

**AGENDA  
CITY OF MILLER  
MONDAY, OCTOBER 4, 2021  
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 - 9**

**Unfinished Business**

1. Quoin Bank Water Issues
2. 6-month Probation Raise for Zach Reber
3. 6-month Probation Raise for Dustin Graham

**New Business**

1. Airport Project
  - a. Midland Contracting Pay Estimate 3 - \$145,385.90..... pgs. 10 - 11
  - b. Midland Contracting Change Order 1 ..... pgs. 12 - 14
  - c. Helms Invoices – 24702 & 24720 **Total: \$7,005.99** ..... pgs. 15 - 17
2. State Financial Assistant Agreement
  - Airport Grant No. 3-46-0035-13-2021 for \$9,000..... pgs. 18
3. Simple City Credit Card Interface ..... pgs. 19 - 20
4. Water/ Sewer Project
  - a. SPN Phase III Invoices 24646-24649 **Total: \$26,669.25**..... pgs. 21 - 22
  - b. TLC Olson Construction Pay Request 11 - \$127,040.43 ..... pg. 23
5. Resolution 2021-13 – Contingency Fund ..... pg. 24
6. Ordinance #726 – Appropriations Supplement 2..... pg. 25
7. Building Permits:
  - a. Dale Clement – move garage, fence
  - b. Ron Blachford – replace deck with ramp
8. Devin Letsche – MMUA Training
9. Code Enforcement Update
10. Set October Work Session/Topic
11. Mid-Dakota Board Member ..... pgs. 26 - 28

**Correspondence**

Miller PBIS Team ..... pg. 29

**Approval of Bills**

**Executive Session**

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

**Adjourn**

**CITY OF MILLER**  
**CITY COUNCIL MEETING**  
**SEPTEMBER 20, 2021**

*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, September 20, 2021.

**MEMBERS PRESENT:** Mayor Ron Blachford, Aldermen: Jim Odegaard, Tony Rangel, Bob Steers, Jeff Swartz, Joe Zeller and Alderwoman Tammy Lichty.

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

Pledge of Allegiance was said by all present.

**AGENDA:** Motion by Alderman Odegaard, seconded by Alderwoman Lichty to approve the agenda. All members voted aye. Motion carried.

**MINUTES:** Motion by Alderman Rangel, seconded by Alderman Zeller to approve the minutes for the regular meeting held on September 7, 2021. All members voted aye. Motion carried.

**PUBLIC INPUT**

Alderman Steers has been contacted about the watering restrictions. We have not formally lifted the restrictions. The council feels that water superintendent, Terry Manning, has the authority to lift the watering restrictions as necessary.

**NEW BUSINESS**

**Patrick Price – Christmas Lights in the Park:** Motion by Alderman Rangel, seconded by Alderman Steers to allow Patrick Price to use the city park for a Christmas light display and expand it to the west as requested. All members voted aye. Motion carried. The Christmas light display was wonderful last year, and we are looking forward to it this year.

**CDL – Dustin Graham and Devin Letsche:** Motion by Alderman Rangel, seconded by Alderman Zeller to give \$1.00/hour raise to Dustin Graham and Devin Letsche for obtaining their CDL (Commercial Driver's License). All members voted aye. Motion carried.

**6-month Probations:** Motion by Alderman Zeller, seconded by Alderman Steers to have the utility committee do 6-month performance evaluations for Zach Reber who completed his 6-month probation on September 16 and Dustin Graham who will complete his 6-month probation on September 29. All members voted aye. Motion carried.

**Water/Sewer State Water Plan Application:** Motion by Alderman Odegaard, seconded by Alderman Zeller to apply for State Water Plan for a possible Phase IV water and sewer project. All members voted aye. Motion carried.

**Airport Layout Plan:** Karen Schaefer and Craig Harrison, Helms & Associates, presented the Airport Layout Plan to Mayor Blachford, Alderman Steers, Alderwoman Lichty, Terry Manning, and Sheila Coss Monday morning. The plan includes improvements for the next 20 years. Motion by Alderman Swartz, seconded by Alderwoman Lichty to have the mayor sign the ALP after FAA approval. All members voted aye. Motion carried.

**FAA Pre-Grant Application:** Motion by Alderwoman Lichty, seconded by Alderman Odegaard to have Mayor Blachford sign the FAA Pre-Grant Application for the 2022 Airport Project. All members voted aye. Motion carried.

### **UNFINISHED BUSINESS**

**Second Reading of Ordinance #722 – Sewer Rates:** Motion by Alderman Rangel seconded by Alderman Steers to approve the second reading of Ordinance #722 – Sewer Rates. Roll call vote: Alderman Steers – aye, Alderwoman Lichty – aye, Alderman Rangel – aye, Alderman Odegaard – aye, Alderman Zeller – aye, Alderman Swartz – aye. Motion carried.

**Second Reading of Ordinance #723 – Water Rates:** Motion by Alderman Odegaard seconded by Alderman Rangel to approve the second reading of Ordinance #723 – Water Rates. Roll call vote: Alderman Swartz – aye, Alderman Zeller – aye, Alderman Odegaard – aye, Alderman Rangel – aye, Alderwoman Lichty – aye, Alderman Steers – aye. Motion carried.

**Second Reading of Ordinance #724 – Electric Rates:** Motion by Alderman Zeller seconded by Alderman Odegaard to approve the second reading of Ordinance #724 – Electric Rates. Roll call vote: Alderman Steers – aye, Alderwoman Lichty – aye, Alderman Rangel – aye, Alderman Odegaard – aye, Alderman Zeller – aye, Alderman Swartz – aye. Motion carried.

**Second Reading of Ordinance #725 – 2022 Appropriations:** Motion by Alderman Rangel seconded by Alderman Swartz to approve the second reading of Ordinance #725 – 2022 Appropriations with changes to the account numbers and addition of Cash Retained. Roll call vote: Alderman Swartz – aye, Alderman Zeller – aye, Alderman Odegaard – aye, Alderman Rangel – aye, Alderwoman Lichty – aye, Alderman Steers – aye. Motion carried.

**Mueller Master Agreement:** Motion by Alderman Steers seconded by Alderman Rangel, to sign the Mueller Systems Master Agreement for the water meter software. Roll call vote: Alderman Swartz – aye, Alderman Zeller – aye, Alderman Odegaard – aye, Alderman Rangel – aye, Alderwoman Lichty – aye, Alderman Steers – aye. Motion carried.

**Council Convention Attendees:** Alderman Swartz is the only council member that will be attending the fall convention in Spearfish. Ron Hoftiezer, Terry Manning, Dustin Graham, and Sheila Coss will also attend the convention.

