

**AGENDA
CITY OF MILLER
MONDAY, APRIL 20, 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 - 4

Public Input

New Business

1. SPN Phase III Recommendations
2. Mayoral Appointments pg. 5
3. Electric Project – Release for Property Damage @ the Airport pg. 6
4. Municode Supplement #5 – \$975.00 pg. 7
5. Rustler Lots 1, 2, 3 and Rustler Drive Plat pgs. 8 - 9
6. Helms & Associates Invoice #21110 – \$,14371.82 pg. 10
7. FAA CARES Grant pg. 11
8. FAA e-Signature Grant Request Form pg. 12
9. Meierhenry Sargent LLP – Phase III invoices
 - a. #41975 – \$4,000.00 Water Bond pg. 13
 - b. #41976 – \$19,000.00 Clean Water Bond pg. 14
10. Building Permits:
 - a. Curt Grace – Storage
 - b. Dave Peterman – Lean-to
 - c. Scott Gross – Addition
 - d. BDB Investment Enterprises – Tunnels Between Buildings

Approval of Bills

Adjourn



CITY OF MILLER
CITY COUNCIL MEETING
APRIL 6, 2020

The City of Miller is an equal opportunity employer.

The City Council met in regular session at city hall at 6:00 p.m. on Monday, April 6, 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 Rangel, seconded by Alderman Odegaard to approve the agenda. All members voted aye. Motion carried.

EXECUTIVE SESSION: Motion by Alderman Zeller, seconded by Alderman Steers to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 6:04 p.m. All members voted aye. Motion carried. Motion by Alderman Rangel, seconded by Alderman Swartz to come out of executive session at 6:54 p.m. All members voted aye. Motion carried. No action taken. Motion by Alderwoman Meyer, seconded by Alderman Rangel to have a recess until the start of the regular meeting at 7:00 p.m. All members voted aye. Motion carried.

Regular session continued at 7:07 p.m. due to technical difficulties.

MINUTES: Motion by Alderwoman Meyer, seconded by Alderman Odegaard to approve the minutes for the regular meeting held on March 16, 2020, and special meetings held March 24, 2020, and March 31, 2020. All members voted aye. Motion carried.

PUBLIC INPUT

Bill Lewellen received a mayoral proclamation stating April 10, 2020, as Bill Lewellen Day in Miller, SD. Bill also received a golden putter and a gift card to Austad's Golf as a thank you for his 34 years of service in the electric department to the residents of the City of Miller.

Kecia Beranek commented that the senior class is looking at various options for graduation. One option would be to put photos of the graduates up along main street or in the community center parking lot.

DEPARTMENT HEAD REPORTS

Bill Lewellen, electric superintendent reported information he obtained from the City of Wessington Springs regarding a possible on-call share program with their electric department. Lewellen also stated that there are a few more items to finish up the electric project.

Terry Manning, water superintendent stated he has no COVID-19 concerns in sharing the water department's office with Todd Haraldson, SPN. They are rarely in the office at the same time.

PUBLIC HEARING

7:30 Liquor License Transfer: Motion by Alderman Rangel, seconded by Alderman Odegaard to approve the on-sale liquor license transfer from Steve Ellsworth, Sommer's Bar to On Hand Development Corporation. On Hand will keep the license to sell with the Sommer's Bar property. They have no intention to use it at the community center. Roll call vote: Alderman Steers – aye, Alderwoman Meyer – aye, Alderman Rangel – aye, Alderman Odegaard – aye, Alderman Zeller – abstained, Alderman Swartz – aye. Motion carried.

NEW BUSINESS

Water/Sewer Phase III Bid Opening: SPN and the City of Miller opened bids for Phase III of the water & sewer project at 3:30 p.m. on April 6, 2020. All bids came in relatively high. Motion by Alderman Zeller, seconded by Alderman Rangel to table awarding the Phase III Project bid until the next regular meeting on April 20, 2020. SPN & Associates will review the bids and determine how to proceed.

Phase II Water/Sewer Project Extra Work: Motion by Alderman Swartz, seconded by Alderwoman Meyer to table a decision on the extra work items for Phase II until April 20, 2020. All members voted aye. Motion carried.

