

***SUMMERSET CITY COMMISSION  
REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY, MAY 16th, 2024, 6:00 P.M.***

Mayor Kitzmiller called the regular meeting to order at 6:00 p.m. Commissioners Osten, Markham, and Reade were present. Absent: Hirsch. The City Attorney and City Administrator were also present.

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Osten gave the invocation.

**CALL FOR CHANGES**

**Motion** by Markham, second by Osten to approve the agenda for the regular meeting of the Summerset City Commission for May 16th, 2024. Motion carried.

**CONSENT CALENDAR**

**Motion** by Reade, second by Markham to approve the minutes of the regular meeting of May 2nd, 2024, as presented or amended. Motion carried.

**APPROVAL OF CLAIMS**

**Motion** by Osten, second by Markham to approve the claims and hand checks in the amount of \$1,627,134.86 from May 2nd, 2024, through May 13th, 2024, as presented or amended. Motion carried.

3RD EYE	550.00
ARTISTIC CUSTOM BADGES	106.50
AT&T Mobility	1803.24
Black Hawk Water Users District	36.00
Card Member Services	18124.98
CBH CO-OP	4434.06
City of Rapid City	4316.13
City of Sturgis	200.00
Column Software PBC	268.47
Demersseman Jensen Tellinghuisen & Huffman, LLP	2770.00
First National Trust	24975.77
Golden West Technologies	3970.98
Greenapsis	350.00
Kayl, Anthony	130.00
Kieffer Sanitation	275.00
Midcontinent Communications	183.02
Northern Balance & Scale	496.00
On-Site First Aid & Safety	248.00
Print Market	293.00
Rapid City Journal	791.36
RCS Construction Inc	1561657
SD State Treasurer	972.29

Verizon Wireless	50.00
Schmidt, Evan	50.00
LeRoy, RaeAnn	45.50
Berger, Kate	11.30
Ulmer, Jess	26.26

**DEPARTMENT HEAD REPORTS**

The Department Heads gave reports on their monthly happenings.

**FINANCE OFFICER HIRING – BRIELLE SCHROCK**

**Motion** by Osten, second by Markham to approve hiring Brielle Schrock at Grade 19 Step 1 @ \$58,103.55 annual/\$4,841.95 monthly effective May 20<sup>th</sup>, 2024. Motion carried.

**CONSULTING RATE – STEPHANY BAUMEISTER**

**Motion** by Osten, second by Markham to approve the consulting rate of \$75.00/hr. for Stephany Baumeister effective May 13<sup>th</sup>, 2024. Motion carried.

**PAYROLL CHANGE – WASTEWATER OPERATOR**

**Motion** by Markham, second by Reade to approve the raise of Owen Davis to \$22.93 effective April 26, 2024. Motion carried.

**PAYROLL CHANGE – POLICE DEPARTMENT**

**Motion** by Markham, second by Osten to approve the raise of Kaleb Siferd to \$26.59 effective April 26, 2024. Motion carried.

**CASE SL15 MINI ARTICULATING LOADER – A. KAYL**

**Motion** by Osten, second by Markham to open discussion. Motion carried.

Anthony Kayl Public Works Director and Jon Ambrose Wastewater Superintendent updated the Board on how the loader would be used by both Departments. Ambrose informed the Board that he does have monies that came in from the Water Warriors lawsuit. Indicating that it could be paid for out of the Wastewater Budget.

**Motion** by Markham, second by Osten to close discussion. Motion carried.

**Motion** by Osten, second by Markham to approve the purchase of the Case SL15 Mini Articulating Loader through Sourcewell due to updates from the Department Heads and the use of the same.

**TOBIN MORRIS/COLIERS – INFORMATION ON MOU**

**Motion** by Osten, second by Markham to open discussion. Motion carried.

Tobin Morris from Colliers came before the Board to give a brief history on how tax increment financing works and how it ties into the MOU document that was presented to the Board regarding Norman Ranch. Morris also discussed how the Developer’s Agreement plays a role in the same.

**Motion** by Markham, second by Osten to close discussion. Motion carried.

**OXFORD HOUSE**

**Motion** by Reade, second by Osten to open discussion. Motion carried.

Jennifer Endress gave a review on what Oxford House is and how it works in the communities. Endress explained the need for more houses and that one was opening up in the community of Sturgis. Endress stated to the Board that they are meeting with communities in the area to get the word out and thanked the Board for their time.

**Motion** by Reade, second by Markham to close discussion. Motion carried.

**REGIONAL EPA CLIMATE/AIR POLLUTION REDUCTION PLAN – LYSANN ZELLER**

**Motion** by Osten, second by Markham to open discussion. Motion carried.

Lysann Zeller, Sustainability & Stewardship Program Development Manager for the City of Rapid City, came before the Board and gave a brief presentation of the Regional EPA Climate/Air Pollution Reduction Plan and informed the Board that they will be working on the same along the I-90 corridor. The program is completely voluntary.

**Motion** by Reade, second by Osten to close discussion. Motion carried.

#### **CITY OF SUMMERSET/DAKOTA CABLE SOLUTIONS INC. – SETTLEMENT AGREEMENT & DEVELOPER'S AGREEMENT**

**Motion** by Markham, second by Reade to open discussion. Motion carried.

Talbot Wieczorek, attorney at law, gave the history on the lawsuit and what the Settlement and Developer's Agreement would entail with Dakota Cable Solutions Inc.

**Motion** by Reade, second by Osten, to close discussion. Motion carried.

**Motion** by Reade, second by Osten, to accept the settlement and developer's agreements and to authorize the Mayor to execute the same for dismissal and to be filed in the Meade County Register of Deeds Office. Motion carried.

#### **FIRST READING OF TSO ORDINANCE 2024-01**

**Motion** by Osten, second by Reade to approve the first reading of TSO Ordinance 2024-01. Motion carried.

**Motion** by Reade, second by Osten, to set the second reading for June 6<sup>th</sup> @ 6:00 p.m. Motion carried.

#### **SET FIRST READING OF TSO ORDINANCE 2024-02**

**Motion** by Osten, second by Reade to set first reading for June 6th @ 6:00 p.m. Motion carried.

#### **MID CONTINENT FRANCHISE AGREEMENT – ORDINANCE 2024-01**

**Motion** by Reade, second by Markham to take the matter off the table from the March 21<sup>st</sup>, 2024 meeting. Motion carried.

**Motion** by Osten, second by Markham to open discussion. Motion carried.

City Attorney Mike Wheeler explained to the Board that every 10 years the franchise agreement gets renewed. This has been reviewed by the school and the city and it has been confirmed that we receive 5%.

