

CITY OF MILLER
CITY COUNCIL MEETING
JULY 6, 2026

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 6, 2026.

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 Jones, seconded by Alderman Gab to approve the agenda. All members voted aye. Motion carried.

MINUTES: Motion by Alderman Auch, seconded by Alderman Gab to approve the minutes for the regular meeting held on June 15, 2026, and the special meeting held on June 29, 2026. All members voted aye. Motion carried.

Public Input: Pastor Will Page expressed his appreciation to the city for allowing First Baptist Church to use the park each year for its Vacation Bible School, a tradition that has continued since 2000. Mayor McGough recognized and thanked city employees for their hard work in preparing for the community's Fourth of July celebration. He also commended staff for assisting the City of Highmore following the severe thunderstorm that impacted the community last week. Mayor McGough reminded motorists to remain vigilant and watch for pedestrians while traveling throughout the city.

Department Head Reports

The council reviewed the department head reports posted within the agenda packet. No discussion.

UNFINISHED BUSINESS

Bank signature cards: Motion by Alderman Hargens, seconded by Alderman Auch to update the bank signature cards by removing Alderman Patrick Price and adding newly elected President Alderman Landon Gab. All members voted aye. Alderman Price and Alderman Gab abstained. Motion carried.

NEW BUSINESS

SD Open Meetings Laws Brochure review: Per 2025 Senate Bill 74, the city council reviewed the South Dakota Open Meetings Laws Brochure in this open public meeting. The 2025 revision of the brochure was included in this meeting's agenda packet for reference. No discussion.

1st reading of Ordinance #769 – Electric billing cycle: Mayor McGough read Ordinance #769 to amend Sections 38-361, 38-362, 38-363, and 38-364 of the city's code regarding the billing cycle for municipal electric services. Motion by Alderman Jones, seconded by Alderwoman Hargens to approve the first reading of Ordinance #769. All members voted aye. Motion carried.

1st reading of Ordinance #770 – Water billing cycle: Mayor McGough read Ordinance #770 to amend Sections 38-35, 38-36, 38-37, and 38-38 of the city's code regarding the billing cycle for municipal water services. Motion by Alderman Auch, seconded by Alderman Jones to approve the first reading of Ordinance #770. All members voted aye. Motion carried.

Mayor McGough adjourned the board as the common council and convened as the Board of Adjustments to read Ordinance #771.

1st reading of Ordinance #771 – rezone 316 S Broadway Avenue: Mayor McGough read Ordinance #771 to amend Ordinance #448 to rezone the property at 316 S Broadway Avenue from the Residential District to the Light Commercial District conditional upon the property

continuing to be used as an office space for selling insurance and investments and as an Airbnb as a secondary use. Motion by Alderman Price, seconded by Alderman Gab to approve Ordinance #771. All members voted aye. Motion carried.

Mayor McGough adjourned the board as the Board of Adjustments and reconvened as the common council.

gWorks ACH processing fees: gWorks, the city's utility billing ACH and debit/credit card payment processor, is increasing its ACH processing fee from \$0.55 per transaction to \$3.00 per transaction, effective August 9, 2026. The city currently absorbs the \$0.55 fee. The increase would result in approximately \$9,600 in additional annual expenses, which would otherwise need to be incorporated into the base utility rates for the water, sewer, and electric funds.

The city accepts utility payments by check, which may be mailed to City Hall, delivered in person during regular business hours, or placed in the night drop box. Debit and credit card payments are also accepted, with the applicable processing fee paid by the utility customer at the time of payment.

Motion by Alderman Gab, seconded by Alderman Jones to pass the \$3.00 ACH processing fee on to the customer. All members voted aye. Motion carried.

Building Permits: Motion by Alderman Price, seconded by Alderman Jones to approve the following building permit applications: Paul Coss – porch at 608 E 1st Ave. and David Vitters – carport at 804 E 3rd St. All members voted aye. Motion carried. Motion by Alderman Gab, seconded by Alderman Auch to approve a building permit for Eli & Macy Jones for a fence at 218 W 6th St. All members voted. Alderman Jones abstained. Motion carried.

