

AGENDA
CITY OF MILLER
MONDAY, OCTOBER 19, 2020
6:30 P.M.

The City of Miller is an equal opportunity employer.

Call to Order
Pledge of Allegiance
Approval of Agenda

Executive Session

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

Approval of Minutes pgs. 1-5

Public Input

New Business

1. Shirley Hofer – Law Enforcement
2. Roger Haberling – Ball Park
3. Kecia Beranek – Quarterly Report
4. Special Event Liquor License – On Hand Development Corp
5. Building Permit – Heather Odden - house
6. Final Documents – Harold K Scholz pg. 6
7. Final Payment – Harold K Scholz \$72,900.79 pgs. 7
8. Airport Grant Pre-Applicaition pg. 8
9. Ordinance No. 713 – Electric Ratespgs. 9-10
10. Safe Room O & M Manual
11. Building Permit Changes
12. Code Enforcement
13. Electric Transformers

Approval of Bills
Adjourn

**UNAPPROVED
CITY OF MILLER
CITY COUNCIL MEETING
OCTOBER 5, 2020**

The City of Miller is an equal opportunity employer.

The City Council met in regular session at city hall at 7:00 p.m. on Monday, October 5, 2020.

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

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 Steers to approve the agenda. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Rangel, seconded by Alderman Swartz to approve the minutes for the regular meeting held on September 21, 2020. All members voted aye. Motion carried.

NEW BUSINESS

Special Event Liquor Licenses: Motion by Alderman Steers, seconded by Alderman Zeller to approve the date change due to COVID-19 from October 3rd to November 21st for a special event liquor license for Willie's Bar & Grill to serve alcohol at the community center. All members voted aye. Motion carried.

Resolution 2020-16 – Surplus: Motion by Alderman Swartz seconded by Alderman Odegaard, to approve Resolution 2020-16 – Surplus. Roll call vote: Alderman Steers – aye, Alderwoman Meyer – aye, Alderman Rangel – aye, Alderman Odegaard – aye, Alderman Zeller – aye, Alderman Swartz – aye. Motion carried.

KBA Audit Letter: Alderman Steers thanked Finance Officer Sheila Coss and staff for the good report from the auditors. KBA noted only immaterial instances of noncompliance during the 2018-2019 audit.

Firepup®: Motion by Alderman Odegaard, seconded by Alderman Zeller to donate \$150.50 to the Firepup® program to provide fire safety educational material for 50 children. All members voted aye. Motion carried.

Helms & Associates Invoice #22368: Motion by Alderwoman Meyer, seconded by Alderman Rangel to approve Helms & Associates invoice #22368 in the amount of \$8,623.09. All members voted aye. Motion carried.

TAP – Work Order for Consultant Services: Motion by Alderman Steers, seconded by Alderman Swartz to have Mayor Blachford sign the work order for Brosz Engineering, Inc. as the consultant for the bike/walk path project along East 5th Street. All members voted aye. Motion carried.

PDM Meeting Update: The council reviewed the Pre-Disaster Mitigation meeting update from September 30, 2020. Other residents in attendance were John Page, Terry Manning, Sheila Coss, Mike Beaner, Barb Bates, Steve Yearous, Lorelei Simons, Dale Simons, Don & Shirley Hofer.

Electric Project: DGR Invoices: Motion by Alderman Rangel, seconded by Alderman Zeller to pay DGR Engineering \$2,593.00 for invoices 242789-242790. All members voted aye. Motion carried.

Water & Sewer Project Invoices: Motion by Alderman Rangel, seconded by Alderwoman Meyer to approve **SPN** Phase I Invoices 22325-22327, Phase II invoices 22318-22321 and Phase III invoices 22292-22296 for a total of \$41,306.48. All members voted aye. Motion carried. Motion by Alderman Steers, seconded by Alderman Swartz to approve **Dahme** Pay Request No. 21 Rev 1 for \$280,317.04. All members voted aye. Motion carried. Motion by Alderman Swartz, seconded by Alderman Zeller to pay **TLC Olson Const., LLC** Pay Request No. 2 for \$125,319.72. All members voted aye. Motion carried.

Lagoon Farmland Bids: Motion by Alderman Odegaard, seconded by Alderman Zeller to accept the bid of \$70.67/acre, \$3,750.00/year for a five-year contract from Harrell Bros. for the lagoon farmland. One additional bid was in the utility payment drop box Monday morning and was left unopened. All members voted aye. Motion carried.