**Approval of Bills:** Motion by Alderman Odegaard, seconded by Alderman Swartz to approve the bills for payment. Five members voted aye. Alderman Zeller abstained. Motion carried.

Motion by Alderwoman Lichty, seconded Alderman Zeller by to adjourn the meeting. There being no further business, the meeting was adjourned at 7:44 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 September 2021 (2)**

A & B Business	Copier Meter	134.39
AT&T	Cell Phone	45.38
Manning Digging	Service	230.00
DPC	Service	1,035.72
DSG	Spray Paint	431.30
Donlin Building	Rebar	15.60
Elan	Supplies	1,606.99
HCPD	Power	10,514.89
Hofliezer, Ron	Reimb	11.00
Insurance Benefits	Liab Ins	1,442.00
Jazzy's Repair	Parts	42.02
Letsche, Devin	Reimb	46.00
MDRWS	Water	18,330.00
Midco	Telephones	495.00
Miller Ace	Supplies	875.94
MCC	Prof Fees	995.00
Northwest Pipe	Fittings	438.24
Oakley Farm & Ranch	Parts	13.93
OHED	Industry	6,250.00
Petty Cash	Postage	36.45
Prairie Wind Promotions	Banners	1,365.00
Riter Rogers Law	Prof Fees	1,050.00
Rural Development	Loans	16,403.00
SD Attorney General	24/7 Program	86.00
SD Dept Of Revenue	Sales Tax	8,506.41
SD Dept Of Transportation	Signs	64.00
SD Federal Property	Supplies	225.00
SDML	Registration	465.00
SDPAA	Prop & Liab Ins	71,887.20
Servall	Service	78.09
Share Corp	Supplies	437.03
Sturdevant's	Parts	21.21
WAPA	Power	39,443.70
Wesco	Supplies	1,543.63
Zeller Construction	Repairs	933.00
	Accounts Payable Total	<u>\$185,498.12</u>

**Payroll Salary plus**

<b>Benefits by Department:</b>		<b>9/14/2021</b>		
	<b>Department</b>	<b>w/o OT</b>	<b>Of</b>	<b>Total</b>
41402	FINANCE OFFICE	1,376.16	0.00	1,376.16
42101	POLICE	11,486.19	897.57	12,383.76
43101	STREET	6,255.92	227.18	6,483.10
43201	SEWER	5,991.79	584.69	6,576.48
43305	WATER	5,812.62	584.68	6,397.30
43403	ELECTRIC	9,264.74	297.88	9,562.62
45101	BALLPARK	557.09	0.00	557.09
45202	PARK	327.73	0.00	327.73
		<u>\$41,072.24</u>	<u>\$2,592.00</u>	<u>\$43,664.24</u>

**City Council Meeting  
Department Head Reports  
October 4, 2021**

**Police Department Report**

1. Officer Ames Participated in the Mock Drill that took place at Lake Louise on September 12, 2021. Hand County Emergency Management set up the drill. Several area agencies participated in the drill.
2. The police department did traffic control for the Homecoming parade on September 24, 2021. The Electrical Department and Water Department also assisted with traffic control.
3. The senior class whitewashed the streets on September 20, 2021. Officer Ames and I did traffic control while the class did this. Everything went well with the whitewashing. Originally the whitewashing was going to take place on September 18, 2021 but was postponed at the last minute due to rain in the forecast.

**Street Department Report**

1. We finished oiling streets including the double shot on the new streets east side of town.
2. David has swept up the excess pea rock off the oiled streets two times.
3. Vosika Fencing has finished the fence on the northwest softball field.
4. I sprayed the entire ball field/Legion grounds for dandelion and thistle.
5. I had Doug Purrington dig another hole out at our rubble site so we could burn what the DANR said we could burn. When it was done burning, Doug filled the hole (somewhat) to prevent hot embers from blowing and starting a fire.
6. We have been and will continue sweeping streets.
7. I have had Doug Purrington blading alleys and roads when he is available.
8. We have been patching potholes around town.
9. We hauled in several loads of sand for making salt/sand and replacing some of the sand that we used though the summer.
10. We fixed the compliance issues at the park on the playground.
11. I fixed a mower deck that was not mowing level.
12. We installed a new broom under the new sweeper. We were going to swap the broom from the old sweeper to the new sweeper, but it had too many issues to consider.
13. David and I finished installing the new airline in the main part of street shop.
14. We will be mixing salt/sand within the next few weeks or before frost sets in.
15. We will be cutting tree limbs out of the streets.

**Water/Sewer/Airport/Pool Department Report**

1. Olson's completed more of the hard-to-do areas where there were more obstacles in their way and are headed west on 3<sup>rd</sup> St. where they can move along much faster.
2. We are in the process of winterizing City properties.
3. We had Devin helping us out this past week to get him more familiar with the Water/Sewer Dept. as Gordy will be out for several weeks/mo. for health issues.
4. Johnson Jet-Line was in town cleaning some problem areas for us which included both lift stations.
5. We also installed some chicken wire on our trash baskets at the lift stations in hopes of collecting more trash before it enters our pumps.
6. Helms was here and went over the ALP (Airport Layout Plan) with the Airport committee.
7. Dahme Const. will have their seeding crew in town seeding the problem areas, this will be the last time per their contract, residents will need to water so their grass will grow. We currently have water restrictions in place, but I think we can waive it for newly seeded lawns.

**City Council Meeting  
Department Head Reports  
October 4, 2021**

**Electric Department Report**

1. Locates and meter reads.
2. Demo of old system.
3. MMUA overhead school
4. Item on agenda: Devin's certificates – pay increase(s)
  - I enrolled Devin Letsche in the MMUA program NLC (Northwest Lineman College). This will only cost the city his books and enrollment charge this year. Next year it is the same charge for all of us. This is very beneficial and, besides books, is not costing any more. Question: Pay increase for each book passed?

**Finance Office Report**

1. Sales Tax Report – see attachment
2. Sommer's Bar will be open for October & November to keep the liquor license active.
3. 3<sup>rd</sup> QTR revenue vs expenses report is attached. Water and Sewer funds are waiting for State Funds for August and September bills.
4. Ron, Terry, Dustin, Jeff, and I will be in Spearfish for the SDML Fall Convention the remainder of the week.
5. Delta Dental has a slight increase in rates for 2022. See attachment.

