

**AGENDA
CITY OF MILLER
MONDAY, APRIL 17, 2023
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

New Business

1. Miller Swim Club – Pool Usage
2. Liquor License Renewals
 - a. 4 Amigos – Cowboy Country Store
 - b. DOLGEN Midwest LLC – Dollar General
 - c. MILAN, INC. – Pump N’ Pak
 - d. Turtle Creek Saloon LLC
3. May Meeting Date
4. FO & HR School – Sheila pgs. 3 - 4
5. Canvass Election

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
APRIL 3, 2023**

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, April 3, 2023.

MEMBERS PRESENT: Mayor Ron Blachford, Aldermen: Jim Odegaard, Mike Wetz, Joe Zeller, and Alderwomen Susan Hargens & Tammy Lichty. Tom McGough joined via phone call.

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 to remove the swim club. All members voted aye. Motion carried.

MINUTES: Motion by Alderwoman Lichty, seconded by Alderwoman Hargens to approve the minutes for the regular meeting held on March 21, 2023. All members voted aye. Motion carried.

PUBLIC INPUT

Alderman McGough commended Arlen Gortmaker, Miller police department, and all the first responders that showed up quickly for the false alarm at the school. McGough also congratulated Terry Manning on his 27 years with the City of Miller. Mayor Blachford listened to the DANR Water Board meeting on March 30. They voted to transfer grant funds that are expiring for Phase III into another grant to finish our project this spring.

DEPARTMENT HEAD REPORTS

Ron Hoftiezer stated that he and David Phinney will take the mosquito sprayers certification in the next couple of weeks. Mayor Blachford asked Terry Manning about the airport convention that he attended in Deadwood. Terry stated that he learned a lot and that it would be beneficial for council members to attend this convention.

NEW BUSINESS

Ron Hoftiezer – Mower: Motion by Alderwoman Hargens, seconded by Alderwoman Lichty to order a Gravely 652 mower from Titan for \$12,500. Five members voted aye; Alderman Wetz abstained. Motion carried.

DGR 10-Year Study: Jarrod Luze, DGR engineer, presented the history of the Municipal Electric System, what has been updated, and what has been added to update the department's 10-year plan. Miller has spent \$11,900,000 on two new substations, retired one substation, and buried power lines throughout town in two different projects. The same projects today would cost approximately \$22,306,000. Future projects of approximately \$3,266,000 were reviewed. DGR recommends that we join the MREA pooling group consisting of projects from MN, SD, IA, and ND to apply for \$500 million in total projects to apply for a Federal Grant that covers 50% of the project. The most pressing items for Miller would amount to \$2,108,000 electric infrastructure improvements to apply for the 50% grant. Motion by Alderman Zeller, seconded by Alderman Wetz to sign a letter of commitment of 50% (approximately \$1,054,000) for electric improvements. Roll call vote: Alderman McGough – aye, Alderman Zeller – aye, Alderman Odegaard – aye, Alderman Wetz – aye, Alderwoman Lichty – aye, Alderwoman Hargens – aye. Motion carried.

DGR – Preliminary Planning Fees: Jarrod Luze estimated the planning phase for preparing the documents for the grant and the basic planning to be approximately \$15,000. This will be brought before the board when there is more data available.

Electric Project Grant Application: Motion by Alderwoman Hargens, seconded by Alderman Wetz to apply for the above mentioned 50% federal grant with a \$1,500 application fee to the MREA. Roll call vote: Alderwoman Hargens – aye, Alderwoman Lichty – aye, Alderman Wetz – aye, Alderman Odegaard – aye, Alderman Zeller – aye, Alderman McGough – aye. Motion carried.

GOED – CIP Award: Miller was chosen to participate in the Capital Improvement Planning process with a 50% grant (\$15,000 Miller share) from the Governor's Office of Economic Development. ISG, Inc., an architecture/engineering firm, will work with the city employees to develop a five-year capital improvement plan that will be formally adopted by the city council upon completion.

