

**AGENDA
CITY OF MILLER
MONDAY, AUGUST 4, 2014
7:00 P.M.**

Call to Order

Pledge of Allegiance

Approval of Minutes *pgs. 1-4*

Approval of Agenda

Approval of Bills

Public Input

New Business

1. Swim Team – Triathlon & Pool Pass *pg. 5*
2. 2015 Donation Requests
3. Airport Fall Seminar *pg. 6*
4. Building Permits: Roger Bower – remove trailer house; W. Darlene Cox – Fuel Tank cover
5. Helms & Associates – Pay Request #8 *pg. 7*
6. Infra-Track Inc. – Pay Request #2 *pg. 8*
7. DENR Water System Evaluation
8. KBA Audit Review

Adjourn

There are no shortcuts to anyplace worth going.
- Helen Keller

**UNAPPROVED MINUTES
CITY OF MILLER
CITY COUNCIL MEETING
JULY 21, 2014**

The City Council met in regular session at City Hall at 7:00 p.m. on Monday, July 21, 2014.

MEMBERS PRESENT: Aldermen Tony Rangel, Jim Odegaard, Tom Winsell, Joe Zeller and Alderwoman Mary Johnson. Absent: Mayor Ronald Blachford and Alderwoman Kristin Hargens.

CALL TO ORDER: President Rangel called the meeting to order.

Pledge of Allegiance was said by all present.

AGENDA: Motion by Alderman Odegaard seconded by Alderman Winsell to approve the agenda. All members voted aye. Motion carried.

MINUTES: Motion by Alderwoman Johnson, seconded by Alderman Zeller to approve the minutes for the regular meeting held on July 7, 2014. All members voted aye. Motion carried.

APPROVAL OF BILLS: Motion by Alderman Odegaard, seconded by Alderman Zeller to approve the bills. All members voted aye. Motion carried.

DEPARTMENT HEAD REPORTS

Electric Department: Bill Lewellen, electric superintendent, stated they have removed over 100 old transformers that have been picked up by T & R Electric. Midcontinent said they should be finished with the cable project by mid-August so the electric department can start removing poles. They are ready to start burying lines to the community center.

Street Department: Ron Hoftiezer, street superintendent, has had his crew helping Hand County oil roads and the county will help them oil 30-35 blocks of city streets in the next couple of weeks. We received 2 grants for mosquito control and surveillance from the State of South Dakota totaling \$10,101.00. They have been cutting down trees, cleaning up the gravel pile area, spraying weeds, hauling gravel, and many other various tasks around town.

Police Department: Shannon Speck, police chief, was pleased with the 4th of July festivities; all went well with traffic control, and the weekend was relatively quiet. He is hoping to have the annual firearms training for the officers in August. He would also like to update his radio as it is almost 10 years old.

Water/Sewer Department: James Bonebright, water/sewer superintendent, has been working with Infra-Track on the sewer project. They are finding many issues in the sewer system with pipes broken out, tree roots, excessive amounts of gravel, and other pipes protruding too far into the main lines. Several of the manholes are made from brick, and others do not have a concrete bottom. They are currently about 2/3 done with the cleaning and camera project.

Finance Office: Sheila Coss, finance officer, showed that sales tax is still down for the year by 6.7%. The department heads are all working on their individual budgets. Budget request

forms have been sent to any organization that has requested supplemental funds in the past. The renewal information for the property/casualty insurance had been submitted to SDPAA.

OLD BUSINESS

Building Permits: Motion by Alderman Winsell, seconded by Alderwoman Johnson to not approve a building permit for Tigh Rombough – deck. All members voted aye. Motion carried. Motion by Alderwoman Johnson, seconded by Alderman Odegaard to approve a building permit for Kenneth VanZee – shed. All members voted aye. Motion carried.

