

**AGENDA
CITY OF MILLER
MONDAY, NOVEMBER 2, 2020
7:00 P.M.**

The City of Miller is an equal opportunity employer.

Call to Order

Pledge of Allegiance

Approval of Agenda

Approval of Minutes pgs. 1-2

Public Input

Department Head Reports pgs. 3 -5

Unfinished Business

1. Second Reading of Ordinance #713 – Electric Rates..... pgs. 6-7

New Business

1. Ron Hoftiezer – UTV (West Nile Grant \$7,600+) pg. 8
2. Approve Stevens Outlots Plat..... pgs. 9
3. Lou Rediger 2020 Flood.....pg. 10
4. Memorandum of Destruction pg. 11
5. Rustler Roost Donation Request pgs. 12-13
6. Health Pool Renewal.....pgs.14-15
7. Helms & Associates Invoice # 22603 \$9,581.21..... pg. 16
8. Water/Sewer Project
 - a. SPN Phase II Invoices 22532-22535 - \$18,371.67 pgs. 17-18
 - Phase III Invoices 22488-22493 – 17,964.22 pgs. 19-21
 - b. Dahme Pay Request 22 Rev 1 - \$99,207.67..... pgs. 22
 - c. Dahme Construction Change Order 5 pg. 23
 - d. TLC Olson Const., LLC Pay Request 3 - \$578,432.91 pg. 24
9. Building Permit:
 - a. Doug Purrington – car port
10. **Executive Session**
Personnel Matters Pursuant to SDCL 1-25-2(1)
11. Electric Department

Approval of Bills

Adjourn

UNAPPROVED
CITY OF MILLER
CITY COUNCIL MEETING
OCTOBER 19, 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 19, 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.

Pledges of Allegiance was said by all present.

AGENDA: Motion by Alderman Odegaard, seconded by Alderman Zeller to approve the agenda as amended to delete the executive session and start at 7:00 p.m. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Rangel, seconded by Alderwoman Meyer to approve the minutes for the regular meeting held on October 5, 2020 and the special meeting on October 7, 2020. All members voted aye. Motion carried.

PUBLIC INPUT

Alderman Rangel suggested that residents that wish to have trick or treaters for Halloween leave on the out-door light. Please keep your front door dark if you do not plan to hand out treats. Mike Beamer wondered why the 200 block of East 8th Street was ground up. There will be Phase III water and sewer installed in that area.

NEW BUSINESS

Shirley Hofer – Law Enforcement: Mike Beamer was the spokesman for a group of residents that had questions and concerns about the city police department. Marlon Weyand suggested that there be a special meeting where the residents could ask Chief Speck their questions and give him the opportunity to discuss their issues.

Roger Haberling – Ball Park: Roger Haberling stated that he would be very interested in taking over the ball park duties next year and attempt to get the fields and facility in better shape and get the ball program the center of the summer activities again.

Kecia Beranek – On Hand Development Corp: Kecia Beranek stated that they have created a new employee recruitment program. They have a sidewalk loan program available for area businesses as well as an awning replacement program. Kecia is attempting to visit will all businesses by phone during COVID-19.

Special Event Liquor License: Motion by Alderman Odegaard, seconded by Alderman Swartz to approve a special event liquor license for On Hand Development Corporation to serve alcohol at the community center on November 15, 2020. All members voted aye. Motion carried.

Building Permit: Motion by Alderman Steers, seconded by Alderman Rangel to approve the building permit for Heather Odden to build a home. Five members voted aye; Alderman Zeller abstained. Motion carried.

Final Documents – Harold K Scholz: Motion by Alderman Zeller, seconded by Alderman Odegaard to have Mayor Blachford sign the final documents for Harold K Scholz – substitution completion. All members voted aye. Motion carried.

Final Payment – Harold K Scholz: Motion by Alderwoman Meyer, seconded by Alderman Steers to pay Harold K Scholz their final payment of \$72,900.79 for construction of substitution #4. All members voted aye. Motion carried.

Airport Grant Pre-Application: Motion by Alderwoman Meyer, seconded by Alderman Rangel to have Mayor Blachford sign the Grant Pre-Application to design the rehabilitation and expansion of the hangar taxi lane and begin Phase I of the access road. All members voted aye. Motion carried.

First Reading of Ordinance no. 713 – Electric Rates: Motion by Alderman Odegaard, seconded by Alderman Swartz to approve the first reading of Ordinance No. 713. The two current surcharges will be combined into one surcharge. We refinanced the two electric loans and reduced the time from two 20-year loans to one 15-year loan at no additional cost. Roll call vote: Alderman Rangel – aye, Alderman Odegaard – aye, Alderwoman Meyer – aye, Alderman Zeller – aye, Alderman Steers – aye, Alderman Swartz – aye. Motion carried.

Safe Room O & M Manual: Motion by Alderman Swartz, seconded by Alderman Zeller to approve the Safe Room Operations & Maintenance Manual. All members voted aye. Motion carried.

Building Permit Changes: Alderman Steers would like to implement some changes to our current building and removal permits. The committee will get together to decide on the necessary changes and suggestions for ordinance changes.

Code Enforcement: Joel Johnson, code enforcer, will be responsible for finding individuals or companies to abate any property that is scheduled for abatement. Motion by Alderman Rangel, seconded by Alderman Odegaard to not allow a burning permit for certain property abatements. All members voted aye. Motion carried.

