

**AGENDA**  
**CITY OF MILLER**  
**MONDAY, DECEMBER 30, 2024**  
**8:00 A.M.**

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

**Call to Order**  
**Pledge of Allegiance**

**Approval of Agenda**  
**Approval of Minutes ..... pgs. 1 - 4**

**Public Input**

**New Business**

1. Police Department – wage clarification regarding COLA
2. American Legion – utility credit (*current CR balance \$4,152.81*)
3. Fire Hall Floor invoices ..... pg. 5
4. Helms & Associates Invoice 35170 - \$1,699.20 ..... pg. 6
5. Builders Cashway Plat – revision ..... pg. 7

**Approval of Bills**

**Executive Session**

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

**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  
DECEMBER 17, 2024**

*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 Tuesday, December 17, 2024.

**MEMBERS PRESENT:** Mayor Tom McGough, Aldermen: Dale Hargens, Will Jones, Patrick Price, Gale Auch, and Landon Gab and Alderwoman Susan Hargens.

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

Pledge of Allegiance was said by all present.

**AGENDA:** Motion by Alderman Price, seconded by Alderman Jones to approve the agenda. All members voted aye. Motion carried.

**MINUTES:** Motion by Alderwoman Hargens, seconded by Alderman Auch to approve the minutes for the regular meeting held December 2, 2024. All members voted aye. Motion carried.

**PUBLIC INPUT:** None.

**UNFINISHED BUSINESS**

**Fuel Quote:** Motion by Alderman Hargens, seconded by Alderman Jones to approve the fuel quote from Agtegra to purchase fuel for a 5¢ per gallon discount off the pump price the day it is lifted plus federal tax credits from January 1, 2025, to December 31, 2025. Agtegra pump prices are typically 10¢ per gallon lower than the other businesses in town. One other bid was received from Cowboy Country Stores for a 10¢ per gallon discount off the pump price plus the federal gas tax. All members voted aye. Motion carried.

**NEW BUSINESS**

**Mike Moncur – Hand County Health, Wellness & Community Foundation Inc.:** Mike Moncur gave an overview of what the foundation is and how they contribute to the community. The foundation started when the new hospital was being built. It is a 501(c)(3), nonprofit organization that helps with fundraising for local projects. The foundation is managing the funds raised for the municipal swimming pool project. Currently, there is just under \$90,000.00 in the account. Alderman Price asked about the foundation's investment options. Mike explained that the foundation can invest dollars in local banks and SD FIT. Its investment options are like those of the city's. Mayor McGough mentioned the possibility of donors making large contributions to the new pool. Mike can aid those larger donors with tax matters. With much anticipation of the pool project moving forward, the council thanked Mike for coming to the meeting.

**Farm and Home Show:** Motion by Alderman Price, seconded by Alderman Gab to pay \$100 to have a booth at the Hand County LCIA Farm and Home Show on January 17-18. A special request will be made to have the city's booth and the hospital's booth side-by-side to allow Mike Moncur to review with the public the Hand County health foundation's role in the new pool project. All members voted aye. Motion carried.

**Mike Werdel – American Legion Update:** Mike was present to relay to the council that the American Legion has come leaps and bounds all thanks to this generous, active community. Many updates have been made to the Legion building. The new addition is anticipated to be open and ready to serve the public by next fall. Mike gave due credit to Alderman Auch for his contributions to the Legion and city council. About 2 ½ years ago, a 5-year agreement was signed to give credit to the Legion's bill for city utilities. The Legion feels they are in good financial standing to allow the city to remove the credit. Alderman Price suggested that more research be done on the agreement before the council makes any changes.

**Plat – Builders Cashway Addition:** Motion by Alderman Price, seconded by Alderman Hargens to approve the plat for Builders Cashway Addition. All members voted aye. Motion carried.

**Colonial Life Group Life Insurance Benefit:** Motion by Alderman Gab, seconded by Alderwoman Hargens to approve giving employees life insurance to provide basic term life coverage in the amount of \$10,000 for a city-paid premium of \$2.00 per employee per month. Employees will have the option to "buy-up" and can take the employee-paid policy with them upon termination of employment. All members voted aye. Motion carried. The city employee policy manual will be updated accordingly.

**Helms & Associates Invoice 35005:** Motion by Alderman Jones, seconded by Alderman Gab to approve payment of Helms & Associates invoice number 35005 for \$849.60. All members voted aye. Motion carried.

**SDML Work Comp Grant:** Motion by Alderman Price, seconded by Alderman Gab to apply for the SDML Work Comp safety equipment grant to purchase confined space entry equipment as quoted from Stan Houston Equipment Company for \$4,345.29. The grant will pay 50% with a maximum award of \$4,000. All members voted aye. Motion carried. The other quote from Industrial Safety Products for the same equipment was \$5,319.98.

