

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, MARCH 6th, 2025, 6:00 P.M.**

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

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Osten gave the invocation.

CALL FOR CHANGES

Declaration of conflict of interest – none.

Motion by Osten, second by Hirsch to approve the agenda of the regular meeting of the Summerset City Commission for March 6th, 2025, as presented or amended. Motion carried.

CITIZEN INPUT

There was no citizen Input at this meeting.

CONSENT CALENDAR

APPROVAL OF THE MINUTES

Motion by Reade, second by Markham to approve the minutes of the regular meeting on February 20th, 2025, as presented or amended. Motion carried.

APPROVAL OF CLAIMS

Motion by Hirsch, second by Markham to approve the claims and hand checks in the amount of \$70,728.49 from February 20, 2025, to March 5th, 2025, as presented or amended. Motion carried.

AFLAC Remittance Processing	96.72
Ambrose, Jonathan	50.00
Anglin, Mitch	50.00
Birgen, Nicholin	50.00
Blue Peak	1247.79
Hirsch, Clyde	50.00
Kayl, Anthony	50.00
Kitzmiller, Michael	50.00
Markham, Gwenn	50.00
Osten, Michael	50.00
Schieffer, Lisa	376.66
Schmagel, David	50.00
Schrock, Brielle	50.00
SDRS	12253.08
United States Treasury	20273.45
AT&T Mobility	652.99
CBH CO-OP	4680.54
Child Support Payment Center	442.00
City of Belle Fourche	4452.90
City of Sturgis	60.00
Dakota Pump, Inc	532.65
Delta Dental	1289.20

Franckowiak, Titus	100.00
Greenapsis	350.00
Health Pool of SD	18575.05
Hermanson Egge Engineering, Inc.	245.00
Meade County Auditor	1748.48
Midcontinent Testing Laboratories, Inc.	187.00
Rapid City Journal	373.93
SD Dept of Transportation Finance Office	384.73
SDDOL Reemployment Division	901.16
SDRS-Supplemental Retirement Plan (SDSRP)	810.00
Servall Uniform & Linen Supply	195.16

APPROVAL OF PAYROLL – FEBRUARY 2025 (SDCL 6-1-10)

Motion by Osten, second by Reade, to approve the following payroll. Motion carried.

- Dept. 4000 - \$13,615.62 Wastewater
- Dept. 4110 - \$1,749.99 Commission
- Dept. 4120 - \$1,916.67 Mayor
- Dept. 4140 - \$12,133.27 Finance
- Dept. 4210 - \$47,475.96 Police
- Dept. 4310 - \$14,122.93 Streets
- Dept. 4652 - \$500.00 Planning & Zoning

UTILITY BILLING ADJUSTMENTS

Motion by Hirsch, second by Markham, to approve the utility billing adjustments of \$2,735.98 18 for the period of February 1st – February 28th, 2025. Motion carried.

****NOTED FOR THE RECORD – COMMISSION REPORTS ARE IN THE PACKET FOR VIEWING.**

WEBPAGE UPDATE –DOT MARKETING

Motion by Markham, second by Osten to open discussion. Motion carried. City Administrator Lisa Schieffer explained that due to the weather, Angela Wolter was unable to attend. Commissioner Markham and Schieffer explained that the website is due to be live the end of March. Currently, Ms. Wolter is meeting with each department to design their page on the website. Highlights on the new website include a functional calendar of events, connectivity to X and Instagram accounts along with Facebook, and the website is much more user friendly. **Motion** by Osten, second by Reade to close discussion. Motion carried.

CONTRACTUAL SERVICES FOR SUMMERSSET POLICE DEPARTMENT

Motion by Markham, second by Hirsch to take the matter off the table from the February 20th meeting. Motion carried. Mayor Kitzmiller and Commissioner Markham discussed placement of five (5) potential cameras to include two in Sun Valley, one past Stage Barn middle school, and two in central Summerset. Commissioner Reade expressed concern over the commitment of a two-year contract. Commissioner Markham and Chief of Police Rich Nasser both spoke to the effectiveness other cities have had with the cameras.

Motion by Markham, second by Osten to approve the Flock Safety Camera Contract for 5 devices under a two-year contract. Mayor Kitzmiller called for a roll-call vote. Commissioner Osten, aye; Commissioner Markham, aye; Commissioner Reade, nay; Commissioner Hirsch, aye; Mayor Kitzmiller, aye. Motion carried.

RESOLUTION #2025-05 AUTHORIZING A GRANT APPLICATION TO THE LAND AND WATER CONSERVATION FUND FOR THE LEISURE LANE PARK PLAYGROUND EQUIPMENT

Motion by Osten, second by Markham to open discussion. Motion carried. City Administrator Lisa Schieffer explained that there was a procedure for the grant, to include said Resolution. There will also be a Public Hearing in April for citizens of Summerset to attend.

Motion by Hirsch, second by Reade to close discussion. Motion carried.

Motion by Osten, second by Markham to approve Resolution #2025-05. Motion carried.

TRASH SERVICE FOR SUMMERSSET MOBILE HOME PARK - ANTHONY KAYL

Motion by Osten, second by Markham to take the matter off the table from February 20th meeting and open discussion. Motion carried.

Public Works Director Anthony Kayl informed the Board that the mobile home park manager has contacted him and is willing to turn over the garbage collection services to the City. Kayl was hopeful to begin trash collection for Summersset Mobile Home Park in June. Kayl stated he will need to have a liability release signed by the owner for damage to the roads. The garbage cans have been ordered as was approved at the February 20th meeting.

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

Motion by Markham, second by Hirsch to approve services for Summersset Mobile Home Park. Motion carried.

TASK ORDER #2 HDR CONSTRUCTION ADMINISTRATION – 2025 NORMAN RANCH SUBDIVISIONS

Motion by Hirsch, second by Osten to open discussion. Motion carried. City Administrator Lisa Schieffer explained that daily inspections are being completed by Public Works Director Anthony Kayl. Task Order #2 estimates the cost of all inspections to be performed by HDR for Norman Ranch. The inspections are a joint effort by Kayl and HDR.

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

Motion by Osten, second by Markham to approve Task Order #2 HDR Construction Administration. Motion carried.

