

**AGENDA  
CITY OF MILLER  
MONDAY, JUNE 3, 2024  
7:00 P.M.**

**Call to Order**

**Pledge of Allegiance**

**Approval of Agenda**

**Approval of Minutes** ..... pgs. 1 - 6

**Public Input**

**Department Head Reports** ..... pgs. 7 - 12

**Public Hearing**

7:30 P.M. – Board of Adjustments – Miller Shine Car Wash @ 501 N Broadway Ave.

**New Business**

1. Street Department – 2006 Sterling DOT truck - \$25,500
2. First Reading: Ordinance #754 – rezone 501 N Broadway Ave. .... pg. 13
3. InfoTech – Tyler Ruhd
4. Transformer Quote (*contingent upon zoning*) ..... pg. 14
5. Ph. IV Water Storage – award Bid Schedule A (*rebid*) ..... pgs. 15 - 16
6. HR/FO School, Spearfish June 11-14 Cindy & Christi ..... pgs. 17 - 19
7. Building Permit: Skyler Chapin - fence
8. Helms & Associates Invoice 33687 - \$5,522.42 ..... pg. 20
9. SPN Invoices: ..... pgs. 21 - 24
  - a. Ph. III – 33776-33778 Total: \$700.00
  - b. Ph. IV – 33771-33774 Total: \$1,300.00

**Approval of Bills**

**Executive Session**

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

10. Electric Department: Hire

**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**  
**MAY 20, 2024**

*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, May 20, 2024.

**MEMBERS PRESENT:** Mayor Tom McGough, Aldermen: Dale Hargens, Will Jones, Patrick Price, Gale Auch, and Landon Gab. Alderman Ward III – vacant.

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

Pledge of Allegiance was said by all present.

**AGENDA:** Motion by Alderman Price, seconded by Alderman Jones to approve the agenda with one addition and clarification of items 13-17 being New Business continued. All members voted aye. Motion carried.

**MINUTES:** Motion by Alderman Jones, seconded by Alderman Gab to approve the minutes for the regular meeting held May 6, 2024. All members voted aye. Motion carried.

**PUBLIC INPUT**

Dave Nelson was present to express his concerns about the “stop” signs at the intersection of West 1<sup>st</sup> Street and West 1<sup>st</sup> Avenue. The signs were changed to a “yield” sign with the State project to be in accordance with the Federal uniform traffic laws. He would like to see the “stop” signs restored for the safety of the children who swim at the municipal pool. Alderman Price stated that this deserves consideration for safety reasons. Nelson also stated that he is happy to see the lot he donated to the city cleared off and hopes it can be used for pool parking as that was his intent for that property.

Mayor McGough reminded Miller residents to not mow grass clippings into the street and gutters. This causes problems in the storm sewer system. McGough referenced *The Miller Press* for recognizing first responders during National EMS Week and thanked them for their service.

The vacant position on the city council board was addressed by Mayor McGough. Susan Hargens was unavailable during the 10 days in which the oath of office needed to be taken, which resulted in a vacancy in her position as Ward III Alderwoman. The position will be appointed at the next city council meeting.

**NEW BUSINESS**

**Miller C&C:** Tala Sandness was present on behalf of the Miller C&C to request permission for a display of fireworks for the 4<sup>th</sup> of July festivities. Motion by Alderman Price, seconded by Alderman Jones to sign the request for a public display of fireworks to take place on July 4 with July 6 as a backup date due to weather. All members voted aye. Motion carried.

**Mike Werdel – Legion update:** The Legion will host a Memorial Day Program on Monday, May 27. An honorable destruction of retired flags will be held on June 14 with the Polo Legion leading. The July bull bash has been postponed until 2025 and 4-wheeler races will be held for the Independence Day celebration on July 6.

**City-wide Clean-up:** Ron Hofstiezer has scheduled the city-wide clean-up for Thursday, June 6 and Friday, June 7. This event is for the elderly and unable. Items must be separated and set out curbside by 8:00 a.m. Thursday morning. A list will be compiled at city hall.

**New Police Car – equipment quote:** Chief Huss presented a quote from 316 Upfitting and Supply for \$10,311.00. The equipment was figured into the budget with the original appropriations ordinance. Motion by Alderman Price, seconded by Alderman Gab to approve the quote as presented. All members voted aye. Motion carried.

Alderman Hargens congratulated Chief Huss on the recent traffic stop that resulted in an arrest due to drugs.

**Special Event Liquor License – Willie’s Bar & Grill:** Motion by Alderman Jones, seconded by Alderman Hargens to approve the special event liquor license for Willie’s Bar &

Grill to serve alcohol at the community center on June 1, 2024. All members voted aye. Motion carried.

**Budget Training:** Motion by Alderman Price, seconded by Alderman Jones to allow 2 employees from the finance office to attend budget training in Sioux Falls on June 18. All members voted aye. Motion carried.

**Write-off Bad Debt:** Motion by Alderman Hargens, seconded by Alderman Jones to write off \$292.39 of utilities. The customer on that account is deceased with no assets. All members voted aye. Motion carried.

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

#### **PUBLIC HEARING**

**7:30 Board of Adjustments – Variance:** Mayor McGough adjourned the board as the common council and convened as the board of adjustments at 7:30 p.m. Dwight and Connie Aymar were present to request a variance on the north side of their house. The board reviewed the other properties along that block and determined that none of them are in line with the other, thus, Aymar's request is reasonable. Motion by Alderman Price, seconded by Alderman Jones to approve a variance to allow Aymar's to build a deck approximately 4 feet closer to the lot line than allowed by City Code. All members voted aye. Motion carried. Mayor McGough reconvened the board back to the common council.