Phase IV water project: Motion by Alderman Hargens, seconded by Alderman Price to approve SPN Engineering invoices 38809 through 38812 for a total of \$8,157.60 for final water and wastewater improvements project closeout and punch list items review. All members voted aye. Motion carried.

Airport Capital Improvement Project – Amendment No. 2: Mike Schmit of Helms and Associates, principal engineer for the city's ongoing airport apron, taxi lane, and Automated Weather Observation System (AWOS) projects, presented Amendment No. 2 to the engineering services agreement.

The amendment updates Exhibit A of the Airport Layout Plan, which serves as the official property map for the airport. As part of the update, all 14 land parcels will be reviewed to verify that the city has clear ownership and proper title to each property. Mr. Schmit explained that the Federal Aviation Administration (FAA) now requires not only good title but clean title and mandates that the Exhibit A update be completed by an abstract title professional.

ProSource Land Services, headquartered in Minneapolis, Minnesota, is listed as Helms and Associates' subconsultant to perform the abstracting and title evaluation services required for the Exhibit A update.

Amendment No. 2 increases the engineering services agreement by \$59,172.19, resulting in an additional local cost to the city of approximately \$1,250.00.

Mr. Schmit explained that these professional services are currently eligible for grant funding; however, future funding eligibility is uncertain. He also noted that the city's current federal grant provides 95% funding, while the federal share is expected to decrease to 90% under the next round of grant applications.

Mayor McGough read the amendment. Motion by Alderwoman Hargens, seconded by Alderman Price to approve Amendment No. 2 to the Agreement for Professional Services for AIP #3-46-0035-018-2026. All members voted aye. Motion carried.

Mr. Schmit informed the council that the new AWOS will require annual inspections at an estimated cost of \$8,000. He noted that the State Aeronautics Commission is coordinating inspections for municipal airports to reduce costs through group pricing and has voted to cover 75% of those costs for the cities.

Helms & Associates invoices: Helms & Associates submitted 2 invoices: 38698 in the amount of \$803.67 for project coordination on the airport taxiway reconstruction & access road project and 38703 in the amount of \$3,530.76 for the AWOS-III-P project for bidding. Motion by Alderman Price, seconded by Alderman Jones to approve payment of Helms & Associates invoices 38698 and 38703 for a total of \$4,334.43. All members voted aye. Motion carried.

Swimming pool project – rebid: Burbach Aquatics, Inc. recommends that the pool project be rebid. Motion by Alderman Jones, seconded by Alderman Gab to advertise to rebid for the swimming pool project. All members voted aye. Motion carried.

Employee Policy Manual: After the biannual audit, KBA suggested that the employee policy manual be amended for clarification purposes. Motion by Alderman Price, seconded by Alderman Gab to amend Policy 6.5.2 Life Insurance to read as follows:

City provides a group life insurance policy in the amount of \$20,000.00 life and \$20,000.00 Accidental Death & Dismemberment. No child or spouse benefits. The City pays 100% of the policy premium.

City provides an additional group life insurance policy in the amount of \$10,000.00 life. The City pays 100% of the policy premium. The employee has the option to “buy-up” and/or purchase coverage for their spouse and/or their dependent children.

All members voted aye. Motion carried.

Electric Department Wages – NLC final exam and Andrew Knox’s wage: Alderman Jones explained that when the Utilities Committee developed the wage schedule, the pay increase for successfully completing the final certification exam was inadvertently omitted. The committee also discussed adjusting Andrew Knox's wage to ensure it remained consistent with comparable positions within the Electric Department.

Motion by Alderman Price, seconded by Alderman Jones to amend the wage schedule to provide a \$3.00 per hour wage increase upon successful completion of the final certification exam. All members voted aye. Motion carried.

