### AGENDA CITY OF MILLER MONDAY, OCTOBER 5, 2020 7:00 P.M.

The City of Miller is an equal opportunity employer.

Appro	e of a	ler Allegiance of Agenda of Minutes
Public		•
		nt Head Reportspgs. 3 - 5
New		MANUTE ALLEN
1	•	ifal Event Liquor Licenses – Willie's Bar & Grill: date change
2.		plution 2020-16 Surpluspg. 6
3.	KBA	Audit Letter pgs. 7 - 12
4.	Fire	oup®pg. 13
5.	Helr	ns & Associates Invoice #22368 for \$8,623.09pg. 14
6.	TAP	- Work Order for Consultant Servicespgs. 15 - 17
7.	PDN	1 Meeting Updatepg. 18
8.	Elec	tric Project DGR Invoices 242789-242790   Total: \$2593.00pg. 19
9.	Wat a. b. c.	er/Sewer Project  SPN Phase I Invoices 22325-22327 - \$6500
10.	Lago	pon Farmland Bidspg. 30
11.	Airp	ort Hay Land Bidspg. 31
12.	Cod	e Enforcement
13.	COV	ID-19 City Procedures
14.	Spec	cial Meeting – Electric Superintendent Interviews
15.	Wel	ls Fargo Electric Revenue Bonds, Series 2010A Redemption Letterpg. 32
16.	Buile	ding Permit:
	a.	Center of Independence ~ fence
	b.	Heather Odden – house
	c.	Lorelei Simons – convenience store
	d.	Randy Sporrer – carport

### Approval of Bills

### Adjourn

### CITY OF MILLER CITY COUNCIL MEETING SEPTEMBER 21, 2020

The City of Miller is an equal opportunity employer.

The City Council met in regular session at city half at 7:00 p.m. on Monday, September 21, 2020.

MEMBERS PRESENT: Mayor Ron Blachford, Aldermen: Tony Rangel, Bob Steers, Jeff Swartz and Joe Zeller. 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 Swartz, seconded by Alderwoman Meyer to approve the agenda. All members voted age. Motion carried.

MINITES: Motion by Alderman Rangel, seconded by Alderman Zeller to approve the minutes for the regular meeting held on September 9, 2020, and the special meeting on September 16, 2020. All members voted aye. Motion carried.

### PUBLIC INPUT

Alderwoman Meyer offered condolences on behalf of the City of Miller to Mary Johnson's family. Mayor Blachford thanked Pastor Page for offering the prayers before the council meetings.

### UNFINISHED BUSINESS

3<sup>rd</sup> Reading of Ordinance #712 - 2021 Appropriations: Motion by Alderman Swartz, seconded by Alderman Rangel to approve the third reading of Ordinance #712 - 2021 Appropriations. Roll call vote: Alderman Steers - aye, Alderwam Meyer - aye, Alderman Rangel - aye, Alderman Odeguard - absent, Alderman Zeller - aye, Alderman Swartz - aye. Motion carried.

### NEW BUSINESS

**DLA Audit Letter:** The Department of Legislative Audit sent a letter accepting the 2018 & 2019 audit report as presented to them by Kohlman, Bierschbach & Anderson, LLP.

**Dawn & Greg Flaar:** Dawn & Greg Haar presented their concerns regarding the water runoff from the garage built by Jean & Dave Johnson. They requested that the rainwater be diverted away from their house in the spring of 2019, and it has not yet been corrected. They have already received \$5,000 worth of damage in the basement and do not wish to put in new carpet until the drainage issue is solved. They have been promised that a concrete gutter would be installed. They are asking for the city's assistance to get this issue remedied before the 2021 spring rains. Josh Koeck will go measure the garage to see if it is located within the legal perimeter.

Memorandum of Understanding: Motion by Alderman Steers, seconded by Alderman Zeller to sign the one-year Memorandum of Understanding with the Wessington Springs electric department to share weekend and holiday on-call. There will always be someone here Monday—Friday to take the calls. This agreement will become effective after both departments have been cross-trained. Roll call vote: Alderman Steers—aye, Alderwoman Meyer—aye, Alderman Rangel—aye, Alderman Odegaard—absent, Alderman Zeller—aye, Alderman Swartz—nay. Motion carried.

**Police Policy Manual:** Motion by Alderman Rangel, seconded by Alderman Zeller to table the police policy manual until after it has been reviewed by the attorney and the public safety committee. All members voted age. Motion carried.

Hand County Mitigation Meeting Update: Alderwoman Meyer and Alderman Rangel have volunteered to review the Pre-Disaster Mitigation manual and all employees and council members should think of ways that we can plan to mitigate various disasters.

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 8:12 p.m. All members voted aye. Motion carried.