**Phase IV Water Project: Water Utility** – Camden Höfer, SPN was present to review the options for awarding the Water Utility bid. The bid opening took place on Tuesday, May 14 at 3:00 p.m. The following bids were received for Bid Schedules A-C: Dahme Construction, Aberdeen - \$6,099,175.76, II & W Contracting, Sioux Falls - \$5,982,103.91, Menning Excavating, Mitchell - \$5,952,743.74, and TLC Olson Construction, Huron - \$4,830,850.85. The engineer's estimate was \$5,429,441.00. Note: Bid Schedule C – City-funded Street Repair as bid by TLC Olson Construction in the amount of \$526,961.25 is not covered by DANR funding. Finance Officer Cindy Deuter stated that the Water Fund does not have the funds in savings to cover that cost. It was noted that the city has General Fund dollars in a CDs at Quoin Financial Bank and American Bank & Trust for approximately \$980,500.00 which will mature in January 2025 and February 2025. Option 1: award the bid assuming DANR awards \$1.1 million in additional funding at its meeting on June 27, 2024. Option 2: award the bid considering reduced funding of \$750,000.00 from DANR and assuming it will be awarded in June. Option 3: award the bid based on funding currently available by reducing the scope of the project by the amount of funding short - \$526,612.27 but still apply for additional DANR funding. Option 4: award the bid after reducing the scope of the project and withdraw our application for additional DANR funding. Motion by Alderman Price, seconded by Alderman Jones to award the bid to TLC Olson Construction with the condition to reduce the project to fit the funding currently available. Camden asked the council how they would like to address Bid Schedule C and if that was part of Alderman Price's motion. Camden explained that he needs to know how much to award for the bid and how much needs to be reduced to be within the city's available funds. This needs to be figured out and an award offered within 30 days of the bid opening. Motion by Alderman Price to amend his original motion to reduce the scope of the project by \$526,612.00, seconded by Alderman Jones. All members voted aye. Motion carried. **Abandon Wells:** After reaching out to several well drilling companies in South Dakota, 2 proposals to abandon the old wells were received by SPN: Pullman Well Drilling, Wolsey - \$68,100.00 and Stretch's Well Service, Hitchcock - \$57,653.17. The engineer's estimate was \$52,800.00. Motion by Alderman Price, seconded by Alderman Gab to accept the proposal from Stretch's Well Service. All members voted aye. Motion carried. The council thanked Camden for his services and appreciates his patience in explaining the complexity of the bidding and funding for the Phase IV project.

**Ordinance #752 – Phase IV Water Surcharge:** Motion by Alderman Price, seconded by Alderman Jones to approve the second reading of and enact Ordinance #752. Roll call vote: Alderman Jones – aye, Alderman Hargens – aye, Alderman Auch – aye, Alderman Price – aye, Alderman Gab – aye. Motion carried.

**Ordinance #753 – Phase IV Sewer Surcharge:** Motion by Alderman Price, seconded by Alderman Jones to approve the second reading of and sign into effect Ordinance #753. Roll call

vote: Alderman Hargens – aye, Alderman Price – aye, Alderman Jones – aye, Alderman Auch – aye, Alderman Gab – aye. Motion carried.

**Electric Poles – inspection quote:** The pole inspection and treatment pricing proposal from Osmose, Peachtree, GA included an Exhibit A and B which listed the fee schedule but not an estimate for this project's time and material. Motion by Alderman Jones, seconded by Alderman Auch to table this item until further information is gathered and an approximate quote can be presented. All members voted aye. Motion carried.

**Building Permits:** Motion by Alderman Hargens, seconded by Alderman Gab to approve the following building permit applications: Lee Kleinsasser – addition to shed, Dwight and Connie Aymar – deck, Lance DeHaai – carport, and Taylor Droz – fence. Approval of Droz's application is contingent upon review and approval by Dustin Graham. All members voted aye. Motion carried.

**Devin Letsche:** Motion by Alderman Price, seconded by Alderman Jones to accept Devin Letsche's resignation of employment as of May 10. All members voted aye. Motion carried.

**Electric Department – position opening:** Motion by Alderman Jones, seconded by Alderman Gab to advertise for the open position in the electric department with pay depending on experience. All members voted aye. Motion carried.

**Hire – electric on-call:** Motion by Alderman Hargens to hire on-call as needed for the electric department. Motion died for lack of a second. Motion by Alderman Jones, seconded by Alderman Gab to table this item until Dustin Graham is present for discussion. All members voted aye. Motion carried.

**Employee Policy Manual – Military Leave:** Motion by Alderman Price, seconded by Alderman Hargens to refer this matter to the Personnel Committee for further research regarding the Federal Statute to make sure the city is covering minimum requirements as compared to the city's policy with the intent of holding a special city council meeting before said employee leaves for training in June. All members voted aye. Motion carried.

**EXECUTIVE SESSION:** Motion by Alderman Auch, seconded by Alderman Jones to go into executive session for personnel and legal matters to conduct interviews pursuant to SDCL 1-25-2(1) & (3) at 8:39 p.m. All members voted aye. Motion carried. Mayor McGough returned the meeting to regular session at 9:37 p.m.

**Police Department – hire part-time officer:** Motion by Alderman Price, seconded by Alderman Hargens to hire Patrick McGawley as a part-time officer as needed. 3 members voted aye, 2 members voted nay. Motion carried.

Motion by Alderman Auch, seconded by Alderman Hargens to adjourn the meeting. There being no further business, the meeting was adjourned at 9:41 p.m. All members voted aye. Motion carried.

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Tom McGough, Mayor

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Cindy Deuter, Finance Officer

**LEGAL NOTICE OF RECEIPT**

Copy of the official proceedings  
was received on: \_\_\_\_\_  
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**Bills May 2024 (2)**

A & B Business	Supplies	207.82
American Solutions	Supplies	56.00
Avera Occ Med	Prof Fees	135.00
Batin, Rick	Service	300.00
Border States	Supplies	357.84
Builders Solutions	Supplies	1,967.51
Dakota Energy	Service	160.00
Doty & Sons	Bean Bag Toss	3,965.00
Fawcett Electric	Service	356.59
First Bank & Trust	Loan	412,492.51
Heartland Energy	Power	2,382.08
Galls	Supplies	323.06
ISG	Prof Fees	1,000.00
Lyle Signs	Signs	397.00
MFD	Donation	2,000.00
Miller School	Crossing Guard Agreement 24-25	2,550.00
Miracle	Playground Equipment	2,334.46
Northwest Pipe	Fittings	2,270.18
Oakley Farm & Ranch	Supplies	219.59
OHED	Industry	8,300.00
Oswald Trucking	Gravel	2,569.13
RD	Loans	16,403.00
SD DOR	Sales Tax	11,035.94
SD SOS	Notary fee	30.00
Stobbs Sales	Repairs	656.67
Stuart C Irby	Supplies	585.00
VanDiest	Supplies	537.75
Visa	Supplies/Water Purchased	39,460.95
WAPA	Power	44,230.83
	Accounts Payable Total	<u>\$557,283.91</u>

**Payroll Salary plus**

Benefits by Department:		5/23/2024		
	Department	w/o OT	OT	Total
41402	FINANCE OFFICE	2,985.65	0.00	2,985.65
42101	POLICE	12,128.32	282.56	12,410.88
43101	STREET	8,747.59	223.06	8,970.65
43201	SEWER	5,888.76	89.00	5,977.76
43305	WATER	6,154.07	88.99	6,243.06
43403	ELECTRIC	14,149.95	200.38	14,350.33
45101	BALLPARK	942.47	0.00	942.47
45202	PARK	1,061.43	0.00	1,061.43
		<u>\$52,058.24</u>	<u>\$883.99</u>	<u>\$52,942.23</u>

**CITY OF MILLER  
CITY COUNCIL MEETING  
MAY 30, 2024**

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

The City Council met in special session at city hall on Thursday, May 30, 2024, at 7:00 p.m.

