

**AGENDA  
CITY OF MILLER  
MONDAY MAY 16, 2016  
7:00 P.M.**

**Call to Order  
Pledge of Allegiance  
Approval of Agenda  
Approval of Minutes pgs. 1-6  
Approval of Bills**

**Public Input**

**New Business**

1. Jeff Mehlhaff – Benefits of Municipal Electric
2. Hire Electric Lineman
3. Heartland Grant for LED lights
4. Duane Harvey – Fire pit
5. Jeremy Coss – Pool Manager
6. Storm Sewer Plan Revision
7. First Reading of Ordinance #673 – Storm Sewer Utility Fee pg. 7
8. Building Permits: Dale Clement – Carport; Ken Davis – Wheelchair Ramp
9. HR and Finance Officer Schools – Cindy Deuter pgd. 8-10
10. Baseball Association Request pg. 11
11. Summer Employee Wages pg. 12
12. Future Utility Connections

**Old Business**

1. Fire Pup Program
2. Quotes for Pool & Airport Doors pgs. 13-15

**Correspondence**

Kent Atkinson pg. 16

**Adjourn**

**UNAPPROVED  
CITY OF MILLER  
CITY COUNCIL MEETING  
MAY 3, 2016**

*USDA is an equal opportunity provider, employer and lender.*

The City Council met in regular session at City Hall at 7:00 p.m. on Tuesday, May 3, 2016.

**MEMBERS PRESENT:** Mayor Ron Blachford, Aldermen Gale Auch, Jim Odegaard, Tony Rangel, Bob Steers, Tom Winsell, Joe Zeller and Alderwoman SuAnne Meyer. Alderwoman Mary Johnson absent.

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

Pledge of Allegiance was said by all present.

**MINUTES:** Motion by Alderman Zeller, seconded by Alderman Winsell to approve the minutes for the regular meeting held on April 18, 2016. All members voted aye. Motion carried.

Motion by Alderman Zeller, seconded by Alderman Auch to adjourn and reconvene as the new city council. All members voted aye. Motion carried. Mayor Blachford presented a certificate of appreciation to Tom Winsell for his years of service on the Miller City Council.

**OATH OF OFFICE:** Mayor Blachford administered the Oath of Office to Aldermen Rangel and Steers, Alderwoman Meyer, and Chief of Police, Shannon Speck.

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

**ELECTION OF OFFICERS:** Motion by Alderman Odegaard, seconded by Alderman Zeller to nominate Alderman Rangel as President. All members voted aye. Motion carried. Motion by Alderman Odegaard, seconded by Alderman Zeller that nominations cease and a unanimous ballot be cast. All members voted aye. Motion carried. Motion by Alderman Auch, seconded by Alderman Rangel to nominate Alderman Zeller as Vice President. All members voted aye. Motion carried. Motion by Alderman Rangel, seconded by Alderman Odegaard that nominations cease and a unanimous ballot be cast. All members voted aye. Motion carried.

**Mayoral Appointments:** Motion by Alderwoman Meyer, seconded by Alderman Auch to approve the committee assignments and mayoral appointments as presented with one correction. All members voted aye. Motion carried.

**2015 Committee Assignments**

**Mayoral Appointments**

(Committee Chair is first person listed, Alternate is 3<sup>rd</sup> person listed)

**FINANCE OFFICE:** Meyer, Rangel, Odegaard; **PUBLIC SAFETY** Police, Fire, Civil Defense, Emergency Warning System: Rangel, Auch, Steers; **STREETS, PARK, BALLPARK** Streets, Alleys, Sidewalks, Park, Ballpark, City Hall Mowing, Storm Sewer, Street Equipment: Zeller, Auch, Steers; **UTILITIES** Lights and Power, Water, Sewer, Pool, City Hall Snow Removal, Utility Equipment: Auch, Rangel, Meyer; **AIRPORT, CITY PLANNING & ZONING:** Steers, Zeller, Auch; **PERSONNEL:** Odegaard, Zeller, Meyer; **BEAUTIFICATION:** Rangel, Odegaard; **ON HAND ECONOMIC DEVELOPMENT DELEGATE:** Zeller; **HOUSING:** Rangel, Steers; *The Mayor is a member of each committee as ex-officio. (By virtue of his title.)* **Mayor Appointments:** **CITY ATTORNEY:** Jerry Wattier, Riter, Rogers, Wattier & Northrup, LLP;

