

**AGENDA
CITY OF MILLER
MONDAY, AUGUST 3, 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 - 3

Public Input

Department Head Reports pgs. 4 - 6

Public Hearing

7:30 Yearous Variance

Building Permit - garage

New Business

1. Sydney Jessen – Pool Overview
2. Pool Committee – New Pool Status
3. Terry Manning – Sewer Truck Hoses
4. Terry Manning – Midco Water Tank Cleaning..... pg. 7
5. Helms – Request for Qualifications – Miller Municipal Airport pg. 8
6. Helms & Associates Invoice #21950 - \$958.13..... pg. 9
7. East 4th Street Repair
8. West 1st Avenue Water Line Replacement
9. Elected Officials Workshop pgs. 10 - 11
10. Electric Project
 - a. DGR Invoices 241751-241754 Total: \$18,533.85 pgs. 12 - 13
 - b. Eframson Electric Inc. – Final Pay Request \$71,034.95..... pg. 14
 - c. Eframson Electric Inc. Final Documents pg. 15
11. Water/ Sewer Project
 - a. SPN Phase II Invoices 21869-21872 Total: \$31,035.10 pgs. 16 - 17
 - b. Dahme Pay Request 19 - \$82,543.39 pg. 18
12. Resolution 2020-12 CARES Act..... pg. 19
13. Safehouse Final Inspection..... pg. 20
14. Safehouse Maintenance
15. Building Permits: Kessler's - sign, Wayne Ruhnke - front steps
16. Removal Permits: Ron & Juli Hoftiezer - house, Tim Zacher - house, Diane Goetz - house,
Dale Harvey - house, Bill Lewellen - mobile home & fence

Approval of Bills

Adjourn

**CITY OF MILLER
CITY COUNCIL MEETING
JULY 20, 2020**

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 20, 2020.

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

CALL TO ORDER: Mayor Blachford called the meeting to order.

Pledge of Allegiance was said by all present.

AGENDA: Motion by Alderman Steers, seconded by Alderman Rangel to approve the agenda. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Swartz, seconded by Alderman Zeller to approve the minutes for the regular meeting held July 6, 2020, and the special meeting held July 8, 2020. All members voted aye. Motion carried.

PUBLIC INPUT

Randy Bertsch was present with concerns about the storm sewer inlets next to his house. He stated that they are full of dirt and silt. The heavy rains last weekend caused flooding in his basement and standing water for at least 4 hours around his house. He understands that the system is not built to handle 4 inches of rain in that short of a time frame, but the system needs to be kept clean to allow rainwater to drain as quickly as possible.

UNFINISHED BUSINESS

Rem & Marla McGeorge – Mobile Home/Camper: Motion by Alderman Zeller, seconded by Alderwoman Meyer to deny McGeorge's request to place a mobile home on a lot not designated for mobile homes. All members voted aye. Motion carried. Currently, city code does not address using campers for permanent living. The council does not want to set a precedence to allow permanent camper living. An ordinance will be drafted to address this matter if necessary.

NEW BUSINESS

Steve Yearous – Building Permit Concerns: Steve & Bonnie Yearous and Heather Odden were present to discuss placing a home and a garage on Lots 6 & 7, Block 5, Coquillettes Addition. The house will be okay as presented, but it was requested that Yearous apply for a variance for the garage.

Building Permits: Motion by Alderman Zeller, seconded by Alderwoman Meyer to approve the following building permits: Craig Price – deck, Gale Auch – pavilion, Hazel Appleby – handicap ramp. All members voted aye. Motion carried. Steve Yearous – garage building permit will be discussed with a variance at the next regular meeting on August 3, 2020.

Kecia Beranek – OHED Quarterly Review: Kecia Beranek was present to give an overview of the second quarter happenings with On Hand Economic Development. The Wyndham Group is looking at the possibility of a hotel in Miller with assistance from local investors. Kecia has visited with the main street businesses regarding COVID concerns. Economic Development is looking to implement a new recruitment program for all career fields. They are also looking into a new industrial development park. Economic Development would like to commend the city in their cleanup efforts and removal of dilapidated houses.

Patrick Price – C&C Christmas Light Show: Patrick Price was present on behalf of the C&C to request permission to have a Christmas light show in the city park that is set to music. Motion by Alderman Steers, seconded by Alderman Rangel to let Patrick plan and implement a Christmas light show in the park. All members voted aye. Motion carried.

Arlen Gortmaker – PDM & LEOP: Arlen Gortmaker, Hand County Emergency Manager was present to ask the council to review and update the city's PDM (Pre-Disaster Mitigation

Plan) and LEOP (Local Emergency Operations Plan). NECOG will hold a planning meeting August 25, 2020, to assist Hand County, towns and townships with the planning.

FEMA Hazard Mitigation Grant Application: Motion by Alderwoman Meyer, seconded by Alderman Zeller to have Mayor Blachford sign a grant application for a FEMA grant to study the flooding issues that occur mostly in the southeast corner of Miller. All members voted aye. Motion carried.

Resolution 2020-11 Contingency Transfer: Motion by Alderman Steers, seconded by Alderman Zeller to approve the reading of Resolution 2020-11 – Contingency Funds Transfer. Roll call vote: Alderman Zeller – aye, Alderman Swartz – aye, Alderman Steers – aye, Alderwoman Meyer – aye, Alderman Rangel – aye, Alderman Odegaard – absent. Motion carried.

Resolution 2020-12 Hazard Mitigation: Motion by Alderman Zeller, seconded by Alderman Swartz to approve the reading of Resolution 2020-12 – Hazard Mitigation. Roll call vote: Alderman Zeller – aye, Alderman Swartz – aye, Alderman Steers – aye, Alderwoman Meyer – aye, Alderman Rangel – aye, Alderman Odegaard – absent. Motion carried.