Airport Hay Land Bids: Motion by Alderman Zeller, seconded by Alderman Steers to accept the bid of \$55.00/acre, \$11,660.00/year for a five-year contract from Telkamp Family Holdings, LLC for the airport hay land. Art Wenzel also submitted a bid for \$51.36/acre, \$10,888.32/year. All members voted aye. Motion carried.

Code Enforcement: Don and Shirley Hofer were present to discuss the property across the alley from their home/home business. They also asked what the procedure is for building permits that are issued for one year but not completed within the year. The city council stated that we will attempt to address all building permits that are not completed within the allotted year. Barb Bates had concerns regarding her neighbors having large fires in their yard and wanted to know what is allowed by city ordinances. Shawn Wik, Hand County Soil Conservation Office, contacted Alderman Steers with an offer to mow properties that may be hard on typical lawn mowers. Motion by Alderman Swartz, seconded by Alderman Odegaard to abate files recommended by Code Enforcer Joel Johnson. All members voted aye. Motion carried.

COVID-19 City Procedures: Mayor Blachford has the authority to close city hall to foot traffic if he deems it necessary with a COVID outbreak. City employees should travel one person per vehicle. If two or more employees must ride in one vehicle, they should wear masks. Employees in city hall should wear masks and post a sign recommending masks for those entering the building.

Special Meeting – Electric Superintendent Interviews: Motion by Alderwoman Meyer, seconded by Alderman Odegaard to have a special executive session meeting on Wednesday, October 7 at 5:30 p.m. to interview candidates for the electric superintendent. All members voted aye. Motion carried.

Wells Fargo Electric Revenue Bonds, Series 2010A Redemption Letter: Motion by Alderman Steers, seconded by Alderman Rangel to have Mayor Blachford sign the Redemption letter to call for redemption of the Electric Revenue Series 2010A Bonds effective December 1, 2020.

Building Permits: Motion by Alderman Rangel, seconded by Alderman Odegaard to approve the following building permits: Center for Independence – fence, Lorelei Simons – convenience store, and Randy Sporrer – carport. All members voted aye. Motion carried.

APPROVAL OF BILLS: Motion by Alderman Zeller, seconded by Alderman Steers 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 8:40 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 October 2020 (1)

ABT	Prof Fees	30.00
BDS	Garbage	179.00
Builders Cashway	Supplies	49.90
Builders Solutions	Supplies	503.31
City Utilities	Utilities	7,713.78
Dahme Construction	Phase II Construction	280,317.04
DGR Engineering	Prof Fees	2,593.00
Fischer Plumbing	Service	96.90
General Traffic Controls	Flasher	198.00
Helms & Associates	Prof Fees	8,623.09
Hughes Electric	Service	1,277.91
Johnson Jet-Line	Service	10,734.60
KBA	Prof Fees	3,420.00
MDRWS	Water	17,748.75
Milbank WinWater	Supplies	1,199.92
MFD	Firepup Program	150.50
North Central Supply	Keys	60.00
Northwest Pipe Fittings	Supplies	454.54
OHED	80% BBB	3,452.42
Postmaster	Postage	200.00
SD Public Health Lab	Tests	511.00
SPN	Prof Fees	41,306.48
Streicher's	Supplies	219.99
Stuart C Irby	Glove Testing	72.55
TLC Olson Construction	Phase III Construction	125,319.72
US Bank	Loan	18,165.39
	Accounts Payable Total	<u>\$524,597.79</u>

**Payroll Salary plus Benefits
by Department:**9/29/2020 &
9/30/2020

Department	w/o OT	OT	Total
41110 COUNCIL	2,648.18	0.00	2,648.18
41410 FINANCE OFFICE	1,088.33	0.00	1,088.33
41910 BUILDING	296.75	0.00	296.75
42110 POLICE	8,849.40	603.85	9,453.25
43110 STREET	5,654.33	47.31	5,701.64
43210 SEWER	4,637.56	756.37	5,393.93
43310 WATER	4,637.52	756.37	5,393.89
43410 ELECTRIC	7,519.38	150.75	7,670.13
45210 PARK	393.22	0.00	393.22
	<u>\$35,724.67</u>	<u>\$2,314.65</u>	<u>\$38,039.32</u>

**UNAPPROVED
CITY OF MILLER
CITY COUNCIL MEETING
OCTOBER 7, 2020**

The City of Miller is an equal opportunity employer.