**CHIEF OF POLICE:** Shannon Speck; **FINANCE OFFICER:** Sheila Coss; **OFFICIAL NEWSPAPER:** "The Miller Press"; **OFFICIAL DEPOSITORS:** American Bank & Trust Miller, Quoin Financial Bank Miller, Wells Fargo Bank; **PUBLIC HEALTH OFFICER:** Dr. Stephen Schroeder; **LEPC LIAISON:** Ronald Hoftiezer; **AMERICANS WITH DISABILITIES REPRESENTATIVES:** Bob Steers, Gale Auch; **TREE CITY USA:** Jim Odegaard; **CONSOLIDATED EQUALIZATION:** Bob Steers

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

**PUBLIC INPUT:** Mayor Blachford stood up to proclaim a new motto, "Less talk, more done". One project that has been "talked to death" is housing. He wants to see physical progress as a result of the city, On Hand Development, and the community coming together as a team to make things happen. Casey Schultz voiced his concern about funding for the housing project and the city's current debt. Alderman Rangel and Mayor Blachford explained that the city is not looking to spend a lot of money on housing. Fundamentally, the city needs to invest in the community for future operations with the first, most important investment being the infrastructure on which new houses can be built.

Delmar VanZee was present to express his concerns about the safety of the children that live near the alley that runs through the second block between West Second Avenue and West Third Avenue. He has witnessed young drivers going too fast in the alley and is worried that someone is going to get hurt. Alderman Auch requested that Chief Speck have the police department monitor it more closely. VanZee is also unsatisfied with the drainage of the same alley. The sidewalk would need to be fixed to promote efficient drainage.

#### **DEPARTMENT HEAD REPORTS:**

**Police Department:** Chief Speck reported that Officer Ames has been recertified in TASER training, Officer Henrickson has taught his eighth year of D.A.R.E., and the department will be participating in the "Click It or Ticket" campaign. Chief Speck will attend the South Dakota Code Enforcement Training Conference in Pierre on May 4-5.

**Street Department:** Ron Hoftiezer, superintendent, reported that he has applied for the "Mosquito Control Grant" from the Department of Health and that we will be receiving \$5,000.00 from the Department of Health for mosquito surveillance for our third year of trapping and identifying mosquitos for West Nile transmitters.

Seasonal maintenance has begun with mowing, blading, patching pot holes, recertifying mosquito foggers, and street sweeping. The street sweeper has had pump issues that are being resolved.

Motion by Alderman Rangel, seconded by Alderman Odegaard to host the citywide cleanup on May 19 and 20. All members voted aye. Motion carried.

**Electric Department:** Bill Lewellen, superintendent, will order LED street lights tomorrow for the budgeted amount of \$3,000.00. LED lights that light the American flag were vandalized at Crystal Park.

Bill has been in contact with Toby Morris, Dougherty & Company LLC, Pierre, to discuss the possibility of refinancing our bonds for the electric project. Morris will be present at the next meeting to discuss this matter further.

**Finance Office:** Cindy Deuter, Deputy Finance Officer, reported on sales tax. The new phone system was quoted at six phone, but we need two more, one for the street department and one for the front counter in the finance office. Motion by Alderman Rangel, seconded by Alderman Zeller to send Cindy Deuter and Christi Danburg to the Summit user group meeting in Le Mars, IA on May 10. All members voted aye. Motion carried.

## OLD BUSINESS

**CAD Agreement:** Motion by Alderman Rangel, seconded by Alderman Auch to have the Mayor sign the revised CAD Agreement with SPN. All members voted aye. Motion carried.

**Project Accounting Module:** Motion by Alderman Rangel, seconded by Alderwoman Meyer to purchase Summit's Project Accounting module for \$1,500.00 with an annual license fee of \$150.00. All members voted aye. Motion carried.

**Firepup® Program:** Motion by Alderman Rangel, seconded by Alderman Odegaard to table a decision regarding a donation to the Firepup® Program until David Blachford can present more information at the next council meeting. All members voted aye. Motion carried.

## NEW BUSINESS

**Housing:** Bill Lewellen, Alderman Rangel, Mayor Blachford, Alderman Auch, Tammy Caffee, and Kristi Lichty traveled to Plankinton last week to see how their city made their housing project a success. Bill Lewellen explained that their mayor based a lot of their accomplishments on a community coming together with a common goal in mind. The Miller community needs to have the same can-do attitude and make it happen for the greater good of Miller's future. Tammy Caffee said On Hand Development has sent her to trainings and she is "ready to go" on this. Miller's infrastructure will support not only existing services but also these new developments once the sewer, storm sewer, and water project is complete.