Ash Tree Replacement: Mayor Blachford would like the council and the parks department to start budgeting annually to replace some of the ash trees with a variety of trees.

Special Event Liquor License: Motion by Alderwoman Meyer, seconded by Alderman Rangel to allow Turtle Creek Steakhouse to serve alcohol at the community center on September 12, 2020. Four ayes, one absent, Alderman Steers abstained. Motion carried.

Helms & Associates Invoice 21715: Motion by Alderman Swartz, seconded by Alderman Steers to approve Helms & Associates invoice 21715 for \$958.12. All members voted aye. Motion carried.

Terry Manning – DENR Awards: Mayor Blachford commended Terry Manning and the City of Miller for the Drinking Water Certification of Achievement award received from DENR.

Cultural Survey Statement: Helms & Associates sent out letters to contractors to bid on the Cultural Survey Statement that is required for the airport improvement plan. The airport committee along with Sheila and Terry will need to choose a contractor next week.

APPROVAL OF BILLS: Motion by Alderwoman Meyer, 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 9:29 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 July 2020 (2)

Agtegra	Fuel	1,481.99
AT&T	Cell Phone	45.25
Bob's Gas	Fuel	500.00
Civil Design	Prof Fees	5,061.00
CNH Industrial	Supplies	479.12
Core & Main	Supplies	264.72
Cowboy Country Store	Fuel	506.90
Elan	Supplies	1,621.34
Fischer Plumbing	Repairs	56.28
HCPD	Power	8,748.04
Helms & Associates	Prof Fees	958.12
Hughes Electric	Ballfield Breaker	2,622.45
Larry's Repair	Repairs	500.38
Midco	Telephones	455.76
MMUA	Safety Classes	3,337.50
MCC	Supplement No.5	462.32
Oakley Farm & Ranch	Supplies	93.95
OHED	Industry	6,250.00
Petty Cash	Postage	31.85
Prairieland Collections	Prof Fees	21.00
Riter Rogers Law	Prof Fees	1,785.00
Rural Development	Loans	16,403.00
SD DOR	Sales Tax	9,546.89
Share Corporation	Supplies	448.22
SD One Call	Locates	135.52
Spencer Quarries	Materials	152.89
Storey Kenworthy	Supplies	693.17
Sturdevant's	Parts	81.91
Tony's Repair	Service	80.00
WAPA	Power	37,429.30
Wesco	Supplies	184.40
Wilbur-Ellis	Supplies	53.97
	Accounts Payable Total	<u>\$100,492.24</u>

**Payroll Salary plus Benefits
by Department:**
**7/14/2020 &
7/21/2020**

	Department	w/o OT	OT	Total
41410	FINANCE OFFICE	1,320.02	0.00	1,320.02
42110	POLICE	11,001.58	2,252.52	13,254.10
43110	STREET	7,763.08	778.90	8,541.98
43210	SEWER	5,321.10	823.82	6,144.92
43310	WATER	5,321.03	823.82	6,144.85
43410	ELECTRIC	8,628.55	201.00	8,829.55
45110	BALL PARK	189.33	0.00	189.33
45210	PARK	1,026.33	0.00	1,026.33
45310	POOL	6,802.70	0.00	6,802.70
		<u>\$47,373.72</u>	<u>\$4,880.06</u>	<u>\$52,253.78</u>

**City Council Meeting
Department Head Reports
August 3, 2020**

Police Department Report

1. The police department did traffic control for the 4th of July parade. All went well with the parade route and traffic control.
2. The police department will participate in the upcoming mobilization, "Drive Sober or Get Pulled Over." The mobilization period will go from August 21 to September 7. During this time, the police department will have extra officers out enforcing the traffic safety laws.

Street Department Report

1. We cut several tree limbs off the streets that we will be oiling.
2. We have been spraying the ballpark infields.
3. David and I lowered a few water valves on several different streets.
4. We helped Hand County Highway haul Pug Mix and helped oil some roads.
5. We will be oiling streets within the next few weeks.
6. We have been running the Dura-Patcher filling potholes and filling in where the water valves and where some manholes were too high.
7. Andy Canham will be spraying Crystal Lake.

Water/Sewer/Airport Department Report

1. Dahme is currently working on the east end of East 7th Street by the football field. Then, they will head west on East 7th Street by the dump ground road toward the Lutheran Church intersection.
2. Dahme also has a crew working on the curb & gutter on the project.
3. Olson Digging has been in town checking on the project route for Phase 3. They've been handing out flyers about trimming or removing trees. In the weeks ahead, they will be more active hauling in material and equipment for the project.
4. I need to purchase some sewer cleaning hose and tubes for the Vactor/jet truck as ours is shot.
5. Airport – We need to patch or fix the road leading into the airport before fall. The past year has been hard on it, and it's in terrible shape in spots.
6. Pool – Sydney will give an overview of this season so far.
7. Sheila and I went over the budget for 2021.

Electric Department Report

Finance Office Report

1. Sales Tax is up! – see attachment
2. Budget prep is in full swing. Finance committee will meet this week to put it all together.
3. Cameras have been installed at the park, pool, and airport.

