

**AGENDA
CITY OF MILLER
MONDAY, JULY 15, 2024
7:00 P.M.**

The City of Miller is an equal opportunity employer.

**Opening Prayer
Call to Order
Pledge of Allegiance**

**Approval of Agenda
Approval of Minutes pgs. 1 - 3**

Public Input

New Business

1. On Hand – Quarterly Review
2. Pastors Party in the Park
3. Justin Heim, ISG Engineer – Capital Improvement Plan *Draft*.....
 - *Special Meeting – work session Wed., July 24 @ 7:00 p.m.*
4. 2025 Budget Planning Process
5. Lifeguard Substitute – wage/hr
6. NECOG Agreement: \$7,500.00 pgs. 4-5
7. Update Investment Policy pg. 6

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
JULY 1, 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, July 1, 2024.

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

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 as noted for corrected page numbers. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Hargens, seconded by Alderman Auch to approve the minutes for the regular meeting held on June 17, 2024. All members voted aye. Motion carried.

Public Input: Mayor McGough, Pastor Will Page, Ron Hoftiezer, and Alderman Gab met with Cliff Reuer, retired LTAP at the intersection by the swimming pool. Reuer explained that the yield signs are appropriate in place of the stop signs. Pastor Will was very appreciative for the visit and agrees that the yield signs are sufficient. Pastor Will went on to ask that the council allow for the community pastor's party in the park as requested by Father Paul before his passing. Alderman Price asked that it be added to the next meeting's agenda.

Mayor McGough addressed IM 28. He hopes that registered voters will make the effort to be informed before the election.

Department Head Reports

Alderman Price inquired about the results from the Department of Health regarding testing mosquitos for West Nile Virus. Ron Hoftiezer stated that he has not received them yet.

NEW BUSINESS

Runnings – Beau Patton, Manager: Mr. Patton introduced his new management team and gave an overview of the plans for the new Runnings location (the old Alco building) with a grand opening scheduled for October 2024. He is excited to serve the Miller community and has invited the city council to their soft opening in September.

Kris Manning – Block Party: Kris Manning, Amber Gab, and Sharon Spangler requested to close their street for a block party on July 27th. They plan to have live music and food from approximately 5:00 p.m. to 11:00 p.m. Kris will contact Ron Hoftiezer to barricade the hospital parking lot to prevent cars from parking on the helicopter pad. No emergency routes will be obstructed. Alderman Price suggested that all neighbors be informed of the event and to practice "good neighbor policy." Police Chief Ted Huss is okay allowing the event. Motion by Alderman Price, seconded by Alderman Jones to approve Kris's request to close West 2nd Avenue between 5th Street and 6th Street for a block party on July 27th. All members voted aye. Motion carried.

Pool Committee – Update: Mayor McGough will be touring Pierre's new swimming pool with its recreation manager, Bryan Tipton and invites anyone in the Miller community who is interested to be on the committee.

Electric Department – Hire: Motion by Alderman Hargens, seconded by Alderman Price to hire Haydn Herman to the lineman position at the wage and stipulations as stated during the regular meeting held on June 3rd. His first day of work will be Monday, July 8th. All members voted aye. Motion carried.

Heartland Summer Conference: Dustin Graham, electric superintendent, invited any council members who would like to attend the summer conference on July 30th in Madison, SD.

Building Permits: Motion by Alderman Price, seconded by Alderman Gab to approve the building permit application from Cooper Bebo for a new car wash contingent upon Dustin

Graham's review and approval and upon the property becoming officially zoned as commercial. Five members voted aye; Alderman Jones abstained. Motion carried. Motion by Alderman Price, seconded by Alderman Hargens to approve the following building permits: Mike Framel – fence and Rita Ellsworth – replace porch. All members voted aye. Motion carried.

SPN Ph. IV Invoices: Motion by Alderwoman Hargens, seconded by Alderman Hargens to approve payment of phase IV invoices 34020-34021 for a total of \$1,300.00. All members voted aye. Motion carried.

FAA BIL-AIG Grant Agreement: Motion by Alderman Price, seconded by Alderman Gab to authorize Mayor McGough as the authorized representative to sign the grant agreement for the Bipartisan Infrastructure Law (BIL) – Airport Infrastructure Grant (AIG) Project No. 3-46-0035-015-2024. All members voted aye. Motion carried.