**MEMBERS PRESENT:** Mayor Tom McGough, Aldermen: Dale Hargens, Will Jones, Patrick Price, Gale Auch, and Landon Gab. Alderwoman Ward III – vacant.

**CALL TO ORDER:** Mayor McGough called the meeting to order. Pledge of Allegiance was said by all present.

**AGENDA:** Motion by Alderman Jones, seconded by Alderman Price to approve the agenda. All members voted aye. Motion carried.

**Appoint Alderwoman Ward III:** Motion by Alderman Price, seconded by Alderman Jones to appoint Susan Hargens to the position of Alderwoman Ward III. All members voted aye. Motion carried. Alderwoman Hargens will need to re-petition at the next municipal election in April 2025 to be elected for the remaining year of the 2-year term.

**Oath of Office:** Mayor McGough gave the oath of office to Susan Hargens – Alderwoman Ward III.

**Re-election of Officers:** Motion by Alderman Price, seconded by Alderman Auch to nominate Susan Hargens as President. All members voted aye. Motion carried. Motion by Alderman Price, seconded by Alderman Jones to cease nominations and cast a unanimous ballot for Susan Hargens as President. All members voted aye. Motion carried. Motion by Alderman Jones, seconded by Alderman Hargens to elect Patrick Price as Vice President. All members voted aye. Motion carried. Motion by Alderman Hargens, seconded by Alderwoman Hargens to cease nominations and cast a unanimous ballot for Patrick Price as Vice President. All members voted aye. Motion carried.

**Public Input:** Mayor McGough stated that the pool needs 2 new valves before it can be filled with water. Terry Manning has ordered the valves and will install them as soon as they arrive.

**UNFINISHED BUSINESS**

**Employee Policy Manual – Military Leave:** Motion by Alderman Hargens, seconded by Alderman Auch to adopt the additions with a typographical correction. The additions cover military leave without pay, benefits, and pension. The personnel committee consulted USERRA and ESGR earlier this week for their professional input regarding the revisions to the city's military leave policy. All members voted aye. Motion carried.

**Electric Pole Inspection:** Dustin Graham, electric superintendent, obtained a worst-case estimate of \$4,159.36 from Osmose, Peachtree, GA, for the previously submitted inspection proposal. Graham explained that the future transmission line project is going to be approximately \$1 million. He would like the poles to be inspected to determine the priority level of the project. Alderman Jones asked how often the poles are inspected. There is nothing on file stating when the poles were last serviced. Motion by Alderman Price, seconded by Alderman Hargens to approve the quote of \$4,159.36 for Osmose to come inspect the electric poles. All members voted aye. Motion carried.

**EXECUTIVE SESSION:** Motion by Alderman Hargens, seconded by Alderwoman Hargens to go into executive session for personnel matters pursuant to SDCL 1-25-2(1). All members voted aye. Motion carried. Mayor McGough returned the meeting to regular session at 7:29 p.m.

**UNFINISHED BUSINESS cont'd.**

**Hire Electric on-call:** Motion by Alderman Price, seconded by Alderman Gab to hire and list Devin Letsche for on-call services as needed at \$50/day and \$50/hour if called in. All members voted aye. Motion carried.

**NEW BUSINESS**

**Miller Fire Department:** Motion by Alderwoman Hargens, seconded by Alderman Gab to pay a donation of \$2,000 to the Miller Fire Department for this year's 4<sup>th</sup> of July fireworks display. All members voted aye. Motion carried.

**Micro-Comm Annual Service Renewal:** Motion by Alderman Price, seconded by Alderman Gab to continue the annual extended service warranty with Micro-Comm, Inc. for \$4,675.00 for the water department's SCADA system. All members voted aye. Motion carried.

**Correspondence:** Finance Officer Cindy Deuter provided copies of the Notice of Award for Phase 4 Utility Improvements, Bid Schedules A-C to TLC Olson Construction for the contracted price of \$4,830,850.85. The award includes change order one to reduce the scope of the project by \$526,612.27 on schedule A which removes a portion of the north end of East 3<sup>rd</sup> Avenue. Once DANR reviews the city's application for additional funding of \$1.1 million at its meeting on June 27, 2024, that portion will potentially be change-ordered back into the project.

Motion by Alderman Price, seconded by Alderwoman Hargens to adjourn the meeting. There being no further business, the meeting was adjourned at 7:34 a.m. All members voted aye. Motion carried.

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

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

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**City Council Meeting  
Department Head Reports  
June 3, 2024**

**Police Department Report**

May 2024 Stats (as of 5/30/24):

- a. Traffic Warnings (45): Speeding = 29, Other = 16
  - b. Traffic & Criminal Citations (22): Speeding = 14, Possession of Controlled Substance = 1, Possession of loaded firearm while intoxicated = 1, DUI 2<sup>nd</sup> – 1, Possession of drug paraphernalia = 1, Obstructing = 1, Driving Revoked = 1 **Total Fines = \$1,500.00**
  - c. Felony Arrests: Possession of Controlled Substance = 2, Possession of loaded firearm while intoxicated = 1
  - d. Misdemeanor Arrests: DUI 2<sup>nd</sup> – 1, Possession of drug paraphernalia = 1, Obstructing = 1
  - e. Agency Assists (13): Fire = 2, Ambulance = 6, Accidents = 2, Careflights = 2, Sheriff's Office/HP = 1
  - f. 911 Misdiagnosis = 4
  - g. Funeral Escorts = 1
  - h. Fingerprints = 6
  - i. 24/7 = 1
- Total Calls for Service (CFS) = 64

**Street Department Report**

1. We bladed most of the roads and alleys.
2. We swept the streets. The weather has slowed progress & we will resweep them when time allows.
3. The playground equipment that was damaged last year has finally back together...
4. We worked on the oil-truck, so it is ready for the summer...
5. We have been mowing the airport to help the Water Dept. while they are working in the pool.
6. We worked on a couple mowers and installed a new fuel tank on 1.
7. We helped Hand County Highway with our loader while they used their loader to help the Miller School.
8. We applied mosquito larvicide around town.
9. We will be cutting a few big trees down as soon as we have truck drivers available. I'm hoping before you read this...
10. I have tried to fog mosquitoes, but the weather has not cooperated (wind or too cool).