Sales Tax Comparison			
	2020	2019	\$75,000 to OHED
January	\$18,977.31 \$60,236.06	\$34,444.92 \$44,092.80	\$6,250.00
February	\$9,437.05	\$24,204.24	\$6,250.00
March	\$59,657.65 \$7,011.30 \$46,594.48	\$52,474.60 \$7,654.69 \$45,999.73	\$6,250.00
April	\$8,780.89 \$62,466.98	\$4,289.54 \$32,495.97	\$6,250.00
May	\$2,706.30 \$67,272.84	\$25,969.12 \$62,158.14	\$6,250.00
June	\$2,015.23 \$31,475.09	\$10,928.49 \$28,720.37	\$6,250.00
July	\$36,965.09 \$76,131.05	\$39,646.01 \$44,600.18	\$6,250.00
August			\$6,250.00
September			\$6,250.00
October			\$6,250.00
November			\$6,250.00
December			\$6,250.00
Total	\$489,727.32	\$457,678.80	7.00%
	up/down from last year		\$32,048.52

**Gross Receipts Tax - Split
Fund 211**

Current Year			
Month	Total	City 20%	OHED 80%
JAN	\$2,095.82	\$419.16	\$1,676.66
	\$2,395.33	\$479.07	\$1,916.26
FEB	\$1,014.34	\$202.87	\$811.47
	\$2,277.55	\$455.51	\$1,822.04
MAR	\$518.30	\$103.66	\$414.64
	\$1,753.53	\$350.71	\$1,402.82
APR	\$931.48	\$186.30	\$745.18
	\$2,277.67	\$455.53	\$1,822.14
MAY	\$356.14	\$71.23	\$284.91
	\$2,547.25	\$509.45	\$2,037.80
JUN	\$63.82	\$12.76	\$51.06
	\$365.74	\$73.15	\$292.59
JUL	\$3,634.42	\$726.88	\$2,907.54
	\$3,334.95	\$666.99	\$2,667.96
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
	\$23,566.34	\$4,713.27	\$18,853.07

Previous Year		
Total	City 20%	OHED 80%
\$2,318.56	\$463.71	\$1,854.85
\$1,579.54	\$315.91	\$1,263.63
\$1,436.10	\$287.22	\$1,148.88
\$1,761.91	\$352.38	\$1,409.53
\$816.61	\$163.32	\$653.29
\$1,531.83	\$306.37	\$1,225.46
\$727.67	\$145.53	\$582.14
\$431.24	\$86.25	\$344.99
\$2,152.71	\$430.54	\$1,722.17
\$1,925.48	\$385.10	\$1,540.38
\$728.56	\$145.71	\$582.85
\$427.78	\$85.56	\$342.22
\$3,246.00	\$649.20	\$2,596.80
\$1,597.63	\$319.53	\$1,278.10
\$2,136.26	\$427.25	\$1,709.01
\$2,074.51	\$414.90	\$1,659.61
\$1,698.03	\$339.61	\$1,358.42
\$2,470.80	\$494.16	\$1,976.64
\$1,032.19	\$206.44	\$825.75
\$2,320.80	\$464.16	\$1,856.64
\$957.22	\$191.44	\$765.78
\$3,890.22	\$778.04	\$3,112.18
\$14.85	\$2.97	\$11.88
\$1,498.87	\$299.77	\$1,199.10
\$38,775.37	\$7,755.07	\$31,020.30

\$3,231.28

average/month

up/down from previous year		
Total	2,884.72	13.95%
City	576.94	13.95%
OHED	2,307.78	13.95%

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

OHED 80%

Check #

Check Date

8/4/2020

JUL

2,907.54

2ND PYMT REC'd IN AUG

\$2,907.54

Milco

Diving & Marine Services, Inc.

July 30, 2020

City of Miller
Attn: Terry Manning
120 W 2nd St
Miller, SD 57362

RE: 2020 Tank Maintenance Project

Thank you for choosing Milco Diving & Marine Services, Inc., a proud member and supporter of South Dakota Association of Rural Water Systems (SDARWS). We are pleased to provide the following proposal to perform the scope of work outlined below.

All diving operations are fully insured for "Commercial Diving Operations" including: General Liability, Workman's Compensation, Hull Machinery, Protection and Indemnity, Pollution Liability, Maritime Employers Liability, Contractor's Pollution, Automobile Liability, U.S.L.H. and Umbrella/Excess Liability/Burnerhook. Verifiable Certificates of Insurance with Current Limits are available upon request. Milco Diving & Marine Services, Inc. is in full compliance with OSHA 29 CFR 1910. Subpart T - Commercial Diving Operations regulations. OSHA specifies that the minimum acceptable dive crew size is three qualified divers. Not all firms are complying with this mandate and continue to use two-person dive crews or unqualified personnel; please be aware of this when evaluating our proposal. Current diver and equipment certifications will be available on site for review.

Diver training - from accredited commercial dive school (each dive team member)

Current First Aid/CPR training (each dive team member)

Annual medical examination/detangling diver is fit to perform assigned tasks (each dive team member)

Air purity test for breathing air source(s) - tested every 6 months

Breathing gas supply hoses - tested at least annually to 1.5 times their working pressure

Dripal gauges - calibrated every 6 months

TANK DESCRIPTION(S)

Tank	Capacity	Dimensions	Type
Ground Storage Tank	300K Gal	38T Dia x 40' Tall	Glass Lined Aqua Store

Inspection

An inspection with a live video recording in DVD format will be made documenting the findings in the tank. Inspection procedures include:

- Inlet / Outlet
- Overflow
- Roof and Roof Hatch
- Walls and Floors
- Berms / Support Walls
- Interior Ladders
- Roof Vents
- Exterior Ladder & Rails
- Sumps
- Internal Plumbing
- Joints and Seams
- Interior Coatings
- Exterior Coatings
- Tolerancy
- Settlement Depths

Cleaning

Milco will remove up to three inches (3") of accumulated material from the storage tank floor using underwater vacuum procedures as needed. Material(s) that cannot be removed by normal vacuum procedures or material(s) in excess of three inches (3") will be removed for an additional charge with a firm price given while on site. Material such as sand, gravel and concrete are considered debris and will be removed by hand at an additional charge. All discharged materials including water are the responsibility of the owner unless prior arrangements are made.