RESIGNATION POLICE DEPARTMENT – KALEB SIFERD

Motion by Markham, second by Hirsch to accept the resignation of Officer Siferd. Motion carried.

SDEC WESTERN CHAPTER PROJECT OF THE YEAR AWARD

City Administrator Lisa Schieffer presented to the Board a plaque designating Summersset the winner of the Black Hills Chapter of the South Dakota Engineering Society Project of the Year Award. HDR had submitted the nomination in regard to the Summersset Wastewater Treatment Plant Expansion.

CONSUMER PRICE INDEX (CPI) FISCAL YEAR 2026 – LISA SCHIEFFER

Motion by Hirsch, second by Reade to open discussion. Motion carried. City Administrator Lisa Schieffer presented the published CPI to be used for taxes payable 2026 as 2.9%.

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

UPCOMING EVENTS:

Local Boards of Equalization will be held on Monday, March 17th at 6:00 p.m. The last day to submit your appeal to The City of Summersset is March 13th at 4 p.m.

EXECUTIVE SESSION

Motion by Osten, second by Markham to enter executive session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues at 6:51 p.m. Motion carried.

Motion by Osten, second by Markham to exit executive session at 7:13 p.m. Motion carried.

ADJOURNMENT

Motion by Markham, second by Hirsch, to adjourn at 7:14 p.m. Motion carried.

(SEAL)

Michael Kitzmiller, Mayor

ATTEST:

Brielle, Schrock, Finance Officer

Published once _____, 2025, at a cost of \$ _____.



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

Vendor: [1098 - A&B Business Solutions](#) Vendor Total: 360.91

IN1236425	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	360.91	0.00	0.00	0.00	360.91
Monthly copier usage	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly copier usage	NA	0.00	0.00	360.91	0.00	0.00	0.00	360.91

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-43400	Equip Expense		360.91	100.00%

Vendor: [1414 - American Legal](#) Vendor Total: 1,031.85

40789	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	881.85	0.00	0.00	0.00	881.85
Supplemental pages	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Supplemental pages	NA	0.00	0.00	881.85	0.00	0.00	0.00	881.85

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42200	Prof Fees Expense		881.85	100.00%

41211	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	150.00	0.00	0.00	0.00	150.00
Code supplement pages	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Code supplement pages	NA	0.00	0.00	150.00	0.00	0.00	0.00	150.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42200	Prof Fees Expense		150.00	100.00%

Vendor: [0021 - Black Hawk Water Users District](#) Vendor Total: 41.25

2025.03	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	41.25	0.00	0.00	0.00	41.25
Monthly usage	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
City Park	NA	0.00	0.00	2.50	0.00	0.00	0.00	2.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4520-42800	Utility Expense		2.50	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Govt Bldgs	NA	0.00	0.00	38.75	0.00	0.00	0.00	38.75

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42800	Utility Expense		38.75	100.00%

Vendor: [1665 - Cardmember Services](#) Vendor Total: 33,289.22

2025.03	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	33,289.22	0.00	0.00	0.00	33,289.22
Monthly Charges	BANKFT - BANK WEST EFT				No	Payment Date: 3/10/2025		Bank Draft:	DFT0000292	

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	
Shop supplies	NA		0.00	0.00	48.47	0.00	0.00	0.00	48.47	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42600	Supply/Material Exp				48.47	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Wiper fluid	NA		0.00	0.00	130.00	0.00	0.00	0.00	130.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42600	Supply/Material Exp				130.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Auto parts	NA		0.00	0.00	102.52	0.00	0.00	0.00	102.52	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42610	Auto Expense				102.52	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Tire chains, pickup	NA		0.00	0.00	131.34	0.00	0.00	0.00	131.34	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42510	Street Snow Removal				131.34	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Toilet seats	NA		0.00	0.00	45.98	0.00	0.00	0.00	45.98	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42600	Supply/Material Exp				45.98	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Sink	NA		0.00	0.00	408.56	0.00	0.00	0.00	408.56	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42600	Supply/Material Exp				408.56	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Shop supplies	NA		0.00	0.00	95.65	0.00	0.00	0.00	95.65	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42600	Supply/Material Exp				95.65	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Shop supplies	NA		0.00	0.00	10.86	0.00	0.00	0.00	10.86	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42600	Supply/Material Exp				10.86	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Grease	NA		0.00	0.00	152.59	0.00	0.00	0.00	152.59	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42600	Supply/Material Exp				152.59	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Park supplies	NA		0.00	0.00	53.55	0.00	0.00	0.00	53.55	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4520-42600	Supply/Material Exp				53.55	100.00%				