**Tank Cleaning & Inspection:** Jim Bonebright explained that DENR and EPA require cleaning of water tanks by a certified professional. Alderman Auch reviewed the total \$2,130.00 quote from Great Plains Structures to inspect and clean our \$300,000 gallon water tank that was put in in 1991 and commented that it is a very reasonable price. He also recommended that we contact Mid-Dakota Rural Water Systems about when we plan on draining the tank for inspection. Motion by Alderman Zeller, seconded by Alderwoman Meyer to approve tank cleaning and inspection by Great Plains Structures. All members voted aye. Motion carried.

**Doors for Airport & Pool:** One quote was received from House of Glass to replace two doors, one on the pump house at the swimming pool and one at the airport. Jim Bonebright suggested we table this item until we get quotes from Ken's Glass & Mirror, Huron and Midwest Glass, Inc., Brookings. Motion by Alderman Auch, seconded by Alderman Odegaard to table a decision until the other two quotes are obtained. All members voted aye. Motion carried.

On a side note, the pool is tentatively going to open a couple of weeks before Memorial Day depending on weather and seasonal start up maintenance. If it is too cold, we don't want to spend thousands of dollars heating the water in the pool.

**Nelson Lot:** Bill Lewellen requested council approval to purchase Lots 7 & 8, Block 3, Atlantic Addition from Nelson Brothers to begin the third phase of the electric project. According to DGR's planning and design, those lots are the best place for the new substation. Dave Nelson was present to ensure his remaining property will have access to the sewer main on East Fifth Avenue. Motion by Alderman Rangel, seconded by Alderman Zeller to purchase Nelson's lots for \$25,000.00. Roll call vote: Alderman Rangel – aye, Alderman Auch – aye, Alderman Steers – aye, Alderman Zeller – aye, Alderwoman Meyer – aye, Alderman Odegaard – aye. Motion carried.

**Excel Training:** Motion by Alderman Auch, seconded by Alderman Steers to send Cindy Deuter to National Seminars Training for Microsoft Excel on June 22 in Sioux Falls. All members voted aye. Motion carried.

**KBA Audit Agreement:** Motion by Alderman Rangel, seconded by Alderwoman Meyer to have Kohlman, Bierschbach & Anderson, LLP perform an audit of the city's financial statements including the audit for federal funds received for the two years ended December 31, 2015, for \$12,800.00. All members voted aye. Motion carried.

At 8:50 p.m. Casey Schultz asked about possible funding for a new bathhouse at Crystal Park by the campground area. It would be wonderful to have that available, but the vandalism needs to be under control first. Applications for grants have been made in the past and rejected.

**Mike Olson – 2016 Cleanup Efforts:** Alderman Rangel wants to go about enforcing the cleanup efforts a little differently. Mr. Olson, code enforcer, will contact property owners and/or renters in person or via phone call before they receive a letter of noncompliance. The 2016 cleanup will commence in ward two after the free citywide cleanup in mid-May.

**Floodplain Coordinator:** Motion by Alderman Zeller, seconded by Alderwoman Meyer to have Mayor Blachford sign the letter to NCOG as Floodplain Coordinator. The letter states that the water, wastewater and storm sewer lines project is in compliance with the floodplain management criteria of Hand County and the State of South Dakota. All members voted aye. Motion carried.

**Pool Pass for Hospital Wine Tasting Fundraiser:** Motion by Alderwoman Meyer, seconded by Alderman Rangel to donate a gift certificate for a 2016 season family pool pass for the hospital wine tasting fundraiser. All members voted aye. Motion carried.

**Building Permits:** Motion by Alderman Auch, seconded by Alderman Steers to approve the following building permits: Marlon Weyand – lean-to; Delmar VanZee – fence; Bryan Breitling – replace front deck; Brandon Moore - garage. All members voted aye. Motion carried.

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

**Resolution 2016-6 Annual Election Results:** Motion by Alderman Odegaard, seconded by Alderman Auch to approve the following resolution:

#### **RESOLUTION NO. 2016-6**

**WHEREAS**, Section 9-13-5 SDCL 1967 provides no election shall be held in any municipality or ward thereof where there are no opposing candidates for any office, and the Finance Officer shall issue Certificates of Election to the nominees in the same manner as to successful candidates after election, and,

**WHEREAS**, on Tuesday the 12<sup>th</sup> day of April 2016, pursuant to notice duly given, an election was held in the City of Miller, South Dakota, for the purpose of electing a Councilman for Ward One – 2-year term and Councilman for Ward Two – 2-year term, and,

**WHEREAS**, Ward Three petitioner Ralph Johnson withdrew as a candidate for Alderman prior to the election, and therefore the election for Ward Three was cancelled, and,