**Motion** by Reade, second by Markham to close discussion. Motion carried.

**Motion** by Markham, second by Osten to approve the first reading of Ordinance 2024-01. Motion carried.

**Motion** by Osten, second by Reade to set the second reading for June 6<sup>th</sup> @ 6:00 p.m.

#### **CHANGE ORDER NO. 3 – WASTEWATER TREATMENT PLANT**

**Motion** by Markham, second by Reade to approve the change order #3. Motion carried.

#### **APPLICATION AND CERTIFICATE OF PAYMENT #14**

**Motion** by Reade, second by Osten, to approve application and certificate of payment #14. Motion carried.

#### **DISCUSSION ON ORDINANCE #2024-09 FENCES**

**Motion** by Osten, second by Reade to open discussion. Motion carried.

City Attorney Mike Wheeler advised the Board that he could bring back a draft of the changes at the next regular commission meeting and then set a first reading regarding the same.

**Motion** by Markham, second by Reade, to close discussion. Motion carried.

#### **SICK LEAVE BANK**

**Motion** by Osten, second by Markham, to open discussion. Motion carried.

City Administrator Lisa Schieffer presented to the Board a policy on donating sick leave to those in need if they have used all their sick and vacation leave due to injury or illness to themselves or family members. Also presented was the sick leave donation form, and request to receive donated sick leave form.

**Motion** by Markham, second by Osten to close discussion. Motion carried.

**Motion** by Markham, second by Osten to approve the sick leave bank policy contingent upon review of the City Attorney Mike Wheeler. Motion carried.

**2023 ANNUAL REPORT CITY OF SUMMERSET**

Information only.

**CITIZENS INPUT**

Trista & Shane Radensleben came before the Board to discuss the events that took place regarding the chain link fence issue/permitting/easement.

**UPCOMING EVENTS:**

City Offices will be closed Monday, May 27<sup>th</sup> in observation of Memorial Day.

**ITEMS FROM CITY ATTORNEY**

No executive session.

**ADJOURNMENT**

**Motion** by Osten, second by Markham, to adjourn at 7:50 p.m. Motion carried.

(SEAL)

ATTEST:

\_\_\_\_\_  
Brielle Schrock  
Finance Officer

\_\_\_\_\_  
Michael Kitzmiller  
Mayor

Published once \_\_\_\_\_, 2024, at a cost of \$\_\_\_\_\_.



City of Summerset, SD

# Refund Check Register

## Refund Check Detail

UBPKT00270 - Refunds 06062024

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-0057-07	Anderson, Jesse	6/4/2024	27438	24.95			24.95	Deposit
02-0582-03	Wagner, Trever	6/4/2024	27439	40.12			40.12	Deposit
02-0632-01	Morgan, David	6/4/2024	27440	15.57			15.57	Deposit
<b>Total Refunds: 3</b>			<b>Total Refunded Amount:</b>	<b>80.64</b>				

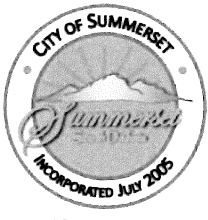
### Revenue Code Summary

Revenue Code	Amount
996 - 996 Unapplied Credits	80.64
<b>Revenue Total:</b>	<b>80.64</b>

### General Ledger Distribution

Posting Date: 06/04/2024

Account Number	Account Name	Posting Amount	IFT
<b>Fund: 604 - Sanitary Sewer Fund</b>			
604-0000-10100	Cash	-80.64	Yes
604-0000-38800	Swr Misc Revenue	80.64	
<b>604 Total:</b>		<b>0.00</b>	
<b>Fund: 999 - AP Clearing Fund</b>			
999-0000-10100	Cash	-80.64	
999-0000-23000	Due to Other Funds	80.64	Yes
<b>999 Total:</b>		<b>0.00</b>	
<b>Distribution Total:</b>		<b>0.00</b>	



Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
<b>Vendor: <u>1098 - A&amp;B Business Solutions</u></b>										<b>Vendor Total: 486.04</b>
<u>IN 1158470</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	441.04	0.00	0.00	0.00	441.04
Copy Machine Monthly Usage	BANKW - BANK WEST				No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Copy Machine Monthly Usage	NA		0.00	0.00	441.04	0.00	0.00	0.00	441.04	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>				
<u>101-4192-43400</u>	Equip Expense				441.04	100.00%				
<u>IN1157690</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	45.00	0.00	0.00	0.00	45.00
Monthly water	BANKW - BANK WEST				No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Monthly water	NA		0.00	0.00	45.00	0.00	0.00	0.00	45.00	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>				
<u>101-4192-43400</u>	Equip Expense				45.00	100.00%				
<b>Vendor: <u>1111 - Ambrose, Jonathan</u></b>										<b>Vendor Total: 50.00</b>
<u>2024-06</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend	BANKW - BANK WEST				No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>				
<u>604-4000-42810</u>	Phone				50.00	100.00%				
<b>Vendor: <u>1808 - Anglin, Mitch</u></b>										<b>Vendor Total: 50.00</b>
<u>2024-06</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend	BANKW - BANK WEST				No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>				
<u>101-4310-42810</u>	Phone				50.00	100.00%				
<b>Vendor: <u>1816 - AT&amp;T Mobility</u></b>										<b>Vendor Total: 607.20</b>
<u>287320061570X05242024</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	607.20	0.00	0.00	0.00	607.20
FirstNet PD	BANKW - BANK WEST				No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
FirstNet PD	NA		0.00	0.00	607.20	0.00	0.00	0.00	607.20	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>				
<u>101-4210-42800</u>	Utility Expense				607.20	100.00%				
<b>Vendor: <u>1866 - Baumeister, Stephany</u></b>										<b>Vendor Total: 2,062.50</b>
<u>0001</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	2,062.50	0.00	0.00	0.00	2,062.50
Consultation Services	BANKW - BANK WEST				No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
2024-06	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
<b>Vendor: 1906 - Birgen, Nicholin</b> <span style="float: right;"><b>Vendor Total: 50.00</b></span>										
<b>2024-06</b> Invoice 6/6/2024 6/6/2024 6/6/2024 6/6/2024 50.00 0.00 0.00 0.00 50.00										
Phone Stipend BANKW - BANK WEST No										
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
101-4140-42200	Prof Fees Expense				2,062.50	100.00%				

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
2024-06	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
<b>Vendor: 0808 - Black Hills Energy</b> <span style="float: right;"><b>Vendor Total: 6,050.48</b></span>										
<b>2024-06</b> Invoice 6/6/2024 6/6/2024 6/6/2024 6/6/2024 6,050.48 0.00 0.00 0.00 6,050.48										
Utilities BANKW - BANK WEST No										
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Utilities	NA		0.00	0.00	6,050.48	0.00	0.00	0.00	6,050.48	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
101-4192-42800	Utility Expense				570.91	9.44%				
101-4310-42800	Utility Expense				1,100.56	18.19%				
101-4520-42800	Utility Expense				50.19	0.83%				
604-4000-42800	Utility Expense				4,328.82	71.55%				

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
May 2024	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	1,226.55	0.00	0.00	0.00	1,226.55
<b>Vendor: 1830 - Clarity Telecom</b> <span style="float: right;"><b>Vendor Total: 1,226.55</b></span>										
<b>May 2024</b> Invoice 6/6/2024 6/6/2024 6/6/2024 6/6/2024 1,226.55 0.00 0.00 0.00 1,226.55										
Gov't Bldg Fax, phone, internet BANKW - BANK WEST No										
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Gov't Bldg Fax, phone, internet	NA		0.00	0.00	1,226.55	0.00	0.00	0.00	1,226.55	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
101-4192-42800	Utility Expense				1,226.55	100.00%				