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	
Shop supplies	NA		0.00	0.00	115.95	0.00	0.00	0.00	115.95	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42600	Supply/Material Exp				115.95	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Supplies	NA		0.00	0.00	194.17	0.00	0.00	0.00	194.17	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42600	Supply/Material Exp				194.17	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Truck servicing	NA		0.00	0.00	3,349.29	0.00	0.00	0.00	3,349.29	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42500	Repair/Maint Expense				3,349.29	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Shop supplies	NA		0.00	0.00	32.54	0.00	0.00	0.00	32.54	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42600	Supply/Material Exp				32.54	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Grease	NA		0.00	0.00	82.99	0.00	0.00	0.00	82.99	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42600	Supply/Material Exp				82.99	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Mud flaps	NA		0.00	0.00	16.19	0.00	0.00	0.00	16.19	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42510	Street Snow Removal				16.19	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Monthly Charges	NA		0.00	0.00	3,842.39	0.00	0.00	0.00	3,842.39	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42610	Auto Expense				3,842.39	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
City Magnets	NA		0.00	0.00	930.00	0.00	0.00	0.00	930.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42150	Postage				930.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Shop Supplies	NA		0.00	0.00	77.83	0.00	0.00	0.00	77.83	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42600	Supply/Material Exp				77.83	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Flatbed- lighting	NA		0.00	0.00	70.00	0.00	0.00	0.00	70.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42610	Auto Expense				70.00	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Flarbed-towing	NA		0.00	0.00	229.98	0.00	0.00	0.00	229.98	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4310-42610	Auto Expense				229.98	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Truck parts	NA		0.00	0.00	60.02	0.00	0.00	0.00	60.02	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4320-42600	Supply/Material Exp				60.02	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Trailer license replacement	NA		0.00	0.00	7.73	0.00	0.00	0.00	7.73	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4310-42610	Auto Expense				7.73	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Truck 201 Servicing	NA		0.00	0.00	3,168.30	0.00	0.00	0.00	3,168.30	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4320-42500	Repair/Maint Expense				3,168.30	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
SL 15 Plow	NA		0.00	0.00	2,595.00	0.00	0.00	0.00	2,595.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4310-42510	Street Snow Removal				2,595.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Saw	NA		0.00	0.00	1,258.99	0.00	0.00	0.00	1,258.99	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4310-42500	Repair/Maint Expense				1,258.99	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Tools	NA		0.00	0.00	857.00	0.00	0.00	0.00	857.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4320-42600	Supply/Material Exp				857.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Repairs	NA		0.00	0.00	13.68	0.00	0.00	0.00	13.68	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42500	Repair/Maint Expense				13.68	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Plant truck car wash	NA		0.00	0.00	12.74	0.00	0.00	0.00	12.74	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42610	Auto Expense				12.74	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Repairs	NA		0.00	0.00	5.50	0.00	0.00	0.00	5.50	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42500	Repair/Maint Expense				5.50	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					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Medical supplies	NA		0.00	0.00	59.78	0.00	0.00	0.00	59.78	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42600	Supply/Material Exp				59.78	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Annual dues	NA		0.00	0.00	200.00	0.00	0.00	0.00	200.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42201	Dues/Subscriptions				200.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Annual dues	NA		0.00	0.00	75.00	0.00	0.00	0.00	75.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42201	Dues/Subscriptions				75.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Annual Dues	NA		0.00	0.00	25.00	0.00	0.00	0.00	25.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42201	Dues/Subscriptions				25.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Badge	NA		0.00	0.00	148.85	0.00	0.00	0.00	148.85	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42900	Other Expense				148.85	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	16.80	0.00	0.00	0.00	16.80	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42150	Postage				16.80	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	7.00	0.00	0.00	0.00	7.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42150	Postage				7.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	8.55	0.00	0.00	0.00	8.55	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42150	Postage				8.55	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	12.00	0.00	0.00	0.00	12.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42150	Postage				12.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	5.50	0.00	0.00	0.00	5.50	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42150	Postage				5.50	100.00%				

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	
Postage	NA		0.00	0.00	6.90	0.00	0.00	0.00	6.90	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42150	Postage				6.90	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	58.08	0.00	0.00	0.00	58.08	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4652-42150	Postage				58.08	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	1.80	0.00	0.00	0.00	1.80	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42150	Postage				1.80	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	2,802.70	0.00	0.00	0.00	2,802.70	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42150	Postage				2,802.70	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	458.45	0.00	0.00	0.00	458.45	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42150	Postage				458.45	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	2,800.00	0.00	0.00	0.00	2,800.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42150	Postage				2,800.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Office Supplies	NA		0.00	0.00	192.94	0.00	0.00	0.00	192.94	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42600	Supply/Material Exp				192.94	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Copy Paper	NA		0.00	0.00	104.94	0.00	0.00	0.00	104.94	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42600	Supply/Material Exp				104.94	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cleaning Supplies	NA		0.00	0.00	19.98	0.00	0.00	0.00	19.98	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42600	Supply/Material Exp				19.98	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Office Supplies	NA		0.00	0.00	23.56	0.00	0.00	0.00	23.56	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42600	Supply/Material Exp				23.56	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Office Supplies	NA		0.00	0.00	19.98	0.00	0.00	0.00	19.98	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4320-42600	Supply/Material Exp				19.98	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Office Supplies	NA		0.00	0.00	37.98	0.00	0.00	0.00	37.98	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4140-42600	Supply/Material Exp				37.98	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Monthly Charges	NA		0.00	0.00	48.00	0.00	0.00	0.00	48.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4140-42201	Dues/Subscriptions				48.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Renewal	NA		0.00	0.00	169.82	0.00	0.00	0.00	169.82	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4140-42200	Prof Fees Expense				169.82	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Safety Equipment	NA		0.00	0.00	5,097.87	0.00	0.00	0.00	5,097.87	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4310-43400	Equip Expense				5,097.87	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Environmental Fees	NA		0.00	0.00	2,562.50	0.00	0.00	0.00	2,562.50	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42201	Dues/Subscriptions				2,562.50	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Membership Renewal	NA		0.00	0.00	250.00	0.00	0.00	0.00	250.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4140-42201	Dues/Subscriptions				250.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Return credit	NA		0.00	0.00	-24.57	0.00	0.00	0.00	-24.57	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4140-42600	Supply/Material Exp				-24.57	100.00%				

Vendor: 1504 - CBH CO-OP										Vendor Total: 4,679.01
03.2025	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	4,679.01	0.00	0.00	0.00	4,679.01
Govt Fuel	BANKW - BANK WEST		No							

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Govt Fuel	NA		0.00	0.00	2,124.11	0.00	0.00	0.00	2,124.11	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4320-42611	Fuel Expense				2,124.11	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Govt Fuel	NA		0.00	0.00	2,554.90	0.00	0.00	0.00	2,554.90	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4210-42611	Fuel Expense				2,554.90	100.00%				

Vendor: [2024 - City of Belle Fourche](#) Vendor Total: 1,416.75

593	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	1,416.75	0.00	0.00	0.00	1,416.75
Bio-solid disposal	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Bio-solid disposal	NA		0.00	0.00	1,416.75	0.00	0.00	0.00	1,416.75	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42500	Repair/Maint Expense				1,416.75	100.00%				

Vendor: [0036 - City of Rapid City](#) Vendor Total: 4,092.39

2503003	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	4,092.39	0.00	0.00	0.00	4,092.39
Solid waste disposal	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Solid waste disposal	NA		0.00	0.00	4,092.39	0.00	0.00	0.00	4,092.39	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4320-43230	Solid Waste Collection				4,092.39	100.00%				

Vendor: [0120 - City of Sturgis](#) Vendor Total: 80.00

16724	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	80.00	0.00	0.00	0.00	80.00
Feb 2025 animal shelter fees	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Jan 2025 animal shelter fees	NA		0.00	0.00	80.00	0.00	0.00	0.00	80.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4410-43350	Humane Society				80.00	100.00%				

