

**AGENDA
CITY OF MILLER
MONDAY JULY 20, 2015
7:00 P.M.**

Call to Order

Pledge of Allegiance
Approval of Agenda
Approval of Minutes *pgs. 1-5*
Approval of Bills

Public Input

On Hand Economic Development

Laine Warkenthien – Quarterly Reports

Public Hearing

7:30 Malt Beverage, Wine License – Dollar General

Old Business

1. Amanda Taylor – WSI Training
2. Dave & Judy Van Heuvelen – Variance, Building Permit
3. Vacuum Trailer

New Business

1. Amanda Taylor
 - a. Free Pool Pass – Triathlon
 - b. Free Admission – Crazy Days, July 25th
2. Helm's & Associates Pay Request \$49,595.76 *pgs. 6-7*
3. Alley Drainage
4. Cooper Bebo & Emily Simons Wedding in the Park - August 6, 2016
5. Building Permits
 - Steve Schumacher – Shed
 - Leslie Larson – Pole Building
6. Ball Field Lights
7. East 5th Street Manhole

Adjourn



"What good is the warmth of summer without the cold of winter to give it sweetness."
- John Steinbeck, *Travels with Charley: In Search of America*

**UNAPPROVED
CITY OF MILLER
CITY COUNCIL MEETING
JULY 6, 2015**

The City Council met in regular session at City Hall at 7:00 p.m. on Monday, July 6, 2015.

MEMBERS PRESENT: Mayor Ron Blachford, Aldermen Gale Auch, Jim Odegaard, Tony Rangel, Tom Winsell, Joe Zeller, and Alderwoman Mary Johnson.

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 Auch to approve the amended agenda changing "Terry Aaker – Sewer Project Update" to executive session. All members voted aye. Motion carried.

MINUTES: Motion by Alderwoman Johnson, seconded by Alderman Rangel to approve the minutes for the regular meeting held on June 15, 2015, and the special meeting held on June 18, 2015. All members voted aye. Motion carried.

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

PUBLIC INPUT: Alderman Rangel would like to have Chief Speck look into the speeding issue by the park since they lowered the speed limit from 25 mph to 20 mph. He mentioned possibly putting in speed bumps because people are not abiding by the speed limit.

DEPARTMENT HEAD REPORTS

Police Department: Shannon Speck, Chief of Police, was present to speak with the Council. He said the 4th of July went very well with no complaints in the City of Miller. Shannon would like permission from the Council to purchase a new lock box for less than \$500 to replace the old box in the park to prevent the money from becoming wet and moldy. Motion by Alderman Rangel, seconded by Alderwoman Johnson to purchase a new lock box for less than \$500 for the park campground donations.

Street Department: Ron Hoftiezer, street superintendent, said they worked very hard to make sure Crystal Park was ready for the 4th of July after the rain pushed them back. He also mentioned they have fogged mosquitos more this year than previous years, but mosquito larva has increased in Hand County. Mayor Ron Blachford exclaimed how proud he was of the city employees for making the city park very beautiful for the 4th of July Celebration. There will be a free tire clean up on Friday, July 24. The street department is hoping to oil some streets depending on finances and oil left.

Water/Sewer/Airport Departments: Jim Bonebright, water/sewer/airport superintendent, informed the Council that the airport project is ahead of schedule which puts them under budget. With that being under budget they would be able to replace the wiring for new lights at the airport for approximately \$120,000 with the approval of the FFA. Mayor Blachford would like to have Jim

organize a ribbon cutting ceremony when the airport project is complete within four to five weeks. The water/sewer department has been focusing on a sewer project behind the library where they have installed two new cleanouts but have found bigger issues farther north. The department had to rent a vactor trailer from Ditch Witch out of Sioux Falls to excavate out all the power and fiber lines. The Mayor would like Jim to look into purchasing a vactor trailer for the City to use when needed. Alderman Gale Auch also mentioned it being a wise decision as it would be worth it for water, sewer and electric departments, especially with our lines being buried. Pricing on an FX25 without a trailer, 200 gallon fresh water, cyclonic filter and turbo spray gun would be around \$36,000. The cost would be split between water, sewer and electric departments.