Utility Committee On-Call Discussion: Bill Lewellen gave some information during his department head report. A decision will be made at a later date.

Electric Superintendent Position: Motion by Alderman Swartz, seconded by Alderwoman Meyer to advertise for an electric superintendent. Roll call vote: Alderman Steers – aye, Alderwoman Meyer – aye, Alderman Rangel – aye, Alderman Odegaard – aye, Alderman Zeller – aye, Alderman Swartz – aye. Motion carried.

KBA – Audit Engagement Letter: Motion by Alderman Swartz, seconded by Alderman Zeller to have the Mayor sign the engagement letter with KBA to perform the 2018 and 2019 audit. All members voted aye. Motion carried.

Annual Report: The 2019 annual report was prepared by KBA. There were no questions regarding the report which is on file in the finance office.

Hire Summer Help: Motion by Alderman Rangel, seconded by Alderman Odegaard to not hire additional lifeguards at this time. Karly Beckett will be moved to a floating position between the street, water, sewer, parks or wherever there is work for her. Beckett agreed to substitute as a lifeguard if necessary. All members voted aye. Motion carried.

Code Enforcement Letter: Motion by Alderman Zeller, seconded by Alderman Swartz to table any decisions regarding code enforcement at this time. Ideally, the code enforcer will drive through town reviewing outstanding cases while avoiding entry to city hall and county offices. All members voted aye. Motion carried.

Building Permits: Motion by Alderman Rangel, seconded by Alderman Steers to approve the following building permits: Kent and Jacque Atkinson – remove trailer house, Dwaine and Harriet Chipman – storage shed, and Brady Coss – breezeway. All members voted aye. Motion carried.

Water/Sewer Project: Motion by Alderman Odegaard, seconded by Alderman Zeller to approve SPN Phase II invoices 21045-21046 and SPN Phase III invoices 21031-21033 for a total of \$68,540.55. All members voted aye. Motion carried.

COVID-19 Playground Precautions: Motion by Alderman Steers, seconded by Alderman Zeller to place signs at the city parks stating to play at your own risk, surfaces are not cleaned. The city will continue to adhere to Dr. Hopkins's recommendations regarding park restrictions. All members voted aye. Motion carried.

COVID-19 Contractor Dining Plan: Motion by Alderman Zeller, seconded by Alderman Swartz to order 100 laminated cards, and more as needed, containing the phone numbers of local takeout establishments and make them available to contractors who are working in town. All members voted aye. Motion carried.

COVID-19 Employee Masks: The Millerdale Colony is producing masks to give to local and surrounding hospitals, emergency personnel, and city and county employees. Alderman Steers will deliver them to the city employees when they are available.

Bus Barn Roof: Motion by Alderman Rangel, seconded by Alderwoman Meyer to contact local contractors for quotes to replace the shingles on the bus barn. All members voted aye. Motion carried.

APPROVAL OF BILLS: Motion by Alderman Odegaard, seconded by Alderman Swartz 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 9:05 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 2020 (1)

A-Ox Welding	Supplies	31.63
American Solutions	Supplies	103.80
Avera Occ. Medicine	Tests	262.65
Bob's Disposal	Garbage	179.00
BSE	Supplies	140.72
Builders Solutions	Supplies	29.20
City Utilities	Utilities	12,504.91
CK Welding	Supplies	376.97
Donlin Building	Supplies	84.95
Efraimson Electric	Repairs	204.08
Hand County Publishing	Publications	729.92
Hughes Electric	Service	3,070.04
KBA	Prof Fees	1,875.00
Terry Manning	Reimb	244.24
Northwest Pipe Fittings	Supplies	1,047.86
Oakley Farm & Ranch Supply	Supplies	39.69
OHED	80% BBB, Industry	8,067.46
PJ's Machine	Parts	35.36
Postmaster	Postage	275.00
Ramkota Hotel	Lodging	91.99
Resco	Supplies	1,517.12
Riter Rogers	Prof Fees	490.00
Rural Development	Loans	16,403.00
SD Public Health Lab	Tests	211.00
SD DOR	Sales Tax	11,130.73
SDML Workers' Comp	Workers Comp	909.00
SPN	Prof Fees	68,540.55
US Bank	Loan	18,165.39
Wilbur-Ellis	Fuel	807.77
	Accounts Payable Total	<u>\$147,569.03</u>