UNFINISHED BUSINESS

Transformer Quote revision: Electric superintendent, Dustin Graham presented 2 quotes for a transformer with a built-in switch that was not included on the transformer quote (50-70 weeks out) at the regular council meeting held on June 3, 2024. Wesco has a transformer with the switch in stock for \$25,645.00. The quote from Howard Industries is \$27,045.00. It is important to have the switch to allow for other entities who take on-call to shut power off safely. Transformers without the switch require more knowledge to safely disconnect power. All transformers in Miller are equipped with the switch, and we need to keep that uniformity. Motion by Alderman Price, seconded by Alderman Gab to replace and amend the previously approved motion to get the transformer from Wesco as quoted. All members voted aye. Motion carried.

Infotech Solutions Quote: Motion by Alderwoman Hargens, seconded by Alderman Gab to approve quote #5559 from Infotech Solutions for configuration and installation of a new network for \$3,000.00. All members voted aye. Motion carried.

NEW BUSINESS cont'd.

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

Motion by Alderman Price, seconded by Alderman Gab to adjourn the meeting. There being no further business, the meeting was adjourned at 7:35 p.m. All members voted aye. Motion carried.

Tom McGough, Mayor

Cindy Deuter, Finance Officer

LEGAL NOTICE OF RECEIPT

Copy of the official proceedings

was received on: _____

Published once at the

approximate cost of: _____

Bills July 2024 (1)

A-Ox Welding	Parts	66.64
Advanced Collision & Repair	Parts	747.00
American Solutions	Supplies	635.15
BDS	Garbage	350.00
Border States	Parts	44.87
Borns Group	Supplies	1,752.00
Builders Solutions	Supplies	67.55
City Utilities	Utilities	5,452.04
CNH Industrial	Supplies	819.60
DPC	Service	816.33
Christi Danburg	Reimb.	225.12
Cindy Deuter	Reimb.	71.00
DGR Engineering	Prof Fees	414.50
Dollar General	Supplies	17.45
Donlin Building	Supplies	34.03
Fischer Plumbing	Repairs	171.42
Dale Hargens	Reimb.	230.48
Harkins Enterprises	Repairs	634.50
Hawkins	Chemical	2,318.59
I & S Group	Prof Fees	1,500.00
Iverson Auto	2024 Durango Pursuit	40,093.00
Miller Rexall	Supplies	83.12
Northwest Pipe Fittings	Supplies	852.21
OHED	80% BBB	1,606.18
On Sight	Prof Fees - cameras	450.68
Postmaster	Postage	350.00
Prairieland Collections	Prof Fees	84.77
Scott Gibson Construction	Repairs	1,938.78
SD DOH	Samples	75.00
SDML	Regist.	60.00
SD Property Maint.	'06 Sterling Lt9500	25,500.00
Servall	Supplies	114.95
SPN	Prof Fees	1,300.00
Stan Houston Equipment	Supplies	399.00
Storey Kenworthy	Supplies	736.53
Stryker	Supplies	322.30
Stuart C Irby	Supplies	799.95
US Bank	Drinking Water	18,165.39
Wesco	Supplies	426.37
Accounts Payable Total		<u>\$109,726.50</u>

Payroll Salary plus		6/27/2024, 6/28/2024,		
Benefits by Department:		7/3/2024		
Department		w/o OT	OT	Total
41101 COUNCIL		3,654.73	0.00	3,654.73
41402 FINANCE OFFICE		2,922.03	15.60	2,937.63
41902 BUILDING		61.84	0.00	61.84
42101 POLICE		13,336.74	1,180.77	14,517.51
43101 STREET		7,796.77	324.86	8,121.63
43201 SEWER		5,745.15	26.24	5,771.39
43305 WATER		5,745.06	26.23	5,771.29
43403 ELECTRIC		10,973.64	158.53	11,132.17
45101 BALLPARK		960.78	0.00	960.78
45202 PARK		1015.68	0.00	1015.68
45103 POOL		8116.86	550.65	8667.51
		<u>\$60,329.28</u>	<u>\$2,282.88</u>	<u>\$62,612.16</u>

**NORTHEAST COUNCIL OF GOVERNMENTS
AGREEMENT FOR DANR AMERICAN RESCUE PLAN ACT (ARPA)
ADMINISTRATIVE ASSISTANCE**

THIS AGREEMENT is entered into by and between the City of Miller, hereinafter referred to as "GRANTEE" and the Northeast Council of Governments, hereinafter referred to as "DISTRICT".

