

**AGENDA
CITY OF MILLER
MONDAY, JULY 18, 2016
7:00 P.M.**

**Call to Order
Pledge of Allegiance
Approval of Agenda
Approval of Minutes *pgs. 1-4*
Approval of Bills**

Public Input

Old Business

1. Beau Keeter Memorial



Rest in Peace, Boney.

New Business

1. Mike Schmit – Airport Apron Bids *pg. 5*
2. Laine Warkenthien, Tammy Caffee – On Hand Economic Development
3. 2017 Donation Requests
4. Building Permits:
 - Randy Dearborn – Replace porch & garage with addition and new garage
 - Pat & Linda Beaner – Replace garage with addition and new garage
5. Resolution 2016-8 Contingency Transfer *pg. 6*
6. Finish Sale Barn Water Project
7. Committee Meetings for Budgeting
8. Paint Swimming Pool
9. FEMA Grant Procurement Training *pg. 7*

Executive Session

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

10. Temporary Assignment of Water, Sewer, Pool, Airport and Fire Hall Duties

Adjourn

If the future seems overwhelming, remember that it comes one moment at a time.

– **Beth Mende Conny**

We all die. The goal isn't to live forever, the goal is to create something that will.

– **Chuck Palahniuk**

Death is only a horizon, the limit of our sight. – Rossiter Worthington Raymond

Don't cry because it's over, smile because it happened! – Dr. Seuss

**UNAPPROVED
CITY OF MILLER
CITY COUNCIL MEETING
JULY 5, 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, July 5, 2016.

MEMBERS PRESENT: Mayor Ron Blachford, Aldermen Gale Auch, Jim Odegaard, Tony Rangel, Bob Steers, Joe Zeller and 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 Rangel to approve the agenda with one deletion. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Rangel, seconded by Alderman Steers to approve the minutes for the regular meeting held on June 20, 2016. All members voted aye. Motion carried.

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

PUBLIC INPUT

Pat Beaner was present to state that he would like to replace the garage that he intended to repaint. He would like permission to replace it with a larger building in the same location with the extra footage towards the house and back yard. His current garage is two feet from his lot line. The council stated that they would waive the variance on the new construction as long as he does not go any closer to the lot lines.

Alderman Rangel stated that we would like public input regarding a new bathhouse at the park. There is a grant available for 50% of the cost up to \$75,000. We will be sending out surveys with our next utility bills. John Carr stated that a new bathhouse was a topic of discussion with the large crowds attending the 4th of July activities in the park.

DEPARTMENT HEAD REPORTS:

Water/Sewer Departments: James Bonebright, superintendent, stated that Associated Pool Builders installed the anchor for the handicap lift. The lifeguards have completed the installation of the handicap lift. The PAPI lights flight check was completed July 1. We can turn the lights on after receipt of the official paperwork. The new Vactron was unable to be attached to the 1982 GMC as was originally planned. Motion by Alderman Rangel, seconded by Alderman Auch to surplus the 1982 GMC Sierra and trade it to Ditch Witch of SD for a trailer and attach the Vactron. If we do an even exchange trade, we do not need to obtain appraisals or get bids. All members voted aye. Motion carried.

Street Department: Ron Hoftiezer, superintendent, will begin dust control next week. The Ford Ranger pickup used as the mosquito fogger is leaking transmission fluid and is rusting and is not worth fixing. Motion by Alderman Rangel, seconded by Alderman Steers to allow Ron Hoftiezer to look at a 2005 ¾ ton Chevy pickup from the state surplus. It has 120,000 miles, with an asking price of \$3,000 and a book price of around \$6,000. All members voted aye. Motion carried.

Pool: Jeremy Coss, pool manager, stated that June pool attendance was up over 700 people from last year and that our income was up over \$1,000.00 from last year. He would like to revise the schedule for Saturday morning and delete the lap swim and water aerobics as they are poorly attended.

Finance Office: Sheila Coss, Finance Officer, reported that the sales tax is still down. We are beginning the preliminary budget work and insurance renewals.