Vendor: [1093 - Dakota Pump, Inc](#) Vendor Total: 763.19

19143	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	763.19	0.00	0.00	0.00	763.19
WWTP repairs	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP repairs	NA		0.00	0.00	763.19	0.00	0.00	0.00	763.19	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42500	Repair/Maint Expense				763.19	100.00%				

Vendor: [0765 - Demersseman Jensen Tellinghuisen & Huffman, LLP](#) Vendor Total: 2,877.50

39527	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	2,877.50	0.00	0.00	0.00	2,877.50
Professional Services	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Monthly	NA		0.00	0.00	2,877.50	0.00	0.00	0.00	2,877.50	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4141-42200	Prof Fees Expense				2,877.50	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: [2040 - Flock Group Inc](#) Vendor Total: 23,250.00

INV-60169	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	6,300.00	0.00	0.00	0.00	6,300.00
PD Cameras	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
PD Cameras	NA	0.00	0.00	6,300.00	0.00	0.00	0.00	6,300.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42600	Supply/Material Exp		6,300.00	100.00%

INV-60362	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	16,950.00	0.00	0.00	0.00	16,950.00
PD Cameras	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
PD Cameras	NA	0.00	0.00	16,950.00	0.00	0.00	0.00	16,950.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42900	Other Expense		16,950.00	100.00%

Vendor: [0814 - Foothills Fence LLC](#) Vendor Total: 19,233.08

3764	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	19,233.08	0.00	0.00	0.00	19,233.08
WWTP Fence	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Fence	NA	0.00	0.00	19,233.08	0.00	0.00	0.00	19,233.08

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42500	Repair/Maint Expense		19,233.08	100.00%

Vendor: [0246 - Golden West Technologies](#) Vendor Total: 4,137.98

40000290	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	4,137.98	0.00	0.00	0.00	4,137.98
Comprehensive services	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Comprehensive services	NA	0.00	0.00	4,137.98	0.00	0.00	0.00	4,137.98

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42201	Dues/Subscriptions		4,137.98	100.00%

Vendor: [1133 - HDR Engineering, Inc](#) Vendor Total: 4,379.50

1200702102	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	4,379.50	0.00	0.00	0.00	4,379.50
General Engineering Services	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
General Engineering Services	NA	0.00	0.00	4,379.50	0.00	0.00	0.00	4,379.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4196-42200	Prof Fees Expense		4,379.50	100.00%

Vendor: [1516 - Kiesler Police Supply](#) Vendor Total: 5,262.84

IN255422	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	1,116.72	0.00	0.00	0.00	1,116.72
PD Holsters	BANKW - BANK WEST				No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PD Holsters	NA		0.00	0.00	1,116.72	0.00	0.00	0.00	1,116.72	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4210-42851	Duty Equipment				1,116.72	100.00%				
IN255531	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	4,146.12	0.00	0.00	0.00	4,146.12
PD Handguns	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PD Handguns	NA		0.00	0.00	4,146.12	0.00	0.00	0.00	4,146.12	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4210-42851	Duty Equipment				4,146.12	100.00%				

Vendor: [0937 - MDU](#)

Vendor Total: 2,045.72

2025.03	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	2,045.72	0.00	0.00	0.00	2,045.72
Govt Bldg Utilities	BANKEFT - BANK WEST EFT				No	Payment Date: 3/21/2025	Bank Draft:		DFT0000293	

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Farm tap	NA		0.00	0.00	1,188.64	0.00	0.00	0.00	1,188.64	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42800	Utility Expense				1,188.64	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Govt Bldg Utilities	NA		0.00	0.00	531.60	0.00	0.00	0.00	531.60	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4192-42800	Utility Expense				531.60	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Lift station	NA		0.00	0.00	59.48	0.00	0.00	0.00	59.48	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42800	Utility Expense				59.48	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW bldg	NA		0.00	0.00	209.99	0.00	0.00	0.00	209.99	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4310-42800	Utility Expense				209.99	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Sewer generator	NA		0.00	0.00	56.01	0.00	0.00	0.00	56.01	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42800	Utility Expense				56.01	100.00%				

Vendor: [1110 - Mid-American Research Chemical](#)

Vendor Total: 1,341.41

0841822-IN	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	1,341.41	0.00	0.00	0.00	1,341.41
WWTP Supplies	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	
WWTP Supplies Distributions	NA		0.00	0.00	1,341.41	0.00	0.00	0.00	1,341.41	
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42600	Supply/Material Exp				1,341.41	100.00%				

Vendor: [1433 - Midcontinent Communications](#) Vendor Total: 188.18

16731730114591	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	188.18	0.00	0.00	0.00	188.18
WWTP Telephone	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP Telephone Distributions	NA		0.00	0.00	188.18	0.00	0.00	0.00	188.18	
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42800	Utility Expense				188.18	100.00%				

Vendor: [1157 - Midcontinent Testing Laboratories, Inc.](#) Vendor Total: 187.00

132545	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	187.00	0.00	0.00	0.00	187.00
Monthly testing	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Monthly testing Distributions	NA		0.00	0.00	187.00	0.00	0.00	0.00	187.00	
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42620	Testing Expense				187.00	100.00%				

Vendor: [1580 - Rapid City Fire Department](#) Vendor Total: 32,423.70

2024	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	32,423.70	0.00	0.00	0.00	32,423.70
2024 Ambulance Service	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2024 Ambulance Service Distributions	NA		0.00	0.00	32,423.70	0.00	0.00	0.00	32,423.70	
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4220-42900	Other Expense				32,423.70	100.00%				

Vendor: [0018 - SD One Call](#) Vendor Total: 13.65

SD25-00412	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	13.65	0.00	0.00	0.00	13.65
13 Messages Feb 2025	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
13 Messages Feb 2025 Distributions	NA		0.00	0.00	13.65	0.00	0.00	0.00	13.65	
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4232-42900	Other Expense				13.65	100.00%				

Vendor: [1245 - SD State Treasurer](#) Vendor Total: 650.82

2025.03	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	650.82	0.00	0.00	0.00	650.82
Feb sales tax collected	BANKEFT - BANK WEST EFT				No	Payment Date: 3/18/2025		Bank Draft:	DFT0000294	