**NECOG Joint Cooperative Agreement:** Motion by Alderwoman Hargens, seconded by Alderman Auch to sign the Joint Cooperative Agreement with NECOG. They are very instrumental in many of our grant applications and administration. All members voted aye. Motion carried. Miller's portion of the dues will be \$1,777.30.

**St. Lawrence Intergovernmental Agreement:** Alderman Jones recommended that the agreement be reviewed during the budgeting process for 2026 to make necessary updates to the agreement. Motion by Alderman Price, seconded by Alderman Gab to approve and sign the intergovernmental agreement with St. Lawrence to provide bookkeeping services for \$12,000 per year (billed quarterly). All members voted aye. Motion carried.

**Building Permits:** Motion by Alderman Price, seconded by Alderman Auch to approve a building removal permit for Roger Arbogast to remove a garage on Lots 1-3, Block 20 vacated, South Addition. All members voted aye. Motion carried.

**Auto Supplement 2024 Appropriations:** Motion by Alderman Jones, seconded by Alderman Hargens to approve the auto supplements to the 2024 appropriations. Phase III and Phase IV of the water/wastewater project for amounts received and expended in 2024 were not budgeted during the budget process in 2023. Phase III had not been closed and funding for Phase IV was unknown at that time. All members voted aye. Motion carried.

**2025 Meeting Date Changes:** Motion by Alderwoman Hargens, seconded by Alderman Gab to approve the following 2025 meeting date changes: Monday, January 20 (MLK, Jr. Day) to Tuesday, January 21; Monday, February 17 (Presidents' Day) to Tuesday, February 18; Monday, May 5 (K-5<sup>th</sup> spring concert) to Tuesday, May 6; Monday, September 1 (Labor Day) to Tuesday, September 2. All members voted aye. Motion carried.

**Set Year-end Meeting Date:** Motion by Alderwoman Hargens, seconded by Alderman Hargens to set the year-end meeting date for Monday, December 30, 2024, at 8:00 a.m. All members voted aye. Motion carried.

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

**Correspondence:** Dakota Pump & Control reached out to city staff and council members to communicate their new policy for providing services and charging at the time of service rather than putting an agreement in place for an up-front fee.

**EXECUTIVE SESSION:** Motion by Alderman Auch, seconded by Alderman Jones to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 7:39 p.m. All members voted aye. Motion carried. Cindy Deuter left the meeting at 7:39 p.m. Mayor McGough returned the council to regular session at 8:33 p.m.

**Employee Wages:** Motion by Alderman Gab, seconded by Alderman Hargens to give a \$2.00 per hour wage adjustment across the board to the police department employees. All

members voted aye. Alderman Auch abstained. Motion carried. Motion by Alderman Gab, seconded by Alderman Price to give Police Chief Ted Huss a \$1.83 per hour merit raise. All members voted aye. Motion carried. Motion by Alderman Gab, seconded by Alderman Jones to give Officer Jim Henson a \$1.00 per hour merit raise. All members voted aye. Alderman Auch abstained. Motion carried.

**Hire Janitor:** Motion by Alderwoman Hargens, seconded by Alderman Jones to hire Kate Selting to replace Sandi Selting (with commendation for a job well done) as city janitor at the published wage listed in the 2024 salaries resolution. All members voted aye. Motion carried.

Motion by Alderman Price, seconded by Alderman Jones to adjourn the meeting. There being no further business, the meeting was adjourned at 8:41 p.m. All members voted aye. Motion carried.

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Tom McGough, Mayor

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Cindy Deuter, Finance Officer

**LEGAL NOTICE OF RECEIPT**

Copy of the official proceedings

was received on: \_\_\_\_\_

Published once at the

approximate cost of: \_\_\_\_\_

**Bills December 2024 (2)**

A & B Business	Supplies	216.36
American Solutions	Supplies	10.95
Arbor Day Foundation	Membership	15.00
Border States	Supplies	1,747.95
Code Enforcement	Code Enforcement	321.21
Dakota Energy	On Call Service	780.00
Evans Construction	Gravel	14,738.11
Galls	Supplies	228.34
Hand County 4-H	Booth Rent	100.00
Harkins Enterprises	Parts	285.00
First Bank & Trust	Power	1,702.12
Helms	Prof Fees	849.60
IDI	Prof Fees	16.00
JDF	Supplies	30.96
Chuck Martinmaas	Gravel	14,647.86
Miller Ace	Supplies	319.91
MMUA	Prof Fees	540.00
NASASP	Prof Fees	39.00
OHED	Industry	8,300.00
Petty Cash	Reimb	17.71
Prairieland Collections	Prof Fees	36.60
Ramkota Hotel - Pierre	Lodging	348.00
Riter Rogers	Prof Fees	245.00
Rural Development	Loans	16,403.00
SD AORWS	Prof Fees	975.00
SD ROV	Sales Tax	7,520.38
SD DOT	Supplies	933.58
Servall	Service	114.95
Stuart C Irby	Supplies	585.00
Sturdevant's	Parts	161.94
USA Bluebook	Supplies	447.12
Victor Lundeen	Supplies	105.98
Visa	Supp./Wtr Purchased/Fuel/Etc	22,542.12
WAPA	Power	52,335.84
Wesco	Transformer/Supplies	27,634.90
	Accounts Payable Total	<u>\$175,295.49</u>