**WHEREAS**, the Common Council of the City of Miller, South Dakota, did meet as prescribed by law and examined the poll books, tally sheets and other documents pertaining to said election as a result of said examination the following determination was made:

**WARD ONE – ALDERMAN**

Bob Steers	72
Jeff Swartz	46
Total voters registered and ballots counted	118

**WARD TWO – ALDERMAN**

Mary Johnson	62
SuAnne Rowen Meyer	72
Total voters registered and ballots counted	134

**NOW THEREFORE, BE IT RESOLVED** by the Common Council of the City of Miller, South Dakota, that Bob Steers be declared elected Councilman of Ward One for a term of two years, SuAnne Rowen Meyer be declared elected Councilwoman of Ward Two for a term of two years, Anthony Rangel be declared appointed Councilman of Ward Three for a term of two years, and the Finance Officer be instructed to issue Certificates of Election to said candidates.

Dated this 3<sup>rd</sup> day of May 2016.

All members voted aye. Motion carried.

**EXECUTIVE SESSION:** Motion by Alderman Rangel, seconded by Alderman Zeller to go into executive session for personnel matters pursuant to SDCL 1-25-2 (1) at 9:11 p.m. All members voted aye. Motion carried. Motion by Alderman Odegaard, seconded by Alderman Steers to return to regular session at 9:19 p.m. All members voted aye. Motion carried. The following action was taken during executive session:

**Vacation Request:** Motion by Alderman Auch, seconded by Alderman Zeller to allow Christi Danburg to use her accrued vacation during her probationary period for June 23-24, 2016. All members voted aye. Motion carried.

**Hire Summer Help:** Motion by Alderman Rangel, seconded by Alderman Odegaard to allow the street, park, and ballpark committee to interview and/or hire seasonal employees for their department(s). All members voted aye. Motion carried.

**CORRESPONDENCE:**

**DENR Drinking Water Achievement Award:** The City of Miller Water Department has received a certificate in recognition of meeting the requirements of the Safe Drinking Water Act. James Bonebright and Terry Manning were awarded certificates of achievement from DENR as well.

**Midcontinent Communications:** Midcontinent needs to come back again. They are still corrections to be made throughout town. Daniel Nelson, Director of Governmental Affairs with Midcontinent Communications will be contacted.

Motion by Alderman Zeller, seconded by Alderman Steers to adjourn the meeting. There being no further business, the meeting was adjourned at 9:25 p.m. All members voted aye. Motion carried.

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Ronald Blachford, Mayor

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Cindy Deuter, Deputy Finance Officer

**LEGAL NOTICE OF RECEIPT**

Copy of the official proceedings  
was received on: \_\_\_\_\_

Published once at the  
approximate cost of: \_\_\_\_\_

**Bills April 2016 (2)**

A & B Business Solutions	Supplies	\$24.00
AT&T Mobility	Cell Phone	\$47.50
Boney's Parts Plus	Parts	\$227.38
DeGeest Electrical Service Inc	Rewire Finance Office	\$4,434.96
DGR Engineering	Cap Imp	\$579.00
Fischer Plumbing	Repair	\$30.62
Hand County Publishing	Publications	\$822.06
Ron Hoftiezer	Reimb	\$33.00
Miller Civic & Commerce	Fireworks	\$1,000.00
OHED	80% BBB Apr	\$2,732.43
Postmaster Trust Account	Postage	\$345.00
SD Dept of Health	Tests	\$99.00
SD Dept of Revenue	Sales Tax	\$12,373.56
SD Federal Property Agency	Supplies	\$17.00
The Lodge At Deadwood	Lodging	\$172.00
Tucker's SuperValu Foods	Supplies	\$22.72
Wells Fargo Bank, N.A.	Bond Pymt	\$32,731.61
Wesco Distribution	Supplies	\$478.00
**** Paid Total ****		<u>\$56,169.84</u>

<b>Payroll by Department:</b>		5/3/2016		
Department	w/o OT	OT	Total	
41410 FINANCE OFFICE	1,119.88		1,119.88	
42110 POLICE	10,465.68		10,465.68	
43110 STREET	4,483.20	25.58	4,508.78	
43210 SEWER	4,828.97	27.75	4,856.72	
43310 WATER	4,828.91	27.74	4,856.65	
43410 ELECTRIC	7,813.09	41.01	7,854.10	
45210 PARK	111.43		111.43	
	<u>\$33,651.16</u>	<u>\$122.08</u>	<u>\$33,773.24</u>	

ORDINANCE #673

AN ORDINANCE FOR THE PURPOSE OF IMPLEMENTING A STORM SEWER UTILITY FEE FOR THE CITY OF MILLER, SOUTH DAKOTA, TO DEFRAY THE COST OF THE OPERATION AND MAINTENANCE OF STORM WATER FACILITIES.