Electric Transformers: Motion by Alderwoman Meyer, seconded by Alderman Odegaard to table a decision on charging business a portion of a new electric transformer. All members voted aye. Motion carried.

APPROVAL OF BILLS: Motion by Alderman Rangel, 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 8:41 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:

**UNAPPROVED
CITY OF MILLER
CITY COUNCIL MEETING
OCTOBER 27, 2020**

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 27, 2020.

MEMBERS PRESENT: Mayor Ron Blachford, Aldermen Jim Odegaard, Tony Rangel, Bob Steers, Jeff Swartz, Joe Zeller. Absent: 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 Zeller to approve the agenda. All members voted aye. Motion carried.

NEW BUSINESS

EXECUTIVE SESSION: Motion by Alderman Zeller, seconded by Alderman Rangel to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 7:04 p.m. All members voted aye. Motion carried. Motion by Alderman Odegaard, seconded by Alderman Swartz to come out of executive session at 8:27 p.m. All members voted aye. Motion carried.

Electric Department: Mayor Blachford read a letter of resignation from Josh Koeck Motion by Alderman Odegaard, seconded by Alderman Zeller to accept the letter of resignation from Josh Koeck and commend him for 10 years of service to the City of Miller. Four ayes, Alderman Rangel – nay (does not want to accept the letter of resignation) and one absent. Motion carried.

Motion by Alderman Zeller, seconded by Alderman Steers to adjourn the meeting. There being no further business, the meeting was adjourned at 8:31 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: _____

Finance Office

1. Sales tax is up. See attachment.
2. I have been working with gWorks to complete our Chart of Accounts conversion.
3. Cindy has been out with COVID, she will be out the remainder of this week.

Street Department

I winterized the mosquito foggers.

We have been sweeping streets.

We have been getting ready for the "white sh, sh, stuff".

We have been blading.

We have been pushing dirt at the landfill.

We cut a few trees at the park. We will be cutting more when time and weather allow.

I will be mixing salt/sand very soon.

We finished installing the culvert by Miller Concrete. This will help eliminate some of the flooding that backs into town along with the inlet we installed behind Builder's Cashway.

I visited with Sheila about 2 used UTV's both were at \$10,500 and she mentioned buying a New so I called a couple salesmen.

2020 Kawasaki Mule was at \$17,350

2020 Polaris was at \$14,949

With the 2020 West Nile Grant and surveillance we will be receiving \$ 7,650.00

Police Department Report

I recently was notified by the Department of Highway Safety that the Police Department received a \$5,500 grant. The grant will be used for speed and seatbelt enforcement for fiscal year 2021. The new grant year started on October 1, 2020.

I was notified by Stivers Ford of Des Moines, IA that the 2021 Ford Interceptor will be there on November 2, 2020.

The 2015 Ford Interceptor had a water pump go out of it. Busse Ford of Highmore did the repair work on the vehicle.

Water/Sewer Department

1. Olson's have the sanitary sewer done on W 2nd street between W 1st Ave. & W 2nd Ave.
2. Olson's will be moving to W 2nd St. & rainbow bridge to start installing new water & storm sewer working towards the east depending on weather.
3. Dahme's have all the underground work completed except for lawn & road work to be completed later this year or next spring depending on weather.
4. We winterized the pool & ball park for the winter & will be doing the same at the City Park soon.
5. We did snow removal.
6. We are doing some maintenance on equipment & shop.
7. We pulled rags from the W lift station this time.

Sales Tax Comparison			
	2020	2019	\$75,000 to OHED
January	\$18,977.31 \$60,236.06	\$34,444.92 \$44,092.80	\$6,250.00
February	\$9,437.05	\$24,204.24	\$6,250.00
	\$59,657.65	\$52,474.60	
March	\$7,011.30 \$46,594.48	\$7,654.69 \$45,999.73	\$6,250.00
April	\$8,780.89 \$62,466.98	\$4,289.54 \$32,495.97	\$6,250.00
May	\$2,706.30 \$67,272.84	\$25,969.12 \$62,158.14	\$6,250.00
June	\$2,015.23 \$31,475.09	\$10,928.49 \$28,720.37	\$6,250.00
July	\$36,965.09	\$39,646.01	\$6,250.00
	\$76,131.05	\$44,600.18	
August	\$8,778.97 \$59,824.46	\$21,268.73 \$53,497.39	\$6,250.00
September	\$9,623.97 \$69,856.86	\$7,230.24 \$58,602.77	\$6,250.00
October	\$8,301.50	\$13,220.65	\$6,250.00
November			\$6,250.00
December			\$6,250.00
Total	\$646,113.08	\$611,498.58	5.66%
	up/down from last year		\$34,614.50

Gross Receipts Tax - Split

Fund 211

Current Year			
Month	Total	City 20%	OHED 80%
JAN	\$2,095.82	\$419.16	\$1,676.66
	\$2,395.33	\$479.07	\$1,916.26
FEB	\$1,014.34	\$202.87	\$811.47
	\$2,277.55	\$455.51	\$1,822.04
MAR	\$518.30	\$103.66	\$414.64
	\$1,753.53	\$350.71	\$1,402.82
APR	\$931.48	\$186.30	\$745.18
	\$2,277.67	\$455.53	\$1,822.14
MAY	\$356.14	\$71.23	\$284.91
	\$2,547.25	\$509.45	\$2,037.80
JUN	\$63.82	\$12.76	\$51.06
	\$365.74	\$73.15	\$292.59
JUL	\$3,634.42	\$726.88	\$2,907.54
	\$3,334.95	\$666.99	\$2,667.96
AUG	\$754.80	\$150.96	\$603.84
	\$2,779.46	\$555.89	\$2,223.57
SEP	\$1,607.08	\$321.42	\$1,285.66
	\$2,708.45	\$541.69	\$2,166.76
OCT	\$1,132.14	\$226.43	\$905.71
		\$0.00	\$0.00
NOV		\$0.00	\$0.00
		\$0.00	\$0.00
DEC		\$0.00	\$0.00
		\$0.00	\$0.00
\$32,548.27		\$6,509.65	\$26,038.62