,					
				Ronald Blachfo	ord, Mayor
				Sheila Coss, Fi	nance Officer
	TAL NOTICE OF				
	Copy of the official	al proceeding	S		
	Published once at				
	approximate cost	of:	·-·		
Bills Se;	otember 2020 (2)				
Advano	ed Collision & Repair		Repairs		172.00
America	an Solutions		Supplies		62.37
ለፕ&ፕ ሶ	lobility		Cell Phone		45.25
Bob's G	ās		Fuel		460.00
BSE			Supplies		277.20
Climate	Control		Dust Control		4,603.80
Cowbay	Country Stores		Poet		560.01
	Land Mgmt		Spraying		519.62
Dollar C	Senoral		Supplies		28.25
Elan			Supplies		1,090.47
	nks To Go		Fuel Tank		12,151.40
Ron Ho			Reimb		11.00
	onstruction		Service		1,224.49
	est Pipe Fittings	•	Supplies		866.76
OHED			Industry		6,250.00
	Trucking		8x3/8 Chips		2,662.36
Petty C			Postage		83.20
	Services		Prof Fees		5,438,33
	gers Law Office		Prof Fees		210.00
	evelopment		l.oans		16,403.00
	t of Revenue		Sales Tax		8,173.85
	Urby Co		Supplies		804.00
Tony's l	kepair		Repairs	talance at 1	87.80
			Accounts Par	уарле говаг	\$62,185.16
Payroll	Salary plus Benefits				
by Dep	artment:	9/15/2020			
	Department	w/a OT	OT	Total	
41410	FINANCE OFFICE	1,291.59	0.00	1,291.59	
42110	POLICE	11,095.67	1,545.62	12,641.29	
43110	STREET	6,291.42	0.00	6,291.42	
43210	SEWER	5,096.24	145.59	5,241.83	
43310	WATER	5,096.14 8 359 75	145.58 50.25	5,241.72 8.410.00	
43410	PLECTRIC	8.359.75	50.25	0.410.00	

285.91

0.00

\$37,516.72 \$1,887.04 \$39,403.76

285.91

45210 PARK

### City Council Meeting Department Head Reports October 5, 2020

### Police Department Report

- 1. On September 25, 2020, Officer Henson assisted the South Dakota Highway Patrol with a safety checkpoint. The checkpoint took place by the golf course. The checkpoint lasted for an hour. Approximately 85 vehicles passed through the checkpoint.
- 2. On September 28, 2020, Officer Henson and Ames did traffic control on North Broadway between 2<sup>nd</sup> and 3<sup>nd</sup> St. The Senior Class whitewashed the streets for Homecoming. Everything went well with the whitewashing.

### Street Department Report

- 1. We got a few patches ready for oiling.
- 2. We swept the streets that were oiled and hauled the extra pea rock.
- 3. We installed a new drop inlet by Heath Smith's.
- 4. We installed a new drop inlet south of Builder's Cashway to pick up the water that backs up into town. (The new drop inlet is about 2.5 feet lower than the old inlet.)
- 5. We installed and lowered the culvert west of Miller Concrete. This will also help the area that floods from southeast of town.
- 6. We helped Hand County Highway oil 8 miles of road.
- 7. The bathroom/concession stand has been shingled. Thanks to Aaron and Joe Zeller!!!
- 8. We cut a few more trees that were hanging out over the streets.
- 9. We finish oiling a few streets and the rest of the patches around town.

### Water/Sewer/Airport Department Report

- 1. Dahme is done with the water & sewer on E 6<sup>th</sup> St., they will be moving to W 1<sup>st</sup> Ave. to replace the water line from Ron Rembold's to Phil Testerman's & then to Hand county Highway to work on the sewer.
- 2. Dahme's need to repair several areas where they took out the curb & gutter, lawn sprinklers & replant the grass before they leave.
- 3. Olson Construction is working W 2<sup>nd</sup> St. & W 1<sup>st</sup> Ave heading west towards rainbow bridge.
- 4. The Pool committee had a meeting last Monday with ½ attending due to MHS Coronation with very productive meetings. (chairwoman Meyer may have an additional report)
- 5. We had a few Scada Alarms in the last few weeks with lift stations & water booster station (all taken care of).
- 6. Brandon helped the Electric Dept. with a transformer replacement at the bird seed plant while Hayden was away.
- 7. Gordy helped street dept, with culvert replacement by cement plant.
- 8. Gordy & Brandon helped plant trees at the City Park.
- 9. Airport meeting was held on Wednesday, September 30 to discuss the 20-year plan.

### **Electric Department Report**

### **Finance Office Report**

- 1. Sales Tax see attachment
- Cindy and I have been working on the Chart of Accounts conversion which should be completed this week.
- 3. Christi has been working the CARES ACT Reimbursement for COVID-19 expenses.