Sales Tax Comparison			
	2021	2020	\$75,000 to OHED
January	\$28,806.71 \$66,474.49	\$18,977.31 \$60,236.06	\$6,250.00
February	\$9,033.66 \$46,699.17	\$9,437.05 \$59,657.65	\$6,250.00
March	\$15,084.94 \$46,272.30	\$7,011.30 \$46,594.48	\$6,250.00
April	\$14,051.66 \$69,693.93	\$8,780.89 \$62,466.98	\$6,250.00
May	\$2,454.18 \$72,730.66	\$2,706.30 \$67,272.84	\$6,250.00
June	\$4,260.96 \$27,517.85	\$2,015.23 \$31,475.09	\$6,250.00
July	\$53,029.70 \$73,786.60	\$36,965.09 \$76,131.05	\$6,250.00
August	\$7,061.22 \$64,852.30	\$8,778.97 \$59,824.46	\$6,250.00
September	\$20,964.19 \$67,505.49	\$9,623.97 \$69,856.86	\$6,250.00
October			\$6,250.00
November			\$6,250.00
December			\$6,250.00
<b>Total</b>	<b>\$690,280.01</b>	<b>\$637,811.58</b>	<b>8.23%</b>
	up/down from last year		<b>\$52,468.43</b>

# Gross Receipts Tax - Split Fund 211

Current Year			
Month	Total	City 20%	OHED 80%
JAN	\$2,485.13	\$497.03	\$1,988.10
	\$3,097.69	\$619.54	\$2,478.15
FEB	\$234.13	\$46.83	\$187.30
	\$1,691.35	\$338.27	\$1,353.08
MAR	\$1,236.26	\$247.25	\$989.01
	\$1,232.80	\$246.56	\$986.24
APR	\$1,290.47	\$258.09	\$1,032.38
	\$3,227.52	\$645.50	\$2,582.02
MAY	\$0.00	\$0.00	\$0.00
	\$2,727.91	\$545.58	\$2,182.33
JUN	\$667.65	\$133.53	\$534.12
	\$653.71	\$130.74	\$522.97
JUL	\$4,377.18	\$875.44	\$3,501.74
	\$3,679.88	\$735.98	\$2,943.90
AUG	\$922.71	\$184.54	\$738.17
	\$3,182.16	\$636.43	\$2,545.73
SEP	\$1,528.06	\$305.61	\$1,222.45
	\$2,857.10	\$571.42	\$2,285.68
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>\$35,091.71</b>	<b>\$7,018.34</b>	<b>\$28,073.37</b>

Previous Year		
Total	City 20%	OHED 80%
\$2,095.82	\$419.16	\$1,676.66
\$2,395.33	\$479.07	\$1,916.26
\$1,014.34	\$202.87	\$811.47
\$2,277.55	\$455.51	\$1,822.04
\$518.30	\$103.66	\$414.64
\$1,753.53	\$350.71	\$1,402.82
\$931.48	\$186.30	\$745.18
\$2,277.67	\$455.53	\$1,822.14
\$356.14	\$71.23	\$284.91
\$2,547.25	\$509.45	\$2,037.80
\$63.82	\$12.76	\$51.06
\$365.74	\$73.15	\$292.59
\$3,634.42	\$726.88	\$2,907.54
\$3,334.95	\$666.99	\$2,667.96
\$754.80	\$150.96	\$603.84
\$2,779.46	\$555.89	\$2,223.57
\$1,607.08	\$321.42	\$1,285.66
\$2,708.45	\$541.69	\$2,166.76
\$1,132.14	\$226.43	\$905.71
\$3,516.16	\$703.23	\$2,812.93
\$29.44	\$5.89	\$23.55
\$2,423.20	\$484.64	\$1,938.56
\$1,382.85	\$276.57	\$1,106.28
\$794.64	\$158.93	\$635.71
<b>\$40,694.56</b>	<b>\$8,138.91</b>	<b>\$32,555.65</b>

\$3,391.21  
average/month

up/down from previous year		
Total	3,675.58	11.70%
City	735.12	11.70%
OHED	2,940.46	11.70%

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

OHED 80%

Check # \_\_\_\_\_

Check Date \_\_\_\_\_

SEPT	1,222.45
SEPT	2,285.68
	<b>\$3,508.13</b>



# REVENUE & EXPENSE REPORT

CALENDAR 9/2021, FISCAL 9/2021

# REVENUE & EXPENSE REPORT

CALENDAR 9/2021, FISCAL 9/2021

# REVENUE & EXPENSE REPORT

CALENDAR 9/2021, FISCAL 9/2021

# REVENUE & EXPENSE REPORT

CALENDAR 9/2021, FISCAL 9/2021

# REVENUE & EXPENSE REPORT

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE	ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
1000-0000	TAXES TOTAL	25,261.46	861,285.33	1,387,500.00	323,114.17	1000-0000	ECONOMIC DEV. FUNDING TOTAL	3,783.95	26,367.25	28,000.00	1,692.75
1000-0000	CHARGES AND PROFITS TOTAL	581.00	2,770.00	20,200.00	7,480.00	1000-0000	TOTAL EXPENSES	6,283.90	23,366.73	55,000.00	5,893.77
1000-0000	PERMIT FEES TOTAL	119,277.38	199,941.74	22,151.40	287,793.34	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	STATE GRANTS TOTAL	.00	.00	.00	.00	1000-0000	TOTAL REVENUE	430,563.55	452,331.28	700,000.00	236,668.72
1000-0000	STATE GRANTS RECEIVED TOTAL	3,748.15	84,697.66	97,000.00	12,302.34	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	GRANT REVENUES TOTAL	.00	7,752.68	6,500.00	1,232.68	1000-0000	TOTAL REVENUE	430,563.55	452,331.28	700,000.00	236,668.72
1000-0000	GRANTS FROM GOVS & SERV. TOTAL	615.35	15,156.13	10,000.00	5,156.13	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	PER. FACILITY FEES TOTAL	.00	18,056.36	11,500.00	6,556.36	1000-0000	TOTAL REVENUE	430,563.55	452,331.28	700,000.00	236,668.72
1000-0000	FEES AND PROFITS TOTAL	79.62	79.62	.00	79.62	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	RESIDENTIAL REVENUES TOTAL	3,059.49	26,213.13	33,500.00	4,686.87	1000-0000	TOTAL REVENUE	430,563.55	452,331.28	700,000.00	236,668.72
1000-0000	OTHER SERVICES TOTAL	.00	.00	.00	.00	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	TOTAL REVENUE	152,725.07	1,242,592.35	1,584,351.40	121,759.15	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	3,800.87	27,397.25	34,603.00	7,207.71	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	.00	.00	75,000.00	25,000.00	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	.00	992.32	1,200.00	1,200.00	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	1,102.10	5,012.30	7,200.00	3,187.50	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	5,503.20	44,767.78	66,381.00	22,029.22	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	3,281.51	12,112.74	28,350.00	30,557.25	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	33,333.53	253,027.79	384,221.00	66,200.30	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	2,476.06	14,882.76	24,800.00	9,917.04	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	1,132.95	7,202.95	6,000.00	3,147.05	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	624.17	674.57	1,000.00	325.83	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	45,781.30	229,155.92	606,455.00	301,150.09	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	3,090.12	75,458.28	12,001.40	11,621.02	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	144.88	4,455.79	6,750.00	2,353.73	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	4,152.35	26,705.10	1,500.00	1,500.00	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	3,346.33	61,258.34	65,200.00	1,941.66	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	.00	.00	.00	.00	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	15,344.30	38,355.39	41,000.00	4,656.41	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	.00	68.95	200.00	131.04	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	6,236.00	56,730.00	75,000.00	18,269.00	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	2,113.00	7,265.45	3,150.00	4,155.45	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	.00	.00	.00	.00	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	.00	.00	.00	.00	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	131,681.84	942,125.13	1,495,177.40	553,052.27	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	20,047.23	300,457.12	130,226.00	431,231.12	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	1,328.05	32,134.62	35,000.00	3,671.35	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	.00	12.79	.00	12.79	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	1,328.05	32,134.62	35,000.00	3,671.35	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72
1000-0000	CONTRACTS TOTAL	2,959.32	2,959.32	7,000.00	4,041.00	1000-0000	OTHER SERVICES TOTAL	420,563.55	452,331.28	700,000.00	236,668.72