Possible Water Contaminants - All Milco divers and associated in tank equipment are fully disinfected in accordance with ANSI/AWWA Standard C552-11. All system entries will be conducted in accordance with applicable OSHA regulations pertaining to Diving & Confined Space, including 1910.401 - 1910.441. Specialty equipment may include but is not limited to: appropriate OSHA climbing and personal fall protection, AWWA and AOC approved commercial diving equipment, dedicated to in-service possible water operations.



800-479-1558 (P)
800-238-0217 (F)
www.milcodiving.com
info@milcodiving.com
Home Office P.O. Box 513 Rapid City, South Dakota 57709 605-791-3030



Milco

Diving & Marine Services, Inc.

Cleaning & Inspection Pricing (Including Inspection DVD) \$2,498.00

☐ EPA or State Report

Additional Services

☐ Full Written Report with EPA or State Report \$100.00 Each \$200.00 Each

Pricing above does not include Local, State or Franchise Taxes - If any.

This proposal, when executed by both parties, shall constitute a binding agreement between the parties. The persons signing on behalf of Client and Milco hereby represent and certify that they are fully empowered to bind the respective parties to this Contract. This proposal is valid for thirty days (30). Terms are not 10 days from completion on site work. Interest accrues at 1.5% per month on any unpaid balance. Any fees required to obtain a city business license or any additional permits will be added to the final invoice at the current city rate plus appropriate markup. Please note the above pricing does not include contract review, comprehensive dive plans, additional insurance requirements or any repair work unless stated with the above pricing.

To expedite your project please be aware of the following:

- Utility personnel must have tank(s) full to overflow and in service prior to crew arrival.
- Access into reservoirs are sufficient for safe diver entry and exit with no obstructions - minimum of 24"
- Working over our scheduling department to complete the project in timely and profitable manner which includes potentially working over a weekend.
- It will be the responsibility of the utility to notify antenna operator and/or owners prior to arrival for proper lookout of all antennas, RF devices (Radio Frequency Agreement) and EMF sources (Electromagnetic Energy) that will interfere with Milco team safety and access to water reservoirs.

This quotation has been prepared exclusively for your firm. The contents of this quotation are considered confidential and are not to be divulged to third parties. This quotation has been prepared using information provided by your firm/utility. Incorrect or inaccurate information used for estimate purposes or that delays progress could influence your final price. Interruptions in the work progression, not in control of Milco Diving & Marine Services, Inc., such as weather or other delays may also affect your final pricing. If Milco Diving & Marine Services, Inc. is unable to complete the work as described above due to lack of weekend access, tank access, water levels, safety issues, etc. a nominal trip charge and/or standby fee will be added. Please note, it is the utility's responsibility to test and maintain for water quality.

All Milco Diving quotes are subject to availability of personnel and equipment; upon approval, please sign return by fax, email or mail to Milco Diving & Marine Services, Inc.

City of Miller
120 W 2nd St
Miller, SD 57362
Milco Diving & Marine Services, Inc.
PO Box 513
Rapid City, SD 57709
P: (605) 479-1558
F: (605) 238-0217

I have read, understood and agree to the terms of this proposal.

By: Christopher Neill

Title: Regional Manager

Date: July 30, 2020



800-479-1558 (P)
800-238-0217 (F)
www.milcodiving.com
info@milcodiving.com
Home Office P.O. Box 513 Rapid City, South Dakota 57709 605-791-3030



Metcalf

ARCHAEOLOGICAL CONSULTANTS

Monday, July 20, 2020

Sheila Coss: sheila.coss@cityofmiller.com
City of Miller, South Dakota

Brooke Edgar: brookee@helmsandassociates.com
Helms & Associates

RE: Request for Qualifications (RFQ): Miller Municipal Airport (MKA) located near Miller, South Dakota

Dear Ms. Coss and Ms. Edgar,

Metcalf is pleased to offer our cultural resource management capabilities for this archaeological survey and architectural documentation project, located near Miller, South Dakota. Enclosed is our Statement of Qualifications for the Miller Municipal Airport (MKA) survey project.

We believe that with our highly qualified staff and our proven South Dakota and FAA-related project expertise, we are uniquely qualified to successfully complete this project.

Should you have any comments or questions please feel free to contact me or the Bismarck office at any time.

Sincerely,

Elizabeth L. France

Elizabeth France
Regional Project Coordinator and Project Manager
C: (701) 258-1215
O: (701) 390-3645
lfrance@metcalfarchaeology.com

Bismarck, North Dakota
Bismarck, North Dakota

Laramie, Colorado (HQ)
S&T Lake City, Utah
metcalfarchaeology.com

Bismarck, North Dakota
Grand Junction, Colorado



Quality Services, Inc.
1621 Sheridan Lake Road, Ste 4, Rapid City, SD 57703-4760
Archaeology-Architectural History-Biology-Geophysics-History-
NEPA-Paleontology-Tribal Consultation-Wetlands
Email: info@qualityservices.us
Phone: 605-388-5309 Fax: 605-388-5319 Cell: 605-209-0265

July 8, 2020

Via Email to

Ms. Brooke Edgar
Project Engineer
Helms & Associates
brookee@helmsandassociates.com

Ms. Sheila Coss
Finance Office
City of Miller
sheila.coss@cityofmiller.com

Re: City of Miller Cultural Survey Statement of Qualifications

1. Capability to perform the requirements of Level III Cultural Resources Inventory (30%) - qualifications of prime firm and the relevant experience of key personnel from prime firm (and subcontractor, if any) and role;

