

Janet Miller,
Administrative Assistant
Public Works



MEET & GREET

Your City of Lake Ozark Employees

When she isn't reading water meters, Janet Miller is behind her desk at the City of Lake Ozark as administrative assistant to the Public Works Department. Once a month, Janet makes her rounds in a city vehicle electronically reading about 1082 meters either with her iPad or her special radio read device that records the data. The remaining 36 or so are manual reads.

Janet has been in her position with the city for 15 years. She attended Smith Cotton High School in Sedalia and later received an associate's degree in Computer Aided Design and land surveying from Eldon Tri-County Technical School before it closed.

Janet also keeps records for water loss collections; keeps

records for the water, sewer and street departments. She also filled the collector's position for a while and trained the current collector; she continually works closely with the utilities portion of the collector's department. Other office work she does is complete questionnaires for the Department of Natural Resources; helps the Community Development Director with 911 addressing; fills in as a receptionist when needed; and calls in locates for the water, sewer, and street departments.

Janet and her husband, Rick, have five kids and 13 grandkids. When they aren't entertaining their extended family, they can be found kayaking area rivers and camping, riding their motorcycles and traveling.