NEW BUSINESS

Terry Manning – New Radio: Motion by Alderman Zeller, seconded by Alderwoman Johnson to approve purchasing a new water proof radio for Terry Manning for approximately \$486.00. All members voted aye. Motion carried.

Shannon Speck – 2012 Overpayment: Emily Schaefers, KBA noticed that Shannon Speck was overpaid 36 hours in November 2012. Motion by Alderman Winsell, seconded by Alderman Zeller to deduct 36 hours of vacation from Shannon Speck's balance in lieu of repayment of overpayment. All members voted aye. Motion carried.

Building Permits: Motion by Alderman Zeller, seconded by Alderman Winsell to approve building permits for Rodney & Mary Jo Gortmaker – porch & deck; Lisa Werdel – deck; Leslie & Cecelia Larson – pole building; Bernie Huisman – deck; Dustin McFarlane – addition. All members voted aye. Motion carried.

DiSC Profile Seminar: Motion by Alderwoman Johnson, seconded by Alderman Odegaard to approve attendance of all council members, full-time employees, and Amanda Taylor at a workshop for DiSC profiling. All members voted aye. Motion carried.

City Closing/Special Meeting: Motion by Alderwoman Johnson, seconded by Alderman Zeller to approve closing the city for business and holding a special council meeting on Friday, August 8, 2014, from 8:00 a.m. until 1:30 p.m. so that all full-time employees and council members may attend a DiSC profile workshop in city hall. All members voted aye. Motion carried.

Life Insurance Change to Unum: Motion by Alderwoman Johnson, seconded by Alderman Odegaard to approve changing life insurance carriers from One America to Unum and provide \$20,000 life and AD&D coverage for all full-time employees. All members voted aye. Motion carried.

Public Hearing, Malt Beverage/Wine License: A public hearing was held at 8:00 p.m. Motion by Alderman Zeller, seconded by Alderman Winsell to approve a malt beverage and wine license for Gerald & Roberta Fanning doing business as Pop-a-Top Liquor Store & Tavern. Roll Call vote: Odegaard – aye, Zeller – aye, Johnson – aye, Winsell – aye. Motion carried.

Resolution/Ordinance Utility Rate Change: Motion by Alderwoman Johnson, seconded by Alderman Winsell to continue changing utility rates via ordinance. Three ayes, one nay. Motion carried.

Dilapidated Houses: Motion by Alderwoman Johnson, seconded by Alderman Odegaard to send second notices to all recipients of letters regarding dilapidated houses stating that the houses

must be made livable or removed by August 15, 2014, or the city will have it done at the expense of the property owner. All members voted aye. Motion carried.

~~Memorandum of Destruction:~~ Motion by Alderman Zeller, seconded by Alderwoman Johnson to approve a Memorandum of Destruction dated July 22, 2014. All members voted aye. Motion carried.

Motion by Alderman Zeller, seconded by Alderman Winsell to adjourn the meeting. There being no further business, the meeting was adjourned at 8:19 p.m. All members voted aye. Motion carried.

Sheila Coss, Finance Officer

Ronald Blachford, Mayor

LEGAL NOTICE OF RECEIPT

Copy of the official proceedings
was received on: _____

Published once at the
approximate cost of: _____

Bills July 2014 (2)