All work will be performed by Quality Services, Inc. staff, other than tribal participation specified by FAA, and no sub-subcontractor will participate. OSI has a wide variety of airport cultural resources inventory and construction monitoring experience on a wide range of projects including these from 2017 to 2020, with multiple additional projects prior to 2017:

- SD3920038, Lincoln County Mary-Skie Airport Level III Cultural Resources Inventory including approximately 29 potential historic structures.
- SD3920035, Redfield Airport Wildlife Fence Cultural Resources Construction Monitoring.
- SD3920016, Airport Beacon Tower Recording and National Register of Historic Places Evaluation, Mobridge, South Dakota
- SD3919047, Rapid City Airport Sewer Treatment System Cultural Resources Construction Monitoring.
- SD3919025, Rapid City Airport Hangars Recording and National Register of Historic Places Evaluation, Mobridge, South Dakota.
- SD3918025, Redfield, South Dakota Airport Runway Expansion Cultural Resources Construction Monitoring.
- SD3917066, Faulkton, South Dakota Airport Level III Cultural Resources Inventory and National Register Evaluation of Historic Structures.

In addition, OSI has successfully completed 430 Level III cultural resources inventory, evaluation, monitoring, and mitigation projects within South Dakota from 2016 to 2020 and thousands of additional similar projects in over 30 other states.

Principal investigators for archaeology, history, and architectural history (key personnel) that may be assigned to this project are Lance Ram, Jana Morehouse, Mark Carpenter, Jeff Larson, Lindsay Scott, Joseph McConnell, or Elizabeth Cetlanano. Brief resumes are attached.

Lincoln County Airport Cultural Survey Statement of Qualifications

Helms & Associates

PO Box 111

Aberdeen, SD 57402-

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

BOBB@HELMSENGINEERING.COM

City

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

Invoice

Invoice Date: Jul 28, 2020

Invoice Num: 21950

Billing Through: Jul 25, 2020

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	62.50	\$118,807.03	\$958.13

Total Amount Due: \$958.13

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 28th day of July 2020.
HELMES AND ASSOCIATES AD. Th. Pung

APPROVAL:

BY: _____

TITLE: _____

DATE: _____

Account Summary

Services BTD	Expenses BTD	Billed To Date	Paid To Date	Balance Due
\$ 119,765.16	\$ 0.00	\$ 119,765.16	\$ 118,807.03	\$ 958.13

19

SOUTH DAKOTA MUNICIPAL LEAGUE

2020 Elected Officials Workshop

Wednesday, September 2, 2020

Ramkota Hotel and Conference Center • Pierre, SD

Agenda

- 9:00 a.m. **Registration – outside Gallery A**
- 9:30 a.m. **Welcome and Introduction to the League – Gallery A**
Yvonne Taylor, Executive Director, South Dakota Municipal League
- 9:35 a.m. **SDPAA – Protecting Public Entities Since 1987**
Lynn Bren, Director of Member Services, SD Public Assurance Alliance
- 10:00 a.m. **Meet the SDML Work Comp Fund**
Brad Wilson, CIC, AIC, SDWCS, Administrator, SDML Work Comp Fund
- 10:20 a.m. **Municipal Officials and Employees**
Laurie Gronlund, Director of Human Resources, City of Pierre
- 11:00 a.m. **Bids and Contracts**
Rod Fortin, Director of Local Government Assistance,
South Dakota Department of Legislative Audit
- 11:45 a.m. **Lunch** (plated lunch provided) – *Gallery A*
- 12:30 p.m. **Financial and Compliance Matters**
Rod Fortin, Director of Local Government Assistance,
South Dakota Department of Legislative Audit
- 2:00 p.m. **Open Meetings and Executive Sessions - Do's and Don'ts**
Steven Blair, Assistant Attorney General, Office of the Attorney General
- 3:00 p.m. **Conflict of Interest for Municipal Officials**
Steven Blair, Assistant Attorney General, Office of the Attorney General
- 3:30 p.m. **Adjourn**

SOUTH DAKOTA MUNICIPAL LEAGUE

2020 Elected Officials Workshop

Wednesday, September 2, 2020

Ramkota Hotel and Conference Center • Pierre, SD

The purpose of this workshop is to provide a basic crash course on local government.

\$50.00 per person.

Includes workshop material, the SDML Handbook for Municipal Officials (\$60 value) and lunch.

Please be sure to register by the August 15th deadline.

~ THIS WORKSHOP IS OPEN TO ALL ELECTED OFFICIALS ~

REGISTRATION FORM

Municipality: _____

Please indicate Form of Government:

☐

Aldermanic

☐

Aldermanic with City Manager

☐

Trustee

☐

Commission

☐

Commission with City Manager

☐

Home Rule

Please Print Name and Title as you would like it to appear on the nametag:

Name

Title

Email

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Number Attending _____ @ \$50.00 = \$ _____

Please return this form and payment by **August 15, 2020*** to: SD Municipal League

**No refunds will be given after August 15, 2020*

208 Island Drive

Ft. Pierre, SD 57532

SDML OFFICE USE ONLY

DATE: _____

CHECK # _____

AMOUNT: _____



1302 South Union Street
P.O. Box 511
Rock Rapids, IA 51246
phone: 712.472.2531 - fax: 712.472.2710

Invoice

City of Miller
Mr. Bill Lewellen, Electric Department
120 West 2nd Street
Miller, SD 57362

July 20, 2020
Project No: 420600.00
Invoice No: 00241751
Project Manager Andrew Koob

Invoice Total \$1,620.00

Misc. Electrical Engineering Services As Requested By Owner.

