

**AGENDA
CITY OF MILLER
MONDAY, OCTOBER 17, 2022
7:00 P.M.**

The City of Miller is an equal opportunity employer.

Call to Order

Pledge of Allegiance

Approval of Agenda

Approval of Minutespgs. 1 - 4

Public Input

Unfinished Business

1. Hire Police Chief

7:30 Public Hearing

Liquor License Transfer: Redneck Paradise to Milan, Inc. dba Pump & Pak

New Business

1. Donation Requests
2. Resolution No. 2022-15 – Contingency Fund Transferpg. 5
3. Ordinance #735 – Budget Supplement.....pgs. 6
4. SDSU Training Opportunitiespg. 7 - 9
5. Game, Fish and Parks Grant.....pg. 10
6. Building Permit: Patrick McCarty – fence

Executive Session

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

7. Employee Wages

Correspondence

MicroFix, Inc.....pg. 11

Approval of Bills

Adjourn

Public comments are welcomed during public input, but no action can be taken by the Council on comments received at this meeting. Anyone wishing to have the Council vote on an item should call the Finance Office at 853-2705 by 5:00 p.m. on the Wednesday preceding the next scheduled meeting to be placed on the agenda.

**CITY OF MILLER
CITY COUNCIL MEETING
OCTOBER 3, 2022**

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, October 3, 2022.

MEMBERS PRESENT: Mayor Ron Blachford, Aldermen: Tom McGough, Jim Odegaard, Mike Wetz, Joe Zeller, and Alderwomen: Susan Hargens and 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 Alderman Zeller to approve the agenda as amended. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Zeller, seconded by Alderman Wetz to approve the minutes for the regular meeting held on September 19, 2022. All members voted aye. Motion carried.

PUBLIC INPUT

Shannon Speck stated that he has enjoyed his 3½ months of retirement and his new job as a code enforcer that he finds challenging and rewarding. He misses the police department. Speck stated that he wished to explain to the public and the council the reason for only giving a two week notice and how working into July would have affected his retirement. He originally hoped to work until July 15 but that would have cost him several thousand dollars a year on his retirement payments. He offered his services to fill in as a parttime officer until the department is at full staff. He would not require any training, wages would be substantially less, and there would be no cost for benefits. He would also be available by this weekend to fill in as necessary.

Tom McGough thanked the council for the opportunity to serve on the council again and thanked Gale Auch and Will Jones for stepping up to offer to fill the vacant position as well.

DEPARTMENT HEAD REPORTS

Alderman McGough thanked Ron Hoftiezer for the mat that was put on his street. It appears to be holding up well. Jim Henson stated that he has visited with Officers Ames and Henrickson and the three of them would like to recommend Shannon Speck for the temporary officer position. Ron Hoftiezer mentioned that the dump station at the park will be winterized this week as it is supposed to freeze later in the week.

UNFINISHED BUSINESS

Camping in the Park Alderwoman Lichty explained the committee recommendations for camping in the park. The committee recommends that campers can stay in the park for up to 3 days for a free will donation. Additional days will be charged \$27.00/day. They hope to implement a self-check in process. The park manager will be in charge with assistance from the police and street department. Ordinances will be prepared for a future meeting.

PUBLIC HEARING

A public hearing was held at 7:30 for a liquor license transfer. Motion by Alderwoman Lichty, seconded by Alderman Odegaard to approve the on-sale liquor license transfer from On Hand Economic Development to Pat's Place dba Sommers. Five ayes, Alderman Zeller abstained. Motion carried.

NEW BUSINESS

Camden Hofer – SPN Agreement Amendment: Motion by Alderman Zeller, seconded by Alderwoman Hargens to approve the SPN Engineer Agreement Amendment for an additional \$68,000 for Phase III engineering costs. All members voted aye. Motion carried.