TO: 10 Plus Groups #9010

FROM: Delta Dental Group Administration

DATE: September 8, 2021

RE: 2022 Rates

Enclosed is a 2022 summary of your plan with rates. Please distribute to each eligible employee.

Your rates for 2022 will be:

Single	\$44.95
Family	\$115.00

As a non-profit South Dakota company, we are focused on our mission to improve oral health across our state. In support of our mission, we invested in programs like Health *through* Oral Wellness® and Prevention Pays which focus on prevention of oral diseases like tooth decay and gum disease. Go to our website for more information on these programs.

Thank you for your business!

# PERIODIC PAYMENT ESTIMATE

ISSUE DATE: September 16, 2021 ESTIMATE NO. 3 (Partial) (Final)

OWNER: City of Miller PERIOD FROM: 8/10/2021-9/11/2021

CONTRACTOR: Midland Contracting, Inc. DATE OF CONTRACT: June 22, 2021

DESCRIPTION OF JOB: Hanger Taxi-lane Improvements

JOB NUMBER: Helms A-8094 ATP # 3-46-0035-012-2021

BID SCHEDULE: Base Bid

INCLUDING APPROVED C/O's: N/A

## STATEMENT OF THE CONTRACT ACCOUNT

Original Contract Amount	\$586,371.45
Additions Approved to Date - C/O #'s ( )	
Deductions Approved to Date - C/O #'s ( )	
Net Contract Amount this Date	\$586,371.45
Value of Application for PPB for Work to Date	\$533,766.64
Less Recommended Minimum Amount to be Withheld	
Estimated Value of Work to Date	\$533,766.64
Material Stored On-Site	
Estimated Work to Date and Material On-Site	\$533,766.64
Value of 10 Percent Retainage	\$53,376.66
Estimated Value of Work to Date, Less Retainage	\$480,389.98
Total Previously Certified	\$335,004.08
Amount Due this Request	\$145,385.90

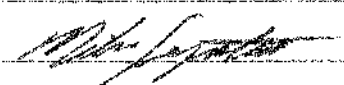
## Certificate of Approval:

OWNER: City of Miller

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


Contractor warrants and guarantees that title to all Work, materials and equipment covered by any Application for Payment, whether incorporated in the Project or not, will pass to Owner at the time of payment free and clear of all liens, claims, security interests and encumbrances.

CONTRACTOR: Midland Contracting, Inc.

BY:  DATE: 9-21-21

I have reviewed the Work, and as a result of my observations and to the best of my knowledge and belief, the quantities shown in the periodic estimate are correct, and, it is my Opinion, the Work has been basically performed to meet the intent of the Plans and Specifications. A minimum recommended amount should be withheld from the value of those quantities because of nonperformance or because of partial completion of Work, which is not in accordance with the intent of the Contract Documents. This Work is subject to subsequent inspection, which may require corrective measures to be performed by the Contractor prior to final Certificate of Completion and the final acceptance by the Owner. The Engineer does not guarantee the performance of the work by the Contractor and will not be held responsible for techniques of construction or the safety measures and precautions incidental thereto.

HELMS AND ASSOCIATES:

BY:  DATE: 9/28/2021  
(Project Engineer)

PERIODIC PAYMENT ESTIMATE NO. 3 (PARTIAL)  
 OWNER: City of Milford  
 WORK COMPLETED THROUGH: 8/10/2021

ISSUE DATE: 9/16/2021  
 CONTRACTOR: Midland Contracting, Inc.  
 INCLUDING CHANGE ORDER: N/A

ITEM NO.	SPEC NO	UNITS	UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE		MATERIALS		UNITS		INSTALLED TO DATE		BALANCE TO INSTALL
						APPROVED TO DATE	UNITS	INSTALLED THIS PERIOD	ON-SITE	INSTALLED	UNITS	TOTAL PRICE	TOTAL PRICE	
1	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
2	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
3	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
4	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
5	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
6	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
7	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
8	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
9	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
10	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
11	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
12	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
13	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
14	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
15	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
16	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
17	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
18	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
19	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
20	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
21	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
22	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
23	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
24	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
25	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
26	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
27	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
28	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
29	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
30	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
31	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
32	1-100	1.00	1.00	Installation	39,400.00	39,400.00	0.45	39,400.00		0.45	0.45	39,400.00	39,400.00	0.00
Total Bid						\$50,371.45		\$101,539.89				\$50,371.45	\$50,371.45	

**CHANGE ORDER**  
**Project No. A-8094**

ORDER NO. 1  
DATE: September 20, 2021  
AGREEMENT DATE: June 22, 2021

NAME OF PROJECT: Hangar Taxilane Improvements  
Miller Municipal Airport - Miller, SD  
AIP #3-46-0035-012-2021  
A-8094  
Base Bid

OWNER: City of Miller

CONTRACTOR: Midland Contracting, Inc.