Control of the second of the s	Sales Tax C	omparison	Mr. (2) (2) (2) (3) (4) (4) (4) (4) (4) (4) (4) (4) (4) (4
	2020	2019	\$75,000 to OHED
January	\$18,977.31	\$34,444.92	\$6,250.00
and the state of t	\$60,236.06	\$44,092.80	φο,230.00
February	\$9,437.05	\$24,204.24	\$6,250.00
	\$59,657.65	\$52,474.60	ψ3,200.00
March	\$7,011.30	\$7,654.69	\$6,250.00
	\$46,594.48	\$45,999.73	<i>y</i> 0, <i></i> 00.00
April	\$8,780.89	\$4,289.54	\$6,250.00
angan-ca Calabanah Amahan panggan-calaban ang kanggan dan kanggan kanggan kanggan kanggan kanggan kanggan kang	\$62,466.98	\$32,495.97	90,200
May	\$2,706.30	\$25,969.12	\$6,250.00
menomens entre alternative accessment anno entre discontinuation de description and a	\$67,272.84	\$62,158.14	<i>V</i> 0,2,000
June	\$2,015.23	\$10,928.49	\$6,250.00
NAME TO BE UNITED STATE OF THE	\$31,475.09	\$28,720.37	00,200.00
July	\$36,965.09	\$39,646.01	\$6,250.00
kondrassi kassi kansi kansa mendali ja mendalasi ki kansa kansa kansa kansa kansa kansa kansa kansa kansa kans	\$76,131.05	\$44,600.18	4.0,200.00
August	\$8,778.97	\$21,268.73	\$6,250.00
	\$59,824.46	\$53,497.39	<i>45,2300.</i> 00
September	\$9,623.97	\$7,230.24	\$6,250.00
applicable-langu Bruss-sale-al-la-saleui d-n espagatini. Yanninika-sula dila-la-las yan kanzizi sale assispan	\$69,856.86	\$58,602.77	
October			\$6,250.00
November	der jedy of Armeniyan dikungkan gerindi kanali kanali kana yang ang garang garang dan	and constructed that are arising symples remains an exempt of emphasizes the construction of the construct	\$6,250.00
December	asan sendukun erem odou oʻranos kasoʻred konumunin banasında ir hokimedir — elember (i	graphendig gjetirk o gjetira, amijorijantini Sirakjet (malerina). (190-19) avenut na hameglekertinini potenti	\$6,250.00

 Total
 \$637,811.58
 \$598,277.93
 6.61%

 up/down from last year
 \$39,533.65

### Gross Receipts Tax - Split Fund 211

E-1	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						
AND THE REAL PROPERTY OF THE P	\$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	\$754.80	\$150.96	\$603.84						
	\$2,779.46	\$555. <b>8</b> 9	\$2,223.57						
SEP	\$1,607.08	\$321.42	\$1,285.66						
L	\$2,708.45	\$541.69	\$2,166.76						
OCT		\$0.00	\$0.00						
l		\$0.00	\$0.00						
NOV	TO STATE OF THE ST	\$0.00	\$0.00						
		\$0.00	\$0.00						
DEC	Antonio	\$0.00	\$0.00						
		\$0.00	\$0.00						
	\$31,416.13	\$6,283.23	\$25,132.90						

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

	والاجر بالمستشر بسائمة فتفتار لبأنا أبالقات فالمتشيش بالمتناب المستهد المسارين	ear
Total	2,354.91	8.10%
City	470.98	8.10%
OHED	1,883.93	8.10%

Pay OHED through AP using expense code:	211-4651-4510	OHED 80% Check # Check Date	engerentatus, autorospaniskolosiskolo
		SEPT	1,285.66
		SEPT	2,166.76
			\$3,452.42

### RESOLUTION NO. 2020-16

The City of Miller is an equal apportunity employer.

### BE IT RESOLVED AS FOLLOWS:

WHEREAS, certain municipal personal property is no longer useful, necessary or suitable for municipal purposes;

WHEREAS, the sale of such property will financially benefit the municipality;

THEREFORE, BE IT RESOLVED that the following municipal property be declared surplus property to wit:

### Street Department

4 - 31x12x16.5 skid-steer tires
4 - 245 R X 16' tires
4 - 11 R X 22.5 tires
2" electric drill
2" impact pneumatic
Allis Chalmers mower sections
Fuel tank filter assembly
Roller bearings
2011 Gravely zero-turn mower 52" & grass bagger unit

### Electric Department

'94 Chevy ½ ton pickup with utility box
Scrap wire/metal pile
High-pressure sodium street light fixtures
Misc, electric supplies and materials
5 pairs bunny boots and overshoes
Battery charger
Power drill and circular saw
2-man berial bucket
2 underground cable locators
Air compressor pump
Lineman climbing and tool belts

Dated this 5 <sup>th</sup> day of October 2020.	
	Ronald Blachford, Mayor
(SEAL)	
ATIUST:	
Challe Case Change Officers	
Sheila Coss, Finance Officer	

### KOHLMAN, BIERSCHBACH & ANDERSON, LLP CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS ROY R FAUTH, CPA WILLIAM J BACHMEIER, CPA

117 E 3RD STREET • PO BOX 127 MILLER, SD 57362 605-853-2744 • 605-853-2745 (FAX)

WITH AN OFFICE IN MOBRIDGE, SOUTH DAKOTA

To the City Council of Miller and Sheila Coss Miller, South Dakota

During our audit of the basic financial statements of the City of Miller as of and for the two years ended December 31, 2019, we noted certain immaterial instances of noncompliance and other circumstances, beyond what was noted in our audit report, that we believe need to be brought to your attention so that appropriate action can be taken.