John Dunlop – Golf Course Fishing Dock: John Dunlop, GFP, was present to ask permission to create a public access and to stock fish at the golf course lake. The city was okay with this request; however, Alderman Zeller asked that he obtain permission from the golf course board before proceeding. Eventually, Dunlop would like to build a fishing dock similar to Lake

Louise's handicapped dock which would require matching funds (via in-kind work) from the city.

Water/Wastewater Project Pay Requests: Motion by Alderwoman Hargens, seconded by Alderman Wetz to approve SPN Phase III invoices 27018-27023 for a total of \$42,669.15. All members voted aye. Motion carried. Motion by Alderwoman Lichty, seconded by Alderman Odegaard to pay **TLC Olson Construction, LLC** Payment No. 18 for \$149,637.42. All members voted aye. Motion carried. Motion by Alderman Odegaard, seconded by Alderman McGough to approve **TLC Olson Construction, LLC** Change Order No. Five. All members voted aye. Motion carried.

Kecia Beranek – OHED Quarterly Report: Kecia gave the Twitter version of the OHED happenings for the previous quarter. The volunteer board meets monthly at 7:00 a.m. They currently have 10 loans out for \$640,000. They have used half of the allotted funds for the employee recruitment program. She has conducted business visits; they are looking for more property for another industrial park, but they need at least one interested buyer to qualify for grants. The housing grants funds have been put on hold until 2023. They have a new fundraising idea planned for February 10, 2023, details to follow. Mike Beaner asked what they are doing to keep people in town for shopping when the dentist, concrete plant, and Builders Cashway are all in danger of closing. They are attempting to promote these business opportunities.

Mayoral Appointments: Motion by Alderman Wetz, seconded by Alderman Odegaard to approve replacing Alderman Swartz with Alderman McGough on the 2022 Mayoral Appointments. Five members voted aye; Alderman McGough abstained. Motion carried.

Resolution No. 2022-14 - Surplus Property: Motion by Alderman McGough, seconded by Alderman Wetz to approve Resolution No. 2022-14 to surplus city property. All members voted aye. Motion carried.

Removal Permit: Motion by Alderwoman Hargens, seconded by Alderman Wetz approve the removal permit for Tom Schmeidler to remove Thiel's Body Shop, the trailer house, and the trees on the property to prepare it for building. All members voted aye. Motion carried.

Utility Rate Studies: Dustin Graham explained that WAPA will be increasing our rates effective January 1, 2023. Dustin and Sheila Coss have been working with Blair Metzger, DGR, and Kelly Dybdahl, Heartland to adjust the electric rates to cover the costs. Motion by Alderman Wetz, seconded by Alderman McGough to accept the recommended rate changes to be effective with March 2023 usage. All members voted aye. Motion carried. Sheila Coss worked with Jackie Luttrell, Midwest Assistance Program Inc. and Terry Manning on the water and sewer rates. Jackie recommended an increase of 25 cents/1000 gallons for water along with charging all properties the base rate for water and sewer year-round. Motion by Alderman McGough, seconded by Alderman Wetz to accept the water rate changes effective with January 2023 usage. All members voted aye. Motion carried. Motion by Alderman Wetz, seconded by Alderman Odegaard to accept the sewer rate change suggestion effective with January 2023 usage. All members voted aye. Motion carried.

Special Event Liquor License: Motion by Alderman Odegaard, seconded by Alderwoman Lichty to approve the special event liquor licenses for Willie's Bar and Grill to serve alcohol at the community center on October 15, October 17, and October 29, 2022. All members voted aye. Motion carried.

EXECUTIVE SESSION: Motion by Alderman Zeller, seconded by Alderwoman Hargens to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 9:12 p.m. All members voted aye. Motion carried. Mayor Blachford returned the meeting to regular session at 10:59 p.m.

Hire Police Chief: Motion by Alderman Wetz, seconded by Alderwoman Hargens to set up second interviews for the police chief position. All members voted aye. Motion carried.

Hire Temporary Police Officer(s): Motion by Alderman Wetz, seconded by Alderwoman Lichty to contact three individuals about working as a temporary police officer for \$25.00/hour with no benefits. All members voted aye. Motion carried.