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
C80A707A-0014	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	31.42	0.00	0.00	0.00	31.42
<b>Vendor: 1972 - Column Software PBC</b> <span style="float: right;"><b>Vendor Total: 259.33</b></span>										
<b>C80A707A-0014</b> Invoice 6/6/2024 6/6/2024 6/6/2024 6/6/2024 31.42 0.00 0.00 0.00 31.42										
TSO 2024-02 BANKW - BANK WEST No										
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
TSO 2024-02	NA		0.00	0.00	31.42	0.00	0.00	0.00	31.42	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
101-4652-42300	Publishing Exp				31.42	100.00%				

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
C80A707A-0016	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	227.91	0.00	0.00	0.00	227.91
<b>Vendor: 1972 - Column Software PBC</b> <span style="float: right;"><b>Vendor Total: 259.33</b></span>										
<b>C80A707A-0016</b> Invoice 6/6/2024 6/6/2024 6/6/2024 6/6/2024 227.91 0.00 0.00 0.00 227.91										
Commission Minutes May 16th 2024 BANKW - BANK WEST No										
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Commission Minutes May 16th 2024	NA		0.00	0.00	227.91	0.00	0.00	0.00	227.91	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
101-4110-42300	Publishing Exp				227.91	100.00%				

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
C80A707A-0016	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	227.91	0.00	0.00	0.00	227.91
<b>Vendor: 1972 - Column Software PBC</b> <span style="float: right;"><b>Vendor Total: 259.33</b></span>										
<b>C80A707A-0016</b> Invoice 6/6/2024 6/6/2024 6/6/2024 6/6/2024 227.91 0.00 0.00 0.00 227.91										
Commission Minutes May 16th 2024 BANKW - BANK WEST No										
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Commission Minutes May 16th 2024	NA		0.00	0.00	227.91	0.00	0.00	0.00	227.91	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
101-4110-42300	Publishing Exp				227.91	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
<b>Vendor: 1813 - Davis, Owen</b>										<b>Vendor Total: 50.00</b>
2024-06	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend	BANKW - BANK WEST				No					
<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42810	Phone				50.00	100.00%				

<b>Vendor: 0814 - Foothills Fence LLC</b>										<b>Vendor Total: 941.91</b>
3590	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	941.91	0.00	0.00	0.00	941.91
Lift Station	BANKW - BANK WEST				No					
<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Lift Station	NA		0.00	0.00	941.91	0.00	0.00	0.00	941.91	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42600	Supply/Material Exp				941.91	100.00%				

<b>Vendor: 0246 - Golden West Technologies</b>										<b>Vendor Total: 277.00</b>
424568	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	187.00	0.00	0.00	0.00	187.00
Managed Services	BANKW - BANK WEST				No					
<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Managed Services	NA		0.00	0.00	187.00	0.00	0.00	0.00	187.00	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42205	I.T. GoldenWest				187.00	100.00%				

424612	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	90.00	0.00	0.00	0.00	90.00
Billable Labor	BANKW - BANK WEST				No					
<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Billable Labor	NA		0.00	0.00	90.00	0.00	0.00	0.00	90.00	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42205	I.T. GoldenWest				90.00	100.00%				

<b>Vendor: 1369 - Greenapsis</b>										<b>Vendor Total: 530.81</b>
81	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	530.81	0.00	0.00	0.00	530.81
Janitorial Services and supplies	BANKW - BANK WEST				No					
<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Janitorial Services	NA		0.00	0.00	530.81	0.00	0.00	0.00	530.81	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42200	Prof Fees Expense				530.81	100.00%				

<b>Vendor: 1115 - Haveman Business Services LLC</b>										<b>Vendor Total: 525.00</b>
810	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	525.00	0.00	0.00	0.00	525.00
Consultant	BANKW - BANK WEST				No					



Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code			On Hold					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Consultant	NA	0.00	0.00	525.00	0.00	0.00	0.00	525.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4140-42200</u>	Prof Fees Expense		525.00	100.00%						

**Vendor:** 1133 - HDR Engineering, Inc **Vendor Total:** 27,235.13

<u>1200619416</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	17,746.25	0.00	0.00	0.00	17,746.25
Project #2022-04	BANKW - BANK WEST				No					

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Project #2022-04	NA	0.00	0.00	17,746.25	0.00	0.00	0.00	17,746.25		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>604-4000-42200</u>	Prof Fees Expense		17,746.25	100.00%						

<u>1200621681</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	786.38	0.00	0.00	0.00	786.38
Task Order 3- Astoria Drainage and Roadw...	BANKW - BANK WEST				No					

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Task Order 3- Astoria Drainage and Roa	NA	0.00	0.00	786.38	0.00	0.00	0.00	786.38		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4196-42200</u>	Prof Fees Expense		786.38	100.00%						

<u>1200621685</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	8,702.50	0.00	0.00	0.00	8,702.50
General City Engineering Services	BANKW - BANK WEST				No					

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
General City Engineering Services	NA	0.00	0.00	8,702.50	0.00	0.00	0.00	8,702.50		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4196-42200</u>	Prof Fees Expense		8,702.50	100.00%						

**Vendor:** 1506 - Hermanson Egge Engineering, Inc. **Vendor Total:** 720.00

<u>2024.112</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	720.00	0.00	0.00	0.00	720.00
April 2024 Inspections and code review	BANKW - BANK WEST				No					

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
April 2024 Inspections and code review	NA	0.00	0.00	720.00	0.00	0.00	0.00	720.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4196-42200</u>	Prof Fees Expense		720.00	100.00%						

**Vendor:** 1513 - Hirsch, Clyde **Vendor Total:** 50.00

<u>2024-06</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend	BANKW - BANK WEST				No					

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Phone Stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4110-42810</u>	Phone		50.00	100.00%						

**Vendor:** 1953 - I&S Group, Inc. **Vendor Total:** 2,000.00

<u>104730</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	2,000.00	0.00	0.00	0.00	2,000.00
Capital Improvement Planning	BANKW - BANK WEST				No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<b>Payable Description</b>	<b>Bank Code</b>				<b>On Hold</b>					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Capital Improvement Planning	NA		0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
<u>101-4110-42200</u>	Prof Fees Expense				2,000.00	100.00%				

**Vendor:** 0324 - Kayl, Anthony **Vendor Total:** 50.00

<u>2024-06</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend		BANKW - BANK WEST			No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
<u>101-4310-42810</u>	Phone				50.00	100.00%				

**Vendor:** 1103 - Kitzmiller, Michael **Vendor Total:** 50.00

<u>2024-06</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend		BANKW - BANK WEST			No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
<u>101-4120-42810</u>	Phone				50.00	100.00%				