- 1. We recommend that the swimming pool cash be redeposited into the bank at the end of the season and taken back out at the beginning of the next season.
- We recommend a complete inventory be taken at least annually for all departments including the electric department. We noted the electric department did not prepare an inventory listing for either of the years under audit.
- 3. We recommend that an annual fixed asset listing be maintained for all departments, including electric, that has the purchase cost value of the items.
- 4. We recommend that the City adopt a capitalization policy.
- 5. We noted the surcharge was less than the 110% of debt service by \$1,725.91 in 2018 and \$2,318.43 in 2019 for the 2016 Drinking Water Bond Phase 1.
- 6. We recommend an operating transfer be made from the General Fund to the Capital Project Fund for the City's share of the airport improvement project.
- 7. We noted the following while testing random expenditures:
  - a. We noted in the February minutes, that the bills said february bills, but they were actually the January bills repeated, so the February bills never were listed in the

minutes.

- b. We were unable to tell from the health insurance bill which individuals were covered. Sheila obtained a listing of who was covered for 2019, but there was no listing for 2018.
- c. We noted that there were not receipts for all charges on the Agtegra account.
- d. We noted several individuals who did not have sign-up sheets on file for all the benefits they are enrolled in.
- e. We recommend that there be documentation for individuals who have their salary allocated amongst various functions to prove that the allocations are reasonable.
- f. We noted that the summer staff pay rates are not properly listed in the minutes. It is listed who is hired and what the pay rate is for each level of experience, but there is no documentation showing what level each employee is at, so the correct pay rate cannot be determined.
- g. We recommend that there be a policy regarding who is paid for the phone reimbursement and how much those people should be paid.
- h. We noted one employee who was paid at regular rate rather than overtime rate and was shorted \$227.36.
- i. We noted one employee whose overtime adjustment calculation did not use the correct pay rate in the calculation.
- j. We noted one employee who was hired but his name was never listed in the minutes as being hired. It just said an employee was hired in the minutes.
- 8. We noted the following while testing material expenditures:
  - a. We noted several vouchers not signed off on by the Finance Officer.
  - b. We noted a couple of vouchers not signed off on by a board member.
  - c. We noted that the bid amount listed in the minutes was not for the correct amount according to what the engineers had and the bid amount submitted. It was off \$63.

- 9. We noted that the 9-17-18 minutes were not published within 12 business days of the meeting.
- 10. We noted there were a few trivial budget overdrafts in 2018 in the General Fund.
- 11. We recommend the City obtain current financial statements from On Hand. The last year the City has on file is 2017.
- 12. The official newspaper and depositories should be listed in the minutes.
- 13. We noted the 2019 annual report was not filed with DLA in accordance with SDCL.

The above comments are intended as constructive suggestions to improve the City's accounting records and its compliance with regulations.

This letter is intended solely for the use of management and should not be used for any other purpose.

Thank you for your assistance during this audit.

Kallman, Reenselderch Barburnen, 120

August 20, 2020

### KOHLMAN, BIERSCHBACH & ANDERSON, LLP CERTIFIED PUBLIC ACCOUNTANTS

<u>PARTNERS</u> ROY R FAUTH, CPA WILLIAM J BACHMEIER, CPA

117 E 3RD STREET • PO BOX 127 MILLER, SD 57362 605- 853-2744 • 605- 853-2745 (FAX)

WITH AN OFFICE IN MOBRIDGE, SOUTH DAKOTA

To the City Council City of Miller Miller, South Dakota

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Miller for the two years ended December 31, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and Government Auditing Standards and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated March 12, 2020. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Miller are described in Note 1 to the tinancial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2018 and 2019. We noted no transactions entered into by the City of Miller during the years for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no significant

estimates made affecting the City of Miller's financial statements since they are on the modified cash basis of accounting.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management: Management has corrected all such misstatements. The following material misstatements detected as a result of audit procedures were corrected by management as noted by the attached summary of journal entries.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

we have requested certain representations from management that are included in the management representation letter dated August 20, 2020.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City of Miller's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts.

To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City of Miller's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

We were engaged to report on the schedule of expenditures of federal awards, the schedule of the City's proportionate share of the net pension liability (asset), budgetary comparison schedules and schedule of changes in long-term debt, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the modified cash basis of accounting, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

### Restriction on Use

This information is intended solely for the information and use of the City Council and management of the City of Miller and is not intended to be, and should not be, used by anyone other than these specified parties.