OLD BUSINESS

Second Reading Ordinance #674 – Subdivisions: Motion by Alderman Auch, seconded by Alderman Zeller to approve the second reading of Ordinance #674. Roll call vote: Alderman Rangel – aye, Alderman Odegaard – aye, Alderwoman Meyer – aye, Alderman Zeller – aye, Alderman Steers – aye, and Alderman Auch – aye. Motion carried.

NEW BUSINESS

Beau Keeter Memorial: Jim and Chris Keeter were present to request permission to construct a nine or eighteen-hole disc golf course at Crystal Park in memory of Beau Keeter. Motion by Alderwoman Meyer, seconded by Alderman Auch to approve the request. After discussion there was a motion by Alderman Steers, seconded by Alderman Rangel to table the decision until the council members have a chance to go to the park with the Keeter and Carr families to see how the course would be laid out. All members voted aye. Motion carried. Chris Keeter also explained that they would like to start a “Give Back Day” in Miller, possibly September 10 and she would like suggestions on community service projects that they could complete in three to four hours on a Saturday morning.

Public Hearing:

8:00 Special Event Liquor License: Motion by Alderman Rangel, seconded by Alderman Odegaard to approve the special event liquor license applications for Sommer’s Bar to serve alcohol at the Miller Community Center on July 23 and September 24. All members voted aye. Motion carried.

Alex Roeber – Homeland Security Grants: Alex Roeber, Hand County Emergency Manager, stated that there are \$230,000 worth of Homeland Security grants available for fourteen SD counties. The fire department is requesting a partial grant for a generator and is asking if the city will pick up a portion of the unpaid amount. The council will consider this request during the budget process. Alex also encouraged the city to apply for a grant. Motion by Alderwoman Meyer, seconded by Alderman Zeller to apply for a Homeland Security grant to purchase new sirens. All members voted aye. Motion carried.

2017 Donation Requests: This item was tabled until July 18 in the approval of agenda.

Building Permits: Motion by Alderman Rangel, seconded by Alderman Odegaard to approve the following building permits: Tim Zacher – fence; Trinity Lutheran Church – deck; Steve Auch – fence. All members voted aye. Motion carried.

Plat – Detention Basin: Motion by Alderman Rangel, seconded by Alderman Auch to approve the plat for Lot A-1, a Subdivision of Lot A, Northview Addition to the City of Miller, pending approval by owners Mike and Rita Beaner. All members voted aye. Motion carried.

Ladder Truck Repairs: Motion by Alderman Rangel, seconded by Alderman Odegaard to approve payment of \$424.91 for repairs to the ladder truck belonging to the fire department. All members voted aye. Motion carried.

Casey's Building Plans: Sheila Coss will contact Patty Jones, Casey's General Stores, Inc., to ask if they can change the proposed access on East 1st Ave. to East 3rd St. and to inquire about drainage from the alley to the catch basin on East 1st Ave. Otherwise, their plans conform to the city's zoning ordinances.

Moody's Investment Rating: Sheila Coss explained the audit by Moody's Investment regarding the electric project loan. Our last audit in 2014 dropped our rating to a Baa with a negative outlook. The recent audit changed the negative outlook resulting in a Baa1 rating which is considered strong for the size of the project and the size of Miller.

Surplus 1982 Sewer Truck: See the water/sewer department head report.

EXECUTIVE SESSION: Motion by Alderman Auch, seconded by Alderman Odegaard to go into executive session for personnel issues pursuant to SDCL 1-25-2 (1) at 8:44 p.m. All members voted aye. Motion carried. Motion by Alderman Zeller, seconded by Alderman Auch to return to regular session at 9:32 p.m. All members voted aye. Motion carried.