**Vendor:** 1970 - Markham, Gwenn **Vendor Total:** 50.00

<u>2024-06</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend		BANKW - BANK WEST			No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
<u>101-4110-42810</u>	Phone				50.00	100.00%				

**Vendor:** 0937 - MDU **Vendor Total:** 820.52

<u>May 2024-1</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	75.18	0.00	0.00	0.00	75.18
Utilities- Rec. Dr. Sewer Generator		BANKW - BANK WEST			No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Utilities May	NA		0.00	0.00	75.18	0.00	0.00	0.00	75.18	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
<u>604-4000-42800</u>	Utility Expense				75.18	100.00%				

<u>May 2024-2</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	68.32	0.00	0.00	0.00	68.32
Utilities- 14240 Glenwood		BANKW - BANK WEST			No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Glenwood Dr- LS	NA		0.00	0.00	68.32	0.00	0.00	0.00	68.32	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
<u>101-4310-42800</u>	Utility Expense				68.32	100.00%				

<u>May 2024-3</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	78.62	0.00	0.00	0.00	78.62
Utilities- Lift Station		BANKW - BANK WEST			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<b>Payable Description</b>	<b>Bank Code</b>				<b>On Hold</b>					
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
Lift Station	NA		0.00	0.00	78.62	0.00	0.00	0.00	78.62	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
604-4000-42800	Utility Expense				78.62	100.00%				
<hr/>										
<u>May 2024-4</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	452.06	0.00	0.00	0.00	452.06
Utilities- 14820 Glenwood	BANKW - BANK WEST				No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
14820 Glenwood	NA		0.00	0.00	452.06	0.00	0.00	0.00	452.06	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
604-4000-42800	Utility Expense				452.06	100.00%				
<hr/>										
<u>May 2024-5</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	146.34	0.00	0.00	0.00	146.34
Utilities- City Hall	BANKW - BANK WEST				No					
<b>Items</b>										
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>	
City Hall	NA		0.00	0.00	146.34	0.00	0.00	0.00	146.34	
<b>Distributions</b>										
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>				
101-4192-42800	Utility Expense				146.34	100.00%				

<b>Vendor: 1110 - Mid-American Research Chemical</b>										<b>Vendor Total:</b>	<b>1,053.71</b>
<u>0819007-IN</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	1,053.71	0.00	0.00	0.00	1,053.71	
Discharge Gran Lft & Gloves	BANKW - BANK WEST				No						
<b>Items</b>											
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>		
Discharge Gran Lft & Gloves	NA		0.00	0.00	1,053.71	0.00	0.00	0.00	1,053.71		
<b>Distributions</b>											
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>					
604-4000-42630	Chemicals and Lab Supplies				1,053.71	100.00%					

<b>Vendor: 1157 - Midcontinent Testing Laboratories, Inc.</b>										<b>Vendor Total:</b>	<b>182.50</b>
<u>127256</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	182.50	0.00	0.00	0.00	182.50	
Sample test 4/3/2024	BANKW - BANK WEST				No						
<b>Items</b>											
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>		
Sample test 4/3/2024	NA		0.00	0.00	182.50	0.00	0.00	0.00	182.50		
<b>Distributions</b>											
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>					
604-4000-42620	Testing Expense				182.50	100.00%					

<b>Vendor: 1971 - Osten, Michael</b>										<b>Vendor Total:</b>	<b>50.00</b>
<u>2024-06</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00	
Phone Stipend	BANKW - BANK WEST				No						
<b>Items</b>											
<b>Item Description</b>	<b>Commodity</b>		<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>		
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00		
<b>Distributions</b>											
<b>Account Number</b>	<b>Account Name</b>		<b>Project Account Key</b>		<b>Amount</b>	<b>Percent</b>					
101-4110-42810	Phone				50.00	100.00%					

<b>Vendor: 0007 - Print Market</b>										<b>Vendor Total:</b>	<b>139.00</b>
<u>87927</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	139.00	0.00	0.00	0.00	139.00	
Business cards- Reade/ Schrock	BANKW - BANK WEST				No						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code	On Hold							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Business cards- Reade/ Schrock	NA		0.00	0.00	139.00	0.00	0.00	0.00	139.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4110-42600</a>	Supply/Material Exp				69.50	50.00%				
<a href="#">101-4140-42600</a>	Supply/Material Exp				69.50	50.00%				

Vendor: [1274 - Rapid Rooter](#) Vendor Total: 1,385.00

<a href="#">4269F</a>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	1,385.00	0.00	0.00	0.00	1,385.00
Municipal Jetter	BANKW - BANK WEST		No							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Municipal Jetter	NA		0.00	0.00	1,385.00	0.00	0.00	0.00	1,385.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">604-4000-42500</a>	Repair/Maint Expense				1,385.00	100.00%				

Vendor: [1732 - Schieffer, Lisa](#) Vendor Total: 50.00

<a href="#">2024-06</a>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend	BANKW - BANK WEST		No							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4110-42810</a>	Phone				50.00	100.00%				

Vendor: [1746 - SCHROCK, BRIELLE](#) Vendor Total: 50.00

<a href="#">2024-06</a>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend	BANKW - BANK WEST		No							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4140-42810</a>	Phone				50.00	100.00%				

Vendor: [1328 - Servall Uniform & Linen Supply](#) Vendor Total: 195.16

<a href="#">0918759</a>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	195.16	0.00	0.00	0.00	195.16
Monthly Services	BANKW - BANK WEST		No							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Monthly Description	NA		0.00	0.00	195.16	0.00	0.00	0.00	195.16	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4192-42200</a>	Prof Fees Expense				195.16	100.00%				

Vendor: [1820 - Smith, Jeff](#) Vendor Total: 50.00

<a href="#">2024-06</a>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	50.00	0.00	0.00	0.00	50.00
Phone Stipend	BANKW - BANK WEST		No							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4310-42810</a>	Phone				50.00	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					

Vendor: 0578 - USDA Vendor Total: 148,400.00

<u>June 2024</u>	Invoice	6/6/2024	6/6/2024	6/6/2024	6/6/2024	148,400.00	0.00	0.00	0.00	148,400.00
Deb Service Expense	BANKEFT - BANK WEST EFT				No					

Items

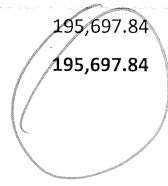
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Deb Service Expense	NA	0.00	0.00	148,400.00	0.00	0.00	0.00	148,400.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>302-4700-44200</u>	Debt Service Expense		148,400.00	100.00%

### Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	41	195,697.84	0.00	0.00	0.00	195,697.84	0.00	195,697.84
<b>Grand Total:</b>		<b>195,697.84</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>195,697.84</b>	<b>0.00</b>	<b>195,697.84</b>