Payroll Salary plus Benefits

by Department:		3/31/2020		
	Department	w/o OT	OT	Total
41110	COUNCIL	3,046.48		3,046.48
41410	FINANCE OFFICE	1,074.13		1,074.13
41910	BUILDING	502.45		502.45
42110	POLICE	9,114.68	1,085.28	10,199.96
43110	STREET	4,275.84	545.22	4,821.06
43210	SEWER	4,748.57	705.08	5,453.65
43310	WATER	4,748.53	705.06	5,453.59
43410	ELECTRIC	10,117.25	281.34	10,398.59
		<u>\$37,627.93</u>	<u>\$3,321.98</u>	<u>\$40,949.91</u>

**CITY OF MILLER
CITY COUNCIL MEETING
APRIL 13, 2020**

The City of Miller is an equal opportunity employer.

The City Council met in special session at city hall at 7:00 p.m. on Monday, April 13, 2020.

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

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.

PUBLIC INPUT

Jan Kittelson invited the council to look at the issues regarding the sidewalk on the north side of the Miller Press building and the building purchased by Brian Bonebright. The water drains off Bonebright's building onto the sidewalk where it pools and freezes or drains through a crack into the Miller Press building. Also, a light pole is there which makes snow removal difficult and people run into it.

NEW BUSINESS

Safety Committee COVID-19 Fee Clarification: Motion by Alderman Rangel, seconded by Alderman Odegaard to clarify that the safety committee has the authority to waive fees and penalties on utility accounts applying for payment plans due to COVID-19 circumstances. Motion carried.

Building Permit: Motion by Alderman Swartz, seconded by Alderman Zeller to approve the building permit for the City of Miller to build a storm shelter in Crystal Park. All members voted aye. Motion carried.

EXECUTIVE SESSION: Motion by Alderwoman Meyer, seconded by Alderman Rangel to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 7:10 p.m. All members voted aye. Motion carried. Motion by Alderwoman Meyer, seconded by Alderman Zeller to come out of executive session at 8:02 p.m. All members voted aye. Motion carried. Motion by Alderwoman Meyer, seconded by Alderman Swartz to hire Josh Koeck as the interim electric superintendent at \$33.50/hour effective April 13, 2020. All members voted aye. Motion carried.

Motion by Alderman Zeller, seconded by Alderwoman Meyer to adjourn the meeting. There being no further business, the meeting was adjourned at 8:04 p.m. All members voted aye. Motion carried.

Ronald Blachford, Mayor

Sheila Coss, Finance Officer

LEGAL NOTICE OF RECEIPT

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Published once at the _____
approximate cost of: _____

2020
Committee Assignments
Mayoral Appointments

(Committee Chair is first person listed; Alternate is 3rd person listed)

<u>FINANCE OFFICE:</u>	Rangel, Steers, Meyer
<u>PUBLIC SAFETY:</u>	Steers, Rangel, Zeller
Police, Fire, Civil Defense, Emergency Warning System, Emergency Management	
<u>STREETS, PARK, BALLPARK:</u>	Zeller, Steers, Swartz,
Streets, Alleys, Sidewalks, Park, Ballpark, City Hall Mowing, Storm Sewer, Street Equipment	
<u>UTILITIES:</u>	Rangel, Swartz, Zeller
Lights and Power, Water, Sewer, Pool, City Hall Snow Removal, Utility Equipment	
<u>AIRPORT, CITY PLANNING & ZONING:</u>	Meyer, Zeller, Steers,
<u>BUILDINGS MAINTENANCE:</u>	Swartz, Steers, Zeller
<u>PERSONNEL:</u>	Meyer, Odegard, Rangel
<u>BEAUTIFICATION:</u>	Odegard, Rangel
<u>WORKPLACE SAFETY</u>	Swartz, Rangel, Meyer
<u>ON HAND ECONOMIC</u>	
<u>DEVELOPMENT DELEGATE:</u>	Zeller
<u>HOUSING</u>	Meyer, Rangel

The Mayor is a member of each committee as ex-officio. (By virtue of his title.)