**The following changes are hereby made to the CONTRACT DOCUMENTS:**

This Change Order adjusts the quantities of various bid items to reflect the as-constructed conditions. Additional unclassified excavation and topsoiling was necessary to construct a more useable ditch around the taxilane expansion area. In addition, this Change Order also adds the following new items to the Contract:

**CCO 1-1 Disposal of Excess Material 338 CuYd @ \$4.00/CuYd**

This Change Order adds a new item for Disposal of Excess Material. The earthwork table, calculated from the design for the hangar taxilane improvements within Civil3D, resulted in a balance for the earthwork. The earthwork quantity included 35% shrinkage of the unclassified material and an estimated 7" depth of asphalt pavement/base course removal. During the unclassified excavation of the taxilanes and the ditch grading around the hangars, excess material was removed and deposited at a future hangar adjacent to the taxilane expansion. The location of the disposed excess material was not designated on the plans. The item reimburses the contractor for disposal of this material on site. This price includes all materials, labor, equipment, and incidentals to complete the work.

**Justification:**

**Change to CONTRACT PRICE:**

Original <b>CONTRACT PRICE</b>	\$586,371.45
Current <b>CONTRACT PRICE</b> adjusted by previous Change Order	\$586,371.45
The <b>CONTRACT PRICE</b> due to this <b>CHANGE ORDER</b> is <b>Increased</b> by:	\$0.00
The <b>CONTRACT PRICE</b> due to this <b>CHANGE ORDER</b> is <b>Decreased</b> by:	(\$16,299.82)
The new <b>CONTRACT PRICE</b> including this <b>CHANGE ORDER</b> will be	\$570,071.63

**Change to CONTRACT TIME:**

The **CONTRACT TIME** will be (decreased) (increased) by 0 / 0 calendar days.  
The date of substantial completion will be September 1, 2021 (date).  
The date for completion of all Work will be October 8, 2021 (date).

**Approvals Required:**

To be effective this Order must be approved by the Owner and SD Office of Air, Rail, and Transit.

Recommended by: Karen L. Schaefer  
Helms and Associates Consulting Engineer

9/28/2021  
Date:

Ordered by: [Signature]  
Midland Contracting, Inc.

9-21-21  
Date:

Agreed to by: \_\_\_\_\_  
City of Miller

\_\_\_\_\_  
Date:

Approved by: \_\_\_\_\_  
Program Manager - Office of Air, Rail, and Transit

\_\_\_\_\_  
Date:

Change Order No. 1  
 Owner: City of Miller  
 Miller Municipal Airport - Miller, SD  
 Project No. A-8094

Issue Date: September 29, 2021  
 Contractor: Midland Contracting, Inc.

Item	Description	Quantity to Date	Unit	(+) QTY	(-) QTY	Unit Price	Price Change	New Quantity
8	Unclassified Excavation	3,280	CuYd	665		\$ 10.00	\$6,650.00	3,945
12	Gravel	1,156	SqYd		824	\$ 4.00	(\$3,296.00)	332
14	Asphalt Base/Surface Course	898.0	Ton		104.1	\$ 172.15	(\$17,920.82)	793.9
15	Emulsified Prime Coat	47	Ton		0.7	\$ 1,650.00	(\$1,155.00)	4.0
16	Emulsified Tack Coat	17	Ton		0.6	\$ 1,100.00	(\$660.00)	1.1
22	4" Perforated Underdrain, Complete	1,678	Ft	85		\$ 30.00	\$2,550.00	1,763
24	Underdrain Cleanout	20	Each		3	\$ 400.00	(\$1,200.00)	17
27	Tossing	967	CuYd	476		\$ 5.00	\$2,380.00	1,443
29	Field Laboratory, Type I	1	Pach		1	\$ 5,000.00	(\$5,000.00)	0
CCO 1-1	Disposal of Excess Material	-	CuYd	338		\$ 4.00	\$1,352.00	338
TOTAL CHANGE ORDER #1							(\$16,299.82)	

HEIMS and ASSOCIATES

# Helms & Associates

PO Box 111

Aberdeen, SD 57402-

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

BOHB@HELMSENGINEERING.COM

## Invoice

Invoice Date: Sep 28, 2021

Invoice Num: 24702

Billing Through: Sep 25, 2021

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

### MILLER AIRPORT ALP & NARRATIVE REPORT (A7138:01) - Managed by (205)

AIP # 3-46-0035-010-2019

PER AGREEMENT DATED 4/16/19

Project ID	Project Name	Contract Amount	% Comp.	Previously Billed	Amount Due
A7138:01	MILLER AIRPORT ALP & NARRATIVE REPORT	\$191,624.25	93.50	\$175,336.19	\$3,832.48

Total Amount Due: \$3,832.48

*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 28<sup>th</sup> day of Sept 2021.  
HELMS AND ASSOCIATES ALM

APPROVAL:

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

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

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

### Account Summary

Services BID	Expenses BID	Billed To Date	Paid To Date	Balance Due
\$ 179,168.67	\$ 0.00	\$ 179,168.67	\$ 175,336.19	\$ 3,832.48



# Helms & Associates

PO Box 111

Aberdeen, SD 57402-

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

BOBB@HELMSENGINEERING.COM

## Invoice

Invoice Date: Sep 28, 2021

Invoice Num: 24720

Billing Through: Sep 25, 2021

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

AIP # 3-46-0035-012-2021

INVOICE EIGHT

SEE ATTACHED

Project Name (ID)

MILLER AIRPORT HANGAR TAXILANE IMPROVEMENTS ADMIN (A8094.05) - Managed by (205)

MILLER AIRPORT HANGAR TAXILANE IMPROVEMENTS RESIDENT ENGINEERING SERVICES (A8094.06) -

Managed by (205)

Amount

\$1,563.10

\$1,610.41

Amount Due This Invoice: \$3,173.51

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 Sept. 2021.