**Payroll Salary plus****Benefits by Department:**

		12/19/2024		
Department		w/o OT	OT	Total
41402 FINANCE OFFICE		3,243.00	0.00	3,243.00
42101 POLICE		12,636.33	1,082.83	13,719.16
43101 STREET		9,033.44	0.00	9,033.44
43201 SEWER		5,992.15	52.04	6,044.19
43305 WATER		5,992.08	52.03	6,044.11
43403 ELECTRIC		13,982.24	15.32	13,997.56
		<u>\$50,879.24</u>	<u>\$1,202.22</u>	<u>\$52,081.46</u>

1111 Iowa Ave E, Box 401  
Hibbard, ND 58345  
(605) 452-2580

4-22-24

Miller Fire Hall  
Miller SD.

[illegible]

832,475.00

# INVOICE

**SCOTT GIBSON CONSTRUCTION**  
317 W 3rd ST  
Millier SD 57362  
605-870-2128  
scottgibsonconstruction@gmail.com

Bill to:  
City of Miller  
Fire Dept

SALE OF THE HOUSEHOLD GOODS AND FURNITURE  
OF THE ESTATE OF JAMES H. HARRIS, JR.  
DECEASED

NOTICE IS HEREBY GIVEN THAT THE UNDERSIGNED,  
ADMINISTRATOR OF THE ESTATE OF JAMES H. HARRIS, JR.,  
DECEASED, HAS BEEN APPOINTED BY THE COURT TO  
SELL THE HOUSEHOLD GOODS AND FURNITURE OF THE  
ESTATE OF JAMES H. HARRIS, JR., DECEASED, AT  
THE PLACE WHERE THE SAME ARE NOW KEPT.

DATED THIS 10TH DAY OF MAY, A.D. 1968.

JAMES H. HARRIS, JR., ADMINISTRATOR

WITNESSES MY HAND AND SEAL OF OFFICE  
THIS 10TH DAY OF MAY, A.D. 1968.

COURT CLERK

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY  
HAND AND SEAL OF OFFICE THIS 10TH DAY OF MAY,  
A.D. 1968.

CLERK OF THE COURT

7,560.25

Subtotal	100.00
Excise Tax 2%	2.00
TOTAL	102.00

30,035.25



# Helms & Associates

416 Production Street N.  
Aberdeen, SD 57401, United States  
Tel: 605-225-1212  
bobb@helmsengineering.com

City

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

## INVOICE

INVOICE DATE: 12/17/2024  
INVOICE NO: 35170  
BILLING THROUGH: 12/14/2024

### A8967 | MILLER AIRPORT TAXIWAY RECONSTRUCTION & ACCESS ROAD

Managed By: ROBERT J BABCOCK

AJP # 3-46-0035-015-2024  
AGREEMENT DATED 12/06/2023  
INVOICE NINE

DESCRIPTION	% OF TOTAL FEE	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
A8967.02   MILLER AIRPORT TAXIWAY RECONSTRUCTION & ACCESS ROAD DESIGN	100	\$84,960.27	68.00	\$57,772.98	\$56,073.78	\$1,699.20
TOTAL		\$84,960.27		\$57,772.98	\$56,073.78	\$1,699.20

SUBTOTAL \$1,699.20

AMOUNT DUE THIS INVOICE \$1,699.20

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 17<sup>th</sup> day of Dec 2024.  
HELMS AND ASSOCIATES [Signature]