Mayor Appointments

<u>CITY ATTORNEY:</u>	Riter, Rogers, Wattier & Northrup, LLP
<u>CHIEF OF POLICE:</u>	Shannon Speck
<u>FINANCE OFFICER:</u>	Sheila Coss
<u>OFFICIAL NEWSPAPER:</u>	"The Miller Press"
<u>OFFICIAL DEPOSITORS:</u>	American Bank & Trust - Miller Quoin Financial Bank - Miller Wells Fargo Bank SD FIT
<u>PUBLIC HEALTH OFFICER:</u>	Dr. John Hopkins
<u>LEPC LIAISON:</u>	Ronald Hoftiezer
<u>NECOG LIAISON:</u>	SuAnne Meyer
<u>AMERICANS WITH DISABILITIES REPRESENTATIVES:</u>	Bob Steers Jeff Swartz
<u>TREE CITY USA:</u>	Jim Odegard
<u>CONSOLIDATED EQUALIZATION:</u>	SuAnne Meyer

Shelia Coss

From: Christi Danburg <christi.danburg@cityofmiller.com>
Sent: Monday, April 13, 2020 11:11 AM
To: Sheila Coss
Subject: FW: Miller Airport Claim#300-0378630-2019
Attachments: City of Miller electrical invoices.pdf; Invoice to repair clmts damages.pdf; AWOS REPAIR AND SHIPPING INVOICES.PDF; City of Miller Release.pdf

From: Mattke, Troy <Mattke.Troy@aoins.com>
Sent: Monday, April 13, 2020 11:07 AM
To: Christi Danburg <christi.danburg@cityofmiller.com>; Terry Manning <terry.manning@cityofmiller.com>
Subject: Miller Airport Claim#300-0378630-2019

Hi Christi and Terry,

Owner's Insurance company has determined the City of Miller's amount of damages due to the incident that occurred at the Airport on 10/31/2019 totaled \$6,541.17. I have included the documents that support that dollar amount and they are summarized below.

746.83 increased electrical
1,181.14 repairs to the Awos system
4,613.73 repairs by Eframson Electric Inc.
6,541.70 total amount of damage.

Also, attached is a property damage release. In exchange for the signed release Owner's Insurance Company will send the City of Miller a payment in the amount of \$1,927.97 (increased electrical and AWOS repairs) and Eframson Electric Inc \$4,613.73 for the repairs they have incurred.

Normally, we would exchange the payment for the release in person, but due to the Covid 19 pandemic please have the proper authority sign the release and scan it back to us. We will then process the payments.

If you have any questions or concerns please let me know.

Thanks,

TROY MATTKE AINS
Field Claim Representative
Auto-Owners Insurance
p: 605-332-6500, ext. 50210
f: 517-327-2331

Auto-Owners
INSURANCE
LIFE • HOME • CAR • BUSINESS

From: Christi Danburg [mailto:christi.danburg@cityofmiller.com]
Sent: Tuesday, April 7, 2020 11:07 AM
To: Mattke, Troy <Mattke.Troy@aoins.com>
Subject: [EXTERNAL] Miller Airport

Shelia Coss

From: cindy.deuter@cityofmiller.com
Sent: Monday, April 13, 2020 11:34 AM
To: Sheila Coss
Subject: FW: Miller, SD #16487 - Revised Estimate for Supplement No. 5 to Code of Ordinances (Authorization Required)

Cindy Deuter Deputy Finance Officer

City of Miller
120 W 2nd St
Miller SD 57362
Phone: (605) 853-2705
Fax: (605) 853-3617
Email: cindy.deuter@cityofmiller.com

Miller, SD | Official Website

The City of Miller is an equal opportunity employer.