Olson Construction Change Order No. 8: Motion by Alderwoman Hargens, seconded by Alderman Wetz to approve TLC Olson Construction Change Order No. 8 to add the removal of a sewer main from an alley north of the highway and east of East 2nd Avenue to the Phase III sewer project. This dilapidated sewer line only connects two properties to the sewer main. The newly installed lines will be the responsibility of the property owners after installation. All members voted aye. Motion carried.

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

Motion by Alderwoman Lichty, seconded by Alderman Wetz 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

Sheila Coss, Finance Officer

LEGAL NOTICE OF RECEIPT

Copy of the official proceedings
was received on: _____
Published once at the
approximate cost of: _____

Bills April 2023 (1)

American Solutions	Supplies	191.19
BDS	Garbage	350.00
City Utilities	Utilities	12,081.00
Civic Plus	Prof Fees	2,205.00
DGR Engineering	Prof Fees	273.50
Dan Fritzsche	Reimb	15.00
Dustin Graham	Reimb	15.00
Hand County Publishing	Publications	934.83
Hughes Electric	Service	226.53
Devin Letsche	Reimb	15.00
MARC	Ice Machine	985.06
OHED	80% BBB	2,263.29
Petty Cash	Postage	17.77
Postmaster	Postage	470.00
SDARWS	Regist.	100.00
SD DSS	Energy Assist.	485.41
SD Fed Property	Supplies	40.00
Servall	Service	112.01
Storey Kenworthy	Supplies	664.75
Streicher's	Supplies	1,213.50
Twin Valley	Tires	601.98
US Bank	Loan	18,165.39
Wesco	Supplies	95.79
	Accounts Payable Total	<u>\$41,522.00</u>

Payroll Salary plus		3/30/2023 &		
Benefits by Department:		3/31/2023		
Department		w/o OT	OT	Total
41101 COUNCIL		2,615.91	0.00	2,615.91
41402 FINANCE OFFICE		2,768.63	0.00	2,768.63
41902 BUILDING		408.26	0.00	408.26
42101 POLICE		9,614.52	814.84	10,429.36
43101 STREET		7,063.61	178.47	7,242.08
43201 SEWER		5,105.63	17.73	5,123.36
43305 WATER		5,105.59	17.73	5,123.32
43403 ELECTRIC		8,707.34	112.65	8,819.99
		<u>\$41,389.49</u>	<u>\$1,141.42</u>	<u>\$42,530.91</u>



SOUTH DAKOTA GOVERNMENTAL HUMAN RESOURCE ASSOCIATION
— An Affiliate of the South Dakota Municipal League —

AGENDA

SD Governmental Human Resource School

June 6-7, 2023 • Ramkota Hotel & Convention Center • Pierre, SD

Preliminary Agenda

Tuesday, June 6, 2023

- | | |
|---------------------------|---|
| 12:15 to 1:00 p.m. | Registration |
| 1:00 to 1:15 p.m. | General Business Meeting |
| 1:15 to 2:30 p.m. | DOL – Wage & Hour Update
<i>Jeffrey Simek, Investigator, U.S. Department of Labor</i> <ul style="list-style-type: none">• Common Mistakes Employers Make When Paying Their Employees• Child Labor Laws, Especially Lifeguards and Summer Temps• Q&A – What Questions Do Employers Have? |
| 2:30 to 3:00 p.m. | SD Retirement Services
South Dakota Retirement System |
| 3:00 to 3:15 p.m. | Break |
| 3:15 to 5:00 p.m. | Roundtable – Various Topics and Presenters <ul style="list-style-type: none">• HR 101• Personnel File Retention• Job Postings - Interviewing• Open Discussion |
| 5:30 – 8:30 p.m. | Dinner - Forthcoming Details |

Wednesday, June 7, 2023

- | | |
|----------------------------|---|
| 7:30 to 8:30 a.m. | Breakfast |
| 8:30 to 11:00 a.m. | Leadership/Management Presentation |
| 9:45 to 10:00 a.m. | Break |
| 10:15 to 11:30 a.m. | Leadership/Management Presentation cont. |
| 11:30 a.m. | Training End |

SOUTH DAKOTA GOVERNMENTAL FINANCE OFFICERS' ASSOCIATION

—An Affiliate of the South Dakota Municipal League—

SD Governmental Finance Officers' School

June 7 - 9, 2023 — Pierre Ramkota & Convention Center — Pierre, SD

Tentative Agenda

Wednesday, June 7

10:30 a.m. Banyon User Group

– 12:30 p.m.