Ta Alman Lienox Albert Francheson, ald

Very truly yours,

August 20, 2020

### MILLER FIRE DEPARTMENT

105 West 1st Ave Miller SD 57362

Stave Reset, Fire Chief Scott Gibson, 2nd Assistant Chief

Ronald Hofflezer, Sr. 1st Assistant Chief James Waldrop, Secretary

David Blachford, Treasurer

Maskin Statement: The releaion of the MFD is to protect lives and properly from the hazards of fire, rescue emergencies. voltide accidents, and disuster attactions.

Dear fire safety neighbor,

Part of our job is to help the whole community know what to do in an emergency. We have always been called the fire department, but, we are the storm, the flood, the personal aid, and, the so on department. So, when we go to a workshop or a seminar, or, however we practice to keep sharp, we need to pass on as much to you and the children as we can. That is why it is a big deal when FIREPUP® stops in to help us select educational material for our children, and, for us adults, too.

The NATIONAL FIRE SAFETY COUNCIL, INC. a 501(c)(3) tax-exempt, non profit organization will provide a lot of choices, so, the material for our fire safety program is tailored to our local needs. We will start with fire safety coloring books and stickers for our little ones, and, keep it age appropriate as it reaches into things for us adults. And, the material is knowledge from experts. The thing is, we need your help. Here are some examples of what your money will do.

10 children @ \$30.10 --- 20 children @ \$60.20 --- 50 children @ \$150.50

And, because we appreciate your help, we will place you, or your business name, on all the work study manuals for this year. You can show your support for the FIREPUP® program by making your check payable to the NATIONAL FIRE SAFETY COUNCIL, INC. and, mail it to us, at the fire department.

YOUR N.E.S.C. CONTRIBUTION IS TAX-DEDUCTIBLE, AND, STAYS IN OUR COMMUNITY FOR OUR CHILDREN. Please accept our appreciation for getting on the team. Together, we are head to beat!

Yours in Safety,

Dave Blanchford, Treasurer

Miller Volunteer Fire Department

### Helms & Associates

PO Box 111

Aberdeen, SD 57402-

Tel: (605) 225-1212 Fax: (605) 225-3189 BOBB@HELMSENGINEERING.COM

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

### Invoice

Invoice Date: Sep 29, 2020

Invoice Num: 22368

Billing Through: Sep 26, 2020

MILLER AIRPORT ALP 8 AIP # 3-46-0035-010-2		Andrew Commencer and the second designation of the second designation				A. A	
PER AGREEMENT D	ATED 4/16/19	•	1.				
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### ESTIMATED ENGINEERING Preliminary Engineering & Design Services City of Miller's Transportation Alternatives Project

### DESIGN SERVICES DIRECT LABOR

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4: 3039 Airport Road, Suite A, PO Gox 21, Plenie: SO: 57501 R. (605) 224-1123 W: brosseng.com

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### WORK ORDER COMPLETION DATE: December 31, 2022

PROJECT SCHEDULE Preliminary Plans (60%) Submittal	April 30th, 2021
Environmental Review Completion	June 30th, 2021
Submit construction plans for DOT/FHWA review	July 30th, 2021
Submit construction plans for to bid letting for final QC/QA review	September 3rd, 2021
Submit final construction plans to Bid Letting (Ready Date)	January 29th, 2022
Work Order Expiration Date	December 30th, 2022

### cindy.deuter@cityofmiller.com

From: Alison Kiesz <alison@necog.org>

Sent: Friday, October 2, 2020 2:36 PM

To: Arlen Gortmaker; Doug DeBoer, handcohwy@yahoo.com;

assessor.handcoem@midconetwork.com; finance.office@cityofmiller.com; stlaw@live.com; finance@venturecomm.net; randdgonefishin@gmail.com; nikkirogers@live.com; The Miller Press; handcounty.custodian@gmail.com;

cindy.deuter@cityofmiller.com; jones33.jj@gmail.com; ron.hoftiezer@cityofmiller.com;

shirleyiunea@gmail.com

Cc: Lesleann Palmer

Subject: RE: Hand County Mitigation Plan Meetings

Thank you again for attending the mitigation meeting on Wednesday. We set the date for our next meeting for Wednesday, October 28 at 10:00 am. I will send a reminder when we get closer to that date. Below is an update for you to provide at your next commission/council/board meeting. Please read the update and ask for any comments or questions. You can also discuss critical structures and potential mitigation projects.

### Hand County Mitigation Meeting Update:

Members from Miller, Rec Heights, St Lawrence and Hand County attended a mitigation planning meeting at the Hand County Courthouse on September 30, 2020. Staff from NECOG led the meeting. Meeting participants discussed potential mitigation projects, current conditions, critical structures and recent developments for all jurisdictions in Hand County. The planning team will also be conducting a survey for residents in Hand County about mitigation. NECOG requested that participating jurisdictions (city and county officials) as well as members of the public provide information and/or comments about possible mitigation projects to be included in the plan. Written comments can be emailed to alison@necog.org or mailed to NECOG at 416 Production Street N., Suite #1, Aberdeen SD 57401.