### Account Summary

Account	Name	Amount
<u>101-4110-42200</u>	Prof Fees Expense	2,000.00
<u>101-4110-42300</u>	Publishing Exp	227.91
<u>101-4110-42600</u>	Supply/Material Exp	69.50
<u>101-4110-42810</u>	Phone	200.00
<u>101-4120-42810</u>	Phone	50.00
<u>101-4140-42200</u>	Prof Fees Expense	2,587.50
<u>101-4140-42600</u>	Supply/Material Exp	69.50
<u>101-4140-42810</u>	Phone	100.00
<u>101-4192-42200</u>	Prof Fees Expense	725.97
<u>101-4192-42800</u>	Utility Expense	1,943.80
<u>101-4192-43400</u>	Equip Expense	486.04
<u>101-4196-42200</u>	Prof Fees Expense	10,208.88
<u>101-4210-42205</u>	I.T. GoldenWest	277.00
<u>101-4210-42800</u>	Utility Expense	607.20
<u>101-4310-42800</u>	Utility Expense	1,168.88
<u>101-4310-42810</u>	Phone	150.00
<u>101-4320-42600</u>	Supply/Material Exp	941.91
<u>101-4520-42800</u>	Utility Expense	50.19
<u>101-4652-42300</u>	Publishing Exp	31.42
<b>Total:</b>		<b>21,895.70</b>

Account	Name	Amount
<u>302-4700-44200</u>	Debt Service Expense	148,400.00
<b>Total:</b>		<b>148,400.00</b>

Account	Name	Amount
<u>604-4000-42200</u>	Prof Fees Expense	17,746.25
<u>604-4000-42500</u>	Repair/Maint Expense	1,385.00
<u>604-4000-42620</u>	Testing Expense	182.50
<u>604-4000-42630</u>	Chemicals and Lab Supplies	1,053.71
<u>604-4000-42800</u>	Utility Expense	4,934.68
<u>604-4000-42810</u>	Phone	100.00
<b>Total:</b>		<b>25,402.14</b>

## Required Report

### May 2024 Commissioner Kitzmiller

#### MEETINGS

- Attended 2 Commission Meeting
- Attended HD&R get together.

#### PUBLIC WORKS

Almost daily calls or text messages with our City Administrator. We discussed the following:

- Welcome to our new Finance Officer.
- Audit for finance is underway.
- Working on better sound and picture for our Facebook meetings.
- Setting up for Election Day.
- Parks Board posting for open position.
- Information has been provided to board.... reviewing Sun Valley surface and ground water agenda by HD&R.
- Checking into our IT contract.

I am working directly with City department Commissioners and Department heads on Citizen input/concerns.

- Budget sheets have been provided to Department heads.

Monitored my Facebook page providing information and taking phone calls from our citizens



**Required Report**

May 2024 Commissioner Clyde Hirsch

**MEETINGS**

- Attended 1 ( ) Commission Meetings
- Attended \_\_\_\_\_ ( ) Special Meetings.

**POLICE DEPARTMENT**

Phone calls with John

5-31 meeting with John over Budget

# **MAY'S COMMISSION REPORT**

## **COMMISSIONER MARKHAM**

### **MEETINGS:**

- 2 COMMISSIONER MEETINGS
- 1 PARKS BOARD MEETING
- 1 SPECIAL EVENT MEETING
- SEDC MEETING WITH
  - MIKE OSTEN
  - AMANDA ANGLIN
  - BRENNA BLOCK

### **POLICE DEPARTMENT:**

- MAY 3RD MEETING CHIEF NASSER
- MAY 10TH MEETING CHIEF NASSER
- MAY 31ST MEETING WITH CHIEF NASSER

### **OTHER BUSINESS:**

- VARIOUS CONVERSATIONS WITH THE MAYOR
- CONVERSATION WITH COMMISSIONER HIRSH
- CONVERSATION WITH COMMISSIONER READ
- CONVERSATION WITH COMMISSIONER OSTEN
- MAY 16TH SPECIAL EVENT BRAINSTORMING MEETING WITH:
  - CHIEF NASSER
  - LISA SCHIFFER
  - ANTHONY KAYL
  - LYNN KENDALL – BLACK HILLS ENERGY
- MAY 29<sup>TH</sup> ATTENDED FOOD TRUCK NIGHT
- VARIOUS EMAILS WITH:
  - CHIEF NASSER
  - LISA SCHIFFER
  - BLACK HILLS ENERGY
  - MONUMENT HEALTH
- MONITORED FACEBOOK PAGE

## **REQUIRED REPORT**

June 6th, 2024 **COMMISSIONER MICHAEL OSTEN**

### **MEETINGS:**

May 2nd - Attended Regular commission meeting.

May 16th - Attended Preliminary Groundwater and Surface Water meeting with Lindsay from HDR, along with Anthony, Lisa, and Mayor Kitzmiller.

May 16th - Attended regular city commission meeting.

May 17th - Attended meeting at city offices with Breanna and Amanda with the SEDC Economic Development Corporation, along with Commissioner Markham.

May 20th - Attended regular monthly meeting with the Park and Rec board along with Commissioner Markham.

### **PUBLIC WORKS:**

Met with Public Works Director at city shop.

Had several phone conversations and email correspondence with Public Works Director regarding maintenance of city drainage ditches adjoining resident properties.

Met with residents Andy Cowan, Mary Kay Vetch, and Tim Davis regarding maintenance of city storm drains adjoining their properties.

### **OTHER:**

**Sid Reade**  
**Finance Commissioner**

***Month of:*** May, 2024

***Meetings:***

- Attended two regular commission meetings
- Met the newly hired City Finance Officer

***Contacts:***

- Two check-ins with Finance Officer
- Two contacts with City Administrator
- Two communications with Mayor Kitzmiller

**TSO 2024-01**  
**CITY OF SUMMERSET ZONING ORDINANCE AMENDMENT**

**AN ORDINANCE AMENDING ZONING ORDINANCE AND  
MAP INCORPORATED AT TITLE 155, CHAPTER 021**

**BE IT ORDAINED BY THE CITY BOARD OF COMMISSIONERS OF THE CITY OF SUMMERSET**, Meade County, South Dakota that the following changes and amendments be made to the City of Summerset Zoning Ordinance, Title 155, Chapter 021.

**BE IT ORDAINED** that the zoning map referenced at Title 155, Chapter 155.021, and incorporated herein by this reference, shall be amended as it pertains to the following property:

**Norman Estates Subdivision, a Plat of Lot 3 of Norman Estates Subdivision located in a portion of Lot U1 in the N1/2 SW1/4 of Section 5 and in the unplatted portion of the NE1/4 SW1/4 of Section 5, Township 2 North, Range 7 East of the Black Hills Meridian, City of Summerset, Meade County, South Dakota.**

which property shall be zoned from C1 (General Commercial) and that the zoning map shall be amended accordingly, which amendments are incorporated herein.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024.

**ATTEST:**

**CITY OF SUMMERSET**

\_\_\_\_\_  
Brielle Schrock, Finance Officer

\_\_\_\_\_  
Michael Kitzmiller, Mayor

(Seal)

Vote: Kitzmiller:  
Osten:  
Markham:  
Reade:  
Hirsch:

First Reading: May 16<sup>th</sup>, 2024  
Second Reading: June 6<sup>th</sup>, 2024  
Adopted:  
Publication:  
Effective:

Published once \_\_\_\_\_ at approximate cost of \$ \_\_\_\_\_.