**Water/Sewer/Airport Department Report**

1. Been busy going over Ph. 4 plans with SPN.
2. We did a walk-through warranty on Ph 3 project & a list was given to Olson Const. for a few minor repairs.
3. The pool is coming along when the weather is permitting, pool has been drained & cleaned (disinfected), cracks have been filled & painted, new heaters have been installed, the slide has been sanded, & hopefully the pool will be open sometime this week when it's filled with water & the temperature reaches 70 deg. The lifeguards helped with cleaning the bathhouse deck area & installing starting blocks & ladders.
4. Big Thanks to the street dept. they helped us get caught up on the mowing at the Airport lift station areas.
5. Brandon & I along with the Fire Dept. flushed all the hydrants recently & out of that we had a big water leak by the old Duckwall Bldg. that we need to fix soon. (water has been shut off to this area) also this area is on the ph. 4 project.



**City Council Meeting  
Department Head Reports  
June 3, 2024**

**Electric Department Report**

1. Lots of locates
2. Meter change out. We have one more existing left to do.
3. Working on taking apart old substation by the school.
4. Fixed some streetlights.
5. Substation checks
6. Took down light poles at the Armory parking lot.
7. Demo old light pole bases at Armory parking lot.
8. Work on pole area clean up and refurbishing old poles.
9. Keeping up on several projects. Will need to order transformer for project if zoning goes through.

**Finance Office Report**

1. Sales Tax Report – see attachment
2. The online Code has been updated with Supplement No. 9. The hard copies have arrived. Please bring in your green Code of Ordinances of the City of Miller South Dakota code books for supplementation.
3. The Financial Spreadsheet for water funds has been completed and returned as requested by Midwest Assistance Program, Inc. so they can complete our Capacity Assessment required by DANR for Phase IV funding.
4. SDML Workers Comp completed our onsite assessment. ~~(attached)~~ One recommendation was made for the police department. We have addressed the concern, filled out the appropriate paperwork, and filed it with SDML WC to retain our Loss Control Credit.
5. KBA was in the office Fri., May 24, and Wed. May 29 – Fri. May 31 for the 2022-2023 audit. VERY BUSY.
6. I & S Group engineers have reached out regarding their efforts on drafting the city's Capital Improvement Plan. Has anyone been in contact with them in response to Justin Heim's email?  
*(see attached correspondence)*

Sales Tax Comparison			
	2024	2023	\$100,000 to OHED
January	\$29,870.52 \$63,998.40	\$5,538.74 \$84,909.08	\$8,500.00
February	\$24,312.95 \$61,761.31	\$8,948.46 \$77,211.64	\$8,300.00
March	\$6,749.81 \$70,018.56	\$9,448.03 \$61,202.63	\$8,300.00
April	\$2,874.12 \$53,687.32	\$6,140.47 \$72,324.14	\$8,300.00
May	\$34,129.33 \$76,610.70	\$4,508.98 \$78,963.60	\$8,300.00
June			\$8,300.00
July			\$8,500.00
August			\$8,300.00
September			\$8,300.00
October			\$8,300.00
November			\$8,300.00
December			\$8,300.00

<b>Total</b>	<b>\$424,013.02</b>	<b>\$409,195.77</b>	<b>3.62%</b>
	up/down from last year		<b>\$14,817.25</b>

# Gross Receipts Tax - Split

## Fund 211

Month	Current Year		
	Total	City 20%	OHED 80%
JAN	\$2,212.81 \$3,181.54	\$442.56 \$636.31	\$1,770.25 \$2,545.23
FEB	\$939.57 \$2,312.45	\$187.91 \$462.49	\$751.66 \$1,849.96
MAR	\$791.67 \$3,299.35	\$158.33 \$659.87	\$633.34 \$2,639.48
APR	\$0.00 \$1,763.52	\$0.00 \$352.70	\$0.00 \$1,410.82
MAY	\$1,945.35 \$3,111.54	\$389.07 \$622.31	\$1,556.28 \$2,489.23
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>\$19,557.80</b>	<b>\$3,911.56</b>	<b>\$15,646.24</b>

\$3,911.56  
average/month

Previous Year		
Total	City 20%	OHED 80%
\$662.73 \$2,956.97	\$132.55 \$591.39	\$530.18 \$2,365.58
\$865.95 \$3,257.58	\$173.19 \$651.52	\$692.76 \$2,606.06
\$306.44 \$2,522.67	\$61.29 \$504.53	\$245.15 \$2,018.14
\$870.10 \$2,739.31	\$174.02 \$547.86	\$696.08 \$2,191.45
\$782.47 \$3,108.55	\$156.49 \$621.71	\$625.98 \$2,486.84
\$1,047.08 \$3,847.81	\$209.42 \$769.56	\$837.66 \$3,078.25
\$1,440.45 \$4,058.20	\$288.09 \$811.64	\$1,152.36 \$3,246.56
\$1,669.91 \$4,675.39	\$333.98 \$935.08	\$1,335.93 \$3,740.31
\$1,450.21 \$4,112.78	\$290.04 \$822.56	\$1,160.17 \$3,290.22
\$985.47 \$3,182.77	\$197.09 \$636.55	\$788.38 \$2,546.22
\$1,672.94 \$3,385.54	\$334.59 \$677.11	\$1,338.35 \$2,708.43
\$1,862.36 \$2,472.44	\$372.47 \$494.49	\$1,489.89 \$1,977.95
<b>\$53,936.12</b>	<b>\$10,787.22</b>	<b>\$43,148.90</b>

\$4,494.68  
average/month

up/down from previous year		
Total	1,485.03	8.22%
City	297.01	8.22%
OHED	1,188.02	8.22%

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

OHED 80%

Check #

Check Date

MAY 1,556.28

MAY 2,489.23

**\$4,045.51**

## Cindy Deuter

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**From:** Justin Heim <Justin.Heim@ISGInc.com>  
**Sent:** Wednesday, May 15, 2024 12:58 PM  
**To:** Terry Manning; 'Ron Hoftiezer'  
**Cc:** 'Cindy Deuter'  
**Subject:** RE: Miller Capital Improvement Plan

**Follow Up Flag:** Follow up  
**Due By:** Monday, May 20, 2024 10:00 AM  
**Flag Status:** Flagged

Terry & Ron –

Hope all is well. As we are working on getting a project list pulled together for your input on water/sewer/streets/park, I wanted to reach out to see what projects are pressing on your end to include in the capital improvement plan. I have been following the council meetings and tracking some of the discussion. Please let me know if there are pressing projects you guys would like to include. I am looking to try to get out to Miller within the next two weeks or so to review project list and the capital improvement plan. If there are dates/times that work best for your schedules, please let me know.