HELMS AND ASSOCIATES

*[Signature]*

APPROVAL:

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

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

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

### Account Summary

Billed To Date	Paid To Date	Balance Due
\$ 63,609.60	\$ 60,436.09	\$ 3,173.51

# Helms & ASSOCIATES

CIVIL ENGINEERS & LAND SURVEYORS

P.O. Box 111  
Aberdeen, SD 57402

Phone: (605) 274-1212 Fax: (605) 274-3104  
Email: [oper@helsa.com](mailto:oper@helsa.com)

PROJECT: MILLER MUNICIPAL AIRPORT TAXILANE IMPROVEMENTS

AIP # 3-46-0035-012-2021

A-8094

CONTRACT DATE: PER AGREEMENT DATED 2/22/2021

INVOICE DATE: 09/28/2021

INVOICE NUMBER: EIGHT

INVOICE PERIOD: 08/29/2021 THROUGH 09/25/2021

NEW OVERHEADS APPROVED BY SDDOT 06/17/2020

CONSTRUCTION ADMINISTRATION SERVICES		
	CURRENT INVOICE	TOTAL TO DATE
LABOR COSTS:	\$464.31	\$3,614.12
OVERHEADS @ 1.94199	\$901.69	\$7,018.60
LABOR SUB-TOTAL	\$1,366.00	\$10,632.72
COST OF MONEY @ 2.734%	\$12.69	\$98.81
FIXED FEE: @ 13.5%	\$184.41	\$1,435.42
EXPENSES @ COST:		
MILEAGE:	\$0.00	\$48.65
MEALS:	\$0.00	\$14.00
LODGING:	\$0.00	\$0.00
OUTSIDE CONSULTANT (DGR) @ COST	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
TOTAL	\$1,563.10	\$12,229.60

RESIDENT ENGINEERING SERVICES		
	CURRENT INVOICE	TOTAL TO DATE
LABOR COSTS:	\$434.36	\$13,990.39
OVERHEADS @ 1.94199	\$843.52	\$27,169.20
LABOR SUB-TOTAL	\$1,277.88	\$41,159.59
COST OF MONEY @ 2.734%	\$11.88	\$382.49
FIXED FEE: @ 13.5%	\$172.51	\$5,556.54
EXPENSES @ COST:		
MILEAGE:	\$120.14	\$2,065.56
MEALS:	\$28.00	\$1,100.00
LODGING:	\$0.00	\$815.82
OUTSIDE CONSULTANT (FOERSTER) @ COST	\$0.00	\$300.00
	\$0.00	\$0.00
	\$0.00	\$0.00
TOTAL	\$1,610.41	\$51,380.00

CFDA No. 20.106

Federal Award Date: July 1, 2021

**STATE OF SOUTH DAKOTA  
DEPARTMENT OF TRANSPORTATION  
DIVISION OF SECRETARIAT  
OFFICE OF AIR, RAIL, AND TRANSIT  
AGREEMENT FOR PROJECT NO. 3-46-0035-013-2021**

This Agreement is made and entered into by and between the State of South Dakota, acting by and through its Department of Transportation, referred to in this Agreement as the "STATE," and City of Miller, referred to in this Agreement as the "SPONSOR."

**BACKGROUND:**

- A. On December 27, 2020, the President of the United States signed the Coronavirus Response and Relief Appropriation Act (CRRSAA) (H.R. 133, Public Law 116-260) into law. CRRSAA provides approximately \$2 billion in funds to be awarded as economic relief to eligible U.S. airports and eligible concessions at those airports to prevent, prepare for, and respond to the coronavirus disease 2019 (COVID-19) public health emergency.
- B. To distribute these funds, the Federal Aviation Administration ("FAA") has established the Airport Coronavirus Response Grant Program (ACRGP). These funds will provide economic relief to airports around the country affected by the COVID-19 public health emergency. Funding will be provided at a one hundred percent (100%) federal share, with no local match required, and will be available for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. Grants for operating expenses may not include any activities prior to January 20, 2020.
- C. The STATE and the SPONSOR have entered into an agency agreement for the purpose of prevention of, preparation for, and response to the COVID-19 pandemic and establishing, constructing, and maintaining an airport, located on a portion of real property legally described as Sections One (1) and Twelve (12), Township One Hundred Twelve North (112N), Range Sixty-Eight West (68W) of the 5<sup>th</sup> Prime Meridian, Hand County, South Dakota, referred to in this Agreement as the "Airport."
- D.
- E. The SPONSOR proposes the development of the Airport will consist of the following described items, referred to in this Agreement as the "Project":

**FAA designated eligible costs which may include prevention of, preparation for, and response to the COVID-19 pandemic items, maintenance, and development expenses for which CRRSAA funding may be lawfully used.**

NOW, THEREFORE, in consideration of these facts and the mutual covenants contained in this Agreement, the Parties agree as follows:

**Section 1. Payment**

Pursuant to and for the purposes of carrying out the provisions of South Dakota Codified Law (SDCL) § 50-7-15, the STATE will reimburse the SPONSOR with allocated funds for one hundred percent (100%) of **eligible Project costs, not to exceed Nine Thousand Dollars and No Cents (\$9,000.00)**. The STATE will determine eligible costs in the same manner as for the Federal Aviation Administration (FAA) Grant Agreement Project Number 3-46-0035-013-2021. The STATE will make payments to the SPONSOR up to 100% of the total share of eligible Project costs listed in this section once the project costs have been approved by the FAA. The STATE



SimpleCity

One-time 2,800 = setup & training  
480 = annual

## Purchase Card Interface

Pay vendors with credit cards or purchase cards and easily import those transactions from your bank into Accounts Payable and record them to the appropriate vendor

### Capabilities

Purchase Card Interface works with your bank's web application to import credit card transactions into Accounts Payable. This enables you to pay vendors with credit cards or purchase cards and easily record those transactions into the Accounts Payable vendor history.

Authorized city staff can use the bank's web application to approve payment expenditures, indicate which General Ledger expense accounts should be used, review and make corrections, and import data into SimpleCity. Purchase Card Interface verifies the data is complete and free of errors. If there are any errors, such as invalid vendors or General Ledger account numbers, you'll have the opportunity to review and make corrections before importing the data.

When data is imported, Purchase Card Interface will update Accounts Payable, General Ledger, and Bank Reconciliation. Reports are available to track which vendors were paid and what was updated in General Ledger. Purchase Card Interface updates the charges and payments into a specified purchase card bank account within Bank Reconciliation for accuracy and security.

We can work with most banks, including both national and local institutions.

### Benefits

Enjoy the convenience and ability to use purchase cards or credit cards and still keep accurate history for all your vendors.

- Accuracy and security
- Reduced errors
- Flexibility: you can decide which credit card transactions are posted to which vendors or 1099s = becomes the merchant's responsibility
- Integration with other SimpleCity modules reduces manual data entry
- Continue to use the powerful features of Bank Reconciliation for purchase card accounts

**Cindy Deuter**

**From:** Steve Mosteller <[steven@gworks.com](mailto:steven@gworks.com)>  
**At:** Wednesday, September 1, 2021 3:49 PM  
**Subject:** Fwd: Purchase Card Interface Software | gWorks | Steve

Here is the email from last week.