**TSO 2024-02**  
**CITY OF SUMMERSET ZONING ORDINANCE AMENDMENT**

**AN ORDINANCE AMENDING ZONING ORDINANCE AND  
MAP INCORPORATED AT TITLE 155, CHAPTER 021**

**BE IT ORDAINED BY THE CITY BOARD OF COMMISSIONERS OF THE CITY OF SUMMERSET**, Meade County, South Dakota that the following changes and amendments be made to the City of Summerset Zoning Ordinance, Title 155, Chapter 021.

**BE IT ORDAINED** that the zoning map referenced at Title 155, Chapter 155.021, and incorporated herein by this reference, shall be amended as it pertains to the following property:

**Southwest Quarter (SW1/4) of Section 32, Township 3 North, Range 7  
East of the Black Hills Meridian, City of Summerset, Meade County,  
South Dakota.**

which property shall be zoned R3 Multi-Family Residential and that the zoning map shall be amended accordingly, which amendments are incorporated herein.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024.

**ATTEST:**

**CITY OF SUMMERSET**

\_\_\_\_\_  
Brielle Schrock, Finance Officer

\_\_\_\_\_  
Mike Kitzmiller, Mayor

(Seal)

Vote: Kitzmiller  
Osten:  
Markham  
Reade:  
Hirsch:

First Reading: June 6<sup>th</sup>, 2024  
Second Reading:  
Adopted:  
Publication:  
Effective:

Published once \_\_\_\_\_ at approximate cost of \$ \_\_\_\_\_.

**NOTICE FOR PUBLICATION**

**Ordinance TSO 2024-02**

**CITY OF SUMMERSET ZONING ORDINANCE AMENDMENT**

**AN ORDINANCE AMENDING ZONING ORDINANCE AND MAP INCORPORATED  
AT TITLE 155, CHAPTER 021**

**NOTICE IS HEREBY GIVEN** that the City of Summerset will set the first reading on Ordinance #TSO 2024-02 An Ordinance Amending Zoning Ordinance and Map Incorporated at Title 155, Chapter 021.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on June 6th, 2024 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance on the following described property:

Southwest Quarter (SW1/4) of Section 32, Township 3 North, Range 7 East of the Black Hills Meridian, City of Summerset, Meade County, South Dakota.

Said property will be zone R-3 Multi Family Residential

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 16th day of May, 2024.

City of Summerset

Published once on \_\_\_\_\_, 2024, at the total approximate cost of \$ \_\_\_\_\_ .

**ORDINANCE #2024-01**  
**AN ORDINANCE TO AMEND THE**  
**MIDCONTINENT FRANCHISE AGREEMENT (ORDINANCE 3.4 TABLE I)**

WHEREAS Midcontinent Communications (“Midco”) holds a communications franchise (“Franchise”) for the construction and operation of a communications system within the City of Summerset, South Dakota (“Grantor”); and

WHEREAS, the Franchise (Ordinance #3.4) expires on or about June 1, 2024; and

WHEREAS, Grantor and Midco have mutually agreed to extend the term of the franchise by adopting this Ordinance Amendment No. 1 (“Amendment”) and to make such other changes as are mutually agreed upon herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF SUMMERSET, SOUTH DAKOTA:

1. The term of the Franchise in Section XIII is hereby amended to add an additional Ten (10) years to the term with a new expiration date of June 1, 2034.
2. The Effective Date of this Amendment shall be June 1, 2024.
3. Section XV, Subsection 1 is deleted in its entirety.
4. Section XVII is deleted in its entirety.
5. Except as expressly modified herein all other terms and conditions of the Franchise shall remain in full force and effect. Neither party waives any rights it may have pursuant to applicable law.

Dated this \_\_\_\_ day of June, 2024.

CITY OF SUMMERSET

BY: \_\_\_\_\_  
Michael Kitzmiller, Mayor

ATTEST:

BY: \_\_\_\_\_  
Brielle Schrock, Finance Officer

VOTE:

Kitzmiller:	First Reading: March 21, 2024
Osten:	Continued First Reading: May 16, 2024
Markham:	Second Reading: June 6, 2024
Hirsch:	Adopted:
Reade:	Effective:

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



## FENCES

### § 153.190 MATERIAL REQUIREMENTS.

Fences may be constructed of natural material in its living state or the following factory- manufactured materials.

(A) *Wood*. Subject to the following conditions or limitations:

(1) Wood which has a natural resistance to decay or treated wood may be used;

(2) Wood in its natural state shall not be used;

(3) Plywood or other solid sheeting materials which are two feet or wider shall not be permitted;

(4) Spacing of support posts on wood fences shall be no more than eight feet on center. Such supports shall be embedded below grade not less than three feet unless the post is embedded in concrete. If concrete is used, the post may be embedded below grade no less than two feet and one cubic foot of concrete;

(5) (a) All wood in contact with the ground shall be treated; and

(b) Chemical retention shall meet the American Wood Preservers Association Standard C23-92 for round poles and C24-93 for sawn timber. In no case shall there be less than 0.6 pounds of chemical retention per cubic foot of material.

(B) *Hedges*. Subject to the following conditions or limitations.

(1) Hedges shall not be located in the first 25 feet of any required front yard on an interior lot.

(2) Hedges located on a corner lot shall not be located within 25 feet of the property corner abutting the right-of-way intersection.

(3) All hedges shall be maintained in a neat and orderly fashion and must be kept clean of all trash and other materials.

(4) ~~When the City Forestry Board advises the Planning Commission of a dead hedge, the~~ A property owner shall be ordered to remove said any dead hedge within 30 days of written notice given to the owner by the City.

(5) When the Police Chief finds a hedge is causing a public safety hazard (visibility), the hazard shall be removed.

(C) *Metal*. Subject to the following conditions or limitations.

(1) (a) Metal fences may be of any manufactured metal product except barbed wire.

(b) An exception to the above shall exist for security fences when approved by the City Planning Commission. Security fences may be constructed with barbed wire if the lowest strand of barbed wire is not less than ~~eight~~ six feet from the existing grade.

(2) Spacing of support posts for metal fences shall be no more than eight feet on center.

(3) All supports shall be embedded in not less than one cubic feet of concrete and extend below grade a minimum of two feet.

(D) *Concrete, masonry, or rock.* Subject to the following conditions or limitations.

(1) Concrete, masonry, or rock fences may be constructed of cast in place concrete or any manufactured concrete product.

(2) Fences or walls constructed of concrete products shall be designed with reinforcement. Such design shall be in compliance with Building Code and approved by Engineering and Inspections Office.

(E) *Poly vinyl chloride.* Subject to the following conditions or limitations.

(1) Fences constructed of PVC must meet or exceed the following ASTM requirements:

(a) ASTM D256 Izond Impact (23°C: five feet lbs.) (0°C: two feet lbs.);

(b) ASTM D638 Tensile Strength;

(c) ASTM D648 Deflection Temp;

(d) ASTM D695 Compressive Yield (8,780 psi);

(e) ASTM D696 Thermal Expansion; and

(f) ASTM D732 Shear Strength (6,870 psi).