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

\$3,231.28

average/month

up/down from previous year		
Total	134.06	0.41%
City	26.81	0.41%
OHED	107.25	0.41%

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

OHED 80%

Check #

Check Date

OCT 905.71

OCT

\$905.71

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

0.0600

(Plus)

Debt Service Surcharge - 2020 Bonds

All kWh

0.1156

0.0556

Street Lighting

\$1.00 per meter plus:

Energy Charge

All kWh

0.0770

(Plus)

Debt Service Surcharge - 2020 Bonds

All kWh

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 -

REVENUE & EXPENSE REPORT

CALENDAR 10/2020, FISCAL 10/2020

PCT OF FISCAL YTD 83.3%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
101-43101-41101	REGULAR SALARY	9,261.94	111,497.61	115,000.00	3,502.39
101-43101-41201	FICA	692.27	8,366.80	8,800.00	433.20
101-43101-41301	RETIREMENT	481.00	5,249.74	6,900.00	1,650.26
101-43101-41401	WORK COMP. INS.	.00	226.34	6,000.00	5,773.66
101-43101-41501	GROUP HEALTH INS.	1,667.01	16,727.95	20,000.00	3,272.05
101-43101-41502	GROUP LIFE INS.	12.00	120.84	150.00	29.16
101-43101-42101	PROP & LIAB INS	.00	12,398.40	13,000.00	601.60
101-43101-42201	OTHER PROF FEES	464.07	2,762.18	5,000.00	2,237.82
101-43101-42251	MEMBERSHIPS & DUES	.00	200.00	250.00	50.00
101-43101-42303	PUBLISH ORDS & NOTICES	7.10	464.28	1,200.00	735.72
101-43101-42401	RENTALS	.00	.00	.00	.00
101-43101-42501	REPAIRS & MAINTENANCE	.00	2,984.38	8,000.00	5,015.62
101-43101-42601	SUPPLIES AND MATERIALS	697.75	29,303.62	40,000.00	10,696.38
101-43101-42603	ASPHALT MATERIAL	.00	19,903.12	50,000.00	30,096.88
101-43101-42604	GRAVEL/PEAROCK	.00	7,755.90	25,000.00	17,244.10
101-43101-42605	FUEL	708.89	6,862.49	15,000.00	8,137.51
101-43101-42608	MOSQUITO SPRAY	.00	8,488.20	7,500.00	988.20
101-43101-42701	CONFERENCE FEES	.00	36.00	500.00	464.00
101-43101-42702	LODGING EXPENSE	.00	.00	350.00	350.00
101-43101-42703	MEAL EXPENSE	.00	33.00	200.00	167.00
101-43101-42704	MILEAGE EXPENSE	.00	.00	300.00	300.00
101-43101-42801	UTILITIES	2,623.79	19,836.58	30,000.00	10,163.42
101-43101-42802	TELEPHONE	20.00	200.00	250.00	50.00
101-43101-42901	OTHER EXPENSE	.00	286.72	750.00	463.28
101-43101-43301	CAPITAL IMPROVEMENTS	.00	3,979.60	15,000.00	11,020.40
101-43101-43400	MACHINERY & EQUIPMENT	.00	686.21	21,000.00	20,313.79
		=====	=====	=====	=====
	DIFFERENCE	16,635.82	258,369.96	390,150.00	131,780.04
		=====	=====	=====	=====
		=====	=====	=====	=====
	PROOF	16,635.82	258,369.96	390,150.00	131,780.04
		=====	=====	=====	=====



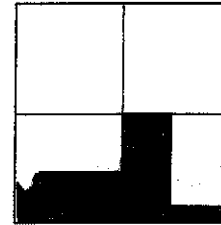
1 inch = 600 Feet

- LEGEND**
- = FOUND IRON MONUMENT
 - = SET 5/8" X 18" REDBAR WITH PLASTIC CAP NO. 13714
 - 100' (P) = PLATTED BEARING OR DISTANCE
 - 100' = MEASURED BEARING OR DISTANCE
 - = SET NAIL
 - △ = SET SURVEY SPIKE
 - 4.00 CH (P) = PLATTED DISTANCE IN CHAINS
 - = FOUND NAIL
 - ◇ = SET 3/8" X 12" SPIKE W/WASHER JAW-13714
 - WM = WITNESS MONUMENT
 - AA = ACCESS APPROACH