Be it ordained by the Common Council of the City of Miller, South Dakota the establishing storm sewer rates be implemented as follows:

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

**Residential Rate**

Utility Fee 1.50

**Small Commercial Rate\***

Utility Fee 5.00

**Large Commercial Rate\*\***

Utility Fee 10.00

\*Commercial accounts under 10,000 square feet.

\*\*Commercial accounts over 10,000 square feet.

This Ordinance should be in full force and effect so as to commence and include all utility billings after the billing is made for the month of July 2016.

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Ron Blachford, Mayor

ATTEST:

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Sheila Coss, Finance Officer

Record of Votes:

Alderman Rangel –  
Alderman Odegaard –  
Alderman Steers –  
Alderwoman Meyer –  
Alderman Zeller –  
Alderman Auch –

First Reading: May 16, 2016

Adoption: June 6, 2016





## AGENDA

### SD Governmental Human Resource School

June 7-8, 2016 • Holiday Inn Convention Center • Spearfish, SD

#### Tuesday, June 7, 2016

- 12:15 to 1:00 p.m.**    **Registration - Lobby**
- 1:00 to 1:15 p.m.**    **General Business Meeting - Willow/Aspen/Spruce**
- 1:15 to 3:15 p.m.**    **What you need to know about Wage and Hour (Public Sector)**  
*Sharon Holt, Investigator, U.S. Department of Labor*
- 3:15 to 3:30 p.m.**    **Break – Lobby**
- 3:30 to 5:00 p.m.**    **FLSA Updates for Municipalities...and Much More - Willow/Aspen/Spruce**  
*Chris Hoyme, Principal, Jackson Lewis P.C.*
- 5:30 p.m.**            **Social - Cottonwood/Ponderosa**
- 6:00 p.m.**            **Dinner Theater- Cottonwood/Ponderosa**  
Dinner and entertainment featuring the Bukit Litz Players from Spearfish  
Variety show including a One-act Comedy, Musical Numbers and more!

#### Wednesday, June 8, 2016

- 7:30 a.m.**            **Continental Breakfast - Cottonwood/Ponderosa**
- 8:00 to 8:45 a.m.**    **Workers Compensation Road Map: Q & A - Willow/Aspen/Spruce**
  - Compensability            • Benefits
  - Denials                    • Wheeler Decision/HB 1084*Jennifer Selzler, Workers' Compensation Claims Manager, Claims Associates, Inc.*
- 8:45 to 9:15 a.m.**    **SDPAA Coverage Levels and Updates**  
*Paytra Nichols, Assistant Underwriter, SDPAA*
- 9:15 to 9:30 a.m.**    **Break – Lobby**
- 9:30 to 11:00 a.m.**    **How to Correctly Take and Defend Disciplinary Action - Willow/Aspen/Spruce**  
*Chris Hoyme, Principal, Jackson Lewis P.C.*
- 11:00 to 11:30 a.m.**    **Veterans Preference Laws**  
*Larry Zimmerman, Secretary, SD Department of Veterans Affairs*  
*Aaron Pollard, Deputy Secretary, SD Department of Veterans Affairs*

# SD Governmental Finance Officers' School

June 8, 9, & 10, 2016 • Holiday Inn Convention Center • Spearfish, SD

## Agenda

### Wednesday, June 8

**10:30 a.m. – 12:30 p.m. Banyon User Group – Swarm Room**  
*Jeff Christensen, President, Banyon Data System, Inc.*  
Utility Billing, Point of Sale, Fund Accounting, Payroll and New Products will be covered.  
Banyon will be available for individual Q&A following the User Group meeting until 2:00.