**Steve Mosteller**

Senior Account Representative

gWorks

Smarter Government | Stronger Communities | Simpler Solutions

[Learn More About FrontDesk](#)

(888) 608-7666 | (402) 512-4341

[steven@gworks.com](mailto:steven@gworks.com)

[www.gworks.com](http://www.gworks.com)

3905 South 148th Street, Suite 200, Omaha, NE 68144

[Book time on my calendar](#)

----- Forwarded message -----

**From:** Steve Mosteller <[steven@gworks.com](mailto:steven@gworks.com)>  
**Date:** Thursday, August 26, 2021, 5:18:28 PM -0500  
**Subject:** Purchase Card Interface Software | gWorks | Steve  
**To:** Cindy Deuter <[cindy.deuter@cityofmiller.com](mailto:cindy.deuter@cityofmiller.com)>

Cindy,

I enjoyed visiting with you about the benefits of our Purchase Card Interface solution. Here is a one page description.  
[Purchase-Card-Interface.pdf](#)

The one time cost of Implementing this solution is \$2800 (set up and training) and the annual fees are \$480. For the first year the annual fees are prorated from the month you sign a contract through the end of the calendar year.

Those costs are based on the bank using one of our existing file layouts. (I'm pretty confident that they can).

Please let me know if you have any questions.

**Steve Mosteller**

# SPN & ASSOCIATES

ENGINEERS & SURVEYORS

## INVOICE

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

RE: WISOTA JEWEL  
MILLER PHASE II RPR - WASTE WATER

Construction Observation and Testing  
Billing period 8/29/2021 thru 9/25/2021

Schmucker, Paul, Nott and Associates  
2100 North Saddlewood Blvd. - PO Box 398  
Mitchell, SD 57301-0398  
Phone (605) 996-7761  
Fax (605) 996-9015  
www.spn-associates.com

Invoice Date	Invoice Month
Sep 28, 2021	24648
Billing Through	
Sep 24, 2021	

Hours	Rate	Amount
118.00	\$115.00	\$13,570.00
Total Service Amount:		\$13,570.00
676.00 @	\$0.45	\$304.20
REPAGE		\$773.34
MLWS		
Total Expenses:		\$1,077.54
Amount Due This Invoice:		\$14,705.90
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, it is a true and correct.

Dated this 28th day of September 2021

Schmucker, Paul, Nott & Associates  
Paul Nott  
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

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57362

Begin pay request, prep and expedite construction meeting site visits, construction staking, and other project administration.  
Billing period 8/29/2021 thru 9/25/2021

Schmucker, Paul, Nott and Associates  
2100 North Saddlewood Blvd. - PO Box 398  
Mitchell, SD 57301-0398  
Phone (605) 996-7761  
Fax (605) 996-9015  
www.spn-associates.com

Invoice Date	Invoice Month
Sep 28, 2021	24648
Billing Through	
Sep 24, 2021	

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
WISJKNW	MILLER PHASE II CONST ADMIN	\$71,500.00	28.00	\$17,875.00	\$21,450.00
- WATER					

Total Amount Due: \$21,450.00

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, it is a true and correct.

Dated this 28th day of September 2021

Schmucker, Paul, Nott & Associates  
Paul Nott  
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.

# SPIN ASSOCIATES

ENGINEERS & SURVEYORS

## INVOICE

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57302

Schnucker, Paul, Mohr and Associates  
2100 North Sardinia Blvd - PO Box 398  
Mitchell, SD 57301-0398  
Phone (605) 996-1761  
Fax (605) 996-0015  
www.spa-assoc.com

Invoice Date	Invoice Month
Sep 23, 2021	2021
Billing Through	
Sep 26, 2021	

I prepare pay request and change order, prep and monitor construction meeting, site visit and other project coordination.  
Billing period 8/29/2021 thru 9/25/2021

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
N1331.02W	MILLER PHASE II CONST ADJCN - WASTE WATER	\$116,500.00	26.00	\$30,290.00	\$3,495.00
		Total Amount Due		\$3,495.00	
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 28<sup>th</sup> day of September 21

Schnucker, Paul, Mohr and Associates  
*Paul Mohr*  
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.

# SPIN ASSOCIATES

ENGINEERS & SURVEYORS

## INVOICE

CITY OF MILLER  
120 WEST 2ND  
MILLER, SD 57302

Schnucker, Paul, Mohr and Associates  
2100 North Sardinia Blvd - PO Box 398  
Mitchell, SD 57301-0398  
Phone (605) 996-1761  
Fax (605) 996-0015  
www.spa-assoc.com

Invoice Date	Invoice Month
Sep 23, 2021	2021
Billing Through	
Sep 23, 2021	

RE: M153-805W  
MILLER PHASE II CONST-RPR - WATER  
Construction observation and testing.  
Billing period 8/29/2021 thru 9/25/2021

<del>XXXXXXXXXXXXXXXXXXXX</del>				
LODGING				
MEAL/Car				
MATERIALS				
Total Expenses:				
Amount Due This Invoice:				
This invoice is due upon receipt				
49.50	3115.00			\$5,692.50
Total Service Amount:				\$5,692.50
				\$296.48
246.00 @	50.45			\$106.80
				\$220.67
				\$623.95
				\$6,316.45

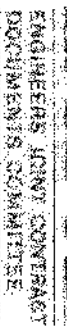
### VERIFICATION OF CLAIM

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 28<sup>th</sup> day of September 21

Schnucker, Paul, Mohr and Associates  
*Paul Mohr*  
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.

23

**Changchun Order Dispensary**

The undersigned Certifies, to the best of his knowledge, the following



**RESOLUTION NO. 2021-13**

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

**WHEREAS** insufficient appropriation was made in the 2021 adopted budget for the following departments to discharge just obligations of said appropriations; and

**WHEREAS** SDCL 9-21-6.1 provides transfers be made by resolution of the board from the contingency appropriation established pursuant to SDCL 9-21-6.1 to other appropriations;

**THEREFORE, BE IT RESOLVED** that the following appropriations be transferred from the contingency budget to the department budgets:

**101 - General Fund**

45101	41101 Salary	\$4,200.00	Ballpark
	41201 FICA	\$325.00	
	42801 Utilities	\$7,975.00	
46503	42601 Supplies	\$4,000.00	Promotion of City - Banners/Lights

Adopted the 4th day of October, 2021

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Ronald Blachford, Mayor

(SEAL)

ATTEST:

---

Sheila Coss, Finance Officer

**ORDINANCE #726**

**BE IT ORDAINED BY THE CITY OF MILLER** that the following sum is supplementary appropriated to meet the obligation of the municipality.