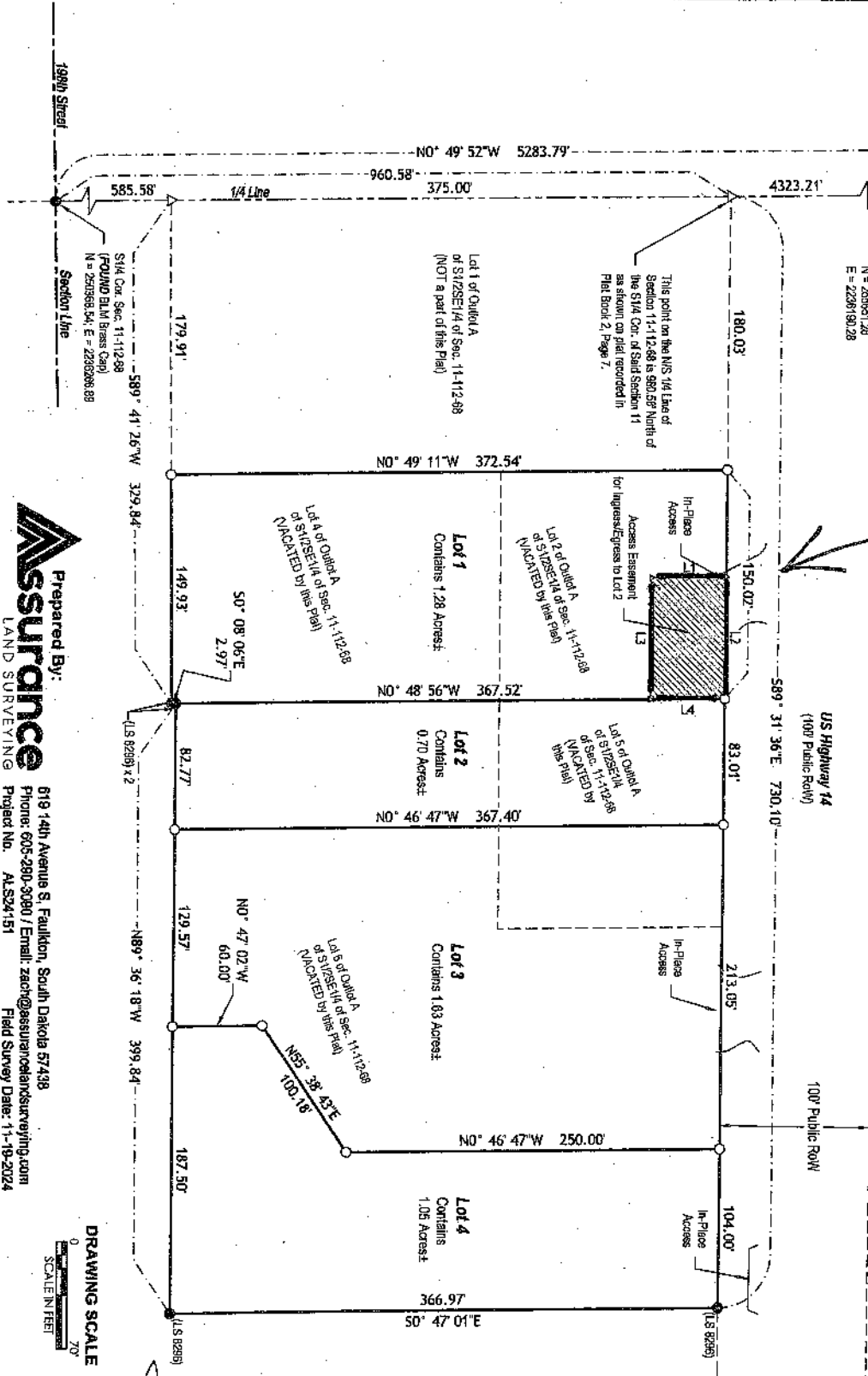
APPROVAL:

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

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

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

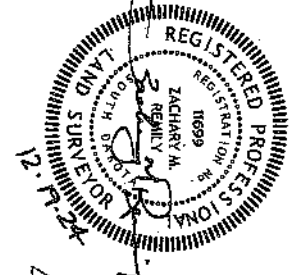
# revised BUILDERS CASHWAY ADDITION TO THE CITY OF MILLER IN THE SE1/4 OF SECTION 11, TOWNSHIP 112 NORTH, RANGE 68 WEST OF THE 5th P.M., HANDB COUNTY, SOUTH DAKOTA



EASEMENT LINE TABLE		
#	BEARING	DISTANCE
L1	N0°48'56"W	60.00'
L2	S89°31'38"E	80.00'
L3	N89°31'38"W	80.00'
L4	S0°48'56"E	60.00'

**BASIS OF BEARINGS**  
STATE PLANE COORDINATE SYSTEM  
SOUTH DAKOTA NORTH ZONE (4001)  
US SURVEY FEET - NAD 83  
DISTANCES SHOWN ARE GROUND  
COORDINATES SHOWN ARE GRID

- LEGEND**
- PIN FOUND (AS NOTED)
  - PIN SET w/CAP L.S. 11689
  - △ CALCULATED CORNER



**Assurance**  
LAND SURVEYING

Prepared By:  
619 14th Avenue S, Faulkton, South Dakota 57438  
Phone: 605-280-3080 / Email: zach@assurancesurveying.com  
Project No. AL524151 Field Survey Date: 11-18-2024

**DRAWING SCALE**  
0 70'  
SCALE IN FEET