**Door Prizes will be given away throughout the school – must be present to win.**

**Noon – 4:00 p.m. Registration – Convention Center Lobby**

**12:45 p.m. Welcome by Spearfish Mayor Dana Boke – Oak/Cedar Rooms**

**1:00 – 1:30 p.m. Business Meeting**

**1:30 – 2:00 p.m. Legislative Update**  
*Yvonne Taylor, Executive Director, SD Municipal League*

**2:00 – 2:45 p.m. Investing**  
*Rod Fortin, Director of Local Government Assistance, SD Department of Legislative Audit*

**2:45 – 3:00 p.m. Break – Convention Center Lobby**

**3:00 – 4:00 p.m. Basic Accounting – Oak/Cedar Rooms**  
*Rod Fortin, Director of Local Government Assistance, SD Department of Legislative Audit*

**2:45 – 5:15 p.m. Golf Tournament – Elkhorn Ridge Golf Club, 6845 St. Onge Road, Spearfish**  
*\*\$28.75/person, includes cart, bottle of water, range balls and 9 holes*

**6:00 – 8:30 p.m. Welcome Reception and Dinner – Spearfish City Park Central Shelter, 119 S. Canyon St.**  
*BBQ Dinner 6:30-7:30 – Sand Volleyball – Cornhole – Visit to DC Booth Fish Hatchery*

**Hospitality room 104 at Holiday Inn opens from 8:30 p.m. – 11:30 p.m.**

### Thursday, June 9

**7:15 – 8:00 a.m. Breakfast Buffet – Ponderosa/Cottonwood Rooms**

**8:15 – 9:45 a.m. General Session – Oak/Cedar Rooms**  
**Keynote Speaker: Steve Gilliland, CSP, CPAE**  
*With an appeal that transcends barriers of age, culture and occupation—plus an interactive and entertaining style—Steve shows audiences how to open doors to success in their careers, their relationships and their lives.*

**9:45 – 10:00 a.m. Break – Convention Center Lobby**

**10:00 – 10:55 a.m. Concurrent Sessions (Pick one; these sessions will be repeated in the afternoon)**

- **Utility Billing Panel – Willow Room**  
*Meri Jo Anderson, Finance Officer, City of New Underwood*  
*Anita Lowary, Finance Officer, City of Groton*  
*Adam Karst, Director of Administration, Watertown Municipal Utilities*
- **De-Escalating Verbal Conflict – Aspen Room**  
*Dr. Pat Simpson, Dean, College of Education and Behavioral Sciences, BHSU*
- **GovOffice: Website Basics and User Group Discussion – Spruce Room**  
*Ross Huepel, Marketing Director, GovOffice*

**11:00 – 11:55 a.m. Concurrent Sessions (Pick one; these sessions will be repeated in the afternoon)**

- **The World of Liquor – Willow Room**  
*Mame Dooley, Revenue Section Coordinator, SD Department of Revenue*
- **Preparing for an Audit – Aspen Room**  
*Rod Fortin, Director of Local Government Assistance, SD Department of Legislative Audit*
- **Code Enforcement – Spruce Room**  
*Dave Smith, Code Enforcement Officer, City of Sturgis*  
*Geoff Fillingsness, Code Enforcement Officer, City of Beresford*  
*Tom Frieberg, City Attorney, City of Beresford*

**12:00 – 12:45 p.m. Lunch Buffet - Years of Service Pins will be Presented – Ponderosa/Cottonwood Rooms**

**1:00 – 2:30 p.m. General Session – Oak/Cedar Rooms**  
**Keynote Speaker: Steve Gilliland – continued**

**2:30 – 2:45 p.m. Break – Convention Center Lobby**

**2:45 – 3:40 p.m. Concurrent Sessions (Pick one)**

- **Utility Billing Panel – Willow Room**  
*Meri Jo Anderson, Finance Officer, City of New Underwood*  
*Anita Lowary, Finance Officer, City of Groton*  
*Adam Karst, Director of Administration, Watertown Municipal Utilities*
- **Preparing for an Audit – Aspen Room**  
*Rod Fortin, Director of Local Government Assistance, SD Department of Legislative Audit*
- **GovOffice: Website Basics and User Group Discussion – Spruce Room**  
*Ross Huepel, Marketing Director, GovOffice*

**3:45 – 4:40 p.m. Concurrent Sessions (Pick one)**

- **The World of Liquor – Willow Room**  
*Mame Dooley, Revenue Section Coordinator, SD Department of Revenue*
- **De-Escalating Verbal Conflict – Aspen Room**  
*Dr. Pat Simpson, Dean, College of Education and Behavioral Sciences, BHSU*
- **Code Enforcement – Spruce Room**  
*Dave Smith, Code Enforcement Officer, City of Sturgis*  
*Geoff Fillingsness, Code Enforcement Officer, City of Beresford*  
*Tom Frieberg, City Attorney, City of Beresford*

**6:00 p.m. President's Social – Ponderosa/Cottonwood Rooms**

**7:00 p.m. Finance Officer of the Year Banquet – Ponderosa/Cottonwood Rooms**  
**Speaker: Dr. Priscilla Romkema, Dean, College of Business and Natural Sciences, BHSU**