Project 420600.00
Task Order #0000
Professional Services through June 30, 2020

Task 0017 Rate Update
Professional Personnel

Engineer 14	Hours	Rate	Amount
	7.50	216.00	1,620.00
Totals	7.50		1,620.00
Total Labor			\$1,620.00

AMOUNT DUE THIS INVOICE \$1,620.00



1302 South Union Street
P.O. Box 511
Rock Rapids, IA 51246
phone: 712.472.2531 - fax: 712.472.2710

Invoice

City of Miller
Mr. Bill Lewellen, Electric Department
120 West 2nd Street
Miller, SD 57362

July 20, 2020
Project No: 420611.00
Invoice No: 00241752
Project Manager Andrew Koob

Invoice Total \$859.00

Substation No. 4 Construction

Project 420611.00
Task Order No. 5
Professional Services through June 30, 2020

Task X500 Final Phase
Professional Personnel

Engineer 11	Hours	Rate	Amount
Engineer 8	2.00	185.00	370.00
Engineer 5	1.00	150.00	150.00
Technician 7	1.50	118.00	177.00
Totals	2.00	81.00	162.00
Total Labor	6.50		859.00

Total this Portion \$859.00

AMOUNT DUE THIS INVOICE \$859.00



1302 South Union Street
P.O. Box 511
Rock Rapids, IA 51246
phone: 712.472.2631 - fax: 712.472.2710

Invoice

City of Miller
Mr. Bill Lewellen, Electric Department
120 West 2nd Street
Miller, SD 57362

July 20, 2020
Project No: 420613.00
Invoice No: 00241753
Project Manager: Andrew Knob

Invoice Total **\$1,004.50**

Project: 420613.00 Distribution Improvements

Task Order No. 7

Professional Services through June 30, 2020

Task	X500	Final Phase	Hours	Rate	Amount
Professional Personnel					
Engineer 11			50	185.00	92.50
Technician 13			8.00	114.00	912.00
Totals			8.50		1,004.50
Total Labor					1,004.50
				Total this Portion	\$1,004.50

AMOUNT DUE THIS INVOICE **\$1,004.50**



1302 South Union Street
P.O. Box 511
Rock Rapids, IA 51246
phone: 712.472.2631 - fax: 712.472.2710

Invoice

City of Miller
Mr. Bill Lewellen, Electric Department
120 West 2nd Street
Miller, SD 57362

July 20, 2020
Project No: 420614.00
Invoice No: 00241754
Project Manager: Andrew Knob

Invoice Total **\$15,050.35**

Project: 420614.00 SCADA System

Task Order No. 8

Professional Services through June 30, 2020

Task	X400	SCADA Integration	Hours	Rate	Amount
Professional Personnel					
Engineer 8			37.00	150.00	5,550.00
Engineer 7			40.00	140.00	5,600.00
Totals			77.00		11,150.00
Total Labor					11,150.00
				Total this Task	\$2,885.00

Percent Complete

Lump Sum Portion

Final Design Phase

Total Fee

Total Earned

Previous Fee Billing

Current Fee Billing

Total Fee

Reimbursable Expenses

Employee Subsidies - Meals

6/14/2020 Anderson, Stuart

6/15/2020 Locken, Patrick

6/16/2020 Locken, Patrick

Employee Subsidies - Lodging

6/16/2020 Locken, Patrick

Total Reimbursables

Other Expenses

Auto 103

Total Other Expenses

463.0 Miles @ 0.575

266.23

266.23

Total this Task

\$12,165.35

AMOUNT DUE THIS INVOICE **\$15,050.35**

PAY ESTIMATE REG 10
Electric Distribution Improvements 2018-2019
City of Miller, Miller, South Dakota
DGR Project Number 420613

FINAL

For Period From: 1/27/20 To: 5/19/20
Contractor: Efrainson Electric, Inc.
Bid Date: July 31, 2018



SUMMARY

VALUE OF WORK COMPLETED TO DATE

\$1,420,698.97

LESS ESTIMATES PREVIOUSLY APPROVED

Pay Estimate No. 1	\$76,846.24
Pay Estimate No. 2	\$162,886.33
Pay Estimate No. 3	\$80,727.77
Pay Estimate No. 4	\$149,824.49
Pay Estimate No. 5	\$183,619.73
Pay Estimate No. 6	\$309,000.46
Pay Estimate No. 7	\$270,630.20
Pay Estimate No. 8	\$2,661.28
Pay Estimate No. 9	\$113,467.52
Pay Estimate No. 10	
Pay Estimate No. 11	
Pay Estimate No. 12	
Pay Estimate No. 13	

TOTAL AMOUNT DUE THIS ESTIMATE \$71,034.95

The undersigned Contractor hereby certifies that payment has been made in full for all labor and materials incorporated in the project to date, in accordance with the terms of the Construction Contract.

Prepared by Efrainson Electric, Inc.

By Michael Anderson Secretary Date 10-30-2020

CERTIFICATE

THE AMOUNT OF \$71,034.95 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

City of Miller, Owner

By

Title

Date

DGR Engineering, Inc.

By

Eric Anderson

Date

07-01-2020

**ENGINEER'S STATEMENT OF FINAL COMPLETION
AND
OWNER'S ACCEPTANCE OF CONTRACT CONSTRUCTION**

TO: City of Miller

Miller, South Dakota

Electric Distribution Improvements 2018-2019

PROJECT DESIGNATION

I, the undersigned Engineer of the above designated project, do hereby state that:

1. The construction provided for pursuant to Construction Contract dated 08-09-2018, including all approved amendments and change orders, (hereinafter called the "Project") between City of Miller, Miller, South Dakota ("Owner") and Eframson Electric, Inc., Bryant, South Dakota ("Contractor")

has been completed as of May 19, 2020 and to the best of my knowledge, information and belief, based on observations made during the period of construction, is in substantial compliance with the provisions of the Construction Contract, including all plans, specifications and drawings, and modifications thereof.