Thank you,

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**From:** Cindy Deuter <cindy.deuter@cityofmiller.com>  
**Sent:** Friday, May 3, 2024 3:04 PM  
**To:** Justin Heim <Justin.Heim@ISGInc.com>  
**Cc:** Terry Manning <terry.manning@cityofmiller.com>; ron.hoftiezer@cityofmiller.com; Dustin Graham <dustin.graham@cityofmiller.com>; Miller Police Chief <police@cityofmiller.com>; Christi Danburg <christi.danburg@cityofmiller.com>; 'McGough, Tom' <Tom.McGough@k12.sd.us>; Dale & Susan Hargens <dehargens@hur.midco.net>  
**Subject:** RE: Miller Capital Improvement Plan

Good afternoon, Justin,

Thank you for the congrats on my new position. I'm excited for it.

I've done a high-level overview of the draft and have forwarded it to our department heads. You may reach out to city officials for their input:

Tom McGough – Mayor  
Dustin Graham – Electric Supt.  
Terry Manning – Water/Sewer/Airport/Pool  
Ron Hoftiezer – Streets/Parks  
Tedd Huss – Chief of Police  
Planning & Zoning Committee (as of May 6)  
    Susan Hargens  
    Gale Auch  
    Landon Gab

If you need contact information, please let me know.

Thank you,

**Cindy Deuter**  
**Finance Officer**



120 W 2<sup>nd</sup> St.  
Miller, SD 57362  
Phone: (605) 853-2705  
Fax: (605) 853-3617  
[www.cityofmiller.com](http://www.cityofmiller.com)

**From:** Justin Heim <[Justin.Heim@ISGInc.com](mailto:Justin.Heim@ISGInc.com)>

**Sent:** Tuesday, April 30, 2024 9:39 AM

**To:** [cindy.deuter@cityofmiller.com](mailto:cindy.deuter@cityofmiller.com)

**Subject:** Miller Capital Improvement Plan

Hello Cindy –

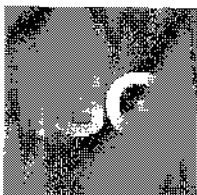
I wanted to send a quick note to congratulate you on the new roll as Finance Officer, introduce myself, and give an update on the Capital Improvement Plan that ISG is working on for the City of Miller.

I am a Civil Engineer with ISG, based in our Sioux Falls Office. My primary roll at ISG involves municipal engineering throughout the upper Midwest. We started the Capital Improvement Plan last year – the project was kicked off with a kick off meeting to get the know the Miller team as well as Miller to get to know the ISG team. Following that meeting, our team conducted a facility review of publicly owned infrastructure – facility review is attached for reference. In addition, I met with Terry & Ron to gain a better understanding of the City's underground infrastructure. After that meeting, I was able to obtain additional utility information from SPN. From then until now, our team has been reviewing all of the information and beginning to compile into a draft report. The draft report will contain information on the current infrastructure in the community as well as the proposed projects. The proposed projects will have cost associated with them as well as a budgeted year. What to expect moving forward:

- Once we have a complete project list, I will send to you and other City staff members to validate/rank projects based on priority.
  - The determination of priority of projects will be used in the draft report.
- Once the draft report is complete – we will send along to City staff + Mayor & Council.
  - We will be looking for input from council on the projects and priorities.
  - Prior to sending the draft report to Mayor & Council, I will generally reach out to see if there are any projects on the top of their mind – are you okay with me reaching out to each of them individually for input on the plan?
- After all input is gathered on the draft report, our team will work to revise the document to the final form. The final draft will be presented to council for adoption.

Please let me know if you have any questions on the next steps or process in general. I am targeting to have a draft report ready in May for consideration.

Thank you & have a great day!



**Justin Heim, PE**  
Civil Engineer  
Employee Owner

P 605.274.6401  
C 515.380.3348

**ORDINANCE #754**

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

**AN ORDINANCE TO AMEND ORDINANCE NO 448 OF THE CITY OF MILLER, AMENDING THE OFFICIAL ZONING MAP TO INCLUDE CERTAIN PROPERTY IN THE COMMERCIAL ZONED DISTRICT.**

**BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF MILLER, SOUTH DAKOTA:**

The Official Zoning Map of the City of Miller, South Dakota, be amended to include Lots 8-12, Block 28, North Addition, City of Miller, County of Hand, State of South Dakota, also known as 501 North Broadway Avenue and be designated in the Commercial Zoned District.

Dated this 17<sup>th</sup> day of June 2024.

---

Tom McGough, Mayor

(SEAL)

ATTEST:

---

Cindy Deuter, Finance Officer

**Record of Votes:**

Alderman Jones -

Alderman Price -

Alderman Hargens -

Alderman Auch -

Alderman Gab -

Alderwoman Hargens -

1<sup>st</sup> Reading – June 3, 2024

2<sup>nd</sup> Reading– June 17, 2024

Adoption – June 17, 2024

Publication – June 22, 2024



STUART C IRBY BR673 BURNSVILLE  
12501 DUPONT AVE SOUTH  
BURNSVILLE MN 55337  
763-588-0545

## Quotation

QUOTE DATE	ORDER NUMBER
05/15/24	S013954510
REMIT TO: STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384-1001	PAGE NO.  1

SOLD TO:  
MILLER LIGHT & POWER DEPARTMENT  
120 WEST 2ND STREET  
MILLER, SD 57362-1316

SHIP TO:  
MILLER LIGHT & POWER DEPARTMENT  
120 WEST 2ND STREET  
MILLER, SD 57362-1357  
605-853-2705

ORDERED BY: Dustin

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
115794						Corey Vanvlack	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Justin P Thi				05/15/24	Yes	BW BEST-WAY	
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
1EA		1	*HOIN T757212-ST-LP-DF-WI-BF-AC-PS 3PH PAD-MT TRANSFORMER 75KVA HV 12470GRDY/7200 LV 208Y/120 SPLIT TAPS LOOP FEED DEAD FRONT WELLS & INSERTS BAYONET FUSE AMOR CORE 2-POSITION LBOR SWITCH 5/8" STUD 9125-435515-951 ** LEAD TIME: 50-70 WEEKS **			13100.000EA	13100.00
1EA		2	*HOIN T1507212STLPDFWIBFACPSTG6H 3PH PAD-MT TRANSFORMER 150KVA HV: 12470GRDY/7200 LV: 208Y/120 SPLIT TAPS LOOP FEED DEAD FRONT WELLS & INSERTS BAYONET FUSE AMOR CORE 2-POSITION LBOR SWITCH 9150-435516-911 ** LEAD TIME: 50-70 WEEKS **			16500.000EA	16500.00

**\* This is a quotation \***

Prices firm for acceptance within 30 days with the exception of commodity prices which are subject to change daily. Quotation is void if changed. Complete quote must be used unless authorized in writing.