The City Council met in special session at city hall at 5:30 p.m. on Wednesday, October 7, 2020.

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

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

Pledge of Allegiance was said by all present.

AGENDA: Motion by Alderman Zeller, seconded by Alderwoman Meyer to approve the agenda as amended. All members voted aye. Motion carried.

NEW BUSINESS

EXECUTIVE SESSION: Motion by Alderman Rangel, seconded by Alderman Steers to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 5:36 p.m. to hold interviews for the electric superintendent position. All members voted aye. Motion carried. Motion by Alderman Zeller, seconded by Alderwoman Meyer to come out of executive session at 8:05 p.m. All members voted aye. Motion carried. No action taken.

Danburg/Library Alley – Valley Gutter: Jim and Christi Danburg were present to discuss the valley gutter that currently lies on the west 37 inches of their property. Alderman Zeller reviewed the property with SPN engineer, Terry Aaker to discuss possible solutions. Jim Danburg presented a possible drive-over gutter that could be poured along the east side of the alley next to their property line. The Danburgs will be happy with replacing the current valley gutter with a curb and gutter option properly placed in the alley.

Dust Control on East 6th and 7th Streets: The council requested that SPN engineers monitor the dust and have Dahme Construction water East 6th Street and East 7th Street as necessary. Dahme also has the option of using a dust control chemical to reduce the amount of watering necessary if they so choose.

Motion by Alderman Zeller, seconded by Alderman Steers to adjourn the meeting. There being no further business, the meeting was adjourned at 8:59 p.m. All members voted aye. Motion carried.

Ronald Blachford, Mayor

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

TO: City of Miller
120 W 2nd Street
Miller, South Dakota 57362
Substation No. 4 Construction
PROJECT DESIGNATION

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

1. The construction provided for pursuant to Construction Contract No. NA, dated September 5, 2018, including all approved amendments and change orders, (hereinafter called the "Project") between City of Miller ("Owner") and Harold K. Scholz Co. ("Contractor") has been completed as of June 1, 2020 and to the best of my knowledge, information and belief, based on observations made during the period of construction, is in substantial compliance with the provisions of the Construction Contract, including all plans, specifications and drawings, and modifications thereof.

To the best of my knowledge, information and belief,

2. Defects in workmanship and materials reported during the period of construction of the Project have been corrected.
3. The total cost of the project as completed is seven hundred twenty-nine thousand, seven and 94/100 dollars (\$729,007.94).
4. The Final Inventory attached hereto and made a part hereof is a complete and accurate summary of the work performed in accordance with the Construction Contract.

Accepted:

City of Miller
Owner

By _____
Title _____

Date _____

DGR Engineering

By 
Title PROJECT ENGINEER

Date 10/05/2020

PAY ESTIMATE NO. 4 FINAL
CITY OF MILLER
SUBSTATION NO. 4 CONSTRUCTION
MILLER, SD
DGR Project Number 420611

For Period From: 8/2/19 To: 6/1/20
Contractor: HAROLD K. SCHOLZ CO.
Bid Date: 8/29/2018



SUMMARY

VALUE OF WORK COMPLETED TO DATE	\$729,007.94	ORIGINAL CONTRACT PRICE	\$896,000.00
LESS RETAINAGE ..(10%)	\$0.00	EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions)	\$729,007.94
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT	\$729,007.94	LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT	\$729,007.94
LESS ESTIMATES PREVIOUSLY APPROVED		EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT	\$0.00
Pay Estimate No. 1	\$251,950.66	% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT	100%
Pay Estimate No. 2	\$314,421.63		
Pay Estimate No. 3	\$89,734.86		
Pay Estimate No. 4			
Pay Estimate No. 5			
Pay Estimate No. 6			
Pay Estimate No. 7			
Pay Estimate No. 8			
Pay Estimate No. 9			
Pay Estimate No. 10			
Pay Estimate No. 11			
TOTAL AMOUNT DUE THIS ESTIMATE	\$729,007.94		

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

Prepared by HAROLD K. SCHOLZ CO., Contractor

By Michael Cook Date 10/2/20

CERTIFICATE

THE AMOUNT OF \$ \$72,900.79 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