*Jeff Christensen, Banyon Data System, Inc.
Utility Billing, Point of Sale, Fund Accounting,
Payroll*

and New Products will be covered.

*Banyon will be available for individual Q&A
following the User Group meeting.

10:30 a.m. – Finance Officer Mentorship

12:30 p.m. Program Coffee & Connect

Take this time to connect with your Mentor/Mentee

**Door Prizes will be given away throughout the
school – must be present to win.**

Noon – 4:00 p.m. Registration

– Lobby

12:45 p.m. Welcome by Pierre Mayor

Mayor Steve Harding

1:00 – 1:15 p.m. Business Meeting

1:15 – 1:30 p.m. Legislative Update

*David Reiss, Executive Director,
SD Municipal League*

1:30 – 2:30 p.m. TBD

2:30 – 2:45 p.m. Break

2:45 – 4:30 p.m. CPI/Growth Increases

*Wendy Semmler, Director, SD Department of
Revenue, Property Tax Division*

5:00 – 6:00 p.m. Welcome Reception

6:00 – 8:00 p.m. A Night on the Town

Hospitality room at Ramkota Hotel
open from 8:00 to 11:30 p.m.

Thursday, June 8

7:15 – 8:00 a.m. Breakfast Buffet

**8:15 – 9:45 a.m. General Session –
Civility**

9:45 – 10:00 a.m. Break – Lobby

10:00 – 10:55 a.m. Concurrent Sessions (*Pick
one; sessions will be repeated in the afternoon*)

Code Enforcement

FO Q&A – Audit and Budget

Advanced Accounting

Eric Burman, Eide Bailey

11:00 – 11:55 a.m. Concurrent Sessions (*Pick
one; sessions will be repeated in the afternoon*)

Comprehensive Plans – What's Your Role

Advanced Accounting -

Eric Burman, Eide Bailey

Audit – Requirements and Preparation

*Cody Papke – Accounting Manager, Sioux Falls
Prairie*

**12:00 – 12:55 p.m. Years of Service Awards
Luncheon**

Years of Service Pins will be presented

1:00 – 2:30 p.m. General Session Breakout

2:30 – 2:45 p.m. Break – Lobby

2:45 – 3:40 p.m. Concurrent Sessions

(*Pick one*)

Comprehensive Plans – What's Your Role

FO Q&A – Agendas and Minutes – Panel of
seasoned Finance Officers who are willing to
answer

your questions.

World of Liquor

*Jason Evans, Deputy Director, SD Dept of
Revenue,*

Business Tax Division

3:45 – 4:40 p.m. Concurrent Sessions

(*Pick one*)

World of Liquor

*Jason Evans, Deputy Director, SD Dept of
Revenue,*

Business Tax Division

Audit – Requirements and Preparation

Cody Papke, Accounting Manager, Sioux Falls

5:30 – 8:00 p.m. President's Social and Dinner–

Casey Tibbs Rodeo Center

Finance Officer of the Year

Entertainment

Hospitality room at Ramkota open from
8:00 to 11:30 p.m.

Friday, June 9

7:30 – 8:15 a.m. Breakfast Buffet

8:15 – 8:30 a.m. Last Minute Announcements

**8:30 – 10:00 a.m. Introductions and Updates in
Accounting for Cities – Rod**

Fortin, Director of Local

*Government, SD Department of
Legislative Audit*

10:00 – 10:15 a.m. Break – Lobby

10:15 – 11:15 a.m. TBD