**Hospitality room 104 at Holiday Inn opens after Banquet until 11:30 p.m.**

## **Friday, June 10**

### **Municipal Pride Day!**

**Wear a shirt, hat or pin that promotes your city!**

**7:30 – 8:15 a.m. Breakfast Buffet – Ponderosa/Cottonwood Rooms**

**8:15 – 8:30 a.m. Last Minute Announcements – Oak/Cedar Rooms**

**8:30 – 10:00 a.m. Project Management**  
*Rachel Headley, Owner, Cobblestone Science*

**10:00 – 10:30 a.m. Break – Convention Center Lobby**

**10:30 – Noon Property Taxes 101 – Oak/Cedar Rooms**  
*Wendy Semmler, Property Tax Program Manager, SD Department of Revenue*

Dear Council Members of the City of Miller,

We the board members of the Miller Baseball Association, Roxie Zacher, Dani Danburg, Joe Zeller, would appreciate the \$4000.00 you budgeted for our softball/baseball program for the year 2016. We have the kids signed up and practices are scheduled.

Again Thank You for your generosity.

Sincerely,


Roxie Zacher



Dani Danburg



Joe Zeller



CITY OF

# MILLER

South Dakota

120 W 2<sup>ND</sup> ST

Miller SD 57362

Phone: (605) 853-2705

Fax: (605) 853-3617

[finance.office@cityofmiller.com](mailto:finance.office@cityofmiller.com)

April 19, 2016

Dear Applicant:

The City Council authorized the employment of the following people for summer employment at the regular meetings held on April 4<sup>th</sup>, 2016 and April 18, 2016:

Pool Manager	Jeremy Coss	12.00/hour
Lifeguards	Karly Beckett	8.72/hour
	Mason Breitling	<del>8.72</del> /hour 9.59 WSI
	Megan Fiala	<del>8.55</del> /hour 9.41 WSI
	Jacob Heezen	8.89/hour
	Carter Kindle	8.72/hour
	Jarek Kindle	8.55/hour
	Rilea Mielke	8.72/hour
	Kylie Oligmueller	8.72/hour
	Claudia Rombough	8.72/hour
	Sylvia Wieseler	<del>8.89</del> /hour 9.78 WSI
	Kaili Wilson	8.72/hour
Street	Lane Johnson	8.55/hour
	Sylvia Brown	8.55/hour

The lifeguards and street employees will receive an additional 10% if they obtain their CDL or WSI certificate.

Ballpark	Mallory Fischer	9.41/hour
Park	Aaron Zeller	9.41/hour

You will be contacted by your supervisor in the near future for a start date.

We would like to thank you for your interest in applying for this position and hope you enjoy your summer.

Sincerely,

Sheila Coss  
Finance Officer



# HOUSE OF GLASS, INC.

Established 1960

2 NORTH STATE ST. • ABERDEEN, SD 57401  
605-225-2010 • www.house-of-glass.com

2 N State St  
Aberdeen, SD 57401

Phone # 605-225-2010  
Fax # 605-225-7454  
E-mail: dwittmeier@hginc.biz

## Proposal

DATE ESTIMATE NO.  
04/28/2016 66449

PROPOSAL SUBMITTED TO:

PROJECT

CITY OF MILLER

ATTN: JIM

QTY/H... DESCRIPTION

- 1 REPLACE HOLLOW METAL DOOR AND FRAME AT THE AIRPORT
- 1 3'0" X 7'0" X 5 3/4" RH HOLLOW METAL FRAME
- 1 SZ 3'0" X 7'0" 161 POLYS C WH GALV HOLLOW METAL DOOR
- 1 WELD 3 SIDED FRAME
- 1 EXISTING OPENING ANCHORS
- 3 BB1279 4.5" x 4.5" US26D BALL BEARING HINGE NON REMOVEABLE PIN
- 1 A626A 3'0" x 7'0" SCREW APPLIED BLACK BRUSH WEATHERSTRIPPING
- 1 C607A 36" BLACK BRUSH SWEEP, ALUMINUM
- 1 424E 36" THRESHOLD, 4" WIDE
- 1 TRANSPORTATION CHARGE
- 8 DRIVE TIME
- 1 HOLLOW METAL INSTALLATION LABOR
- 6 STONE NP1 CAULKING TUBES 10OZ TUBES
- 1 MISC SCREWS ETC