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Feb sales tax collected Distributions	NA		0.00	0.00	650.82	0.00	0.00	0.00	650.82	
Account Number	Account Name	Project Account Key			Amount	Percent				
101-0000-21700	Sales Tax Payable				650.82	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: 1681 - TextMyGov										Vendor Total: 300.00
503280	Invoice	3/20/2025	3/20/2025	3/20/2025	3/20/2025	300.00	0.00	0.00	0.00	300.00
Additional messages		BANKW - BANK WEST			No					

Items

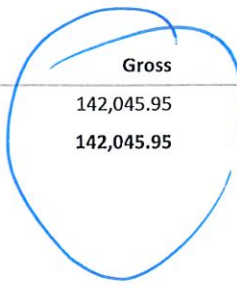
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Additional messages	NA	0.00	0.00	300.00	0.00	0.00	0.00	300.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42200	Prof Fees Expense		75.00	25.00%
101-4140-42200	Prof Fees Expense		75.00	25.00%
101-4210-42200	Prof Fees Expense		75.00	25.00%
101-4310-42200	Prof Fees Expense		75.00	25.00%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	26	142,045.95	0.00	0.00	0.00	142,045.95	35,985.76	106,060.19
Grand Total:		142,045.95	0.00	0.00	0.00	142,045.95	35,985.76	106,060.19



Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
101-0000-21700	Sales Tax Payable	650.82
101-4140-42200	Prof Fees Expense	244.82
101-4140-42201	Dues/Subscriptions	398.00
101-4140-42600	Supply/Material Exp	13.41
101-4141-42200	Prof Fees Expense	2,877.50
101-4192-42200	Prof Fees Expense	1,031.85
101-4192-42201	Dues/Subscriptions	4,137.98
101-4192-42600	Supply/Material Exp	775.98
101-4192-42800	Utility Expense	570.35
101-4192-43400	Equip Expense	360.91
101-4196-42200	Prof Fees Expense	4,379.50
101-4210-42150	Postage	56.75
101-4210-42200	Prof Fees Expense	75.00
101-4210-42201	Dues/Subscriptions	200.00
101-4210-42600	Supply/Material Exp	6,300.00
101-4210-42611	Fuel Expense	2,554.90
101-4210-42851	Duty Equipment	5,262.84
101-4210-42900	Other Expense	17,098.85
101-4220-42900	Other Expense	32,423.70
101-4232-42900	Other Expense	13.65
101-4310-42200	Prof Fees Expense	75.00
101-4310-42500	Repair/Maint Expense	1,258.99
101-4310-42510	Street Snow Removal	2,742.53
101-4310-42600	Supply/Material Exp	332.83
101-4310-42610	Auto Expense	410.23
101-4310-42800	Utility Expense	209.99
101-4310-43400	Equip Expense	5,097.87
101-4320-42150	Postage	930.00
101-4320-42500	Repair/Maint Expense	6,517.59
101-4320-42600	Supply/Material Exp	1,371.03
101-4320-42610	Auto Expense	3,842.39
101-4320-42611	Fuel Expense	2,124.11
101-4320-43230	Solid Waste Collection	4,092.39
101-4410-43350	Humane Society	80.00
101-4520-42600	Supply/Material Exp	53.55
101-4520-42800	Utility Expense	2.50
101-4652-42150	Postage	58.08
Total:		108,625.89

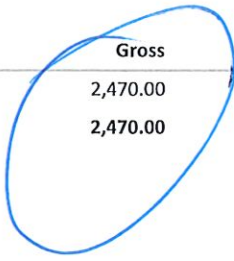
<u>Account</u>	<u>Name</u>	<u>Amount</u>
604-4000-42150	Postage	6,062.95
604-4000-42200	Prof Fees Expense	75.00
604-4000-42201	Dues/Subscriptions	2,562.50
604-4000-42500	Repair/Maint Expense	21,432.20
604-4000-42600	Supply/Material Exp	1,595.36
604-4000-42610	Auto Expense	12.74
604-4000-42620	Testing Expense	187.00
604-4000-42800	Utility Expense	1,492.31
Total:		33,420.06



Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 2028 - Brittany Boyd										Vendor Total: 610.00
2025VOMISCO03	Invoice	3/4/2025	3/4/2025	3/4/2025	3/4/2025	610.00	0.00	0.00	0.00	610.00
Second can billing reimbursement		BANKW - BANK WEST		No						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Second can billing reimbursement	NA	0.00	0.00	610.00	0.00	0.00	0.00	610.00		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4320-42900	Other Expense				610.00	100.00%				
Vendor: 2027 - Cuinn Springer										Vendor Total: 620.00
2025VOMISCO02	Invoice	3/4/2025	3/4/2025	3/4/2025	3/4/2025	620.00	0.00	0.00	0.00	620.00
Second can billing reimbursement		BANKW - BANK WEST		No						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Second can billing reimbursement	NA	0.00	0.00	620.00	0.00	0.00	0.00	620.00		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4320-42900	Other Expense				620.00	100.00%				
Vendor: 2026 - Franklin Jes										Vendor Total: 620.00
2025VOMISCO05	Invoice	3/4/2025	3/4/2025	3/4/2025	3/4/2025	620.00	0.00	0.00	0.00	620.00
Second can billing reimbursement		BANKW - BANK WEST		No						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Second can billing reimbursement	NA	0.00	0.00	620.00	0.00	0.00	0.00	620.00		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4320-42900	Other Expense				620.00	100.00%				
Vendor: 2029 - Jesse Herndon										Vendor Total: 620.00
2025VOMISCO04	Invoice	3/4/2025	3/4/2025	3/4/2025	3/4/2025	620.00	0.00	0.00	0.00	620.00
Second can billing reimbursement		BANKW - BANK WEST		No						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Second can billing reimbursement	NA	0.00	0.00	620.00	0.00	0.00	0.00	620.00		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4320-42900	Other Expense				620.00	100.00%				

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	4	2,470.00	0.00	0.00	0.00	2,470.00	0.00	2,470.00
Grand Total:		2,470.00	0.00	0.00	0.00	2,470.00	0.00	2,470.00



Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
101-4320-42900	Other Expense	2,470.00
	Total:	2,470.00

February

Sanitation

Hauled Solid Waste, Recycling, Cardboard and yard waste. Delivered cans as needed. Took garbage trucks in for DOT inspections and service. Ordered new trash cans for new service area.