(2) Posts for PVC fencing shall not be spaced more than eight feet.

(3) Posts shall be installed not less than two feet below grade and imbedded in not less than one cubit foot of concrete.

(F) *Other.* Other materials may be approved by the Planning Commission and the engineering office when it has been determined that the alternate material meet or exceed the requirements of the above materials.

### **§ 153.191 HEIGHT, SETBACK, AND CONSTRUCTION REQUIREMENTS.**

The following requirements shall apply to all fences located within the city.

(A) No fence, wall, or hedge shall be permitted over the height of six feet unless approved by the Planning Commission and Board of Commissioners.

(B) On any interior lot, a fence, wall, hedge, or lawn ornament which is above the height of three feet and six inches and is opaque in nature shall not be permitted within the first 25 feet of any required front yard.

(C) On any corner lot, a fence, wall, hedge, or lawn ornament which is above the height of two feet and six inches and is opaque in nature shall not be permitted within a

site triangle which measures 25 feet back in both directions from the property corner abutting an intersection.

(D) All fences must be constructed to manufacturer's recommendations or to industry standards and shall be capable of withstanding an 80 mph wind, as per the Building Code.

(E) Location with respect to sidewalk. Fences may not be constructed within two feet of any sidewalk or two feet from the property survey pin, whichever distance is greater. Fences may not be constructed in any right of way.

**§ 153.192 PERMIT REQUIRED.**

(A) Before any person may erect or cause to be erected or constructed a fence within the city, he or she must first obtain a building permit from the Building Inspector.

(B) Two exceptions to this requirement shall exist in cases where the fence being erected will be taken down within a period of six months or less or where the fence is being erected in conjunction with a construction project.

**§ 153.193 APPLICATION FOR PERMIT.**

(A) To obtain a building permit for a fence from the Building Inspector, the applicant must make application to the Inspection office in duplicate on forms to be furnished by the city.

(B) The permit application shall include the following information:

- (1) The name of the owner of the property on which the fence is to be erected;
- (2) The legal description and address of the property on which the fence is to be erected;
- (3) The proposed height of the fence, wall, or hedge;
- (4) The type of material to be used in constructing the fence; and
- (5) The name and address of the person who will be erecting the fence.

**§ 153.194 FEE FOR PERMIT.**

Upon making application for a permit to build a fence, said applicants shall pay the applicable fee as set forth in the fee schedule adopted by resolution. The Board of Commissioners may revise the fees as set forth herein from time to time by resolution.

**§ 153.195 UNSAFE OR HAZARDOUS FENCES.**

(A) If at any time, in the opinion of the city, a fence, wall, or hedge becomes unsafe to the public or person occupying the property, the city shall order the fence removed. The time given to remove an unsafe fence, wall, or hedge shall not exceed 30 days from the date of notice.

(B) A fence shall be considered to be an unsafe or hazardous under the following circumstances; however, the city may find a fence is unsafe or hazardous under other circumstances not specifically listed herein:

(1) Whenever any portion of the fence, its appurtenance, or its members has been damaged by fire, wind, flood, or other cause to such an extent that the structural strength or stability thereof is materially less than it was before such catastrophe;

(2) Whenever any portion of the fence, its appurtenance, or its members is likely to fail, become detached or dislodged, or collapse and thereby injure persons or damage property;

(3) Whenever any portion of the fence, its appurtenance, or its members or ornamentation on the fence is not of sufficient strength or stability, or is not so anchored, attached, or fastened in place so as to be capable of resisting wind pressure as is stated in the Building Code for new structures;

(4) Whenever any portion of the fence, its appurtenance, or its members has cracked, warped, buckled, or settled to such an extent that the fence or portions of the fence are materially less resistant to wind;

(5) Whenever the fence, its appurtenance, or its members or any portion thereof, because of dilapidation, deterioration, or decay; faulty construction; the removal, movement, or instability of any portion of the ground necessary for the purpose of supporting such fence; the deterioration, decay, or instability of its foundation; or any other cause is likely to partially or completely collapse;

(6) Whenever the fence, its appurtenance, or its members list, lean, or buckle to such an extent that the plumb line passing through the center of gravity does not fall inside the middle one third of the base of the fence;

(7) Whenever the fence, its appurtenance, or its members or a portion thereof has been constructed in violation of any specific requirements of the Building Code, the city's ordinances, or the state's laws; and

(8) Whenever the fence, its appurtenance, or its members or portion thereof is creating a traffic hazard because of visibility as determined by the Police Chief.

(C) (1) If any owner of record fails to abate a nonconforming or unsafe fence, wall, or hedge within 30 days after receipt of written notice from the City Building Inspector, ~~certified mail, return receipt requested~~, the city shall have the right to go upon the property and abate the violation without further notice to the owner or occupant of record.

(2) The city may recover its costs of abatement in any court of competent jurisdiction.

# Contractor's Application For Payment No.

	Application Period: 4/13/2024 to 5/17/2024	Application Date: 5/21/2024
To (Owner): City of Summerset	From (Contractor) Simon	Via (Engineer) HDR Engineering
Project: Astoria Court & Astoria Lane Drainage & Roadway Improvements	Contract:	
Owner's Contract No.: 2023-03	Contractor's Project No.:	Engineer's Project No.: 10368159

**APPLICATION FOR PAYMENT**

**Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
<b>TOTALS</b>		
	\$ -	0
<b>NET CHANGE BY CHANGE ORDERS</b>	\$ -	

1. ORIGINAL CONTRACT PRICE .....	\$	343,773.00
2. Net change by Change Orders .....	\$	-
3. CURRENT CONTRACT PRICE (Line 1 ± 2) .....	\$	343,773.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$	266,575.58
5. RETAINAGE:		
a. 10 %×\$ \$ 266,575.58 Work Completed .....	\$	26,657.56
b. _____ %×\$ _____ Stored Material .....	\$	-
c. Total Retainage (Line 5a + Line 5b).....	\$	26,657.56
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c) .....	\$	239,918.02
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	60,356.79
8. AMOUNT DUE THIS APPLICATION.....	\$	179,561.23
9. BALANCE TO FINISH, PLUS RETAINAGE .....	\$	103,854.98
(Column G on Progress Estimate + Line 5 above) .....		