CONTRACTORS USE TAX

REUSING EXISTING LOCK SET

THE DOOR CANT BE POWDER COATED BECAUSE THE 400 DEGREE HEAT REQUIRED IN THE POWDER COAT PROCESS WOULD MELT THE POLYSTYRENE INSULATION, ADD \$270.00 FOR PAINTING DOOR AND FRAME WITH AUTOMOTIVE PAINT BY LOCAL BODY SHOP.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

SIGNATURE \_\_\_\_\_

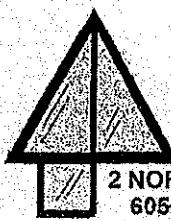
**TOTAL \$2,049.80**

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any or deviation from above specifications involving extra costs will be executed only upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. Proposal does not include lead testing, abatement, or removal in pre 1978 buildings as per new Federal Law (April 22, 2010). Any lead testing, abatement, or removal will be extra and is not included in above price.

Authorized Signature: \_\_\_\_\_

Dean Wittmeier



**HOUSE OF GLASS, INC.**  
Established 1960

2 NORTH STATE ST. • ABERDEEN, SD 57401  
605-225-2010 • www.house-of-glass.com

2 N State St  
Aberdeen, SD 57401

# Proposal

Phone # 605-225-2010

Fax # 605-225-7454

E-mail: dwittmeier@hginc.biz

DATE ESTIMATE NO.

04/28/2016 66454

PROPOSAL SUBMITTED TO:  
CITY OF MILLER

PROJECT

ATTN: JIM

QTY/H... DESCRIPTION

- 1 REPLACE DOOR AND FRAME IN THE CITY POOL MAINTENANCE ROOM
- 1 3'0" X 8'8" X 5 3/4" LH HOLLOW METAL FRAME
- 1 SZ 3'0" X 8'8" 161 POLYS C WH GALV HOLLOW METAL DOOR
- 1 WELD 3 SIDED FRAME
- 1 EXISTING OPENING ANCHORS
- 3 BB1191 4.5" x 4.5" US32D BALL BEARING HINGE NON REMOVEABLE PIN
- 1 LCN 1450 CLOSER RWP/PA ALUMINUM
- 1 FALCON K511P6D DANE 626 ENTRY LEVER, SCHLAGE C
- 3 KEYS CUT
- 6 STONE NP1 CAULKING TUBES 10OZ TUBES
- 1 HOLLOW METAL INSTALLATION LABOR
- 1 MISC. SCREWS ETC.
- 1 HOTEL/MOTEL LODGING

CONTRACTORS USE TAX

THE DOOR CAN'T BE POWDER COATED BECAUSE THE 400 DEGREE HEAT REQUIRED IN THE POWDER COAT PROCESS WOULD MELT THE POLYSTYRENE INSULATION, ADD \$270.00 FOR PAINTING DOOR AND FRAME WITH AUTOMOTIVE PAINT BY LOCAL BODY SHOP.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

SIGNATURE \_\_\_\_\_

**TOTAL \$1,881.87**

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any or deviation from above specifications involving extra costs will be executed only upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation insurance. Proposal does not include lead testing, abatement, or removal in pre 1978 buildings as per new Federal Law (April 22, 2010). Any lead testing, abatement, or removal will be extra and is not included in above price.

Authorized Signature: \_\_\_\_\_

Dean Wittmeier

Ken's Glass & Mirror  
50 – 8<sup>th</sup> St NE  
Huron, SD 57350  
605-352-6333  
605-352-0101 Fax

Proposal To: Miller Airport

To remove old steel door & frame in block building and install new clear aluminum door & frame with weather-stripping & threshold  
Installed Complete: \$1500.00


Proposal To: Miller Swimming Pool

To remove old steel door & frame in chemical room and install new bronze narrow style door and frame with full panel – closer – weather-stripping  
Installed Complete: \$1575.00

If you have any questions please feel free to call me.  
Thank you,  
Kenneth Barber  
May 9, 2016

**THIS PROPOSAL IS VALID FOR 30 DAYS ONLY**





City Council of Miller

How pleased and thankful we were at the response to our call for help! Thursday the 5<sup>th</sup> of May at 5:30 am. Kent had fallen. I was unable to get him up. Upon calling, Theresa, I believe, was kind, assuring and calm. A policeman, Chris Hendrickson, appeared quickly answering us. The EMTs would arrive shortly. Chris presence was calming and greatly appreciated. Upon arrival of two EMT's, a lady who owns a beauty salon and a gentleman, it was confirmed no injuries



The three carefully raised Kent to a sitting position than up.

We are very thankful for them and their aid

We feel blessed to live in Miller with those so willing to help.

Thank you all.

Kent Atkinson  
Jacque Atkinson