From: Alicia Bywaters <AMB@municode.com>
Sent: Monday, April 13, 2020 11:33 AM
To: cindy.deuter@cityofmiller.com
Subject: RE: Miller, SD #16487 - Revised Estimate for Supplement No. 5 to Code of Ordinances (Authorization Required)

Hi Cindy,

Good morning! I have included a revised cost estimate below for Supplement No. 5 to the Miller, SD Code of Ordinances. We will continue to hold the supplement until we receive authorization from you to proceed with its publication. Please note that we are conservative with estimates; upon completion of the supplement, we will only invoice for the actual charges associated with inclusion of the amendments and the City will not be charged for any blank pages. I estimate the following:

50 pages at \$19.00 per page = \$950.00
1 graphic/image/table at \$10.00 each = \$10.00
Shipping 15 copies = \$15.00
Total Estimate = \$975.00

The following material has been recorded to this supplement: Ordinance Nos.: 699 thru 710. ***Please also provide the updated Fee Schedule for inclusion in Supplement No. 5.***

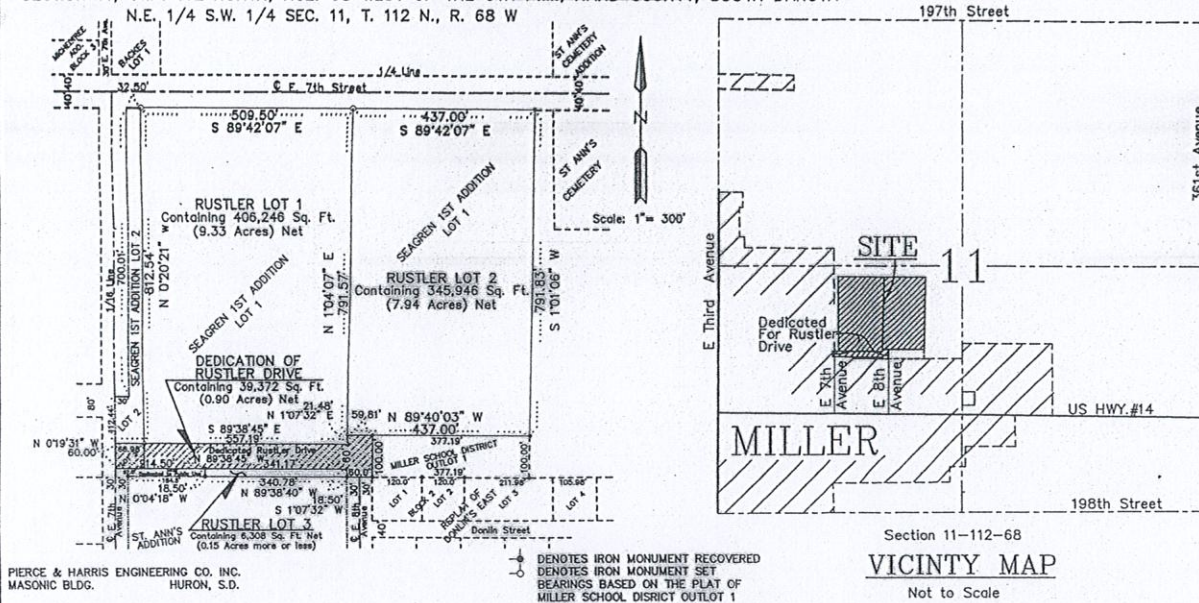
We appreciate every opportunity to be of service to the City and I look forward to hearing from you in regards to the above. If you have any questions, please let me know.

Thanks and have a wonderful week!

Alicia

RUSTLER LOTS 1, 2, 3 AND DEDICATION OF RUSTLER DRIVE

A REPLAT OF A PART OF SEAGREN FIRST ADDITION, LOTS 1 & 2: A PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 11, TWP. 112 NORTH, RGE. 68 WEST OF THE 5TH P.M., HAND COUNTY, SOUTH DAKOTA
N.E. 1/4 S.W. 1/4 SEC. 11, T. 112 N., R. 68 W

**OWNER'S CERTIFICATE**

KNOW ALL MEN BY THESE PRESENTS that the Miller School District 29-4, Dan Trefz, Superintendent owner and proprietor of the following described property situated in the State of South Dakota and the County of Hand to wit:

A Replat of a part of Seagren First Addition, Lots 1 & 2, a part of the Northeast Quarter (NE 1/4) of the Southwest Quarter (SW 1/4) of Section Eleven (Sec. 11), Township One Hundred Twelve (T. 112 N.) North, Range Sixty Eight (R. 68 W.) West, of the Fifth Principal Meridian (5th P.M.), Hand County, South Dakota.