Employee Wages for 2022 and 2023: Motion by Alderman Zeller, seconded by Alderman Wetz to table and defer the wages to the Finance Committee for recommendation. All members voted aye. Motion carried.

Approval of Bills: Motion by Alderwoman Hargens, seconded by Alderwoman Lichty to approve the bills for payment. All members voted aye. Motion carried.

Motion by Alderman Odegaard seconded by Alderman Wetz to adjourn the meeting. There being no further business, the meeting was adjourned at 11:04 p.m. All members voted aye. Motion carried.

Ronald Blachford, Mayor

Sheila Coss, Finance Officer

LEGAL NOTICE OF RECEIPT

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Bills October 2022 (1)

BDS	Garbage	350.00
Builders Cashway	Supplies	62.73
City Utilities	Utilities	8,686.13
CNH Industrial Capital	Supplies	428.00
DGR Engineering	Prof Fees	2,555.25
Donlin Building	Supplies	142.11
Fastenal	Supplies	50.02
Flint Hills	Asphalt Material	7,241.98
Graham, Dustin	Reimb	108.00
Letsche, Devin	Reimb	108.00
Mack Metal Sales	Supplies	570.00
Northwest Pipe	Supplies	5,570.77
Oakley Farm & Ranch	Supplies	13.39
OHED	80% BBB	4,154.52
Orv's Yard Service	Service	338.90
Postmaster	Postage	616.00
SD Fed Property	Supplies	77.25
SDML	Registration	100.00
Share Corp	Supplies	515.12
Sign Solutions	Signs	374.81
SPN	Prof Fees	42,669.15
TLC Olson Construction	Ph.III Construction	161,541.52
Twin Valley Tire	Repairs	152.99
US Bank	Loan	18,165.39
Wesco	Supplies	726.33
	Accounts Payable Total	<u>\$255,318.36</u>

Payroll Salary plus

Benefits by Department:		9/29/2022 & 9/30/2022		
Department		w/o OT	OT	Total
41101	COUNCIL	2,578.24	0.00	2,578.24
41402	FINANCE OFFICE	2,626.79	0.00	2,626.79
41902	BUILDING	346.82	0.00	346.82
42101	POLICE	7,087.60	4,131.84	11,219.44
43101	STREET	7,285.27	161.22	7,446.49
43201	SEWER	4,904.32	313.13	5,217.45
43305	WATER	4,904.25	313.12	5,217.37
43403	ELECTRIC	8,273.45	116.22	8,389.67
45202	PARK	517.36	0.00	517.36
		<u>\$38,524.10</u>	<u>\$5,035.53</u>	<u>\$43,559.63</u>

**CITY OF MILLER
CITY COUNCIL MEETING
OCTOBER 11, 2022**

The City of Miller is an equal opportunity employer.

The City Council met in special session at city hall at 7:00 p.m. on Tuesday, October 11, 2022.

MEMBERS PRESENT: Mayor Ron Blachford, Aldermen: Tom McGough, Jim Odegaard, Mike Wetz (via phone), Joe Zeller, and Alderwomen Susan Hargens, 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 Alderman Zeller to approve the agenda. All members voted aye. Motion carried.

PUBLIC INPUT

Mayor Blachford passed out his suggestions for employee raises and explained that we are running out of time to make a decision as committee recommendations take 2 meetings and there is not enough time before the required ordinance reading at the first meeting of November.

NEW BUSINESS

EXECUTIVE SESSION: Motion by Alderwoman Hargens, seconded by Alderman Odegaard to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 7:05 p.m. All members voted aye. Motion carried. Mayor Blachford returned the meeting to common council after conducting interviews for the police chief at 10:06.

Motion by Alderman McGough, seconded by Alderman Wetz to make an offer of \$27.00/hour with a \$1.00 increase upon passing the 6-month probationary period to their first-choice applicant.

Motion by Alderwoman Lichty, seconded by Alderman Zeller to adjourn the meeting. There being no further business, the meeting was adjourned at 10:20 p.m. All members voted aye. Motion carried.