Finance Office: Rachel Heezen, Deputy Finance Officer, spoke with the council about the sales tax report, insurance renewals and budget planning. Mayor Blachford would like committees to meet with each department to review their budgets before the budget meeting.

Electric Department: Bill Lewellen, electric department head, was absent. According to his department head report they are retiring the old electric system, have replaced the motor in the Crystal Park fountain, and have powered up Dollar General.

OLD BUSINESS

Josh Koeck – Journeyman raise: Motion by Alderman Rangel, seconded by Alderman Winsell to approve the pay increase of \$3.27/hour for Josh Koeck which was supposed to be discussed at the June 2, 2015, Council meeting and is to be retro active back to June 1, 2015. Roll call vote: Alderman Auch – aye; Alderman Winsell – aye; Alderwoman Johnson – aye; Alderman Zeller – aye; Alderman Odegaard – aye; Alderman Rangel – aye; with all ayes and no nays motion carried.

Ken Simons – Trailer house: Ken Simons was present to speak with the Council. He was unable to have his trailer fixed in the allowed time due to some health issues. Alderman Rangel had gone over to look at the progression with Ken and said it doesn't have any water spots or leaks, but he needed to have the screen on the door fixed, windows should be fixed and he needs to have it power washed. Casey Schultz said there is a dead tree sitting out by the highway and Ken said it would be removed. The inside of the property still needs some work. Ken says he has hunters coming to stay soon, and the electric and water are hooked up. Dave Satterlee said he needed to come up with a new plan on the outside of the house because latex paint will never stick and the only way to fix it would be to sandblast it. Ken said if he can't get it fixed he will have it re-sided. He would like a little bit more time to make it 100%. He also mentioned that the property is for sale. Motion by Alderwoman Johnson, seconded by Alderman Odegaard to give Ken Simons a final extension to August 10th for the trailer to be completed. All members voted aye. Motion carried.

Ward 1 Cleanup Efforts: Alderman Rangel stated we needed to get back to cleaning up Ward 1. Alderman Auch wanted to clarify that the plan is to start with Ward 1, Ward 2 and then Ward 3 so as not to single anyone out. Christina Kruml was present to discuss how the Council had planned to have this taken care of. The Council discussed the letters that were sent out to every resident in the City of Miller for two consecutive months. Dave Satterlee also spoke up on the issues of when the specific properties were going to be sent letters with a final deadline on the cleanup, and Rangel said we will get these sent out because we really want to have this community cleaned up. The City Police need to provide a list of property owners that have not clean up the properties from the last deadline. It was also discussed that the landlords need to be responsible for the way their renters are treating the property. Alderwoman Johnson also said if there is a concern on a property to please call City Hall so Council can be informed.

WSI Training – Amanda Taylor: Motion by Alderman Rangel, seconded by Alderwoman Johnson to table WSI Training with Amanda Taylor. All members voted aye. Motion carried.

NEW BUSINESS

Dave Satterlee – Home Business Complaint: Dave Satterlee wanted to know how Bert Lafferty was able to have a commercial business in a residential zone. He would like someone to look into this issue and have it taken care of. The Council was unaware of this business going on. Jim Bonebright said an at-home business is not allowed unless you own the property. Since Bert Lafferty doesn't own the property he is unable to have an at-home business. Motion by Alderman Rangel, seconded by Alderwoman Johnson to contact the city attorney on this issue as soon as possible to decide what the correct steps are to take care of this issue. All members voted aye. Motion carried.

Building Permits: Motion by Alderman Rangel, seconded by Alderman Zeller to approve the following building permits – Justin Sell, two decks; Steve Auch, garage; Heather McBride, shed; Mike and Gina Ortmeier, deck; Barry Grogan, deck; Dave Johnson, remove house. All members voted aye. Motion carried. Dave Johnson was there and brought up a good point to give the city office staff and/or Bill Lewellen authority to approve all building removals on the spot. If removal of a building is available before the next council meeting it would be nice to be able to have it done right away. The Council will look into this.

Pay Request – T & R Contracting: Motion by Alderwoman Johnson, seconded by Alderman Odegaard to approve the pay request for T & R Contracting for \$811,460.55. All members voted aye. Motion carried.