Vacation Request: Motion by Alderman Auch, seconded by Alderman Steers to approve a one-time request within the six-month probation period for Haydn Herman to use four hours of vacation on July 8. 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 9:36 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: _____

Bills July 2016 (1)

A & B Business Solutions	Supplies	\$17.08
A+ Tire & Auto Service	Repair	\$44.56
A-1 Computer Solutions	Repair	\$130.00
Associated Supply Co, Inc	Chemical	\$3,845.69
AT&T Mobility	Cell Phone	\$47.76

Bob's Disposal Service	Garbage	\$180.00
Sheila Coss	Reimb	\$38.64
Dakota Land Management LLC	Spraying	\$3,021.55
Christi Danburg	Reimb	\$52.64
Cindy Deuter	Reimb	\$177.06
Dollar General	Supplies	\$41.75
Emergency Apparatus Maint. Inc	Maintenance	\$1,114.66
Fastenal Company	Supplies	\$48.65
Fischer Plumbing	Repair	\$287.30
Hand County Publishing	Publications	\$1,885.33
Hawkins Inc	Chemical	\$1,274.43
Haydn Herman	Reimb	\$11.00
Ron Hoftiezer	Reimb	\$11.00
Ken's Glass & Mirror	Repair	\$3,215.00
Mid-Dakota Rural Water System	Water	\$16,787.50
Milbank Winwater Company	Pipe Fittings	\$14,991.75
Miller Fire Department	Reimb	\$382.74
Morris Inc	Supplies	\$9,285.43
Northwest Pipe Fittings	Fittings	\$827.68
Oakley Farm & Ranch Supply	Supplies	\$34.39
On Hand Development Corp.	80% BBB June	\$1,798.72
Orv's Yard Service	Spray/Fertilize	\$71.30
Prairie Wind Promotions	Clothing	\$652.88
SD Dept of Health	Tests	\$75.00
SD Dept of Revenue	Sales Tax	\$7,476.61
SD Federal Property Agency	Supplies	\$106.00
SDML	Registration	\$100.00
Spencer Quarries/Comm Asphalt	Patch Mix	\$1,017.60
SPN	Prof Fees	\$10,000.00
Tucker's SuperValu Foods	Supplies	\$66.96
Uline	Supplies	\$98.88
VanDiest Supply Company	Mosquito Spray	\$793.00
Wilbur-Ellis Co	Supplies	\$82.00
Wilbur-Ellis	Fuel	\$859.72
**** Paid Total ****		<u>\$112,335.92</u>

Payroll by Department:		6/28/2016		
Department		w/o OT	OT	Total
41110	COUNCIL	1,996.91		1,996.91
41410	FINANCE OFFICE	1,122.88		1,122.88
41910	BUILDING	476.36		476.36
42110	POLICE	9,917.39	256.50	10,173.89
43110	STREET	6,277.06	300.72	6,577.78
43210	SEWER	4,639.56	177.73	4,817.29
43310	WATER	4,639.49	177.73	4,817.22
43410	ELECTRIC	9,530.44	178.39	9,708.83
45110	BALL PARK	\$790.13		\$790.13
45210	PARK	887.15		887.15
45310	POOL	7044.59		7044.59
		<u>\$47,321.96</u>	<u>\$1,091.07</u>	<u>\$48,413.03</u>

This free training is taught by FEMA procurement specialists that will discuss Federal standards for procurement. The information will enable participants to successfully participate in the FEMA Public Assistance (PA) program under a disaster declaration of the Stafford Act. The FEMA PA program provides Federal assistance when the magnitude of an incident exceeds the affected state, tribal, and local government capabilities to respond to or recover from. This training is also useful for applicants of the Hazard Mitigation Grant Program or any other sub-recipient of a Federal grant.

Local and tribal governments and private non-profit organizations must use their documented procurement procedures that reflect applicable state, tribal and local government laws and regulations, provided that the procurements conform to applicable Federal law and standards.

This training is highly recommended as procurement standards have been consolidated for all federal programs.

Target Audience: The target audience for this training includes community, county, tribal and private non-profit officials who are responsible for procurement of contract services and material purchases.