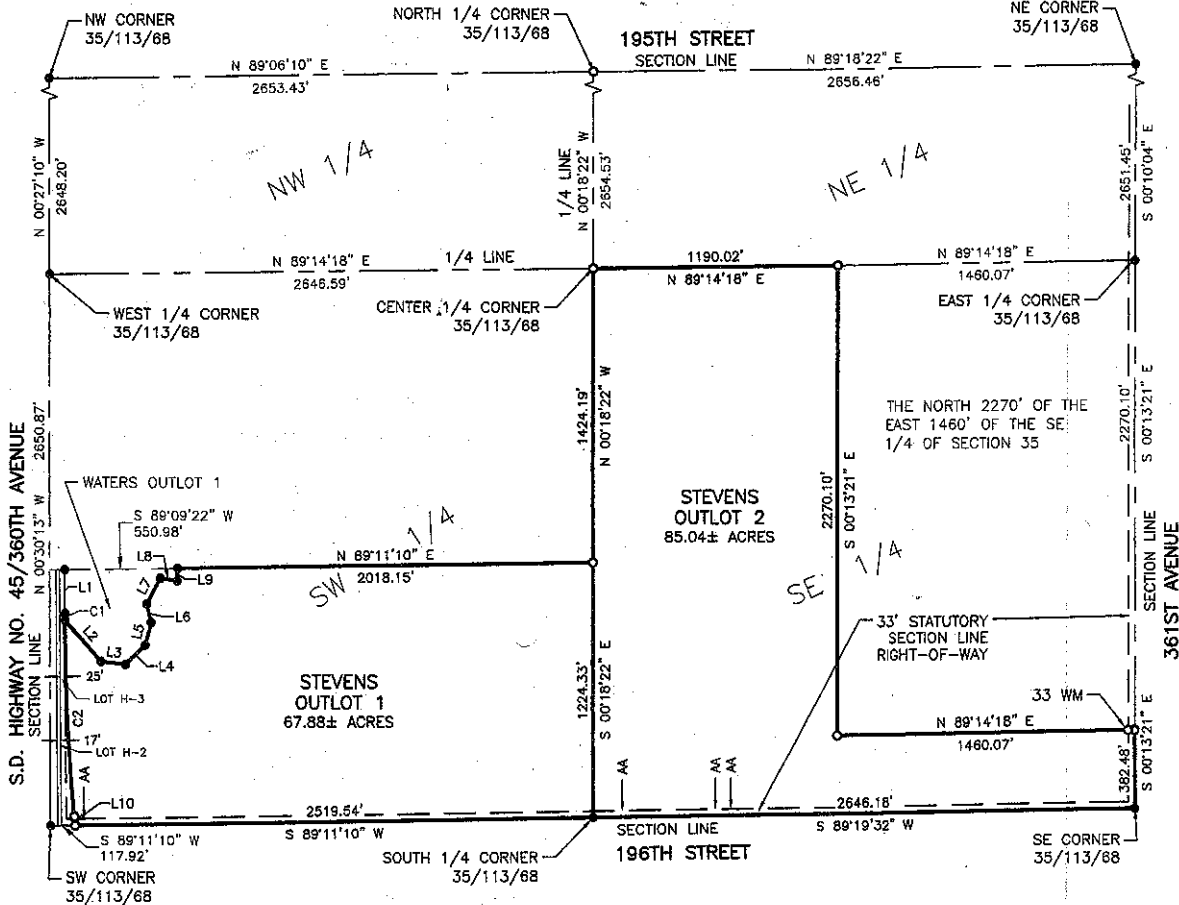
PREPARED BY: JEREMY A. WOLBRINK, R.L.S.
2100 NORTH SANBORN BLVD. - P.O. BOX 398
MITCHELL, SOUTH DAKOTA 57301
PHONE: (605) 996-7761

COORDINATE SYSTEM IS SOUTH DAKOTA NORTH ZONE, STATE PLANE - NORTH AMERICAN DATUM 1983 - GEOID 12B.

NOTE: THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT OR TITLE COMMITMENT. EASEMENTS OF RECORD WERE NOT RESEARCHED AND ARE NOT SHOWN UNLESS OTHERWISE NOTED.



LOCATION MAP
SCALE: 1" = 3600'



Line Table		
Line #	Length	Direction
L1	209.52'	S 00°44'33" E
L2	264.13'	S 42°11'29" E
L3	121.85'	S 83°29'51" E
L4	130.87'	N 48°13'28" E
L5	112.97'	N 14°46'14" E
L6	91.97'	N 14°10'23" W
L7	139.52'	N 28°01'16" E

Line Table		
Line #	Length	Direction
L8	81.46'	S 81°39'42" E
L9	60.03'	N 02°25'44" E
L10	42.74'	S 05°28'11" E

Curve Table				
Curve #	Length	Radius	Ch. Bearing	Ch. Length
C1	33.18'	11459.16'	S 00°28'34" E	33.18'
C2	939.63'	11459.16'	S 02°59'35" E	939.36'

A PLAT OF STEVENS OUTLOTS 1 AND 2, A SUBDIVISION OF THE SOUTH 1/2 OF SECTION 35, T 113 N, R 68 W OF THE 5TH P.M., HAND COUNTY, SOUTH DAKOTA

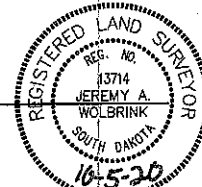
SURVEYOR'S CERTIFICATE

I, Jeremy A. Wolbrink, the undersigned, do hereby certify that I am a Registered Land Surveyor in and for the State of South Dakota. At the request of Tiffany Waters-Stone and Ben Stone, as owners, and under their direction for purposes indicated therein, I did on or prior to September 23, 2020, survey those parcels of land described as follows: STEVENS OUTLOTS 1 AND 2, A SUBDIVISION OF THE SOUTH 1/2 OF SECTION 35, T 113 N, R 68 W OF THE 5TH P.M., HAND COUNTY, SOUTH DAKOTA.