From: Alison Kiesz <alison@necog.org> Sent: Friday, September 25, 2020 8:35 AM

To: Arlen Gortmaker <handcounty.em@live.com>; Doug DeBoer <auditor@handcountysd.org>; 'handcohwy@yahoo.com' <handcohwy@yahoo.com' ; 'assessor.handcoem@midconetwork.com' <assessor handcoem@midconetwork.com>; 'finance.office@cityofmiller.com' <finance.office@cityofmiller.com' <finance.office@cityofmiller.com>; 'stlaw@live.com' <stiaw@live.com>; 'finance@venturecomm.net' <finance@venturecomm.net'>; 'randdgonefishin@gmail.com' <randdgonefishin@gmail.com>; 'nikkirogers@live.com' <nikkirogers@live.com>; 'he Miller Press <news@themillerpress.com>; 'handcounty.custodian@gmail.com' <handcounty.custodian@gmail.com>; 'cindy.deuter@cityofmiller.com>; 'jones33.jj@gmail.com' <jones33.jj@gmail.com>; 'ron.hoftiezer@cityofmiller.com>; 'shirleyjunea@gmail.com' <shirleyjunea@gmail.com'

Cc: Lesleann Palmer < lesleann@necog.org>

Subject: RE: Hand County Mitigation Plan Meetings

### Hello.

I just wanted to remind everyone about the mitigation meeting next Wednesday, September 30 at 3:00 pm at the Miller Community Center. This meeting will build on the last one and we'll be specifically talking about critical structures in your communities and about planning and development. If you know of someone who would have valuable input, please encourage them to attend. We can also set up a Zoom link if someone wants to join via Zoom.

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See you Wednesday!

Alison



City of Miller 120 West 2nd Street Miller, SO 57362

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Schmucker, Paul, Nohr and Associates 2:00 Nurth Semborn Bird — PO Box 398

560-chell SD 57301 0398 Phone (605) 996-7761

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Schmucker, Paul, Nohr and Associates 2000 Nord Sambore Bind — FO Box 398 Muchel SD 573014/398 Phone (405) 996 (76) Fax (605) 996-0015

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CITY OF MILLER 120 WEST 2ND MILLER, SD 57362

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Schmucker, Paul, Nohr and Associates

DOX North Samborn Blvd -- PO Evo 308 Minchell SJD 57301-0398

Phone (605) 996-7781 GDO TOSSP-DESTAND Fex (V/S) 994-0015

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Schmacker, Paul, Nobr and Associates 2100 North Sanborn Bivd. - PC 86x 398 Mitchell SD 57301-0398 Phone (605) 954-7761

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

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ASSOCIATES
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Schmücker, Peui, Adhi and Associates 2100 North Senbary Bivd — PO Box 298

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Phone (605) 996-7750 www.spre-sessoc.com Fax (605) 996-0015

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RE: M15310:06WW MILLER PHASE!! RPR - WASTE WATER

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Schiebeker, Paul, Nohr, & Jasociates

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Schrideker, Paul, Nobrie pssociates 5,5000

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CERS & SURVEYORS SOCIATES

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Schmucker, Pass, Now and Associates 2100 North Satisborn E)vd — PO Box 39% Mileshell 513 57301-0398

Phone (605) 996-7761 #WW.Som-assections Fig (595) 598-0015

Havadae Case Sep 29, 2020 more dun

CITY OF WILLER 120 WEST 2ND NULLER, SD 57362

33kmg Through Sep 26, 2020

Billing period 8/30/2020 thra 9/26/2020 Propore pay request, stricts skup incurnes, construction staking, site visit, and effer project constituation CITY OF MILER 120 WEST 2ND MILLER, SD 57392 The state of the s

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Project Hame

Contract Amount

% Complete

Previously Billard

Amount Sue \$3,455.00

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MHLER PHASE III CONSTADMIN \$116,500.00 - WASTE WATER

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Schmidter, Paul, None Autociates

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

ENGINEERS & SURVEYORS

INVOICE

Schmucker, Pesk, Many and Associates 2100 North Surbon Blvd — PO Box 398 Witchell SD 57301-0398 Phone (405) 996-7761 Fax (595) 996-3015

Sep 25, 2929 icyoica Num 22295

WWW.SQN-955GC.COT

Billing ported 6/27/2020 thin 9/26/2020 Prepare pay vequest, site visit; review stop drawings; and other project coordination.

HELLY SE MULLER PHASE DI CONST ADMÉN \$71,509.00 Project Name Contract Amount % Complete Previously Silied 1A 2P \$2,860.90 Amount Due 8715.83

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Schrödiger, Paul, Nohr & Apprietes

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Becount is paid in full.

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Complete Service and

ENGINEERS & SURVEYORS CITY OF MILLER 120 WEST 2ND MILLER, SD 57302

Schmucker, Pasil, Noir and Associates

2100 North Services Blvd — PO Bas 398 Mijchell SD 57301-8398 Phone (603) 995-7761 WWW.Spiz-BSSOu.com Fax (605) 395-9015

EMPOICE And the conference of the contract of the cont invoice Deip (rvoice Nam Sep 29 2020 (rvoice Nam Sep 29 2020 (rvoice Nam

Prepare pay regress; review stop analysiss; construction making and other project poordination.