Public works

Performed maintenance on public works equipment. Had numerous conversations with the Public Works Commissioner, City Staff and Mayor. Sanded City streets. Cleaned City Hall. Met with HDR concerning road inspections. Attended Pipeline Safety Meeting. Attended Norman Ranch Preconstruction meeting. Also attended Asset Mapping meeting with Midwest assistance Program. Inspected drainages for debris and flow.

Code enforcement

Attended Council meeting concerning January violations. Received billing complaints from residents.

Parks

Inspected Parks met with Equipment suppliers on playground updating. Worked on electrical for Castlewood Park. Ordered Fall protection material for Leisure Lane Park. Looked into Parks grants.

Miscellaneous

Hauled several loads of contaminated WWTP soil to Belle Fource as time allowed.

Met with Dave at RAK for hazard mitigation grant on WWTP/City shop Generators. Installed new sink and light at Police Department. Forestry Grant pre plan meeting.

March 2025 Finance Department

Meetings Attended

- ❖ 2 Commission meetings
- ❖ Check-ins with Commissioner Reade
- ❖ Check-ins with City Administrator

Trainings

- ❖ SDRS Account
- ❖ Elections webinars (2)
- ❖ Debt Reporting and Project Management
- ❖ SDDOR Sales Tax Training
- ❖ Rethinking Budgeting with GFOA
- ❖ Succession Planning

Elections

- ❖ Petition window closed
- ❖ Published voter registration publication
- ❖ No election required

Utility Billing

- ❖ Communications with residents on delinquent accounts
- ❖ Delinquent account procedure review
- ❖ Commercial accounts audit
- ❖ Garbage can number updating
- ❖ Preparing overdue utility account to be sent to collections
- ❖ Double can refund payments sent
- ❖ Two accounts discovered to have no account with move-in dates multiple years past.

Financial

- ❖ Code enforcement violation invoicing continuation
- ❖ On-site payroll audit successfully completed

Licensing

Resident interactions

- ❖ Many conversations on Snow Ordinance Violation invoices
- ❖ Conversations on garbage rate
- ❖ Conversations on 2024 tax assessments
- ❖ Conversations on double can billing

Staff

- ❖ Assisted staff with HR and benefit topics
- ❖ Updating employee files and migrating to Incode
- ❖ Updating benefit employee information
- ❖ Aflac benefit migration

Miscellaneous

- ❖ Preparing information for Commission meeting agenda items
- ❖ Continued work on FO operations manual
- ❖ Policy review and updating to be submitted later in year
- ❖ Communication with City Attorney on 2 Unemployment Claims

FEBRUARY 2025 City Administrator Report

ECONOMIC DEVELOPMENT

- Meeting with B. Block, Black River regarding water for future economic development. Need to visit with BH Water for quotes.
- Visited with B. Block regarding appraisal on Exit 52.

GRANTS

- Updated Grants.gov information
- Visited with B. Block regarding LIIP grant information.
- Renewed Sams.gov for city offices and police department.
- Visited with K. Snyder regarding Hazard Mitigation Grant and Land Conservation Grant.
- Drafted Resolution for Land Conservation Grant to proceed with grant.
- Visited with Stan Houston Equipment regarding safety grant equipment.
- Visited with J. Hansen from Forestry Service on grant and federal freeze regarding the same.

PLANNING & ZONING

- Visited with J. Gingras on continuation of building in Sun Valley area. Discussed second access.
- Followed up with M. Wheeler on Boom Construction Building Permit.
- Visited with B. Block on requirements for commercial parking.
- Zoom meeting – preconstruction with Norman Ranch.
- Attended two Planning & Zoning Meetings/Agendas/Notices.
- Visited with J. LaFrance on subdividing.
- Messaged K. Callahan regarding water coming into Norman Ranch and vicinity.
- Biweekly meetings set up with Vanocker Development.
- Visited with Eric from SDDANR and T. Kayl regarding water system plans.
- Visited with S. Delbridge on stamped plans for Black River.
- Visited with Environment Protection on Stagestop.
- Received Exemption Form from Vanocker Development from the IDCM.
- Zoom conference with T. Morris on dissolving TIF and applying for new one.
- Visited with J. Bice regarding stamped plans for Black River.
- Completed Planning & Zoning minutes, published the same.
- Visited with T. Kayl regarding Castlewood drainage.
- Completed sign permit for Lightening Maintenance.

*See next page

MISC.

- Sent information to the City of Piedmont regarding employee insurance.
- Met with Megan from the Piedmont Library to discuss funding for FY2026.
- Met with AVI to discuss our microphone needs in the Commission Room.
- Visited with Evergreen regarding replacement for battery back up system.
- Put Equalization Notice in the paper, text my gov., Facebook.
- Completed survey on municipalities.
- Trained B. Schrock on how to find administrative code as it relates to elections/forms/notices.
- Met with M. Osten and went over agenda.
- Met with staff on the potential of Board moving forward on City Administration overseeing the office.
- Started 10 minute staff meetings every Monday to go over the week's workload and deadlines.
- Follow up on Jaime Steele Construction as to timeline on completion of project.
- Telephone call with T. Morris discussing TIFs
- Visited with Y. Carter regarding ACH for billing.
- Meeting with Dot Marketing and G. Markham.
- Visited with C. Hirsch on petitions for election.
- Did write up for J. Ambrose for Black Hills Wastewater Award.
- Met with J. Berglund, M. Kitzmiller regarding ambulance services.
- Reviewed minutes from the Commission Meetings.
- Visited with Evergreen about setting up a file folder with permissions.
- Visited with J. Sietsema regarding comprehensive plan. Out taking pictures for the same.
- Worked on Daktronics training.
- Worked on website media.
- Drafted letter to Senator's opposing HB1130.
- Set up meeting with Piedmont Emergency Services.
- Discussions with G. Markham regarding Parks and Recreation Board.
- Sent tax information to Piedmont Library.
- Visited with citizen regarding setting up ACH payments.
- Took complaint about garbage not getting picked up – sent to Public Works and checked by utility clerk.
- Visited with S. Reade regarding HB1130.
- Visited with M. Osten regarding personnel matters.
- Met with T. Kayl and B. Schrock regarding personnel matters.
- Met with C. Hirsch to get his phone hooked up to receive emails.
- Visited with A. Anglin regarding tax stats.