In my professional opinion and to the best of my knowledge, information and belief, the within and foregoing plat is true and correct.

Dated this 5TH day of OCTOBER, 2020.

Jeremy A. Wolbrink
Registered Land Surveyor #SD13714



SPN

& Associates

Engineers, Planners and Surveyors

2100 North Sanborn Blvd. - P.O. Box 398 Mitchell, South Dakota 57301
Phone: (605) 996-7761 Fax: (605) 996-0015

9

Hello Ron;

I have got to get the sewer drain put on the ground in the back yard instead of on the hill side. It would not take an engineer to see the problem.

When I got flooded the other week I had a friend staying with me, she stayed in a chair with her

feet up. But Daniel my grandson came to help me get things off the floor, both of us walked bare footed in the water with electrical appliances.

I had to move out of my house for a week and spend \$6,000.00 dollars to replace what I already had. This needs to be fixed now. Thank you

Joe Rediger
270 E 4th St.

MEMORANDUM FOR RECORD

November 2, 2020

SUBJECT: Record Destruction
FROM: Finance Office

1. The following **2010, 2011, 2012, 2013, 2014 Payroll** records are to be destroyed:

- a. GL Yearly
- b. Payroll Register
- c. Check Stubs
- d. W-2's and W3
- e. Timesheets
- f. Accumulation Report
- g. Monthly and Current Ded/Ben
- h. Deduction/Benefit Register and D/B Transactions
- i. Payroll Summary
- j. Quarterly Reports: 941's, Unemployment
- k. Employee Ded/Ben
- l. Outstanding Checks/Paid Register
- m. Timecards Report
- n. Retirement Plans
- o. Insurance Statements
- p. SDRS Contribution Reports
- q. EFPTS confirmations

2. The following **2010, 2011, 2012, 2013, 2014 Fund Accounting** records are to be destroyed:

- a. Expenditure & Revenue Guidelines
- b. Expenditure & Revenue WS's
- c. Journal Entries
- d. Payments
- e. Check Detail Register
- f. Receipt Book Report
- g. Balance Sheets
- h. Cash Balances
- i. Batch Payments
- j. Expenditure Summary
- k. Trial Balance
- l. Receipts
- m. Expenditure Guideline by Department
- n. Check Summary Registers
- o. Check Stubs
- p. 1096 and 1099's
- q. Vouchers

3. The following **2010, 2011, 2012, 2013, 2014 Utility Billing** records are to be destroyed:

- a. Alpha Accounts
- b. Receipts Distribution
- c. Billing Register/Summary
- d. Entry Register
- e. Receipt Distribution Register
- f. Water Reading/Consumption Reports
- g. Deposits Refunded Spreadsheet
- h. Meter Installation Sheets and Work Orders
- i. Meter book readings



Rustler Roost Education Center



623 East 4th Street • Miller SD 57362

To: Rustler Roost Sponsors and Supporters

From: Miller Rustler Roost Education Center

623 E 4th St

Miller, SD 57362

Dear Rustler Roost Sponsors and Supporters,

The Miller Rustler Roost is a 501c-3 non-profit organization, located in the Miller School Armory area, that exist to support families of the Miller Elementary School. We provide a safe day to day transitional experience for children to transfer from school until parents are finished with their employment. The Roost also provides homework assistance and summer childcare for children too old for daycare and too young to be home by themselves.

While we serve many families in the Miller School District, the Roost continues to keep the prices at a reasonable rate. Operating costs such as insurance coverage, healthy snacks and classroom supplies continue to rise.

To continue to be operational and keep prices for families as affordable as possible, we are hoping various organizations, businesses and supporters will be willing to donate financially to the Roost. We are looking for sponsors and organizations to donate any amount possible.

We sincerely appreciate the past donations and contributions that have contributed to the success of the Miller Roost program. Your support plays a key role in the Roost success to provide a safe and fun environment for children to go after school.

Enclosed is a Roost wish list. Please consider providing any of the items listed on the wish list. The items listed the Roost can use throughout the year.

If you have any questions, please feel free to contact Shawn at (605)999-7683 (Rustler Roost) between the hours of 1 to 6 pm or her personal cell phone at 605-453-0116.

With Sincere Appreciation,

Shawn Cudmore-Kremer, LSW, MSW

Executive Director

Rustler Roost "Wish List"

Flour tortillas (8 inch, soft)	Fresh fruit (apples, oranges, bananas, grapes, etc.)
Fruit cups (pears, peaches, applesauce)	Grape, apple or strawberry jelly
Peanut Butter	Pudding cups/Jello cups
Popcorn (microwave or regular)	Celery, Carrots or other fresh vegetables
Muffin mixes (including gluten free)	Baking items: Flour, Sugar, brown sugar, Salt, vanilla
Vegetable oil /Crisco	Chocolate chips
Food coloring	Sprinkles
Cinnamon	Cake mixes (regular and gluten free)
100% juice (frozen or in jugs)	Marsh-mallows
Butter	Crackers (wheat thin, graham, saltine, goldfish, etc.)
Teddy grahams	Cheez Its
Pop tarts	Fruit Snacks
Rice Cakes	Pretzels
Large bags of cereal (cheerios, rice crispies, etc.)	Cheese sticks or blocks of cheese
Veggie Stix	Vanilla wafers
Popsicles or ice cream treats	Bread
Go-Gurt yogurt	Paper plates and bowls (not Styrofoam)
Napkins and paper towels	Kleenex
Batteries (AA)	Flash Lights
Markers/Colored pencils/crayons	Craft items
Dish soap	Bleach (germicide)
Scratch pads	Magic erasers
Plastic baggies	Plastic silverware (medium weight)
Band-aids	Safety masks (virus protection)
Plastic Gloves (virus protection)	Hand sanitizer (virus protection)
Lysol (virus protection)	
Sanitizing wipes (virus protection)	

Gift cards to Kesslers and Ace can also be utilized at the Roost.