WHEREAS, the GRANTEE has entered into a grant agreement with the Department of Agriculture and Natural Resources (DANR) to receive an ARPA grant Phase IV Water Improvements; and the GRANTEE desires assistance in meeting the administrative requirements of the DANR ARPA program:

NOW, THEREFORE, BE IT AGREED that the DISTRICT will provide the administrative assistance and services as follows upon the request of the GRANTEE; and

- 1) The DISTRICT will assist the GRANTEE in the preparation of the documents and reports as follows:
 - a) All reports or documents required by the DANR prior to the initial drawdown and receipt of funds; and
 - b) All periodic financial and project status reports required by the State including payment requests and final performance reports.
- 2) The DISTRICT will provide the following technical assistance:
 - a) Attend pre-bid, bid opening, and pre-construction meetings as required to provide information on state requirements;
 - b) Assist the GRANTEE in setting up and maintaining administrative files which will contain, if applicable, the following items: DANR application, other project funding applications, federal and state agency correspondence, DANR grant agreement, environmental review record, financial transactions, special agreements and contracts, labor standards, equal opportunity records, and periodic and final performance reports; and
 - c) Assist the GRANTEE in complying with equal opportunity, labor, and purchasing requirements;
 - d) Aid in preparing correspondence to the DANR and other project agencies;
 - e) Assist the GRANTEE in preparing and distributing public information about the program; and
 - f) Provide other administrative duties as agreed by both parties.
- 3) The DISTRICT will furthermore provide the following liaison functions:
 - a) Facilitate communication between the GRANTEE and the DANR;
 - b) Provide information to the GRANTEE and other parties associated with the project about each entity's responsibilities; and
 - c) Maintain the flow of information between the GRANTEE and all other funding agencies in the project.

IT IS FURTHER AGREED that the GRANTEE shall be responsible for obtaining and paying for all required legal services including the review of the successful bid(s). The GRANTEE will maintain the ultimate responsibility for administering the project; the

DISTRICT can only assist in the administration of the grant. The GRANTEE accepts no obligations incurred under this agreement in the event that the GRANTEE declines or is unable to accept the grant award from the South Dakota Department of Agriculture and Natural Resources; and

IT IS FURTHER AGREED that the above services shall begin upon notification of the grant award from the DANR to the GRANTEE. The compensation schedule shall include those activities completed by the DISTRICT on behalf of the GRANTEE from the date of the official grant award or offer letter. Such notification will normally be in the form of a letter from DANR to the GRANTEE. Compensation to the DISTRICT for the above services shall be made in one lump sum payment in the amount not to exceed \$7,500.00 and shall be based upon the following schedule:

One Hundred percent (100%) of the total compensation amount will be paid to the DISTRICT upon the completion, submittal, and approval by the DANR'S Administration of the GRANTEE'S first payment request.

IT IS FURTHER AGREED that no additional administrative charges will be assessed to the GRANTEE by the DISTRICT. All of the DISTRICT'S travel, salary, and office expenses are incurred in accordance with OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and are included in the above mentioned compensation amount. The DISTRICT will continue to provide all agreed administrative services to the GRANTEE beyond the final compensation payment date; and

IT IS FURTHER AGREED that this agreement may, from time to time, be amended when mutually agreed, in writing, by the parties of this agreement; and

IT IS FURTHER AGREED that this agreement may be extended or terminated prior to the expiration date when mutually agreed to, in writing, by the parties of this agreement; and

IT IS FURTHER AGREED that to the fullest extent permitted by law, the DISTRICT shall indemnify and hold harmless the GRANTEE, its officers, commissioners, and employees from and against any and all costs, losses and damages caused by the negligent acts or omissions of the DISTRICT or the DISTRICT'S officers, directors, and employees in the performance and furnishing of the DISTRICT'S services above pursuant to this agreement; and

IT IS FURTHER AGREED that to the fullest extent permitted by law, the GRANTEE shall indemnify and hold harmless the DISTRICT, its officers, commissioners, and employees from and against any and all costs, losses and damages caused by the negligent acts or omissions of the GRANTEE or the GRANTEE'S officers, directors, and employees in the performance and furnishing of the GRANTEE'S services above pursuant to this agreement.

This agreement is entered into on the _____ day of _____ 2024.

CITY OF MILLER, SOUTH DAKOTA

INVESTMENT POLICY

4. AUTHORIZED FINANCIAL DEALER AND INSTITUTION

The Governing Board authorizes the placement of cash resources in the following financial institutions:

- American Bank & Trust
- Quoin Financial
- ~~Wells Fargo Bank~~
- SD FIT

8. INTEREST EARNED

The interest earned from investments shall be credited to the respective fund, except Agency Custodial funds. (SDCL 4-5-9)