OUR PRODUCT AND SERVICES ARE SUBJECT TO, AND GOVERNED EXCLUSIVELY BY, OUR TERMS AND CONDITIONS OF SALE, WHICH ARE INCORPORATED HEREIN AND AVAILABLE AT [www.irbyutilities.com/terms](http://www.irbyutilities.com/terms). ADDITIONAL OR CONFLICTING TERMS ARE REJECTED, VOID AND OF NO FORCE OR EFFECT.

Subtotal	29600.00
S&H CHGS	0.00
Sales Tax	0.00
<b>TOTAL</b>	<b>29600.00</b>

\*\* Reprint \*\* Reprint \*\* Reprint \*\*

**Cindy Deuter**

---

**From:** Camden Hofer <chofer@spn-assoc.com>  
**Sent:** Thursday, May 30, 2024 5:45 PM  
**To:** Cindy Deuter  
**Subject:** Miller Tank Reseal  
**Attachments:** Miller Water Storage A Bid Tab.pdf; 00 510 Notice of Award 2018.pdf

Cindy,

Attached is the bid tab for the tank reseal project rebid. I will drop of the bids to you soon. It will not be before the city council meeting, so if you need the actual bid documents, let me know and I will email you scanned copies.

I recommend that the City Council award the project to the low bidder Tank Compliance Services.

Tank Compliance Services is a new company. The company has a manager who has 21 years of experience with work similar to this project. The foreman has 19 years of experience completing projects like this. I have verified 11 projects that have been completed or are in progress by Tank Compliance Services. All references contacted gave nothing but positive reviews.

Please contact me if you have any questions. I attached a Notice of Award. If acceptable, please have the Mayor sign and date this, then email me a scanned copy.

Thanks,

**Camden A. Hofer, P.E.**  
Project Engineer  
SPN and Associates  
2100 North Sanborn Blvd.  
PO Box 398  
Mitchell, SD 57301  
Phone: 605 996-7761



# Miller Water Storage Improvements Rebid

Bid Tabulation

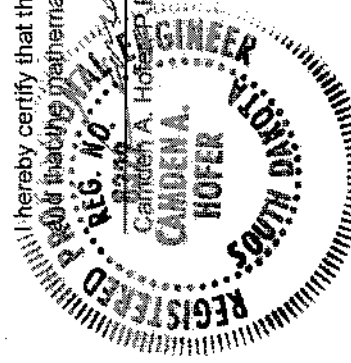
SPN #16085

Bid Date: May 29, 2024

## Bid Schedule A

Item Description		Quantity	Tank Compliance Services LLC 10419 East Trillium Ave Mesa AZ 85212		Great Plains Structures LLC 3301 Labore Road Vadnais Heights MN 55110		Engineer Estimate	
Item	Description	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization	1 LS	\$6,000.00	\$6,000.00	\$2,500.00	\$2,500.00	\$9,600.00	\$9,600.00
2	Interior Reseal	1 LS	\$35,000.00	\$35,000.00	\$42,000.00	\$42,000.00	\$50,000.00	\$50,000.00
3	Exterior Reseal	1 LS	\$22,800.00	\$22,800.00	\$19,800.00	\$19,800.00	\$32,000.00	\$32,000.00
4	Reseal Node Covers on Dome and Vent	1 LS	\$2,800.00	\$2,800.00	\$4,200.00	\$4,200.00	\$4,000.00	\$4,000.00
5	Overcoat Overflow Pipe	1 LS	\$2,000.00	\$2,000.00	\$2,600.00	\$2,600.00	\$4,000.00	\$4,000.00
6	Cathodic Anode Bars and Testing Bulkhead	1 LS	\$2,000.00	\$2,000.00	\$3,900.00	\$3,900.00	\$5,600.00	\$5,600.00
Total Bid Schedule A				\$70,600.00		\$74,800.00		\$105,200.00

I hereby certify that the foregoing is an accurate representation and tabulation of all bids received and that the mathematics have been checked and are to the best of my knowledge correct.



Camden A. Hofer, P.E., Project Engineer - SPN & Assoc.



## **SOUTH DAKOTA GOVERNMENTAL HUMAN RESOURCE ASSOCIATION**

— An Affiliate of the South Dakota Municipal League —

### **AGENDA**

#### **SD Governmental Human Resource School**

June 11-12 • Spearfish Holiday Inn Convention Center • Spearfish, SD

#### Agenda

##### Tuesday, June 11, 2024

- 12:15 to 1:00 p.m. Registration
- 1:00 to 1:15 p.m. General Business Meeting
- 1:15 to 3:15 p.m. Child Labor Law Discussion – US Department of Labor
- 3:15 to 3:45 p.m. Break
- 3:45 to 5:00 p.m. Benefits Roundtable – 25-minute retirement onboarding video, health spending accounts
- 5:30 – 8:30 p.m. Game Night at hotel (connect four, left, right, center, giant Yahtzee, giant jenga, bingo, America Says)

##### Wednesday, June 12, 2024

- 7:30 to 8:30 a.m. Breakfast
- 8:30 to 9:45 a.m. HR Roundtable  
HR 101  
Job Postings  
ChatGTP and job descriptions
- 9:45 to 10:00 a.m. Break
- 10:00 to 11:30 a.m. General Session  
*Mike Oster*

# SOUTH DAKOTA GOVERNMENTAL FINANCE OFFICERS' ASSOCIATION

— An Affiliate of the South Dakota Municipal League —

## SD Governmental Finance Officers' School

June 12 - 14, 2024 | Spearfish Holiday Inn Convention Center | Spearfish, SD

### Agenda

#### Wednesday, June 12

10:30 a.m. – Finance Officer Mentorship  
12:00 p.m. Program Coffee & Connect

10:30 a.m. – Banyon User Group  
12:00 p.m.

*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  
Spearfish Mayor John Senden

1:00 – 1:15 p.m. Business Meeting

1:15 – 1:30 p.m. Legislative Update  
Sara Rankin, Interim Executive Director,  
SD Municipal League

1:30 – 3:00 p.m. General Session  
Mike Oster

3:00-3:30 p.m. Break

3:30 – 4:30 p.m. Getting the most out of YM

5:00 – 6:00 p.m. Welcome Reception

6:00 – 8:00 p.m. **BIKES, GAMES & MUSIC**  
Join us in Spearfish City Park for the first night of the Canyon Acoustic Series. Bicycles will be available to ride through the park. Yard games will also be available. Following the conclusion of the acoustic series the movie All the Queens Horses will be shown in the park.