To the best of my knowledge, information and belief,

2. Defects in workmanship and materials reported during the period of construction of the Project have been corrected.

3. The total cost of the project as completed is One million, four hundred twenty thousand, six hundred ninety-eight and 97/100----- dollars (\$ 1,420,698.97).

4. The Final Inventory attached hereto and made a part hereof is a complete and accurate summary of the work performed in accordance with the Construction Contract.

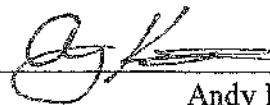
Accepted:

DGR Engineering

City of Miller, SD

Owner

By



Andy Koob, P.E.

By _____

Title Project Manager

Date _____

Date 07.28.2020

Attest _____

SPN & ASSOCIATES

ENGINEERS & SURVEYORS

CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

INVOICE

Schnucker, Paul, Nehr and Associates
2100 North Sanborn Blvd - PO Box 398
Mitchell SD 57301-0398
Phone (605) 996-7761
Fax (605) 996-0015
WWW.SPND-ASSOC.COM

Invoice Date Jul 27, 2020	Invoice Num 21859
Billing Through Jul 25, 2020	

Prepare pay request, site visit, work on drawings of construction record, and other project coordination.
Billing period: 6/28/2020 thru 7/25/2020

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M1-4842-03W	MILLER WATER PHASE2-CONST	\$94,000.00	72.00	\$68,980.00	\$4,700.00

Total Amount Due \$4,700.00
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 27th day of July, 2020

SCHUCKER, PAUL, NEHR
& ASSOCIATES
Paul Nehr
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 & ASSOCIATES

ENGINEERS & SURVEYORS

CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

INVOICE

Schnucker, Paul, Nehr and Associates
2100 North Sanborn Blvd - PO Box 398
Mitchell SD 57301-0398
Phone (605) 996-7761
Fax (605) 996-0015
WWW.SPND-ASSOC.COM

Invoice Date Jul 27, 2020	Invoice Num 21870
Billing Through Jul 25, 2020	

Prepare pay request, site visits, work on drawings of construction record, and other project coordination.
Billing period: 6/28/2020 thru 7/25/2020

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M1-4842-03WW	MILLER WASTEWATER PHASE2-CONST ADMIN	\$108,300.00	77.00	\$77,976.00	\$5,415.00

Total Amount Due \$5,415.00
This invoice is due upon receipt

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 27th day of July, 2020

SCHUCKER, PAUL, NEHR
& ASSOCIATES
Paul Nehr
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 & ASSOCIATES

ENGINEERS & SURVEYORS

INVOICE

TO: CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

Schmucker, Paul, Mohr and Associates
2100 North Sanborn Blvd - PO Box 398
Mitchell SD 57301-0398
Phone (605) 996-7761
Fax (605) 996-0015
www.spn-associates.com

Invoice Date	Invoice Num
Jul 27, 2020	21871
Billing Through	
Jul 25, 2020	

RE: M14942-06W
MILLER WATER PHASE 2-RPR

Construction observation and testing
Billing period: 6/28/2020 thru 7/25/2020

Hours	Rate	Amount
70.25	\$110.00	\$7,727.50

Total Service Amount: \$7,727.50

Relievable Expenses:
LODGING
MEALS

254.00 @	\$0.45	\$592.96
		\$112.50
		\$274.00
Total Expenses:		\$979.46
Amount Due This Invoice:		\$8,706.96

This invoice is due upon receipt

I declare and affirm under the penalty of perjury that this invoice has been prepared by me, and to the best of my knowledge and belief, is in all things true and correct.
Dated this 28th day of July, 2020

SCHMUCKER, PAUL, MOHR & ASSOCIATES
Paul Schmucker
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 & ASSOCIATES

ENGINEERS & SURVEYORS

INVOICE

TO: CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

Schmucker, Paul, Mohr and Associates
2100 North Sanborn Blvd - PO Box 398
Mitchell SD 57301-0398
Phone (605) 996-7761
Fax (605) 996-0015
www.spn-associates.com

Invoice Date	Invoice Num
Jul 27, 2020	21872
Billing Through	
Jul 25, 2020	

RE: M14942-06W
MILLER WATER PHASE 2-RPR

Construction observation and testing
Billing period: 6/28/2020 thru 7/25/2020

Hours	Rate	Amount
100.00	\$110.00	\$11,000.00

Total Service Amount: \$11,000.00

Relievable Expenses:
LODGING
MEALS

624.00 @	\$0.45	\$518.84
		\$312.30
		\$382.00
Total Expenses:		\$1,213.14
Amount Due This Invoice:		\$12,213.14

This invoice is due upon receipt

I declare and affirm under the penalty of perjury that this invoice has been prepared by me, and to the best of my knowledge and belief, is in all things true and correct.
Dated this 28th day of July, 2020

SCHMUCKER, PAUL, MOHR & ASSOCIATES
Paul Schmucker
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.



ENGINEERING, JOINT CONTRACT
DOCUMENTS COMMITTEE

Contractor's Application For Payment No. 19

To (Owner):		Application Period:		Application Date:	
City of Miller		June 27, 2020		July 25, 2020	
Project:		From (Contractor):		Via (Engineer):	
Phase 2 Utilities Improvements		Dahme Construction Co		SPN & Associates	
		Contract:		Engineer's Project No.:	
		Bid Schedules A - B		14842	

APPLICATION FOR PAYMENT

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
One	\$ 32,320.10	
Two	\$ 171,015.19	
Three	\$ 254,298.57	
Four	\$ 3,803.00	
TOTALS	\$ 461,436.86	\$ -
NET CHANGE BY CHANGE ORDERS	\$ 461,436.86	

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment.