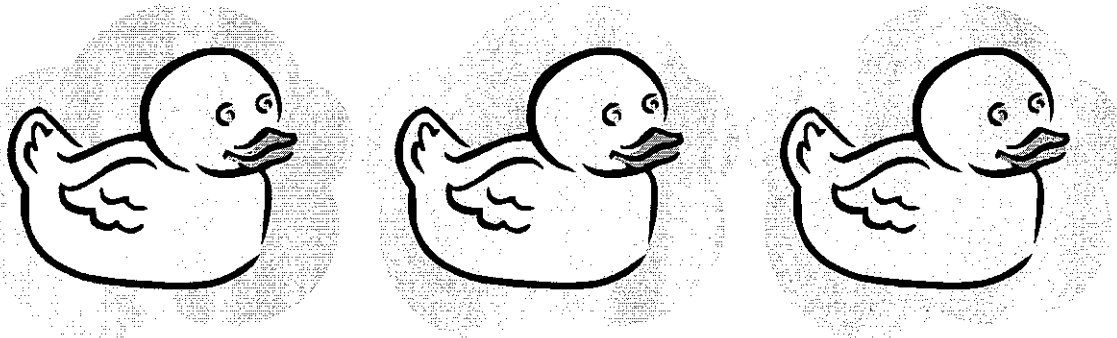
A & B Business Solutions	Card File	\$186.81
A+ Tire & Auto Service	Oil-Change '09-Chevy	\$83.33
Alco Stores Inc	Supplies	\$143.15
Avera Hand Co Memorial Hosp	Hep B IM	\$128.70
Bob's Disposal Service	Garbage	\$180.00
Bob's Gas Inc	Fuel	\$2,229.66
Border States Electric Supply	Supplies	\$141.75
Deere Credit, Inc.	5085E Lease	\$4,197.00
Elan	Supplies	\$940.74
Farnam's Genuine Parts Inc	Parts	\$120.50
Fed Ex	Freight	\$22.97
Kelly or Shawn Fernholz	Refund Pool Pass	\$75.00
First National Bank	Debt Service	\$3,671.88
Hand Co Register of Deeds	Plat	\$60.00
Hand County Treasurer	2014 Silverado Plates	\$14.00
Hawkins Inc	Pump Tube, Azone	\$874.37
Heartland Consumers Power Dist	Power	\$4,245.21
Larry's Repair	'94 Chevy A/C Repair	\$179.88
Lyle Signs Inc	Sign Poles	\$475.48
Mid-American Research Chemical	Root Control	\$980.33
McWhorter House Museum	Donation	\$133.33
Midcontinent Communications	Telephones	\$398.29
Milbank Winwater Company	Supplies	\$1,272.24
Miller Ace	Supplies	\$792.56
Miller Concrete Products Inc	Concrete	\$316.25
MMUA	Training	\$275.00
NorthWestern Energy	Wheeling Charge	\$8,656.72
On Hand Development Corp.	Industry	\$11,000.00
Petty Cash	Reimb	\$43.18
Miller Post Office	Presort Permit #2	\$220.00
Postmaster	Postage	\$49.00
Postmaster Trust Account	Postage	\$320.00
Pump 'N Pak	Fuel	\$323.80
Quoin Financial Bank	Debt Service	\$1,375.94
Resco	Supplies	\$387.20
Riter Rogers Law Office	Prof Fees	\$577.50
South Dakota One Call	Locates	\$112.60
SPN	Swr/Ss Proj	\$9,075.00
Super Clean Car Wash	Car Wash	\$8.00
T & R Electric Supply Co Inc	PCB Lab Testing	\$45.00
The Lumber Company	Door Panel	\$738.31
Titan Access Account	Parts	\$137.35
Tony's Repair	Tire/Oil Change	\$116.45
TrueNorth Steel	Supplies	\$119.16
Ultramax	Ammunition	\$250.00
United Accounts Inc	Prof Fees	\$129.70
WAPA	Power	\$47,668.33
Payroll Checks		\$27,316.45
**** Paid Total ****		<u>\$130,808.12</u>

2014 Miller Swim Club Duck Race

Prizes: 1st place: \$200.00

2nd place: Family Pool Pass for 2015 season

3rd place: Midway Drive-In Theater Prize Package



The duck race will take place at the Miller Swimming Pool on Saturday, August 9, 2014. The race will begin after the awards presentation for the triathlon. The duck race will start at the top of the slide and finish at the west end of the pool. The first three ducks to touch the wall will be the winners.

Try your luck and buy a duck!

\$5.00 per duck

You are invited to watch the triathlon beginning at 8:00 a.m. and then stay and cheer on your duck. All activities will take place at the Miller City Pool.