Ronald Blachford, Mayor

Sheila Coss, Finance Officer

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RESOLUTION NO. 2022-15

The City of Miller is an equal opportunity employer.

WHEREAS insufficient appropriation was made in the 2022 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

42201 42801 Utilities	\$2,000.00	Fire Hall
45103 42801 Utilities	\$2,500.00	Pool

Adopted the 17th day of October, 2022.

Ronald Blachford, Mayor

(SEAL)

ATTEST:

Sheila Coss, Finance Officer

ORDINANCE #735

The City of Miller is a n equal opportunity employer.

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

42901	42901	\$61,625.00	Civil Defense - Flood Study
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Source of Funding

33100	33100	\$61,625.00	FEMA Grant
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211 - Gross Receipts

46501	45101	\$8,000.00	Community Center
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Source of Funding

31000	31000	\$10,000.00	Sales Tax Earned
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501 - Capital Improvement

43501	43301	\$16,213.39	Ariport Project
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Source of Funding

39000	33100	\$15,360.05	Federal Grants
39000	33400	\$853.34	State Grants

Ronald Blachford, Mayor

ATTEST:

Sheila Coss, Finance Officer

(SEAL)

Record of Votes:

Alderwoman Hargens -
Alderwoman Lichty -
Alderman Wetz -
Alderman Odegaard -
Alderman Zeller -
Alderman McGough -

First Reading: October 17, 2022

Second Reading: November 7, 2022

Adoption: November 7, 2022

Publication: November 12, 2022



**SOUTH DAKOTA
STATE UNIVERSITY**

South Dakota Colleagues:

Greetings from the South Dakota State University Extension Community Vitality team. We hope you are all enjoying the start of your autumn. It is hard to believe the beginning of 2023 approaches!

The purpose of this letter is to share the services and educational opportunities the Community Vitality team provides to South Dakota organizations and communities.

As you will find in the enclosed brochure, the mission of our team is "To inspire South Dakotans to create vibrant communities". We do this through utilizing a national network of resources, backed by Extension experiences, research, and data. These tools are used to build capacity in leaders, offer continuous learning opportunities, and provide coaching to South Dakotans and their communities.

Through that mission, our programs fall into 3 main categories:

- Creating Vibrant Places
- Energizing Leaders
- Strengthening Businesses

Finally, in the coming weeks registration will begin for the November South Dakota Remote Works class. Through this course we teach practical skills to South Dakotans working or desiring to work remotely. Remote work will continue to be a prominent issue and tool in workforce development, and this course certifies potential employees. The deadline for registering for the November class is October 25, and information can be found online at extension.sdstate.edu/south-dakota-remote-works.

We are a resource available to all South Dakotans and would be happy to engage and support your community. Don't hesitate to contact one of our team today!

Warmest Regards,

Kari O'Neill

Community Vitality Program Manager
(605) 685-6972
Kari.Oneill@sdstate.edu

Kara Harders

Community Vitality Field Specialist
(605) 882-5140
Kara.Harders@sdstate.edu

Peggy Schlechter

Community Vitality Field Specialist
(605) 394-1722
Peggy.Schlechter@sdstate.edu

Joshua Hofer

Community Vitality Field Specialist
(605) 995-7379 C: (605) 323-7641
Joshua.Hofer@sdstate.edu



Our Mission

We inspire South Dakotans to create vibrant communities.

Our Vision

SDSU Extension Community Vitality is a prominent leader in empowering South Dakotans with the motivation, knowledge, and skills to create stronger communities.