Our biggest wish this year is to be able to purchase some laptop computers the children can use for homework assignments and activities.



THE HEALTH POOL OF SOUTH DAKOTA

208 Island Drive, Ft. Pierre, SD 57532 Phone: 1-800-658-3633

October 30, 2020

Sheila Coss
Miller, City of
120 W. 2nd St.
Miller, SD 57362

Dear Ms. Coss:

Thank you for your continued support of the Health Pool of SD (HPSD). The pool has successfully completed 25 years of operation as of December 31, 2020.

The pool's success is evident in two consecutive years of a rate pass for 2018 and 2019, and a favorable increase of 5.4% for 2020. With continued favorable claim development we are very pleased to announce a minimal rate increase for 2021 of 3.3% overall.

Members must indicate their renewal intention no later than December 1 of this year for purposes of a January 1 renewal date. ***Please complete the enclosed Subscription Agreement, make any necessary updates, and return on or before December 1. Also sign and return the enclosed Confirmation of MSP Addendum.***

The pool's open enrollment will be held in **November** of each year for purposes of a January 1 renewal date. Each Member's coverage will then extend from January 1 to December 31 of successive years.

Your loss ratios or are as follows:

Calendar 2018 thru June 30	37.9%
Calendar 2019 thru June 30	294.7%
Calendar 2020 thru June 30	52.9%

Your average loss ratio for the past 3 years is 128.5%. The pool's loss ratio for the period January 1, 2020 thru June 30, 2020 was 93.1%.

Based on this information and the actuarial analysis, the HPSD Board of Trustees has approved the following monthly contribution rates, effective January 1, 2021 through December 31, 2021.

October 30, 2020
Miller, City of
Page 2

Current Plan: B

	Current Contribution	Contribution Effective January 1, 2021	
Single	\$ 734.23	\$ 758.46	
Employee +1	\$1,361.92	\$1,406.86	
Employee + Children	\$1,495.50	\$1,544.85	
Family	\$1,761.36	\$1,819.48	

Again, thank you for your continued support of the Health Pool of South Dakota. If you have any questions regarding the renewal packet, or would like pricing for an alternate plan design, please contact me at 1-800-658-3633 or email sandi@sdmunicipalleague.org

Best Regards,
The Health Pool of South Dakota

Sandi Larson

Sandi Larson, Director of Risk Sharing Services
www.healthpoolsd.org

Enclosures

Board of Trustees

Al Cerny – Chairman
City of Gregory

Yvonne Taylor, Secretary
Executive Director, SDML

Mike Grosek
City of Webster

Jennifer Eimers
City of Madison

Chip Schroeder
Tripp County

Helms & Associates

PO Box 111

Aberdeen, SD 57402-

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

BOBB@HELMSENGINEERING.COM

Invoice

Invoice Date: Oct 27, 2020

Invoice Num: 22603

Billing Through: Oct 24, 2020

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	72.00	\$128,388.25	\$9,581.21

Total Amount Due: \$9,581.21

This invoice is due upon receipt

VERIFICATION OF CLAIM I declare and affirm under the penalties of perjury that this claim has been examined by me and to the best of my knowledge and belief, is in all things true and correct. Dated this 27th day of Oct. 2020.
HELMS AND ASSOCIATES AD M. M.

APPROVAL:

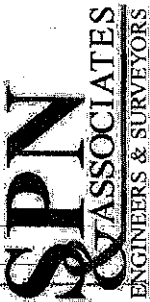
BY: _____

TITLE: _____

DATE: _____

Account Summary

Services BTD	Expenses BTD	Billed To Date	Paid To Date	Balance Due
\$ 137,969.46	\$ 0.00	\$ 137,969.46	\$ 128,388.25	\$ 9,581.21



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

INVOICE

CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

Invoice Date	Oct 26, 2020	Invoice Num	22533
Billing Through		Oct 24, 2020	

Prepare pay request and change order, site visits, prepare summary of cost, and other project coordination.
Billing period: 9/27/2020 thru 10/24/2020

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M14842:05WW	MILLER WASTEWATER PHASE2 - CONST ADMIN	\$108,300.00	85.00	\$88,806.00	\$3,249.00

Total Amount Due \$3,249.00
This invoice is due upon receipt

VERIFICATION OF CLAIM

I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Dated this 27th day of October 2020

Schmucker, Paul, Nohr & Associates

Paul Nohr
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.



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INVOICE

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

Invoice Date	Oct 26, 2020	Invoice Num	22534
Billing Through		Oct 24, 2020	

RE: M14842:06WW
MILLER WASTEWATER PHASE 2-RPR

Construction observation and testing.
Billing period 9/26/2020 thru 10/24/2020

Hours	Rate	Amount
13.50	\$110.00	\$1,485.00
Total Service Amount:		\$1,485.00

Reimbursable Expenses:

LODGING
MILEAGE
MEALS

\$148.24
\$30.15
\$30.00

Total Expenses: \$258.39

Amount Due This Invoice \$1,743.39

This invoice is due upon receipt

VERIFICATION OF CLAIM

I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Dated this 27th day of October 2020

Schmucker, Paul, Nohr & Associates

Paul Nohr
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.