**Numbers for the ducks will be assigned prior to the race.*

**You do not need to be present to win.*

**Any questions please contact Mark or Terice Ketelhut @*

853-3786/204-0355/204-0356.

***AAND and **SDAMA Announce the 2014 Airports Fall Seminar**

with presentations by the
Bismarck Airports District Office

Radisson Hotel

**605 East Broadway Avenue, Bismarck, ND
701-255-6000**

**September 22, 2014, 8:00 AM (Registration), 9:00 AM – 5:00 PM
September 23, 2014, 7:00 AM (Breakfast) 8:00 AM – 1:00 PM**

General Information - Registration

Please make your reservations at the Radisson Hotel, Bismarck, ND, at 701-255-6000 by August 22, 2014, to ensure the group rate of \$104. Please say you are with the **Airports Fall Seminar** when making reservations.

Online registration by **CREDIT CARD ONLY** is available on a secured web site provided by Bismarck State College. Registration includes session, breaks and lunch buffet on September 22 and breakfast, session, and break on September 23. **Visa, MasterCard, and Discover** are accepted.

TO REGISTER, please visit the Registration website at
https://epayment.ndus.nodak.edu/C22800_ustores/web/store_cat.jsp?STOREID=191&CATID=1030&SINGLESTORE=true
and follow the instructions on the website.

Registration fee by September 15, 2014 is \$65.00

If you have any questions, please contact Tim Thorsen (tthorsen@nd.gov) or Joe Schrantz (jschrantz@nd.gov) at 701-355-1808.

Seminar Outline

This year's seminar will start at 9:00 AM on Monday, September 22, with registration beginning at 8:00 AM and will run from 8:00 AM to 1:00 PM on Tuesday, September 23.

This year's seminar will focus on new or changed procedures or processes in the Federal Aviation Administration, including presentations and discussions on the following items; along with the AAND topics:

- Planning
- Program Management (Modification to Standards, Standard Operating Procedures)
- Construction Phasing
- Pre-Application (Validation)
- Environmental
- AIP Grant Payment and Sponsor Financial Reporting Requirements
- Summary of 2014 AIP Program and any new information on the 2014 AIP Program
- AAND Topics: General Meeting (Dues Adjustments), State & Federal Funding, Fall Planning, and more (Tuesday, September 23, 2014 – 11:00 AM to 1:00 PM)

We encourage airport managers, airport board or authority members, airport consultants, local planning or other officials responsible for an airport, to attend this seminar. We'll be sure to allow ample time for open discussion on these and other issues in an effort to identify problem areas and find solutions.

*Airports Association of North Dakota

**South Dakota Airport Management Association

City

Helms & Associates

PO Box 111
Aberdeen, SD 57402-
Tel: (605) 225-1212 Fax: (605) 225-3189
TERRYH@HELMSENGINEERING.COM

Invoice

Invoice Date: Jul 28, 2014
Invoice Num: 11268
Billing Through: Jul 26, 2014

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

MILLER AIRPORT RUNWAY DESIGN (A5638:02) - Managed by (201)

AIP # 3-46-0035-007-2013
CONTRACT DATED 8/5/13
INVOICE EIGHT

Project ID	Project Name	Contract Amount	% Comp.	Previously Billed	Amount Due
A5638:02	MILLER AIRPORT RUNWAY DESIGN	\$90,980.00	95.00	\$74,603.60	\$11,827.40

Total Amount Due: \$11,827.40

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 28th day of July 2014.
HELMS AND ASSOCIATES *Don M. Ruy*

APPROVAL:

BY: _____

TITLE: _____

DATE: _____

Account Summary

Services BTD	Expenses BTD	Billed To Date	Paid To Date	Balance Due
\$ 86,431.00	\$ 0.00	\$ 86,431.00	\$ 74,603.60	\$ 11,827.40