WHEN

Thursday, August 18, 2016 from 10:00 AM to 3:00 PM (CDT) - Add to Calendar

WHERE

George S. Mickelson Criminal Justice Center - 1302 East Highway 14, Pierre, SD 57501 - View Map

TAGS

Things To Do In Pierre, SD

SHARE WITH FRIENDS

Aug. 16 = Sioux Falls
Aug. 17 = Aberdeen

**RESOLUTION NO. 2016-8
TRANSFER FROM CONTINGENCY FUND**

WHEREAS insufficient appropriation was made in the 2016 adopted budget for the following department to discharge just obligations of said appropriations; and

WHEREAS SDCL 9-21-6.1 provides transfers be made by resolution of the board from the contingency appropriation established pursuant to SDCL 9-21-6.1 to other appropriations;

THEREFORE BE IT RESOLVED that the appropriation be transferred from the contingency budget to the following department budget:

101-4192-4251	Building Repairs	\$20,000.00
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Adopted this 18th day of July, 2016.

APPROVED:

Ronald Blachford, Mayor
City of Miller

(SEAL)

ATTEST:

Sheila Coss, Finance Officer

Helms

ASSOCIATES

CIVIL ENGINEERS & LAND SURVEYORS

221 Brown County Hwy 19
P.O. Box 111
Aberdeen, SD 57402
Phone: (605) 225-1212 Fax: (605) 225-3189
Email: operations@helmsengineering.com

**Apron Improvements
Miller Municipal Airport
Miller, South Dakota
AIP #3-46-0035-009-2016
Helms # A-6361
Engineer's Estimate
June, 2016**

Base Bid

Item #	Spec #	Item Description	Quantity	Unit	Unit Price	Total Cost
1	GP-105	Mobilization	1	L.S.	\$25,700.00	\$25,700.00
2	GP-50	Construction Staking	1	L.S.	\$7,000.00	\$7,000.00
3	S-100	Construction Safety Phasing Plan	1	L.S.	\$2,500.00	\$2,500.00
4	P-152	Unclassified Excavation	2,485	CuYd	\$7.00	\$17,395.00
5	P-152	Disposal of Excess Material	1,490	CuYd	\$8.00	\$11,920.00
6	P-208 (MOD)	Aggregate Base Course	1,990.0	Tons	\$25.00	\$49,750.00
7	P-403	Bituminous Base/Surface Course	1,030.0	Tons	\$150.00	\$154,500.00
8	P-602	Bituminous Prime Coat	8.0	Tons	\$900.00	\$7,200.00
9	P-603	Bituminous Tack Coat	2.5	Tons	\$700.00	\$1,750.00
10	P-620	Pavement Marking	1	L.S.	\$2,500.00	\$2,500.00
11	T-901	Seeding and Fertilizing	0.5	Acre	\$3,000.00	\$1,500.00
12	T-905	Topsoiling	290	CuYd	\$9.00	\$2,610.00
13	TL-100	Field Laboratory, Type I	1	Each	\$7,500.00	\$7,500.00
14	SP-1	Full Depth Reclamation (6" Nominal Depth)	6,064	SqYd	\$2.00	\$12,128.00
15	SP-1	Remove and Relay Blended Material (6" Nominal Depth)	5,963	SqYd	\$2.50	\$14,907.50
16	SP-3	Geotextile Separator Fabric	5,963	SqYd	\$3.50	\$20,870.50
17	Plans	Remove and Dispose of Concrete Aircraft Tie Down	3	Sets	\$50.00	\$150.00
18	Plans	Remove and Salvage Taxiway Reflector	7	Each	\$20.00	\$140.00
19	Plans	Full Depth Sawcutting	222	Ft	\$6.00	\$1,332.00
20	Plans	Install Salvaged Taxiway Reflector	7	Each	\$30.00	\$210.00
21	Plans	Aircraft Tie Downs	3	Sets	\$900.00	\$2,700.00
22	Plans	High Flow Silt Fence	458	Ft	\$6.00	\$2,748.00
Estimated Construction Total						\$347,011.00
Estimated Design Engineering						\$18,000.00
Estimated Bidding & Negotiations						\$5,000.00
Estimated Construction Administration						\$15,000.00
Estimated Construction Engineering						\$25,000.00
Estimated Asphalt Testing						\$5,000.00
Estimated Administration (±10% of Construction Costs)						\$34,989.00
Total Estimated Project Cost						\$450,000.00