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

8:15 – 9:45 a.m. Payroll – from A to Z  
Sarah Davis, Partner, Accounting Services, Ketel  
Thorstenson

9:45 – 10:00 a.m. Break – Lobby

10:00 – 10:55 a.m. Concurrent Sessions (Pick one)  
**Video Lottery Requirements**  
Trevor Wiebe, Director of Security & Video Lottery  
Operations  
Lara Cunningham, Senior Revenue Agent, Business  
Tax Division, SD Department of Revenue

**Preparing for an Audit**  
Rod Fortin, Director of Local Government  
Assistance, Department of Legislative Audit

#### Capital Assets Panel

11:00 – 11:55 a.m. Concurrent Sessions (Pick one)  
**Video Lottery Requirements**  
Trevor Wiebe, Director of Security & Video Lottery  
Operations  
Lara Cunningham, Senior Revenue Agent, Business  
Tax Division, SD Department of Revenue

**Municipal Audits**  
Rod Fortin, Director of Local Government  
Assistance, Department of Legislative Audit

**Council Meetings 101** – ordinances, resolutions,  
minutes, agenda

12:00 – 12:55 p.m. **Years of Service Awards Luncheon**  
Years of Service recipients will be recognized

1:00 – 2:30 p.m. **Conflict, Communication and Mental Health**  
Melanie Torno, MS LPC-MH QMHP, Torno  
Mediation and Mental Health Services

#### Thursday, June 13

7:15 – 8:00 a.m. Breakfast Buffet

2:30 – 2:45 p.m. Break – Lobby

2:45 – 3:40 p.m. Concurrent Sessions (*Pick one*)

Capital Assets Panel

Work Comp Claims from A-Z

Brad Wilson, Administrator, SDML Work Comp

3:45 – 4:40 p.m. Concurrent Sessions (*Pick one*)

Council Meetings 101 Panel – ordinances,  
resolutions, minutes, agenda

Work Comp Claims from A-Z

Brad Wilson, Administrator, SDML Work Comp

5:30 – 8:00 p.m. President's Social and Dinner–  
Holiday Inn and Convention Center  
Finance Officer of the Year Presentation  
Entertainment: Flanstones

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

Friday, June 14

7:30 – 8:15 a.m. Breakfast Buffet

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

8:30 – 10:00 a.m. Municipal Elections – Sara  
Frankenstein, Attorney,  
Gunderson | Palmer | Nelson |  
Ashmore | LLP

10:00 – 10:15 a.m. Break – Lobby

10:15 – 11:15 a.m. Comprehensive Land Use  
Planning/Zoning 101  
Todd Kays, Executive Director,  
First District  
Association of Local  
Governments

# Helms & Associates

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

C17

## INVOICE

INVOICE DATE: 5/23/2024  
INVOICE NO: 33687  
BILLING THROUGH: 5/18/2024

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

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

Managed By: ROBERT J BABCOCK

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

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
A8967:02   MILLER AIRPORT TAXIWAY RECONSTRUCTION & ACCESS ROAD DESIGN   A8967	\$84,960.27	60.00	\$50,976.16	\$45,453.74	\$5,522.42
<b>TOTAL</b>	<b>\$84,960.27</b>		<b>\$50,976.16</b>	<b>\$45,453.74</b>	<b>\$5,522.42</b>

**SUBTOTAL \$5,522.42**

**AMOUNT DUE THIS INVOICE \$5,522.42**

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 23rd day of May 2024.  
HELMS AND ASSOCIATES [Signature]

APPROVAL:

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

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

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

**SPN Helms**  
ENGINEERS & SURVEYORS

Mitchell Office:  
2100 N. Sanborn Blvd  
Mitchell SD 57301  
Phone (605) 986-7761

Aberdeen Office:  
416 Production St. N.  
Aberdeen SD 57401  
Phone (605) 225-1212

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

**INVOICE**

INVOICE DATE: 5/29/2024  
INVOICE NO: 33776  
BILLING THROUGH: 5/25/2024

**M15318 | MILLER PHASE III SANITARY SEWER, WATER & STORM SEWER**

Managed By: CAMDEN A HOFER

Phase 3 Storm Sewer Post Construction services including warranty walk through and coordination with contractor about necessary repairs.  
Billing period through: 5/25/24

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
M15318.075S   MILLER PHASE III POST CONST - STORM WATER   M15318	\$1,000.00	20.00	\$200.00	\$0.00	\$200.00
TOTAL	\$1,000.00		\$200.00	\$0.00	\$200.00

SUBTOTAL \$200.00  
AMOUNT DUE THIS INVOICE \$200.00

This invoice is due upon receipt

Please remit payment to:  
SPN & Associates  
PO Box 388  
Mitchell SD 57301

**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 29th day of May 2024

Schmucker, Paul, Nohr & Associates

Signed

Due upon receipt. Overdue accounts will be assessed a 1.5% monthly finance charge from the date of billing until the account is paid in full.

**SPN Helms**  
ENGINEERS & SURVEYORS

Mitchell Office:  
2100 N. Sanborn Blvd  
Mitchell SD 57301  
Phone (605) 986-7761

Aberdeen Office:  
416 Production St. N.  
Aberdeen SD 57401  
Phone (605) 225-1212

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

**INVOICE**

INVOICE DATE: 5/29/2024  
INVOICE NO: 33777  
BILLING THROUGH: 5/25/2024

**M15318 | MILLER PHASE III SANITARY SEWER, WATER & STORM SEWER**

Managed By: CAMDEN A HOFER

Phase 3 Water Post Construction services including warranty walk through and coordination with contractor about necessary repairs.  
Billing period through: 5/25/24

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
M15318.07W   MILLER PHASE III POST CONST - WATER   M15318	\$1,000.00	20.00	\$200.00	\$0.00	\$200.00
TOTAL	\$1,000.00		\$200.00	\$0.00	\$200.00

SUBTOTAL \$200.00  
AMOUNT DUE THIS INVOICE \$200.00

This invoice is due upon receipt

Please remit payment to:  
SPN & Associates  
PO Box 388  
Mitchell SD 57301

**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 29th day of May 2024

Schmucker, Paul, Nohr & Associates

Signed

Due upon receipt. Overdue accounts will be assessed a 1.5% monthly finance charge from the date of billing until the account is paid in full.

SPN Helms  
ENGINEERS & SURVEYORS

Mitchell Office:  
2100 N. Sanborn Blvd  
Mitchell SD 57301  
Phone (605) 996-7761

Aberdeen Office:  
416 Production St. N.  
Aberdeen SD 57401  
Phone (605) 225-1212

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

INVOICE

INVOICE DATE: 5/29/2024  
INVOICE NO: 33778  
BILLING THROUGH: 5/28/2024

M15316 | MILLER PHASE III SANITARY SEWER, WATER & STORM  
SEWER

Managed By: CAMDEN A HOFER

Phase 3 Wastewater Post Construction services including warranty walk through and coordination with contractor about necessary repairs.  
Billing period through: 5/25/24

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
M15316-07WW   MILLER PHASE III POST CONST - WASTE WATER   M15316	\$1,500.00	20.00	\$300.00	\$0.00	\$300.00
TOTAL	\$1,500.00		\$300.00	\$0.00	\$300.00

SUBTOTAL \$300.00  
AMOUNT DUE THIS INVOICE \$300.00

This invoice is due upon receipt

Please remit payment to:  
SPN & Associates  
PO Box 398  
Mitchell SD 57301

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 29th day of May, 2024

Schmuckler, Paul Nohr & Associates

 Signed

Due upon receipt. Overdue accounts will be assessed a 1.5% monthly finance charge from the date of billing until the account is paid in full.