- Visited with M. Pelisle on Health & Wellness Programs.
- Visited with M. Wheeler on executive session matters.
- Sent ordinances to the paper for publications.
- Drafted invoice to be sent to L. Potthoff for garbage pickup.
- Sent pictures to C. Peterson regarding snow violation.
- Sent insurance coverage to D. Schuman, it came back undeliverable.
- Reviewed job description on public works.
- Received complaint form from two citizens, forwarded them to T. Kayl.
- Set up G. Markham as user in Daktronics.
- Reviewed timecards for staff in administrative office.
- Received complaint from D. Klein forwarded it onto A. Kayl.
- Meeting with Gold West over quarterly reports.
- Visited with Jennifer from Meade County regarding equalization paperwork.
-

February 25 Wastewater Department report

Daily Operations

2-3 Decanter #4 failed to open alarm. Found bad relay.
2-3 Phone conference with Commissioner Hirsch.
2-6 Repaired control head for influent sampler.
2-7 Sent DMR report to DANR.
2-7 Repaired control head for effluent sampler.
2-7 Added degreaser to lift stations.
2-10 RCS replaced key for #3 decant valve.
2-11 Decant valve #3 not fully closing.
2-12 Contacted Aqua Aerobics about SBR issues.
2-16 Decanter #2 frozen. Reset decanter.
2-17 Decanter #2 frozen. Blew fuse attempting to open. Replaced fuse. Reset Decanter.
2-18 Phone conference with Commissioner Hirsch.
2-27 Digester decant pump locked up. Removed wire from pump impeller. Check found ok.
Treated 4.1 million gallons of wastewater. With a daily average of 150 thousand gallons.
Responded to 4 requests for utility location.

Special Projects

Misc



SUMMERSET POLICE DEPARTMENT

Monthly Report-February 2025

Calls for service

- 432

Court appearances

- Inv Regan
- Officer Jonas
- Officer Hamelin
- Officer Johnson

Training

- Macrander-Decision Making & Problem Solving
- Juso, Johnson, Nasser: Incident Command at Stagebarn Middle School

Grants

- Traffic Safety

Special Events

Daily

- Regular meetings with Commissioner Markham
- Covering patrol shifts and responded to calls for service
- Evidence.com management
- Several meetings with Flock Safety
- Gauntlet Communications Meeting
- Updated Policy and Procedures
- Flock Safety Contracts
- Inventory
- Fleet Management
- Submitted Traffic Safety Report
- Submitted reimbursement requests for highway safety grants
- NIBRS submissions
- Meeting with Dispatch Supervisor
- Salamander updates
- Axon Rep Meeting
- Payroll
- Instructed search warrant training
- Personnel matters
- Fleet 3 system update

Sturgis

ECONOMIC DEVELOPMENT CORP.

20 SEDC 25 Annual Meeting of Members

March 25, 2024

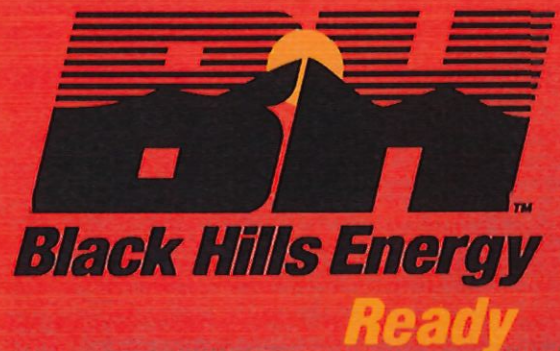
5:00PM - 7:00PM

Sturgis Auditorium

1019 Main Street

Sturgis, SD 57785

Sponsored by:





Summerset Playgro

Summerset SD • 3.12.2

© 2025 Landscape St

TSO 2025-01
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 4 & Lot 5 of the Norman Estates. Located in the NW1/4SE1/4 of Section 5, Township 2 North, Range 7 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota.

which property shall be zoned to C-1 (General Commercial) and that the zoning map shall be amended accordingly, which amendments are incorporated herein.

Dated this _____ day of April, 2025.

ATTEST:

CITY OF SUMMERSET

Brielle Schrock, Finance Officer

Michael Kitzmiller, Mayor

(Seal)

Vote:

Kitzmiller:
Osten:
Hirsch:
Markham:
Reade:

First Reading: March 20, 2025
Second Reading: April 3, 2025
Adopted:
Publication:
Effective:

Published once _____ at approximate cost of \$ _____.

NOTICE FOR PUBLICATION

Ordinance 2025-02

AN ORDINANCE AMENDING TITLE IX- GENERAL REGULATIONS, CHAPTER 92:

HEALTH AND SANITATION: NUISANCES

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2025-02 Amending Title IX General Regulations - Chapter 92: Health and Sanitation: Nuisances.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on March 20th, 2025 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended chapter/ordinances.

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 20th day of February 2025

City of Summerset

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

CANCELLED



South Dakota Department of Revenue
 Property Tax Division
 445 E. Capitol Ave.
 Pierre, SD 57501
 800-829-9188 • dor.sd.gov

**SOUTH DAKOTA TAX INCREMENT FINANCING DISTRICTS
 ESTABLISHMENT SUBMISSION FORM
 (SDCL 11-9)**

This request must be written and include the following:

1. Copy of resolution creating Tax Increment Financing District (TIF)
2. A map of the proposed boundaries, including detailed parcel list of the legal description, property ownership, and valuation of the property as provided by the local county director of equalization.
3. A proposed project plan outlining the purpose and intended public improvements of the district.

Upon receipt of this information, the department will determine the Preliminary Classification of the proposed TIF district. Once the base value is defined, communication regarding such information will be provided to the county and/or municipality governing the TIF.

