISTANCES SHOWN ARE GROUND
 COORDINATES SHOWN ARE GRID

RESOLUTION NO. 2022-4

The City of Miller is an equal opportunity employer.

BE IT RESOLVED, by the Miller City Council of Miller, South Dakota, that the fine for violation of Chapter 36, Article I., Sec. 36-3 within the city of Miller shall be as follows: \$200.00 fine plus court costs.

IT IS FURTHER RESOLVED, subject to the approval of the Court, the person having received the magistrate court summons and complaint for violation of Sec. 36-3 may pay the fine through power of attorney in lieu of a court appearance.

Dated this 4th day of April 2022.

Ronald Blachford, Mayor

(SEAL)

ATTEST:

Sheila Coss, Finance Officer