Total Assubbit Dan

M15318:0588 Project #D

KILERIYEKE EL CONSTAUMIN \$44,160.00 - STORK VALER

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Project Maine

Contract Amount

% Complete Freshously Billed

Amount Ose \$1,323.00

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Schrunger, Paul, Noty & Ageociaces

Dated this of day of Apple 5120.22

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I decise and affirm under the penathex of perjury that this claim has been examined by one, and to the best of my knowkeyize and belief, is to all things

VERHEATION OF CLAIM

Due upon receipt. Overdue accounts will be assessed a 1.5% monthly finance charge from the date of शिक्षिक्ष असी देख eccount is paid in 15%.

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# Contractor's Application For Payment No.

21 TeV 1

		STOCKED TO SEE STOCKED
THE TAX PROPERTY OF THE PROPER	Application Period.	Application Date:
TO SERVICE OF THE SERVICE	August 23, 2020 TO September 26, 2020 September 30, 2020	Edi September 39, 2020
(To (Owner):	From (Contractor)	Vie (Engineer)
City of Miller	Dahme Construction Co	SPN & Associates
Project:	Contract	Engineer's Project No.:
Phase 2 Utilities Improvements	Bid Schedules A - B	14842

## APPLICATION FOR PAYMENT

By:	(3) All the Work covered by this Application Contract Documents and is not defeative.	at time of payment free and clar encumbrances (except such as indemnifying Owner against an	(2) Title to all Work, materials at otherwise listed in or covered by	(1) All previous progress payme done under the Contract have b legitimate obligations incurred in the contractions for Payment.	CONTRACTOR'S CERTIFICATION The undersigned Contractor certifies, is	NET CHANGE BY S	S 1410.	****	in management			L			Four \$	Three \$	\$ 0w1	One \$	Number	Approved Change Orders	C
Date	and (3) All the Work covered by this Application for Peyment is in accompance with the Contract Documents and is not defective.	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).	(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by hits Application for Payment, will pass to Owner.	(i) All previous progress payments received from Owner on account of violations done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior and the contraction.	CONTRACTOR'S CERTIFICATION The undersigned Contractor certifies, to the test of its knowledge, the following:	461,436.86	451,436.86	┷┼		And the state of t			A ANN THE PERSON NAMED IN COLUMN TO A STATE OF THE PERSON NAMED IN COLUMN TO A		3,803.00 }	254,238.57	171,015.19	32,320.10	Additions Deductions	-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1	Change Order Summary
Funding Agency (if applicable)	Approved by:	(i. na 8 or other a	(Engineer) \$ 280,317.04	(Line 8 or other attach explanation of other amount) is recommended by:	Payment of: \$ 280,317.04	9. BALANCE TO FINISH, PLUS RETAINAGE (Total Contract Price Less Line 5c above)	8. AMOUNT DUE THIS APPLICATION	7. PREVIOUS PAYMENTS (Line 6 from prior Application)	S. AMOUNT ELIGIBLE TO DATE (Line 4d-Line 5c)\$	c. Total Retainage (Line 5a + Line 6b)\$	b. %x\$ Work & Materials	a. 10 % x \$ 4,587,190 Work & Materials	5. RETAINAGE:	d. (Total Value of Work completed and Material Stored to Date)\$	c. Value of Non-Conforming Work	b. Total Material Remaining in Storage	4 a. Total Completed to Date	3. Current Contract Price (Line 1 ± 2)	2. Net change by Change Orders	1. ORIGINAL CONTRACT PRICE	
(⊃ate)	(Jale)	And the state of t	(Date)	Language Company		423,008.94	280,317,04	4,127,072.87	4,407,389.91	489,709.99		489,709.99		4,897,099.90		45,073.53	4,852.026.37	4,830,398.85	467,436.85	4,358,961,99	

PAGE 1 OF 17

	Contractor's Application	lication For Payment No.	OWI
THE REPORT OF THE PROPERTY OF	Application Period:	Application Date:	
SECTION SECTIO	August 29, 2020 TO September 28, 2020 September 30, 2028	20 September 30, 2028	
(To (Owner):	From (Contractor):	Via (Engineer)	li ana
City of Miller	TLC Olson Const LLC	SPN & Associates	222423300
Project:	Contract	Engineers Project No.:	
Phase 3 Utility Improvements	Bid Schedules A	35 53 53 50	
Transfer of the state of the st	ANAMASS.		