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Mitchell SD 57301-0398
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www.spn-assoc.com

INVOICE

SPN & ASSOCIATES
ENGINEERS & SURVEYORS

CITY OF MILLER
120 WEST 2ND
MILLER, SD 57382

Invoice Date	Invoice Num
Oct 26, 2020	22532
Billing Through Oct 24, 2020	

Prepare pay request and change order, site visits, prepare summary of cost, and other project coordination.
Billing period: 9/27/2020 thru 10/24/2020

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M14842-05W	MILLER WATER PHASE2-CONST ADMIN	\$94,000.00	85.00	\$75,200.00	\$4,700.00

Total Amount Due **\$4,700.00**
This invoice is due upon receipt

VERIFICATION OF CLAIM

I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Dated this 27th day of October, 2020.

Schmucker, Paul, Nohr & Associates

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.

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INVOICE

SPN & ASSOCIATES
ENGINEERS & SURVEYORS

TO: CITY OF MILLER
120 WEST 2ND
MILLER, SD 57382

Invoice Date	Invoice Num
Oct 26, 2020	22535
Billing Through Oct 24, 2020	

RE: M14842-06W
MILLER WATER PHASE 2-RPR

Construction observation and testing.
Billing period: 9/26/2020 thru 10/24/2020

Hours	Rate	Amount
73.25	\$110.00	\$8,057.50
Total Service Amount:		\$8,057.50

114.00 @ \$0.45
LODGING \$296.48
MILEAGE \$51.30
MEALS \$274.00

Total Expenses: **\$621.78**
Amount Due This Invoice: **\$8,679.28**
This invoice is due upon receipt

VERIFICATION OF CLAIM

I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Dated this 27th day of October, 2020.

Schmucker, Paul, Nohr & Associates

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.

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INVOICE

SPN & ASSOCIATES
ENGINEERS & SURVEYORS
CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

Invoice Date Oct 26, 2020	Invoice Num 22493
Billing Through Oct 24, 2020	

Prepare pay request, site visit, and other project coordination.
Billing period 9/27/2020 thru 10/24/2020

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M151805WW	MILLER PHASE III CONST ADMIN - WASTE WATER	\$116,500.00	8.00	\$8,155.00	\$1,165.00

Total Amount Due \$1,165.00
This invoice is due upon receipt

VERIFICATION OF CLAIM
I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.
Dated this 27th day of October, 2020
Schmucker, Paul, Nohr & Associates
Paul Nohr
Signed

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

SPN & ASSOCIATES
ENGINEERS & SURVEYORS
CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

INVOICE

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

Invoice Date Oct 26, 2020	Invoice Num 22488
Billing Through Oct 24, 2020	

Prepare pay request, site visit, and other project coordination.
Billing period 9/27/2020 thru 10/24/2020

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M151805SS	MILLER PHASE III CONST ADMIN - STORM WATER	\$44,100.00	8.00	\$3,087.00	\$441.00

Total Amount Due \$441.00
This invoice is due upon receipt

VERIFICATION OF CLAIM
I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.
Dated this 27th day of October, 2020
Schmucker, Paul, Nohr & Associates
Paul Nohr
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.

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Mitchell SD 57301-0398
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Fax (605) 996-0015
www.spn-assoc.com

INVOICE

SPN & ASSOCIATES
ENGINEERS & SURVEYORS

CITY OF MILLER
120 WEST 2ND
MILLER, SD 57362

Invoice Date	Invoice Num
Oct 26, 2020	22489
Billing Through Oct 24, 2020	

Prepare pay request, site visit, and other project coordination.
Billing period 9/27/2020 thru 10/24/2020

Project ID	Project Name	Contract Amount	% Complete	Previously Billed	Amount Due
M15318-05W	MILLER PHASE III CONST ADMIN - WATER	\$71,500.00	6.00	\$3,575.00	\$715.00

Total Amount Due \$715.00
This invoice is due upon receipt

VERIFICATION OF CLAIM

I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Dated this 27th day of October 20 20.

Schmucker, Paul, Nohr & Associates

Signed

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

SPN & ASSOCIATES
ENGINEERS & SURVEYORS

INVOICE

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

Invoice Date	Invoice Num
Oct 26, 2020	22490
Billing Through Oct 24, 2020	

RE: M15318-06WW
MILLER PHASE III RPR - WASTE WATER

Construction observation and testing.
Billing period 9/27/2020 thru 10/24/2020

Hours	Rate	Amount
80.00	\$110.00	\$8,800.00
Total Service Amount:		\$8,800.00

Reimbursable Expenses:
LODGING \$518.84
MILEAGE \$312.75
MEALS \$308.00

Total Expenses: \$1,139.59
Amount Due This Invoice: \$9,939.59
This invoice is due upon receipt

VERIFICATION OF CLAIM

I declare and affirm under the penalties of perjury that this claim has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Dated this 27th day of October 20 20.

Schmucker, Paul, Nohr & Associates

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.