SDRS: Motion by Alderwoman Johnson, seconded by Alderman Rangel to add auto enrollment for South Dakota Retirement Systems to require all new employees to pay an extra \$25.00 a month towards retirement with start date of January 1, 2016. All members voted aye. Motion carried.

CORRESPONDENCE: Wheels and Meals expresses their gratitude to the City of Miller for their donation to the senior transportation program. They now have a new mini-van and the riders truly enjoy the experience.

PUBLIC HEARING: A public hearing was held at 8:00 p.m. Motion by Alderwoman Johnson, seconded by Alderman Winsell to approve the liquor license transfer: Sommer's Bar to Wolf Creek Entertainment. All members voted aye. Motion carried.

EXECUTIVE SESSION: Motion by Alderman Rangel, seconded by Alderman Odegaard to go into executive session for personnel & legal matters pursuant to SDCL 1-25-2 (1 & 3) at 8:35 p.m. All members voted aye. Motion carried.

Motion by Alderman Rangel, seconded by Alderwoman Johnson to return to regular session at 9:02 p.m. No action was taken. All members voted aye. Motion carried. No action taken in executive session.

Motion by Alderman Zeller, seconded by Alderman Winsell to adjourn the meeting. There being no further business, the meeting was adjourned at 9:03 p.m. All members voted aye. Motion carried.

Ronald Blachford, Mayor

Rachel Heezen, Deputy Finance Officer

LEGAL NOTICE OF RECEIPT

Copy of the official proceedings
was received on: _____

Published once at the
approximate cost of: _____

Bill July 2015 (1)

A & B Business Solutions	Supplies	\$21.23
A+ Tire & Auto Service	Repair	\$28.00
Associated Supply Co, Inc	Supplies	\$640.14
AT&T Mobility	Cell Phone	\$47.42
Best Western Ramkota Hotel	Lodging	\$287.97
Border States Electric Supply	Supplies	\$485.05
Builders Cashway Inc	Field Markers	\$719.60
CNH Industrial Capital	Supplies	\$111.08
Sheila Coss	Reimb.	\$94.05
Cowboy Country Stores Inc	Fuel	\$1,620.66
Dakota Land Management LLC	Spraying	\$4,245.87
Dale Lichty Construction	ADA Bathrooms	\$8,700.00
DGR Engineering	Cap Imp	\$190.00
Dustin McFarlane	Service	\$1,479.58
Fastenal Company	Supplies	\$45.30
Hand County Publishing	Publications	\$672.52
Hawkins Inc	Chemical	\$1,284.39
Ron Hoftiezer	Reimb.	\$11.00
Hughes Electric	Replace Pump	\$1,351.64
Larry's Repair	Repair	\$489.16
Manning Digging Service	Service	\$150.00
Mid-Dakota Rural Water System	Water	\$16,778.71
Midwest Turf & Irrigation	Pwr Unit	\$3,106.04
Milbank Winwater Company	Supplies	\$1,378.75
Miller Baseball Association	Donation	\$4,000.00
Miller Rexall Drug	Supplies	\$14.46
MMUA	Training	\$275.00
NCFE - Miller Branch	Fuel	\$1,400.91
Northwest Pipe Fittings	Fittings	\$2,935.93
NorthWestern Energy	Wheeling Charge	\$6,615.31
Oakley Farm & Ranch Supply	Supplies	\$228.72
On Hand Development Corp.	80% BBB	\$1,056.48
Pro-Tec Roofing & Sheet Metal	Repair Roof	\$112.24
Pump 'N Pak	Fuel	\$285.80
Resel Construction	ADA Bathrooms	\$8,700.00

Rural Development	Loans	\$4,514.00
SD Dept of Health	Tests	\$149.00
SD Dept of Revenue	Sales Tax	\$8,829.14
SD Federal Surplus Agency	Socket	\$75.00
SDPAA	JD Tractor Ins	\$105.00
Spencer Quarries	Patch Mix	\$892.32
Stobbs Sales Inc	'98 Chevy Parts	\$80.18
T & R Contracting Inc	Cap Imp	\$811,460.55
Team Laboratory Chemical Corp	Chemical	\$369.50
VanDiest Supply Company	Mosquito Spray	\$2,448.60
Wesco	Supplies	\$1,111.20
**** Paid Total ****		<u>\$899,597.50</u>

