

**AGENDA
CITY OF MILLER
MONDAY, JULY 21, 2025
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 - 3**

Public Input

New Business

1. On Hand – Quarterly Review
2. American Legion – temporary road closure for Bull Bash
3. Building Permits:
 - a. Devin Gortmaker – shed
 - b. David Powers – garage

Approval of Bills

Executive Session

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

New Business cont'd.

4. Water/sewer position

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
JULY 7, 2025**

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, July 7, 2025.

MEMBERS PRESENT: Mayor Tom McGough, Aldermen: Will Jones, Patrick Price, Dale Hargens, Gale Auch, 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 Gab to approve the agenda as amended by striking new business item number 4. Infotech Quote and adding Executive Session for personnel matters. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Hargens, seconded by Alderman Auch to approve the minutes for the regular meeting held on June 16, 2025. All members voted aye. Motion carried.

Public Input: Pastor Will Page gave a heartfelt thank you to the city and this community for the joint effort in keeping Crystal Park beautiful. The First Baptist Church has hosted vacation bible school at the park annually for the past 20 years. Alderman Hargens stated that he hears good comments about the park and this town from people passing through. Mayor McGough acknowledged the efforts put forth by people resulting in a great 4th of July weekend celebration.

Department Head Reports

Alderman Price asked Chief Huss and Finance Officer Cindy Deuter about establishing an account for processing paid bonds upon arrest. Currently, there are not many transactions of this nature for the Miller Police Department to manage. Rather than the city setting up a separate account for paid bonds, the police officers take the money to the Sheriff's office to be handled.

Ron Hofstiezer, street superintendent, has his crew preparing East 3rd Avenue north to be oiled this year. Concrete will be poured around the manholes to alleviate issues while plowing snow.

Dustin Graham, electric superintendent, said tomorrow is the deadline to register for the Heartland Summer Conference to be held in Madison on July 15. Council members are welcome to attend.

OLD BUSINESS

Bereavement Leave: Mayor McGough read the new policy to revise Personal Emergency Leave and add Bereavement Leave in the Employee Policy Handbook:

7.10-A Personal Emergency Leave

If necessary, qualified municipal employees may use accrued sick leave for personal emergency leave. This leave may be used for the following:

Death in the immediate family. (Immediate family is defined as an employee's spouse, parents, step-parents, children (including miscarriages), siblings, step-siblings, siblings' and step-siblings' spouses, grandparents, grandchildren, great grandparents, great grandchildren. The term includes a spouse's equivalent of the above.)

Emergency illness or scheduled surgery in the immediate family.

The amount of sick leave to be used for personal leave is to be limited to 80 hours per year if previously accrued. This leave does not accumulate from year to year.

Employees have the option to donate a portion of their accrued sick leave to a co-worker for emergency leave upon Council approval. Recipients must use their accrued sick leave and vacation prior to the use of the donated sick hours.

7.10-B Bereavement Leave

Qualified municipal employees may obtain bereavement leave upon the death of a family member. This leave is to consist of up to three (3) working days per incident with no cap and to be administered by the department head and Mayor. This leave is not subject to sick leave. Attendance at funerals other than family would come under the

realm of personal leave. Family includes those defined in Policy 7.10-A Personal Emergency Leave.

Motion by Alderwoman Hargens, seconded by Alderman Jones to approve the changes and add bereavement leave. All members voted aye. Motion carried.

Building Permit – Randi Forman: Upon further investigation, it was determined that a variance is not required for Randi to place a shed on his property at 125 W 5th St. Motion by Alderman Hargens, seconded by Alderman Gab to approve Randi Forman's building permit application for a shed. All members voted aye. Motion carried.

NEW BUSINESS

Building Permit: Motion by Alderman Hargens, seconded by Alderman Price to approve a building permit for Steve and Sara Mitchell for a gazebo. All members voted aye. Motion carried.

Grant: Chief Huss would like to apply for the Edward Byrne Memorial Justice Assistance Grant for financial aid in purchasing laptops and software for the police department's 2 patrol vehicles. This grant is similar to the Homeland Security grant that Chief Huss applied for earlier this year. There has been no word of the Homeland Security grant being awarded. Motion by Alderman Price, seconded by Alderman Gab to have Chief Huss apply for the Edward Byrne Memorial grant. All members voted aye. Motion carried.

Land near high school: Dustin Graham gave an update on the retired substation at the intersection of East 7th Street and 5th Avenue. The old substation infrastructure, concrete, rock, and interior fencing have been removed. Finance Officer Cindy Deuter will contact the school and draft the resolution to transfer and convey that parcel of land back to the school district.