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

INVOICE

SPN & ASSOCIATES
ENGINEERS & SURVEYORS

Invoice Date	Invoice Num
Oct 26, 2020	22491
Billing Through	
Oct 24, 2020	

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

RE: M15318:06W
MILLER PHASE III CONST- RPR - WATER

Construction observation and testing.
Billing period 9/27/2020 thru 10/24/2020

Hours	Rate	Amount
5.00	\$110.00	\$550.00
Total Service Amount: <u>\$550.00</u>		
Total Expenses: <u>\$208.24</u>		
Amount Due This Invoice: <u>\$758.24</u>		
This invoice is due upon receipt		

Reimbursable Expenses:
LODGING
MEALS

TECHNICIAN II

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 26th day of October, 2020

Schmucker, Paul, Nohr & Associates
Paul Nohr
Signed

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

SPN & ASSOCIATES
ENGINEERS & SURVEYORS

INVOICE

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

RE: M15318:06SS
MILLER PHASE III CONST- RPR - STORM WATER

Construction Observation and testing.
Billing period through: 10/24/2020

Hours	Rate	Amount
42.50	\$110.00	\$4,675.00
Total Service Amount: <u>\$4,675.00</u>		
Total Expenses: <u>\$270.39</u>		
Amount Due This Invoice: <u>\$4,945.39</u>		
This invoice is due upon receipt		

TECHNICIAN II

Reimbursable Expenses:
LODGING
MILEAGE
MEALS

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 26th day of October, 2020

Schmucker, Paul, Nohr & Associates
Paul Nohr
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.



22 Rev 1

APPLICATION FOR PAYMENT

Change Order Summary

1. ORIGINAL CONTRACT PRICE.....	\$	4,368,961.99
2. Net change by Change Orders.....	\$	461,436.86
3. Current Contract Price (Line 1 ± 2).....	\$	4,830,398.85
4 a. Total Completed to Date.....	\$	5,007,330.65
b. Total Material Remaining in Storage.....	\$	
c. Value of Non-Conforming Work.....	\$	
d. (Total Value of Work completed and Material Stored to Date).....	\$	5,007,330.65
5. RETAINAGE:		
a. 10 % x \$ 5,007,331 Work & Materials	\$	500,733.06
b. _____ % x \$ _____ Work & Materials	\$	
c. Total Retainage (Line 5a +Line 5b).....	\$	500,733.06
6. AMOUNT ELIGIBLE TO DATE (Line 4d-Line 5c).....	\$	4,506,597.58
7. PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	4,407,389.91
8. AMOUNT DUE THIS APPLICATION.....	\$	99,207.67
9. BALANCE TO FINISH, PLUS RETAINAGE		
(Total Contract Price Less Line 5c above).....	\$	323,801.27

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

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

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

By: _____ Date: _____

Change Order No. 5

Date of Issuance: **10/27/2020** Effective Date: **10/27/2020**
Owner: **City of Miller** Engineer's Project No.: **14842**
Contractor: **Dahme Construction Co**
Engineer: **SPN and Associates**
Project: **Phase 2 Utility Impr.**

The Contract is modified as follows upon execution of this Change Order:

Description:

Cost is added to the Contract for storm sewer work through the ~~East~~ ^{West} 2nd Avenue and 7th Street intersection. Other work items are added to the Contract and quantities are adjusted to date as needed. The completion dates are extended due to the extra work approved by the Owner and postponing the final round of paving until next year.

Attachments: None

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
	Highway 45 RR Highway 45 Tracks to First South of 2nd All Other Street Street Work
Original Contract Price:	Original Contract Times:
<u>\$4,368,961.99</u>	Substantial Completion: <u>8/31/2018</u> <u>10/15/2018</u> <u>6/15/2020</u>
	Ready for Final Payment: <u>7/15/2020</u>
Previously approved Increase:	Previously approved Increase:
Order No. <u>1</u> to <u>4</u>	Order No. <u>1</u> to <u>4</u>
<u>\$461,436.86</u>	Substantial Completion: <u>425</u> <u>365</u> <u>79</u>
	Ready for Final Payment: <u>79</u>
Previous Contract Price:	Contract Times prior to this Change Order:
<u>\$4,830,398.85</u>	Substantial Completion: <u>10/30/2019</u> <u>10/15/2019</u> <u>9/2/2020</u>
	Ready for Final Payment: <u>10/2/2020</u>
Increase of this Change Order:	Increase of this Change Order:
<u>\$458,652.40</u>	Substantial Completion: <u>301</u>
	Ready for Final Payment <u>301</u>
Contract Price for Change Order:	Contract Times with all approved Change Orders:
<u>\$5,289,051.25</u>	Substantial Completion: <u>10/30/2019</u> <u>10/15/2019</u> <u>6/30/2021</u>
	Ready for Final Payment <u>7/30/2021</u>

RECOMMENDED:

By: _____
Engineer
Title: Project Engineer
Date: _____

ACCEPTED:

By: _____
Owner (Authorized Signature)
Title: Mayor
Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signat
Title: _____
Date: _____

Approved by Funding Agency (if applicable)

By: _____
Title: _____

Date: _____



Three

APPLICATION FOR PAYMENT

Change Order Summary

CONTRACTOR'S CERTIFICATION The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.		By: _____ Date: _____
Payment of: \$ <u>578,432.91</u> (Line 8 or other-attach explanation of other amount)	(Engineer) \$ <u>578,432.91</u> (Line 8 or other-attach explanation of other amount)	(Date)
is recommended by: _____	(Owner)	(Date)
Payment of: \$ _____	(Date)	(Date)
is approved by: _____	Funding Agency (if applicable)	(Date)

EJCDC® C-620 Contractor's Application for Payment
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