CITY OF MILLER, Owner

DGR ENGINEERING, Engineer

By _____
Title _____
Date _____

By Jared D. [Signature]

Date 10/05/2020



FAA
Dakota-Minnesota Airports District Office

Airport Grant PreApplication Checklist

(COMPLETE ONE CHECKLIST PER GRANT)

Airport Name: Miller Municipal Airport

Date Prepared: 10/14/2020

SAM CAGE code #: 5QEL1

SAM Expiration Date: 8/13/2021

Project Description: Design and Construction of Hangar Taxilane Rehabilitation and Hangar Taxilane Expansion

☐ We do not plan on having a project this fiscal year.

The FAA is authorized to:

☐ Carry our entitlements into the next fiscal year. (If checked, sign below, and return to ADO.)

☐ Transfer the entitlements. Transfer of Entitlements Form Attached.

Items Required with PreApplication

No.	Document	Yes	No	N/A	Comments Attached
1.	Project Schedule (NOTE FAA DUE DATES)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Standard Form 424, Form 5100-100 (parts II-IV for airport development grants), Form 5100-101 (parts II-IV for planning grants) (Includes project cost breakdown and sketch)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Project Narrative and Justification (for Planning or Environmental Projects include Scope of Work)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Environmental Documentation (Is the complete environmental documentation matching the potential application project description included?) (Attached or previously submitted to ADO)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5.	Construction Safety Phasing Plan/Airspace	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6.	Exhibit A (SOP available) (attached or previously submitted to ADO)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7.	Title Certificate or Long Term Lease Agreement (at the request of ADO)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note: If you cannot complete any of the above documents with this submittal, explain in the space provided on page 2 and provide the expected submittal date, but no later than the date specified in the Federal Register.

Ron Blachford, Mayor

Sponsor's Designated Official Representative (Official with authority to sign Grant Agreement) (Type or Print)

Date: _____

Sponsor's Designated Official Representative (Signature)

The purpose of this checklist is to identify some of the requirements and considerations associated with requesting Airport Improvement Program (AIP) funds. Airport Sponsors should read and consider each of the items carefully.

Some of the items can be answered by simply checking the "Yes" and "No" boxes while others require providing additional information as part of the airport's request for AIP funds.

ORDINANCE #713

The City of Miller is an equal opportunity employer.

AN ORDINANCE FOR THE PURPOSE OF AMENDING THE REVISED ORDINANCE OF THE CITY OF MILLER, SOUTH DAKOTA, NO. 696 TO PROVIDE FOR AMENDING THE ELECTRICAL RATE TO BE CHARGED BY THE MILLER MUNICIPAL ELECTRIC SYSTEM.

Be it ordained by the Common Council of the City of Miller, South Dakota that the City Fee Schedule listing electrical rates be amended as follows:

1. Rates. Rate to be charged to customers be amended as follows:

	Current Rate w/ Debt Service	Total Rate
<u>Residential Rate</u>		
\$15.00 per meter plus:		
Energy Charge		
All kWh	0.0390	
(Plus)		
Debt Service Surcharge - 2020 Bonds		0.0843
All kWh	0.0453	
<u>Commercial Rate</u>		
\$10.00 per meter plus:		
Energy Charge		
All kWh	0.0590	
(Plus)		
Debt Service Surcharge - 2020 Bonds		0.1205
All kWh	0.0615	
<u>Large Power</u>		
\$8.00 per meter plus:		
Energy Charge		
All kWh		0.0350
(Plus)		
Demand Charge		
All kW	4.75	
(Plus)		
Debt Service Surcharge - 2020 Bonds		16.85
All kW	12.1	

Municipal Rate

\$5.00 per meter plus:

Energy Charge

All kWh

(Plus)

Debt Service Surcharge - 2020 Bonds

All kWh

0.0600

0.1156

0.0556

Street Lighting

\$1.00 per meter plus:

Energy Charge

All kWh

(Plus)

Debt Service Surcharge - 2020 Bonds

All kWh

0.0770

0.0990

0.0220

Security Lights

Customer Meter

6.24

City Meter

10.40

This Ordinance should be in full force and effect so as to commence and include all electrical billings beginning with electric usage for the month of December 2020.