**SPN Helms**  
ENGINEERS & SURVEYORS

**Mitchell Office:**  
2100 N. Sanborn Blvd  
Mitchell SD 57301  
Phone (605) 996-7761

**Aberdeen Office:**  
416 Production St. N.  
Aberdeen SD 57401  
Phone (605) 225-1212

**INVOICE**

INVOICE DATE: 5/29/2024  
INVOICE NO: 33772  
BILLING THROUGH: 5/25/2024

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

**M16085 | MILLER PHASE IV UTILITY IMPROVEMENTS**

Managed By: CAMDEN A HOFER

Phase IV Bidding Phase including distribution of bidding documents, responding to bidder questions, attending bid opening, preparing tabulation of bids, reviewing bidding documents and attending council meeting for award of contract.

Billing period through: 5/25/24

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
M16085.04W   MILLER PHASE IV UTILITY IMPROVEMENTS - WATER MAIN - BID & NEG   M16085	\$8,000.00	70.00	\$5,600.00	\$0.00	\$5,600.00
TOTAL	\$8,000.00		\$5,600.00	\$0.00	\$5,600.00
SUBTOTAL					\$5,600.00
AMOUNT DUE THIS INVOICE					\$5,600.00

This invoice is due upon receipt

Please remit payment to:  
SPN & Associates  
PO Box 398  
Mitchell SD 57301

**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 29th day of May 2024

Schmucker, Paul, Nohr & Associates

Signed

Due upon receipt. Overdue accounts will be assessed a 1.5% monthly finance charge from the date of billing until the account is paid in full.

**SPN Helms**  
ENGINEERS & SURVEYORS

**Mitchell Office:**  
2100 N. Sanborn Blvd  
Mitchell SD 57301  
Phone (605) 996-7761

**Aberdeen Office:**  
416 Production St. N.  
Aberdeen SD 57401  
Phone (605) 225-1212

**INVOICE**

INVOICE DATE: 5/29/2024  
INVOICE NO: 33771  
BILLING THROUGH: 5/25/2024

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

**M16085 | MILLER PHASE IV UTILITY IMPROVEMENTS**

Managed By: CAMDEN A HOFER

Phase IV Bidding Phase including distribution of bidding documents, responding to bidder questions, attending bid opening, preparing tabulation of bids, reviewing bidding documents and attending council meeting for award of contract.

Billing period through: 5/25/24

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
M16085.04W   MILLER PHASE IV UTILITY IMPROVEMENTS - ABANDON WELLS - BID & NEG   M16085	\$3,000.00	70.00	\$2,100.00	\$0.00	\$2,100.00
TOTAL	\$3,000.00		\$2,100.00	\$0.00	\$2,100.00
SUBTOTAL					\$2,100.00
AMOUNT DUE THIS INVOICE					\$2,100.00

This invoice is due upon receipt

Please remit payment to:  
SPN & Associates  
PO Box 398  
Mitchell SD 57301

**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 29th day of May 2024

Schmucker, Paul, Nohr & Associates

Signed

Due upon receipt. Overdue accounts will be assessed a 1.5% monthly finance charge from the date of billing until the account is paid in full.



**SPN Helms**  
ENGINEERS & SURVEYORS

Mitchell Office:  
2100 N. Sanborn Blvd  
Mitchell SD 57301  
Phone (605) 936-7761

Aberdeen Office:  
416 Production St. N.  
Aberdeen SD 57401  
Phone (605) 225-1212

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

**INVOICE**

INVOICE DATE: 5/29/2024  
INVOICE NO: 33773  
BILLING THROUGH: 6/25/2024

**M16085 | MILLER PHASE IV UTILITY IMPROVEMENTS**

Managed By: CAMDEN A. HOFER

Phase IV Bidding Phase including distribution of bidding documents, responding to bidder questions, attending bid opening, preparing tabulation of bids, reviewing bidding documents and attending council meeting for award of contract.

Billing period through: 5/25/24

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
M16085.0400N1 MILLER PHASE IV UTILITY IMPROVEMENTS - WATER STORAGE - BID & NEG   M16085	\$4,000.00	70.00	\$2,800.00	\$0.00	\$2,800.00
<b>TOTAL</b>	<b>\$4,000.00</b>		<b>\$2,800.00</b>	<b>\$0.00</b>	<b>\$2,800.00</b>

**SUBTOTAL** \$2,800.00  
**AMOUNT DUE THIS INVOICE** \$2,800.00

This invoice is due upon receipt.

Please remit payment to:  
SPN & Associates  
PO Box 398  
Mitchell SD 57301

**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 29<sup>th</sup> day of May 2024

Schmucker, Paul, Nohr & Associates

*[Signature]*  
Signed

Due upon receipt. Overdue accounts will be assessed a 1.5% monthly finance charge from the date of billing until the account is paid in full.

**SPN Helms**  
ENGINEERS & SURVEYORS

Mitchell Office:  
2100 N. Sanborn Blvd  
Mitchell SD 57301  
Phone (605) 936-7761

Aberdeen Office:  
416 Production St. N.  
Aberdeen SD 57401  
Phone (605) 225-1212

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

**INVOICE**

INVOICE DATE: 5/29/2024  
INVOICE NO: 33774  
BILLING THROUGH: 6/25/2024

**M16085 | MILLER PHASE IV UTILITY IMPROVEMENTS**

Managed By: CAMDEN A. HOFER

Phase IV Bidding Phase including distribution of bidding documents, responding to bidder questions, attending bid opening, preparing tabulation of bids, reviewing bidding documents and attending council meeting for award of contract.

Billing period through: 5/25/24

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
M16085.0400N1 MILLER PHASE IV UTILITY IMPROVEMENTS - SANITARY SEWER - BID & NEG   M16085	\$4,000.00	70.00	\$2,800.00	\$0.00	\$2,800.00
<b>TOTAL</b>	<b>\$4,000.00</b>		<b>\$2,800.00</b>	<b>\$0.00</b>	<b>\$2,800.00</b>

**SUBTOTAL** \$2,800.00  
**AMOUNT DUE THIS INVOICE** \$2,800.00

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