Our Programs

ENERGIZING LEADERS

Building Highly Effective Boards

Strong board leadership can be the difference between the success and failure of core community organizations, such as schools, churches, non-profits and more. Sessions are designed for organizations looking to strengthen and empower existing board members, while also being a resource for onboarding new board members. Choose from seven modules that span a range of topics requested by South Dakota communities:

- Board Fundamentals: Roles & Holding Effective Meetings
- Compelling Storytelling & Mission-Driven Fundraising
- Finding, Engaging, & Strengthening Board Members
- Strategic Planning for Boards
- First Class Group Dynamics – Trust, Ethics, & Conflict
- Technically Speaking: Understanding Procedure & Legal Fundamentals
- Core Financial Concepts for Nonprofit Boards

Inspiring Leaders

People with passion and a desire to influence change in their organization or community will benefit from the variety of 2-hour sessions we offer to build leadership skills. Groups can choose from the following sessions:

- Identifying Personality Styles
- Working Across Generations & Cultures
- Critical Thinking & Questioning
- Ethical Leadership
- Conflict Management
- Successful Team Building
- Visioning for the Future
- Building Emotional Intelligence

CREATING VIBRANT PLACES

Marketing Hometown America

Marketing Hometown America is a community engagement program that empowers communities to create a vision to attract residents. This process generates dialogue that moves people toward action and can be the spark to help a rural community look at itself in a new way. Marketing Hometown America helps gather a variety of ideas through a community kickoff, four small-group gatherings and an action forum. We provide community coaching and accountability as action teams take ideas to action.

Strategic Planning

Organizations need a clear and solid direction that leaders can share with stakeholders and constituents. We use Appreciative Inquiry to focus on your organization's strengths and how to build on them, providing a path to setting SMART goals that can be achieved. You will receive a completed plan that has realistic actions to lead your group to success.

Writing Your Future: Grant Writing Workshops

Writing a grant application can seem like a daunting task, especially for those new to grant writing. We offer a full day program designed to build capacity in individuals as they seek grant funds for community projects. Attendees learn the steps to successful grant writing and get tips from funders to improve chances of receiving grant funding.

STRENGTHENING BUSINESSES

Small Business Basics

Current and potential business owners complete or update a business plan and develop valuable contacts to give their business a boost. This 6-session workshop series consists of topics based on the needs of entrepreneurs in your community. Examples of session topics include:

- Planning for Success
- Business Planning Tips & Resources
- Risk Management: Business Structures/Insurance
- Marketing/Using Social Media
- Human Resources
- Pricing Products & Services
- Customer Service
- Business & Community Networking
- Innovation Sessions
- Financing Options & Resources

SD Remote Works

This program is designed to equip workers with tools and skills needed to work as a remote worker, freelancer, or entrepreneur. The Master Remote Work Professional certificate course is a 1-month specialized training which combines online work with interactive workshops. Remote work may provide rural communities with options needed to bring young people back to their hometown. Instead of moving to urban areas for career opportunities, they can live in, work in and contribute to your community. And those people often bring a spouse that can fill jobs in the community too!

Agritourism

Are you interested in inviting members of the public to participate in agriculture related activities for recreational, entertainment or educational purposes? We assist farm/ranch operators in exploring and developing agritourism enterprises to diversify their operations. We also facilitate group and community conversations in developing agritourism trails or hubs.

Local Foods Systems

We help communities develop successful local foods projects such as community gardens, farmers markets, or cooperative marketing efforts. We meet with you to research community needs and potential markets, gather the right people to the project, and develop strategies to create sustainable projects that provide fresh, local food to your area.

Our Team

Kari O'Neill
Kari.Oneill@sdstate.edu
(605) 690-8820

Peggy Schlechter
Peggy.Schlechter@sdstate.edu
(605) 394-1722

Kara Harders
Kara.Harders@sdstate.edu
(605) 882-5140

Joshua Hofer
Joshua.Hofer@sdstate.edu
(605) 995-7378

ENERGIZE!

Exploring Innovative Rural Communities Conference

The Energize conference is for and about rural communities, held annually (usually in May) in a community with a population of less than 5000. In addition to an amazing keynote speaker, you will participate in breakout sessions featuring rural community and business success stories from right here in South Dakota. You will also have time for networking and for meeting with exhibitors who are resource providers for South Dakota communities and businesses.