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: _____ Date: _____

1. ORIGINAL CONTRACT PRICE	\$ 4,368,961.99
2. Net change by Change Orders	\$ 461,436.86
3. Current Contract Price (Line 1 + 2)	\$ 4,830,398.85
4 a. Total Completed to Date	\$ 4,243,583.42
b. Total Material Remaining in Storage	\$ 134,797.08
c. Value of Non-Conforming Work	\$ -
d. (Total Value of Work completed and Material Stored to Date)	\$ 4,378,380.50
5. RETAINAGE:	
a. 10 % x \$ 4,378,380.50	\$ 437,838.05
b. % x \$ Work & Materials	\$ -
c. Total Retainage (Line 5a + Line 5b)	\$ 437,838.05
6. AMOUNT ELIGIBLE TO DATE (Line 4d - Line 5c)	\$ 3,940,542.45
7. PREVIOUS PAYMENTS (Line 6 from prior Application)	\$ 3,857,999.06
8. AMOUNT DUE THIS APPLICATION	\$ 82,543.39
9. BALANCE TO FINISH, PLUS RETAINAGE (Total Contract Price Less Line 5c above)	\$ 889,856.40

Payment of:	\$ 82,543.39	(Date)
(Line 8 or other-attach explanation of other amount)		
Is recommended by:	(Engineer)	(Date)
Payment of:	\$ 82,543.39	(Date)
(Line 8 or other-attach explanation of other amount)		
Is approved by:	(Owner)	(Date)
Approved by:	Funding Agency (if applicable)	(Date)

RESOLUTION NO. 2020-12
The City of Miller is an equal opportunity employer

**A RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACTUAL
DOCUMENTS WITH THE STATE OF SOUTH DAKOTA FOR THE RECEIPT OF
CARES ACT FUNDS TO ADDRESS THE
COVID-19 PUBLIC HEALTH CRISIS**

WHEREAS, pursuant to section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020) (the "CARES Act"), the State of South Dakota has received federal funds that may only be used to cover costs that: (a) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); (b) were not accounted for in the budget most recently approved as of March 27, 2020, for the State of South Dakota; and (c) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and

WHEREAS, the City of Miller acknowledges that the State of South Dakota, in its sole discretion, may retain full use of these funds for the purposes delineated in the CARES Act; and

WHEREAS, the City of Miller acknowledges that in order to provide financial assistance to counties and municipalities in South Dakota, the State of South Dakota, in its sole discretion, may allocate CARES Act funds Act on a statewide basis to reimburse counties and municipalities as delineated herein; and

WHEREAS, the City of Miller seeks funding to reimburse eligible expenditures incurred due to the public health emergency with respect to COVID-19; and

WHEREAS, the City of Miller acknowledges that any request for reimbursement of expenditures will only be for expenditures that were not accounted for in the budget for the City of Miller most recently approved as of March 27, 2020; and

WHEREAS, the City of Miller acknowledges that it will only seek reimbursement for costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Miller that the mayor of Miller may execute any and all documents as required by the State in order to receive CARES Act funds.

IT IS FURTHER RESOLVED that any request for reimbursement will be only for those costs authorized by the State that: (1) Are necessary expenditures incurred due to the public health emergency with respect to COVID-19; (2) Were not accounted for in the City budget most recently approved as of March 27, 2020; and (3) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

IT IS FURTHER RESOLVED that the City will not request reimbursement from the State under the CARES Act for costs for which the City previously received reimbursement, or for which the City has a reimbursement request pending before another source.

Adopted this 3rd day of August, 2020.

Ronald Blachford, Mayor
City of Miller, South Dakota

ATTEST:

Sheila Coss, Finance Officer
City of Miller, South Dakota

Shelia Coss

From: Brian Ruppelt <bcool_4him@hotmail.com>
Sent: Friday, July 31, 2020 8:43 AM
To: Shelia Coss; ron.hoftiezer@cityofmiller.com; Chris Brozik
Subject: Re: Miller Safe Room Pay Request 5

Shelia and Ron,

I have scheduled a final inspection for the Miller Safe Room for August 11th at 10 am. If any of the council members would like to attend as well that would be fine, but we would like at least one representative with the city to attend.

Ron, if you could bring a ladder so we can inspect the roof.

Thanks,

Brian Ruppelt, PE
Civil Design, Inc.
605-696-3200

From: Shelia Coss <sheila.coss@cityofmiller.com>
Sent: Thursday, July 30, 2020 2:29 PM
To: 'Brian Ruppelt' <bcool_4him@hotmail.com>
Subject: RE: Miller Safe Room Pay Request 5

Ron would be the one to contact for the final inspection.
Thanks,

From: Brian Ruppelt <bcool_4him@hotmail.com>
Sent: Thursday, July 30, 2020 1:25 PM
To: Sheila Coss <sheila.coss@cityofmiller.com>
Cc: Chris Brozik <cbrozik@civildes.com>
Subject: Miller Safe Room Pay Request 5

Sheila,

Attached is pay request 5 and the most recent observation report. Doors and painting are being completed this week and start of next week. I will be gone next week (3rd -7th). Steve said he would be out the week of the 10th -14th, but said Jack would be able to be present for a final inspection. If you would like someone from the city to be present as well for the final inspection I can coordinate with them as well to schedule a final inspection. I would guess this would be Ron, but let me know if someone else should be present for a final inspection.

Thanks,

Brian Ruppelt, PE
Civil Design Inc.