Ronald Blachford, Mayor

ATTEST:

Sheila Coss, Finance Officer

(SEAL)

Record of Votes:

Alderman Rangel -

Alderman Odegaard -

Alderwoman Meyer -

Alderman Zeller -

Alderman Steers -

Alderman Swartz -

INVOICE#	VENDOR NAME	INVOICE DESCRIPTION	INVOICE AMT	VENDOR TOTAL	CHECK#	CHECK DATE
IN766186	A & B BUSINESS SOLUTIONS	COPIER METER		156.69		
00238603	A-OX WELDING SUPPLY CO INC	CO2 20LB CYL		14.12		
9/30/2020	AGTEGRA COOPERATIVE	FUEL/BLUE GUARD		1,002.52		
INV04958186	AMERICAN SOLUTIONS FOR BUSINES	BINDER CLIPS/POP-UP NOTES	20.84			
INV04974872	AMERICAN SOLUTIONS FOR BUSINES	INDEX TABS	6.78	27.62		
10/01/20	COWBOY COUNTRY STORES INC	FUEL		577.46		
26454	DAKOTA PUMP & CONTROL INC	SERVICE CALL		877.55		
00243059	DGR ENGINEERING	PROF FEES	1,080.00			
00243060	DGR ENGINEERING	PROF FEES	815.00	1,895.00		
10/08/2020	ELAN	SUPPLIES		4,832.78		
09/30/2020	FARNAM'S GENUINE PARTS INC	PARTS		179.89		
40249	HAIDER CONSTRUCTION INC	BORE STREET LIGHT		653.06		
23886	HAND COUNTY PUBLISHING	PUBLICATIONS		2,124.45		
5084	HAND COUNTY WEED & PEST BOARD	SPRAY LAGOON		1,284.72		
EST NO.4	HAROLD K SCHOLZ CO	SUBSTATION NO.4 CONSTRUCTION		72,900.79		
10/7/2020	HEARTLAND CONSUMERS POWER DIST	POWER		6,312.61		
9/30/2020	KESSLER'S	SUPPLIES		27.74		
10/02/20	MIDCO	TELEPHONES		450.28		
9/30/20	MILLER ACE	SUPPLIES		497.57		
56168	MINNESOTA MUNICIPAL UTIL ASSN	SAFETY MGMT PROGRAM		2,306.25		
3661	NATURE BOUND FLORAL	TREES		555.93		
100258	OAKLEY FARM & RANCH SUPPLY	ANTIFREEZE	167.52			
100538	OAKLEY FARM & RANCH SUPPLY	COUPLINGS/WRENCH	50.64			
100548	OAKLEY FARM & RANCH SUPPLY	FITTINGS	122.42	340.58		
OCT 2020	ON HAND DEVELOPMENT CORP.	INDUSTRY		6,250.00		
096621	ORV'S YARD SERVICE	FERTILIZE/SPRAY		320.96		
15690	OVERHEAD DOOR COMPANY -- PIERRE	REPAIRS-GARAGE DOOR		1,108.61		
1473	PRAIRIE WIND PROMOTIONS	SNEEZE GUARD		84.00		
8/31/2020	PRAIRIELAND COLLECTIONS INC	PROF FEES	3.50			
9/30/2020	PRAIRIELAND COLLECTIONS INC	PROF FEES	3.50	7.00		
801787-00	RESCO	SUPPLIES/SPLICE		593.25		
521661	RITER ROGERS WATTIER & NORTHRU	PROF FEES		665.00		
PYMT #108	RURAL DEVELOPMENT	WATER TOWER LOAN	3,038.00		13311649	10/24/20
PYMT #48	RURAL DEVELOPMENT	SEWER/STORM PHASE I LOAN	13,365.00	16,403.00	13311650	10/27/20
OCT 2020	SD DEPT OF REVENUE	SALES TAX		8,556.12	13311651	10/26/20
SD20-2638	SOUTH DAKOTA ONE CALL	LOCATES		126.56		
24-647355	STURDEVANT'S AUTO PARTS	OIL FILTERS		87.69		
124717750	ULINE	THERMAL GLOVES		140.86		
BFPB001300920	WESTERN AREA POWER ADMIN.	POWER		32,624.41		
571593	WESCO DISTRIBUTION	SPLICE JACKET KITS		647.40		
Accounts Payable Total				164,632.47		
Invoices: Paid				24,959.12		
Invoices: Scheduled				139,673.35		