Energize is for everyone who lives in, works in, or is connected to a rural community and wants to be involved in making rural communities stronger. It's called Energize because we are confident you will head home energized to lead your community to success.

SDSU Extension Community Vitality facilitates Energize while rural communities apply to host. Previous Energize conferences have been hosted by De Smet, Lemmon, Milbank, and Fort Pierre. Yes, big things do happen in small towns! The dates and location of the 2023 Energize conference will be announced late November so you can put it on your calendar. You don't want to miss it!

"Home Starts Here"
Coming Soon!



The Home Starts Here podcast seeks out individuals, businesses, and ideas that are sparking vibrant communities in South Dakota. Each month we'll sit down with one, or several, rural changemakers, striving to understand their place in their local ecosystem, the barriers they've encountered, and how they transformed ideas into action in their communities.

Price List 2022-23

We are pleased to offer funding support opportunities to South Dakota communities and organizations. Due to the generous support of the Bush Foundation through the Ecosystem Grant, we can bring our programs to you at grant supported prices through December 31, 2023. Need a program that isn't on this list? Visit with us to learn more.



**BUSH
FOUNDATION**

Program	Base Price	Grant Supported Price
Building Highly Effective Boards	\$175/module	\$125/module
5 Modules @ 2 hours each		
1 Module (Strategic Planning) @ 4-8 hours	See below	
Facilitation	\$175	\$125
Do you need a meeting facilitator? Talk to us!		
1-3 hours		
Grant Writing Workshop	\$500	\$375
6 hours / *10 participant minimum		
Inspiring Leaders	\$175/module	\$125/module
*10 participant minimum		
Marketing Hometown America	\$1500	\$700
Includes trainings and community coaching throughout program		
SD Remote Works	\$250	\$125 (Call for scholarship code.)
Small Business Basics (includes many business resource materials)	\$2400	\$1500
6 sessions @ 3 hours each / *12 participant minimum / 25 participant maximum		
Individual sessions may be offered upon request.		
Strategic Planning		
4-hour goal/strategy session	\$450	\$250
8-hour full scope planning	\$600	\$500
Focus groups	\$150/group	\$125/group

Updated Sept. 27, 2022



SOUTH DAKOTA DEPARTMENT OF GAME, FISH AND PARKS

523 EAST CAPITOL AVENUE | PIERRE, SD 57501

October 4, 2022

Sheila Coss, Finance Officer
City of Miller
120 W 2nd Street
Miller, SD 57362

Dear Sheila,

Thank you for applying for federal Land & Water Conservation Fund (LWCF) grant assistance for the Miller Municipal Swimming Pool project. We appreciate your desire to improve outdoor recreation opportunity in your community and your interest in the LWCF grant assistance program.

The Department of Game, Fish and Parks received 28 applications which requested over \$3.09 million in grant assistance. Fifteen projects were funded for a total of \$1,142,511 in federal grant assistance.

Unfortunately, your project was not recommended for funding. We are hopeful that the LWCF grant assistance program will be available again next year; we invite you to submit another application at that time. Good luck with your outdoor recreation development plans and projects.

Outdoor recreation is an important asset to the quality of life in communities across our state which people of all ages can enjoy. If you have any further questions or comments, please feel free to contact Randy Kittle at 605.773.5490.

Sincerely,

Scott Simpson, Director
Division of Parks and Recreation

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MicroFix, Inc.

Computer Sales • Service • Hardware • Networking

This letter is to inform you that after 35 years MicroFix will be going out of business on October 14th, 2022.

The main thing we are going to miss is visiting with all the loyal customers and friends we have made over the years. Don started MicroFix in 1987 and Bern joined in 1993. We've seen a lot of changes in the computer business over the years and have met a lot of great people.

Going forward Chris Anderson and the guys at CommTech will be able to take care of all your new computer needs and any service work that needs to be done. They have just moved to 2510 E. Irwin Street, right on the truck bypass across from Ashley Furniture. Their phone number is 224-4066.

Thank you for all your business over the years.

Don Hoepfer

Bern Smith

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