**101 - General Fund**

42101 43400 Machinery & Equipment	<u>\$8,600.00</u>	Police Car
	\$8,600.00	

**Source of Funding**

**101-General Fund**

Unassigned Fund Balance	<u>\$8,600.00</u>
	\$8,600.00

\_\_\_\_\_  
Ronald Blachford, Mayor

ATTEST:

\_\_\_\_\_  
Sheila Coss, Finance Officer

(SEAL)

**Record of Votes:**

Alderman Steers --  
Alderdwoman Lichty --  
Alderman Rangel --  
Alderman Odegaard --  
Alderman Zeller --  
Alderman Swartz --

First Reading: October 4, 2021  
Second Reading: October 18, 2021  
Adoption: October 18, 2021  
Publication: October 23, 2021

Published once at the approximate cost of:

Quality  
for All

## MID-DAKOTA RURAL WATER SYSTEM

September 22, 2021

### BOARD OF DIRECTORS

RICK BENSON  
Wolsey  
Rural 5

LESLIE BROWN  
Harold  
Rural 2

LENNIS FAGERHAUG  
Wessington Springs  
Rural 4

DWIGHT GUTZMER  
Highmore  
Municipal

JAMES MCGILLVREY  
Wolsey  
Municipal

JEFFREY MCGIRR  
Huron  
Municipal

SCOTT OLIGMUELLER  
Miller  
Rural 3

DARRELL RASCHKE  
Huron  
Municipal

STEVE ROBBENOLT  
Gettysburg  
Rural 1

To: Mid-Dakota Rural Water System, Inc.  
Municipal Members (class I, II & III)

From: Scott Gross, General Manager  
Mid-Dakota Rural Water System, Inc.

RE: Voting for Municipal Board Member at Large

You are identified by the records of the Mid-Dakota Rural water system, Inc. as a Class I, II or III Municipal Member in good standing. As such, you are entitled to cast a vote for one of the candidates listed on the enclosed ballot (yellow paper) to represent you on the Mid-Dakota Board of Directors. The Candidates listed have been duly nominated by the other 13 Municipal members at large (your peers).

Please read carefully, the "INSTRUCTIONS TO VOTER" (green paper) contained in this packet. It is important that you exercise your rights and responsibility and provide Mid-Dakota with your choice for representation on the Board of Directors. If you have questions you may call: 1-800-439-3079 and ask for Scott Gross, General Manager.

Thank you, in advance for your prompt attention to this most important matter.

Sincerely Yours,

**MID-DAKOTA RURAL WATER SYSTEM, INC.**



Scott Gross  
General Manager

608 W. 14th Street  
PO Box 318  
Miller, SD 57362

PH: 605-853-3169  
TF: 1-800-439-3079  
FX: 605-853-3245

www.mdrws.com  
office@mdrws.com

Scott Gross  
General Manager-CEO

Our mission is:  
To enhance  
quality of life  
with high  
quality water  
and excellent  
service.

"Mid-Dakota Rural Water System, Inc. is an Equal Opportunity Provider"

Box377  
Highmore, Sd 57345

September 25, 2021

Dwight Gutzmer  
Box377  
Highmore, Sd 57345

Dear Mid Dakota Municipal Customer

I am Dwight Gutzmer and I am currently serving as one of your Municipal Directors at large, on the Mid Dakota Rural Water system. I have held this position since 1999, when I was first elected to the board. Though I have been on the board for 22 years, I am still one of the youngest members of our nine person board. We have a very diverse board with a wide range of life experience, that works very well together, which I think helps us guide the corporation. As a senior board member I have been there through many of the trials and tribulations as well as the many improvements and successful expansion projects. We are currently working with our engineering company to expand future capacity to 20,000,000 gallons per day. The goal is to be able to add capacity incrementally, as we continue to expand our customer base, while also keeping our additional cost as low as possible, without risking future sustainability. I recently attended the National Rural Water Conference in Milwaukee and was made aware of some of the challenges that all of the water industry will be facing in the not so distant future. I would like to be part of the upcoming solutions for the future.

I am asking for your support to maintain my board position at Mid Dakota Rural Water, so that I may continue to serve you and your customers in providing this vital service far into the future.

Sincerely,

Dwight Gutzmer

**MID-DAKOTA RURAL WATER SYSTEM, INC.**

**Director District – Municipal at Large**

**BALLOT**

**October 21, 2021**

**IMPORTANT:** *Please read the voting instructions attached to this ballot before completing!*

☒ Check any One eligible candidate(s) [Names were drawn to determine position of candidate on ballot]

☐ **Russell Anderson**

☐ **Dwight Gutzmer**



## MILLER JR/SR HIGH SCHOOL

PO Box 257  
Miller, SD 57362  
Phone 605-853-2455  
Fax 605-853-3041  
[www.miller.k12.sd.us](http://www.miller.k12.sd.us)

Dr. Charlene Crosswait, Superintendent  
Steve Schumacher, Principal  
Courtney Van Zee, Counselor

September 10, 2021

Greetings Miller Community Businesses:

The faculty and staff of Miller Jr./Sr. High are proud to be a part of Positive Behavioral Interventions and Supports (PBIS) program. Our students routinely exhibit positive behaviors both in and out of school and deserve to be rewarded for choosing to be good citizens, setting high achievement goals, and coming to school each day prepared to learn.

As part of the PBIS program, Miller has chosen Rustler PRIDE as our acronym for our expectations of Promptness, Respect, Integrity, Dependability and Engagement.

We have several programs in place to reward students for positive behaviors:

- **Rustler Pride Points:** Our staff provide Rustler Pride Points to students who exhibit PRIDE traits. Students can exchange their Pride Points once each week for a number of monetary and non-monetary rewards, such as special parking spots or extended lunch breaks. We are surveying students to find the rewards they find most impactful.
- **Rustler Pride Drawings:** Students who redeem their Pride Points are automatically entered in a quarterly and semester drawings for larger prizes like gift cards, school spirit wear, and tickets to school athletic and social events.

The PBIS team needs donations to sustain this important program. Donations of small denomination gift cards and cash amounts are greatly appreciated, and will go a long way to help us continue to nurture these positive characteristics in our students. We will be proud to mention your sponsorship when we recognize our achievers.

Thank you for your consideration and support. If you have any questions, please contact principal and PBIS administrator Steve Schumacher at 605-853-2455 or [steve.schumacher@k12.sd.us](mailto:steve.schumacher@k12.sd.us)

Sincerely,

The Miller PBIS Team

*Lisa Anson, Linda DeBoer, Stephanie Edwards, Kristina Luczak, Marissa Resel,  
Steve Schumacher, Courtney Van Zee and Virgil Whetsel*