The committee further determined that Andrew Knox had been hired at a wage below the appropriate level for his position. They noted that even after completing NLC, his wage would remain below that of other Electric Department employees and industry standards without an adjustment. Motion by Alderman Jones, seconded by Alderman Auch to increase Andrew Knox's wage by \$3.00 per hour, establishing his new hourly wage at \$32.51. All members voted aye. Motion carried.

Electric Superintendent Dustin Graham reported that both he and Haydn Herman had successfully completed and passed their final certification exams. He requested that the council consider making their wage increases retroactive to each of their anniversary dates. Motion by Alderman Price, seconded by Alderman Jones to retroactively apply the wage increase to each employee's anniversary date. All members voted aye. Motion carried.

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

Motion by Alderman Gab, seconded by Alderman Hargens to adjourn the meeting. There being no further business, the meeting was adjourned at 7:50 p.m. All members voted aye. Motion carried.

Tom McGough, Mayor

Cindy Deuter, Finance Officer

LEGAL NOTICE OF RECEIPT

Copy of the official proceedings
was received on: _____

Published once at the
approximate cost of: _____

Bills July 2026 (1)

Bds	Garbage	400.00
Bob's Gas	Fuel	6,567.00
Border States	Supplies	372.12
Builders Solutions	Supplies	58.77
Butler,John	Reimb	170.09
City Utilities	Utilities	7,805.70
Cnh	Supplies	349.33
Creative Printing	Supplies	88.09
Dakota Land Management	Prof Fees	4,803.16
Dakota Pump & Control	Service Call	941.84
Dgr	Prof Fees	453.00
Dollar General	Supplies	79.20
Fischer Plumbing	Repairs	52.90
Hand Co Rod	Prof Fees	60.00
Hc Pub	Utility Notice-Billing Changes	1,348.83
Helms & Associates	Prof Fees	4,334.43
Independence Upfitters	Supplies	2,834.99
Jazzy's Repair	Supplies	7.99
Milbank Winwater	Supplies	201.51
Miller Ace	Supplies	1,714.23
Rexall	Supplies	48.32
Mmua	Prof Fees	7,525.00
Napa	Parts	524.74
Northwest Pipe	Supplies	223.94
Oakley Repair	Supplies	226.68
Ohed	80% Bbb	2,017.56
Usps	Annual	370.00
Postmaster	Presort Permit #2	400.00
Runnings	Supplies	386.00
Rd	Loans	16,403.00
Sd Dor	Sales Tax	10,172.44
Sd Pm	1995 Intl Sngle Axle Truck	8,000.00
Servall	Service	145.42
Spn	Prof Fees	8,157.60
Stobbs	Repairs	640.05
Sturdevant's	Supplies	87.00
Taylor,Robert	Refund	13.00
Titan Machinery	Lawn Mower	10,325.00
Us Bank	Loans	18,165.39
Accounts Payable Total		<u>\$116,474.32</u>

**Payroll Salary plus Benefits
by Department:**

		6/4/2026, 6/11/2026, 6/18/2026, 6/25/2026, 7/2/2026		
	Department	w/o OT	OT	Total
41101	COUNCIL	2,615.91	0.00	2,615.91
41402	FINANCE OFFICE	10,292.38	17.18	10,309.56
41902	BUILDING	294.14	0.00	294.14
42101	POLICE	56,481.29	2,789.69	59,270.98
43101	STREET	29,372.01	720.58	30,092.59
43201	SEWER	20,320.38	258.44	20,578.82
43305	WATER	20,320.15	258.42	20,578.57
43403	ELECTRIC	44,880.64	5.29	44,885.93
45101	BALLPARK	5,410.51	0.00	5,410.51
45202	PARK	3,907.71	0.00	3,907.71
45103	POOL	11,663.99	351.15	12,015.14
		<u>\$205,559.11</u>	<u>\$4,400.75</u>	<u>\$209,959.86</u>