Payroll by Department:		6/30/2015		
Department		w/o OT	OT	Total
41110	COUNCIL	2,023.83		2,023.83
41410	FINANCE OFFICE	870.34		870.34
41910	BUILDING	435.92		435.92
42110	POLICE	8,821.03		8,821.03
43110	STREET	4,459.67	205.65	4,665.32
43210	SEWER	4,056.18	11.06	4,067.24
43310	WATER	4,056.15	11.05	4,067.20
43410	ELECTRIC	9,283.80		9,283.80
43510	AIRPORT	134.01		134.01
45110	BALL PARK	1,057.95		1,057.95
45210	PARK	1,016.02		1,016.02
45310	POOL	5,055.15		5,055.15
		<u>\$41,270.05</u>	<u>\$227.76</u>	<u>\$41,497.81</u>

City

Helms & Associates

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

Invoice

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

Invoice Date: Jun 30, 2015
Invoice Num: 12745
Billing Through: Jun 27, 2015

AIP # 3-46-0035-008-2014
PER CONTRACT DATED 11/4/14
INVOICE EIGHT

SEE ATTACHED

Project Name (ID)	Amount
MILLER AIRPORT RUNWAY CONSTRUCTION ADMIN (A5638:05) - Managed by (201)	\$4,342.12
MILLER AIRPORT RUNWAY RESIDENT ENGINEERING (A5638:06) - Managed by (201)	\$45,253.64

Amount Due This Invoice: **\$49,595.76**

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 30th day of June 2015.

HELMS AND ASSOCIATES *Don Th...*

APPROVAL:

BY: _____

TITLE: _____

DATE: _____

Account Summary

Billed To Date	Paid To Date	Balance Due
\$ 149,239.23	\$ 99,643.47	\$ 49,595.76

6

Helms & ASSOCIATES

CIVIL ENGINEERS & LAND SURVEYORS

221 BROWN CO. HWY. #19
PO BOX 111
ABERDEEN, SD 57402-0111

PHONE (605) 225-1212
TOLL FREE 1-888-378-4394
FAX (605) 225-3189

PROJECT: MILLER MUNICIPAL AIRPORT
RECONSTRUCTION OF RUNWAY 15/33, APRON, EXISTING TAXIWAYS & NEW TAXIWAY
AIP # 3-46-0035-008-2014
A-5638
CONTRACT DATE: NOVEMBER 4, 2014
INVOICE DATE: 6/30/15
INVOICE NUMBER: EIGHT
INVOICE PERIOD: 5/24/15 THROUGH 6/27/15

CONSTRUCTION ADMINISTRATION SERVICE		
	CURRENT INVOICE	TOTAL TO DATE
LABOR COSTS:	\$1,367.04	\$8,302.74
OVERHEADS @ 1.79172	\$2,449.35	\$14,876.19
LABOR SUB-TOTAL	\$3,816.39	\$23,178.93
COST OF MONEY @ 2.165%	\$29.60	\$179.75
FIXED FEE: @ 13%	\$496.13	\$3,013.26
EXPENSES @ COST:		
MILEAGE:	\$0.00	\$68.39
MEALS:	\$0.00	\$18.00
LODGING:	\$0.00	\$0.00
OUTSIDE CONSULTANT @ COST (METTLER)	\$0.00	\$917.82
	\$0.00	\$0.00
	\$0.00	\$0.00
TOTAL	\$4,342.12	\$27,376.15

RESIDENT ENGINEERING SERVICES		
	CURRENT INVOICE	TOTAL TO DATE
LABOR COSTS:	\$13,309.48	\$35,932.81
OVERHEADS @ 1.79172	\$23,846.86	\$64,381.53
LABOR SUB-TOTAL	\$37,156.34	\$100,314.34
COST OF MONEY @ 2.165%	\$288.15	\$777.95
FIXED FEE: @ 13%	\$4,830.32	\$13,040.86
EXPENSES @ COST:		
MILEAGE:	\$1,409.50	\$3,358.27
MEALS:	\$911.00	\$2,230.00
LODGING:	\$658.32	\$2,141.65
OUTSIDE CONSULTANT @ COST	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
TOTAL	\$45,253.64	\$121,863.07