## APPLICATION FOR PAYMENT

By:	(3) At the Work covered by this Application Contract Documents and is not defective	encombrances (except such indemnifying Owner against	(2) Title to all Work, material otherwise listed in or covere	done under the Contract has legitimate obligations incurn Applications for Payment	CONTRACTOR'S CERTIFICATION The undersigned Contractor certifies, it		CHANGE ORDERS	ZET OHANOE BY	(C) ALO	~~~											Mumber	Approved Change Orders	
	(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	s une or payment her end blear to all bests, security menters, and encombrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances);	(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 of the past of	(i) All previous progress payments received to the Center of account or From 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.	CONTRACTOR'S CERTIFICATION The undersigned Contractor certifies, to the best of its knowledge, the following:  (1) A transfer of the contractor of the contr			,	1												Additions		Change Order Summary
Date:	is in accordance with the	coeptable to Owner oceptable to Owner arest, or encumbrances);	ed in said Work, or ment, will pass to Owner broats and	on awards for from to discharge Contractor's rk covered by prior	nowledge, the following:				49	<b>*</b>											Deductions		
	Approved by:	is approved by:	Payment of: \$	is recommended by:	Payment of: \$	10. GITY DEDUCTION FOR BILLING OF WATER (This	(Total Contract Price Less Line 6c above)	9. BALANCE TO FINISH, PLUS RETAINAGE	8. AMOUNT DUE THIS APPLICATION	7. PREVIOUS PAYMENTS (L	S. AMOUNT ELIGIBLE TO DATE (Line 4d-Line 5c)	c. Total Retainage (Line	b. %×\$	a. 5 % x \$ 437	5. RETAINAGE:	d. (Total Value of Work con	c. Value of Non-Conforming Work	b. Total Material Remaining	4 a. Total Completed to Date	3. Current Contract Price (Line 1 ± 2)	2. Net change by Change Orders	1. ORIGINAL CONTRACT PRICE	•
Funding Agency (if applicable)	(Ouner)	(Line 8 or other-stadin explanation of other emount)	(Enginser) 125,319.72	(Line 8 or other-ettsch explanation of other amount)	125,319.72	SILLING OF WATER (This Period) \$		US RETAINAGE	CATION\$	7. PREVIOUS PAYMENTS (Line 8 from prior Application)	NTE (Line 4d-Line 5c)\$	c. Total Retainage (Line 5a + Line 5b)	Work & Westerlais \$	437,997.96 Work & Materials \$		(Total Value of Work completed and Material Stored to Date) S	g WorkS	Total Material Remaining in Storage\$	6	ne 1 ± 2)	de78		,
sie)	**Company 1	otter amount)	A CANADA	other amount)	ADDRESS AND ADDRES									20000000 210000 0000000			N TO SEE SEE SEE SEE SEE SEE SEE SEE SEE SE			A STATE OF THE STA		AND THE PROPERTY OF THE PROPER	
(Date)	(Cate)	THE PARTY OF	(Cere)				6,058,722.84		125,319.72	290,692.84	416,012.56	21,895.40		21,895.40		437,907.96		190,492.46	247,415.50	5,474,735.40		5,4/4,/35.40	

EJCDO® C-620 Contractor's Application for Payment
© 2013 National Society of Professional Engineers for EJCDC. All rights reserved.

## LAGOON FARMLAND BID OPENING SEPTEMBER 25, 2020 @ 3:00 P.M.

An extension of the contract o				
				Total Bid
				Price per Acre
BIDDER #8	BIDDER #7	BIDDER #6	BIDDER#5	
			\$3,750.00	Total Bid
			x 170.67	Price per Acre
			Harcell Bros.	
BIDDER #4	BIDDER #3	BIDDER #2	BIDDER #1	

	manner of an artificial and the second secon	
	BIDDER #9	BIDDER #10
Price per Acre		
Total Bid		

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## AIRPORT HAY LAND BID OPENING SEPTEMBER 25, 2020 @ 3:00 P.M.

	BIDDER #1	BIDDER #2	BIDDER #3	BIDDER #4
	Telkano Family Heldingslich Bruce + Eur + Telkano	Art Wenzel		
Price per Acre	\$ C.C. a a	*51, 36		
Total Bid	511,660.00	\$ 10,888.32		
	RIJONER #5	BIDDER#6	SIDYER#7	BIDDEN #8
	BIDDER #5	BIDDER #6	SIDBER#7	BIDDER #8
Price per Acre				
Total Bid				

Price per Acre

BIDDER #9

BIDDER #10

Total Bid



120 W 2<sup>ND</sup> ST Miller SD 57362 Phone: (605) 853-2705 Fax: (605) 853-3617

finance.office@cityofmiller.com

The City of Miller is on equal opportunity employer

October 6, 2020

Wells Fargo Mark Birkholz 600 S 4<sup>th</sup> Street Minneapolis MN 55415 MAC N9300-060

To Whom is May Concern:

The City of Miller is optionally calling for redemption of our Series 2010A Bonds per Section 3-4 of the City of Miller, South Dakota Taxable Electric Revenue Bonds effective December 1, 2020.

The City of Miller has appreciated the working relationship with Wells Fargo for the past ten years.

Sincerely,

Ronald Blachford Mayor