Helms & Associates Invoices: Motion by Alderwoman Hargens, seconded by Alderman Hargens to pay Helms & Associates invoices 36280 and 36295 for a total of \$4,502.49. All members voted aye. Motion carried.

Phase IV Utility Improvements: Motion by Alderman Price, seconded by Alderman Jones to approve **Maguire Iron Change Order No. 1** and **Maguire Iron Pay Application No. 2** for final payment of \$4,875.00. All members voted aye. Motion carried. Motion by Alderman Price, seconded by Alderman Hargens to pay **SPN invoices** 36323-36327 for a total of \$72,968.40. All members voted aye. Motion carried. Motion by Alderman Jones, seconded by Alderman Price to pay **TLC Olson Construction Pay Application No. 9** for \$852,049.55. All members voted aye. Motion carried.

Open Meetings Laws Brochure: Mayor McGough read aloud and reviewed with the Council Members each Q&A in the Open Meetings Laws Brochure: Conducting the Public's Business in Public as prepared by S.D. Attorney General's Office in partnership with the S.D. News Media Association.

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

EXECUTIVE SESSION: Motion by Alderman Jones, seconded by Alderman Hargens to go into executive session for personnel matters pursuant to SDCL 1-25-2(1) at 7:52 p.m. All members voted aye. Motion carried. Mayor McGough returned the meeting to regular session at 8:10 p.m. No action taken.

Motion by Alderwoman Hargens, seconded by Alderman Hargens to adjourn the meeting. There being no further business, the meeting was adjourned at 8:10 p.m. All members voted aye. Motion carried.

Tom McGough, Mayor

Cindy Deuter, Finance Officer

was received on: _____
 Published once at the _____
 approximate cost of: _____

Bills July 2025 (1)

3d Communications	Supplies	75.00
44i	Prof Fees	249.00
American Solutions	Supplies	48.29
Avera	Prof Fees	80.00
Bds	Garbage	400.00
Bowar, Jessica	Refund	100.00
Builders Solutions	Supplies	349.06
City Utilities	Utilities	5,997.44
Code Enforcement	Code Enforcement	433.14
Erfman, Janice	Retirement Cake	52.00
Evans Construction	Prof Fees	8,504.35
Fischer Plumbing	Labor	263.18
Hand Co Rod	Filing Fee	30.00
Hawkins	Chemical	3,380.92
Helms & Associates	Prof Fees	4,502.49
Infotech Solutions	Prof Fees	1,331.94
Maguire Iron	Prof Fees	4,875.00
Marc	Chemical	248.04
Chuck Martinmaas	Prof Fees	5,195.43
McLeod's Printing & Office	Supplies	188.54
Milbank Winwater	Supplies	1,061.63
Miller Ace	Supplies	2,342.13
Miller Rexall	Supplies	8.44
Mmua	Prof Fees	7,165.75
Napa	Supplies	312.90
Nelson, Allison	Reimb.	242.20
Northwest Pipe Fittings	Supplies	244.80
Ohed	Prof Fees	1,724.62
Postmaster	Presort Permit #2	400.00
Ramkota	Lodging	476.00
Runnings	Supplies	666.32
Sd Phl	Prof Fees	45.00
Servall	Service	121.70
Spn	Prof Fees	72,968.40
Stuart C Irby	Supplies	1,950.00
Tic Olson Construction	Water Phase Iv	852,049.55
Tony's Repair	Oil Change	64.80
Us Bank	Loan	18,165.39
Wesco	Supplies	157.19
Accounts Payable Total		<u>996,470.64</u>

Payroll Salary plus

6/26/2025, 6/30/2025,

Benefits by Department:

7/3/2025, 7/10/2025

Department	w/o OT	OT	Total
41101 COUNCIL	2,723.55	0.00	2,723.55
41402 FINANCE OFFICE	3,252.55	59.86	3,312.41
41902 BUILDING	306.73	0.00	306.73
42101 POLICE	15,223.37	1,100.40	16,323.77
43101 STREET	8,491.84	431.96	8,923.80
43201 SEWER	6,194.95	194.69	6,389.64
43305 WATER	6,194.86	194.68	6,389.54
43403 ELECTRIC	15,601.15	18.41	15,619.56
45101 BALLPARK	2,613.03	74.82	2,687.85
45202 PARK	995.03	0.00	995.03
45103 POOL	18621.78	341.1	18962.88
	<u>\$80,218.84</u>	<u>\$2,415.92</u>	<u>\$82,634.76</u>