Have caused a part of the same to be platted as "RUSTLER LOTS 1, 2, 3 AND DEDICATION OF RUSTLER DRIVE" and do hereby certify that the Miller School District 29-4 is the unqualified owner of all the land included in the plat hereon drawn and that said land is free from any encumbrance whatsoever and that development of this land shall conform to all existing applicable zoning, subdivision and erosion and sediment control regulations and that Dan Trefz has requested the preparation of this plat in compliance with the laws of the State of South Dakota; in witness whereof said Dan Trefz, Superintendent of the Miller School District 29-4 has set his hand this 14 day of April A.D., 2020

Dan Trefz
Miller School District 29-4, Dan Trefz-Superintendent

STATE OF SOUTH DAKOTA)
COUNTY OF HAND)SS

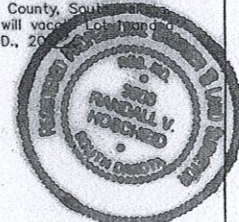
On this 14 day of April A.D., 2020 before me, a Notary Public, personally appeared Dan Trefz who, by me duly sworn, did say that he is the Superintendent of the Miller School District 29-4 as owner named in the foregoing instrument and that he acknowledged said instrument for the purpose therein stated.

Notary Public, My Commission Expires June 30, 2023

SURVEYOR'S CERTIFICATE

I, Randall V. Hoscheid, a Registered and Licensed Land Surveyor, do hereby certify that I have platted a tract of land as shown on the plat hereon drawn which hereafter shall be known as: "RUSTLER LOTS 1, 2, 3 AND DEDICATION OF RUSTLER DRIVE" a replat of a part of Seagren First Addition, Lots 1 & 2 a part of the NE 1/4 of the SW 1/4 of Section 11, Township 112 North, Range 68 West of the 5th Principal Meridian, Hand County, South Dakota, and that said plat is in all respects true and correct. The land labeled RUSTLER LOTS 1, 2, 3 AND DEDICATION OF RUSTLER DRIVE will vacate Lot 1 and part of Lot 2 of a plat of Seagren First Addition. Witness my hand and seal this 14 day of April A.D., 2020

Randall V. Hoscheid
Randall V. Hoscheid, Land Surveyor,
S. D. Reg. No. 3506
PO Box 1384
Huron, SD 57350
Telephone (605) 352-5382

**RESOLUTION BY COMMON COUNCIL OF THE CITY OF MILLER, SOUTH DAKOTA**

It was moved by _____, seconded by _____, motion carried that the plat of "RUSTLER LOTS 1, 2, 3 AND DEDICATION OF RUSTLER DRIVE" a replat of a part of Seagren First Addition, Lots 1 and 2, a part of the NE 1/4 of the SW 1/4 of Section 11, Township 112 North, Range 68 West of the 5th Principal Meridian, City of Miller, Hand County, South Dakota, be approved and accepted in accordance with the provisions of Section 11-3-6 of the South Dakota Compiled Laws and Acts amendatory thereto, and the Municipal Finance Officer is hereby instructed to endorse on such plat a copy of this resolution and to certify the same.

I, Sheila Coss, Finance Officer City of Miller, Hand County, South Dakota, do hereby certify that the within and foregoing is a true and correct copy of the resolution adopted by the City Council of Miller, South Dakota, at its meeting on _____ A.D., 20____.

Sheila Coss, Finance Officer City of Miller

I, Sheri Koock, Treasurer of Hand County, South Dakota hereby certify that all taxes which are liens upon any of the land included in the foregoing plat, as shown by the records of said Treasurer's Office, have been fully paid. Dated at Miller, South Dakota this 14th day of April, A.D., 2020.

Sheri Koock
Treasurer, Hand County, South Dakota

I, Terry Augspurger, Director of Equalization of Hand County, South Dakota hereby certify that I have received a copy of this plat this 17th day of April, A.D., 2020.