**CONTRACTOR'S CERTIFICATION**

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Don [Signature] Date: 5-24-2024

Payment of: \$ 179,561.23  
(Line 8 or other - attach explanation of other amount)

is recommended by: [Signature] 05/30/24  
(Engineer) (Date)

Payment of: \_\_\_\_\_  
(Line 8 or other - attach explanation of other amount)

is approved by: \_\_\_\_\_  
(Owner) (Date)

Approved by: \_\_\_\_\_  
Funding Agency (if applicable) (Date)

# Progress Estimate

# Contractor's Application

For (contract):				Application Number: 2						
Application Period: 4/13/2024 to 5/17/2024				Application Date:			05/21/2024			
A				B	C	D	E	F		G
Item		Bid Quantity	Unit Price	Bid Value	Estimated Quantity Installed	Value	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F) B	Balance to Finish (B - F)
Bid Item No.	Description									
1	Mobilization	1	\$41,000.00	\$41,000.00	0.75	\$30,750.00		\$30,750.00	75.0	\$10,250.00
2	Traffic Control	1	\$6,500.00	\$6,500.00	0.75	\$4,875.00		\$4,875.00	75.0	\$1,625.00
3	Incidental Work	1	\$33,900.00	\$33,900.00	0.75	\$25,425.00		\$25,425.00	75.0	\$8,475.00
4	Construction Testing	1	\$2,550.00	\$2,550.00	0.75	\$1,912.50		\$1,912.50	75.0	\$637.50
5	Construction Staking	1	\$3,800.00	\$3,800.00	0.75	\$2,850.00		\$2,850.00	75.0	\$950.00
6	Reset Property Corners	6	\$90.00	\$540.00	0.00	\$0.00		\$0.00	0.0	\$540.00
7	Inlet Protection	6	\$142.00	\$852.00	6.00	\$852.00		\$852.00	100.0	\$0.00
8	High Flow Silt Fence	20	\$6.80	\$136.00	0.00	\$0.00		\$0.00	0.0	\$136.00
9	Sodding	291	\$12.25	\$3,564.75	0.00	\$0.00		\$0.00	0.0	\$3,564.75
10	Excavation, Unclassified	63	\$71.75	\$4,520.25	63.00	\$4,520.25		\$4,520.25	100.0	\$0.00
11	Undercut	229	\$49.50	\$11,335.50	229.00	\$11,335.50		\$11,335.50	100.0	\$0.00
12	Remove Sidewalk	123	\$27.75	\$3,413.25	123.00	\$3,413.25		\$3,413.25	100.0	\$0.00
13	Remove Asphalt Concrete	531	\$27.00	\$14,337.00	531.00	\$14,337.00		\$14,337.00	100.0	\$0.00
14	Cold Mill Asphalt Concrete	1679	\$10.25	\$17,209.75	0.00	\$0.00		\$0.00	0.0	\$17,209.75
15	Remove Curb & Gutter	64	\$24.50	\$1,568.00	64.00	\$1,568.00		\$1,568.00	100.0	\$0.00
16	Remove Curb Stop & Box	2	\$420.00	\$840.00	2.00	\$840.00		\$840.00	100.0	\$0.00
17	4' x 6' Type S Drop Inlet	1	\$14,600.00	\$14,600.00	1.00	\$14,600.00		\$14,600.00	100.0	\$0.00
18	18" RCP Storm Sewer	119	\$141.00	\$16,779.00	119.00	\$16,779.00		\$16,779.00	100.0	\$0.00
19	18" RCP Flared End Section	1	1700.00	\$1,700.00	1.00	\$1,700.00		\$1,700.00	100.0	\$0.00
20	1" Curb Stop & Box	2	785.00	\$1,570.00	2.00	\$1,570.00		\$1,570.00	100.0	\$0.00
21	1" Water Service Pipe	67	126.50	\$8,475.50	67.00	\$8,475.50		\$8,475.50	100.0	\$0.00
22	Adjust Manhole	9	515.00	\$4,635.00	7.00	\$3,605.00		\$3,605.00	77.8	\$1,030.00
Subtotals				\$193,826.00		\$149,408.00	0.00	\$149,408.00		\$44,418.00

# Progress Estimate

# Contractor's Application

For (contract):						Application Number: 2				
Application Period: 4/13/2024 to 5/17/2024						Application Date:		05/21/2024		
A		B		C	D	E	F		G	
Bid Item No.	Description	Bid Quantity	Unit Price	Bid Value	Estimated Quantity Installed	Value	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F) B	Balance to Finish (B - F)
23	Adjust Valve	3	\$395.00	\$1,185.00	3.00	\$1,185.00		\$1,185.00	100.0	\$0.00
24	Repair Irrigation Systems	1	\$2,850.00	\$2,850.00	0.00	\$0.00		\$0.00	0.0	\$2,850.00
25	Contractor Furnished Borrow	2	\$187.50	\$375.00	2.00	\$375.00		\$375.00	100.0	\$0.00
26	Aggregate Base Course	239	\$58.00	\$13,862.00	253.00	\$14,674.00		\$14,674.00	105.9	-\$812.00
27	Class A Riprap	6	\$177.00	\$1,062.00	7.20	\$1,274.40		\$1,274.40	120.0	-\$212.40
28	Type C Concrete Retaining Wall	18	\$430.00	\$7,740.00	18.00	\$7,740.00		\$7,740.00	100.0	\$0.00
29	4" Concrete Sidewalk	1102	\$20.00	\$22,040.00	1160.50	\$23,210.00		\$23,210.00	105.3	-\$1,170.00
30	6" Concrete Fillet	125	\$180.00	\$22,500.00	127.60	\$22,968.00		\$22,968.00	102.1	-\$468.00
31	Bituminous Tack Coat	1	\$1,415.00	\$1,415.00	0.00	\$0.00		\$0.00	0.0	\$1,415.00
32	Asphalt Concrete	315	\$177.00	\$55,755.00	134.34	\$23,778.18		\$23,778.18	42.6	\$31,976.82
33	Concrete Curb & Gutter	64	\$102.00	\$6,528.00	72.50	\$7,395.00		\$7,395.00	113.3	-\$867.00
34	Concrete Valley Gutter	37	\$182.00	\$6,734.00	41.50	\$7,553.00		\$7,553.00	112.2	-\$819.00
35	Detectable Warning Panel	36	\$91.00	\$3,276.00	40.00	\$3,640.00		\$3,640.00	111.1	-\$364.00
36	Remove Concrete Fillet	125	\$27.00	\$3,375.00	125.00	\$3,375.00		\$3,375.00	100.0	\$0.00
37	Remove, Salvage & Reset Landscape Rock	10	\$125.00	\$1,250.00	0.00	\$0.00		\$0.00	0.0	\$1,250.00
Subtotals				\$149,947.00		\$117,167.58	0.00	\$117,167.58		\$32,779.42
Totals				\$343,773.00		\$266,575.58	0.00	\$266,575.58		\$77,197.42

Gwenn Markham  
7302 High Meadows  
Summerset, SD 57718

May 20, 2024

Summerset Parks Board  
7055 Leisure Lane  
Summerset, SD 57718

Dear Mr. Rodriguez, President

I would like to inform you that I am resigning from my position as Vice President for the Summerset Parks Board effective May 22<sup>nd</sup>.

Thank you for the opportunities I have had by serving on this board. I have enjoyed collaborating with the board working for a common goal of making Summerset Parks safe, friendly, and inviting. With the special skills and knowledge each member brings to each meeting, I am excited to see the changes that are going to happen at our Summerset Parks.

If I can be of any help during this transition, please let me know.

Sincerely,

Gwenn Markham  
City Commissioner Summerset, SD