T. Augspurger
Director of Equalization, Hand County, South Dakota

Filed for record this _____ day of _____, A.D., 20____, at _____ o'clock _____ M., and duly recorded in Book _____ Page _____

Suzy Wernsmann, Register of Deeds, Hand County, South Dakota

Deputy

Helms & Associates

PO Box 111

Aberdeen, SD 57402-

Tel: (605) 225-1212 Fax: (605) 225-3189

BOBB@HELMSENGINEERING.COM

Shuts

Invoice

Invoice Date: Apr 3, 2020

Invoice Num: 21110

Billing Through: Mar 28, 2020

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

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	54.50	\$90,063.40	\$14,371.82

Total Amount Due: \$14,371.82

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 3rd day of Apr 2020.
HELMS AND ASSOCIATES AL. Th. Long

APPROVAL:

BY: _____

TITLE: _____

DATE: _____

Account Summary

Services BTD	Expenses BTD	Billed To Date	Paid To Date	Balance Due
\$ 104,435.22	\$ 0.00	\$ 104,435.22	\$ 90,063.40	\$ 14,371.82

10

Shelia Coss

From: Karen Schaefer <KarenS@helmsengineering.com>
Sent: Wednesday, April 15, 2020 1:47 PM
To: Shelia Coss
Cc: Terry Manning
Subject: Additional FAA Funding from the CARES Act

Good afternoon Sheila and Terry,

We just received word that the FAA is going to award some additional funds to all airports this year with the CARES (Coronavirus Aid, Relief, and Economic Security) Act.

Miller Municipal Airport will be receiving \$20,00 that will need to be spent this year. We are still trying to find out additional information on how exactly these funds can be spent, particularly whether or not this can be used as part of the City match on an open grant.

However, sounds like the funds can be used for anything else airport-related, including mowers.

The funds will still need to be kept track of like all other funds that we use in the projects for financial closeouts.

Within the next week or two, we should get an additional short grant application that will need to be signed for this funding.

Bounce some ideas around and please give us a call with any questions.

We will be keeping you in the loop.

Thank you!

Karen L. Schaefer, P.E.



221 Brown County Highway 19
PO Box 111
Aberdeen, SD 57402

Office: (605)-225-1212
Fax: (605)-225-3189
Mobile: (605)-380-8905
Email: karens@helmsengineering.com

e-Signature Grant Sponsor Request Form

FAA Airports Division (ARP) is offering e-signature for all FY 2020 grants via Adobe e-Signature. This will expedite the process so that airport Sponsors receive grants as quickly as possible. If you would like to receive your FY 2020 grant via email for e-signature, please complete this form.

Sponsors do not need any special software to sign grants electronically.

Documents are emailed in the order specified below, and only one signature is required for each step (known as a signature block) in the process. The request for signature is sent by email, sequentially after the signature from the previous block is complete.

For each signature block, a Sponsor may submit more than one individual to have an equal right to sign, however only one signature is applied. For example, two Sponsor names can be entered under the Sponsor signature block, a primary and back-up, however only one will be able to sign.

If an airport has co-sponsors, the airport co-sponsors will need to fill out the Sponsor, Attorney, Co-Sponsor and Co-Sponsor Attorney signature blocks.

If an airport has more than two sponsors, the sponsors need to indicate this in the space provided at the end of the form.

When the e-signature process is complete, everyone, including the individuals listed below that did not sign, will receive an email copy of the signed document.

Airport Name

City

State

Sponsor Signature Block:

Full Name

Title

Email Address

Phone Number

Attorney Signature Block:

Full Name

Title

Email Address

Phone Number

Invoice

Bill To:
City of Miller
120 W. 2nd Street
Miller, SD 57362

13

Meierhenry Sargent LLP
315 S. Phillips Avenue
Sioux Falls, SD 57104

Invoice

Invoice #: 41976
Invoice Date: 4/2/2020
Due Date: 4/2/2020
Case:
P.O. Number:

Bill To:
City of Miller
120 W. 2nd Street
Miller, SD 57362

Description	Hours/Qty	Rate	Amount
For services as bond counsel in connection with the preparation of all proceedings, transcript of all proceedings and rendering approving opinion in connection with the City of Miller \$1,900,000 Clean Water Project Borrower Bond, Series 2020 which closed February 14, 2020.		19,000.00	19,000.00
		6.50%	0.00

Total \$19,000.00

Payments/Credits \$0.00

Balance Due \$19,000.00

WW - 4334

Ph III

14