CONTACT INFORMATION

GOVERNING BODY		COUNTY	
DEVELOPER NAME		CONTACT (CITY FINANCE OFFICER/COUNTY AUDITOR)	
EMAIL		PHONE NUMBER	
MAILING ADDRESS	CITY	STATE	ZIP CODE

PROJECT DESCRIPTION

NAME OF TIF	SCHOOL DISTRICT
DATE OF PLANNING COMMISSION HEARING	PROJECT PLAN CREATION DATE
ESTIMATE NUMBER OF JOBS CREATED	ANTICIPATED TOTAL PROJECT COST
ESTIMATE OF MATURITY (YEARS TO DISSOLUTION)	CLASSIFICATION REQUESTED

LOCATION (Boundaries, Legal Description)

PROJECT DESCRIPTION CONT.

BRIEF DESCRIPTION OF PROJECT (What is being built?)
--

BRIEF DESCRIPTION OF PROJECT'S PUBLIC BENEFITS

I, the undersigned, declare that I am an authorized representative of the Tax Increment Financing District's Planning Commission. By electronically signing, I agree that I have read and understand the statutes and regulations regarding the creation and use of TIF districts and will therefor comply with all requirements made.

REPRESENTATIVE SIGNATURE	TITLE	DATE
--------------------------	-------	------

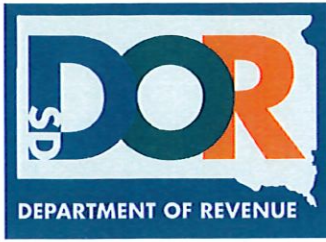
DEPARTMENT OF REVENUE USE ONLY

COUNTY	TIF NAME
--------	----------

ACKNOWLEDGE RECEIPT []

COMMENTS

PROPERTY TAX DIVISION SIGNATURE	DATE
---------------------------------	------



<https://dor.sd.gov/> 1-800-829-9188

Tax Increment Financing (TIF)

The purpose of this tax fact is to provide general guidelines and information on how Tax Increment Financing districts impact cities, counties, schools, and taxpayers in South Dakota. It is not intended to answer all questions that may arise. The information contained in this fact sheet is current as of the date of publication.

July 2024

Tax Increment Financing

Tax Increment Financing, or TIF, is a tool to help local governments improve and further develop their communities.

- Municipalities and counties can capture additional tax revenue to make the improvements they need.
- This provides incentives to attract businesses or help existing businesses expand, without tapping into general funds.

TIF is a way to finance infrastructure improvements in a defined geographic area. This area is known as a tax increment financing district, or TIF district.

- A TIF district can be created by either a municipality or by a county.

A tax increment is the difference between the amount of property tax revenue generated before a TIF district is created and the amount of property tax revenue generated after.

The property in a TIF district is valued in the same manner as any other property. The property in a TIF district is taxed in the same manner as any other property.

Examples of TIF projects include:

- General public infrastructure improvements
 - ⇒ Streets
 - ⇒ Sewer
 - ⇒ Water
- Redevelopment of buildings
- Cleaning up polluted areas
- Providing infrastructure to develop a site for new industrial or commercial use
- Improving historic and downtown business districts

How Does a Tax Increment Financing (TIF) District Work?

Once a TIF district is created, special bonds or private financing are used to pay for qualified improvements.

- Costs to be financed must be "public" in nature. This means the project must have public ownership, or if privately owned, there must be some public use or benefit.
- The cost of these improvements varies based upon the project being proposed.

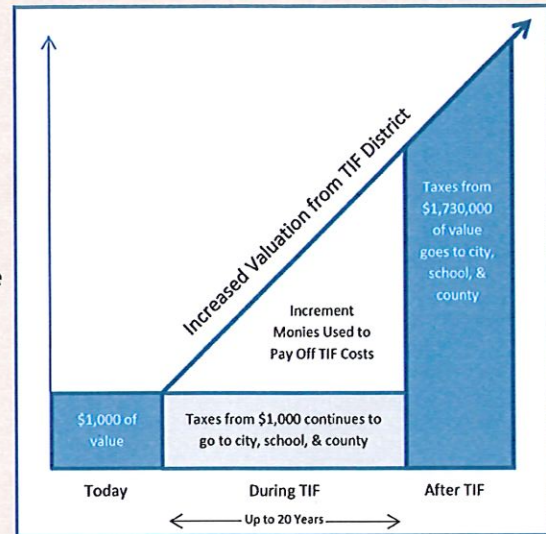
The project costs are paid from the money generated by the tax increment, or the difference between the amount of the property tax revenue before the TIF district is created and the tax revenue generated after.

- The county, school district, and municipality will continue to receive the same tax revenue they received prior to the creation of the TIF district.
- After the project costs are paid off, the county, school district, and municipality will begin sharing the total property tax revenue.

Example:

A parcel of bare land is valued today at \$1,000. Once the TIF project is completed the property is expected to have a value of \$1,730,000.

- **During the life of the TIF:**
 - ⇒ The county, school district, and municipality will continue to receive the taxes upon the base value of \$1,000.
 - ⇒ The tax revenue created due to the increased value of the property as it develops goes towards payment of the project costs.
- **After the TIF is paid off:**
 - ⇒ The property tax revenue from the entire value of \$1,730,000 will be divided up among the taxing entities.



Steps to Establish a TIF District

The specific procedures for creating a TIF district are outlined in [SDCL Ch. 11-9](#). The following is a brief summary of the process. Counties and municipalities should consult legal counsel throughout the process of creating a TIF district.

Preliminary Steps:

- The planning commission for the county or municipality is required to hold a hearing on the necessity of the TIF district. ([SDCL 11-9-3](#))
- Notice of the hearing must be published between 10-30 days before the hearing. The planning commission must also mail the notice to all taxing districts authorized to levy taxes on property within the proposed boundaries of the TIF district. ([SDCL 11-9-3](#))
- If the planning commission decides the TIF district is needed, the commission must make their recommendations to the county or municipality, including the proposed boundaries of the district. ([SDCL 11-9-4](#))
- Fill out the [South Dakota TIF Districts Establishment Submission Form](#)

County or Municipality Approval:

- The county or municipality receives the recommendations from the planning commission. The county or municipality then considers whether to approve the recommendations.
- Local authorities then request the Department of Revenue make a preliminary classification determination prior to the TIF district approval by the county or municipality. For more information on the classification process, see [Tax Increment Financing Guidelines for Local Governments](#).
- If the recommendations of the planning commission are accepted, the county or municipality must adopt a resolution officially creating the TIF district. The resolution will include: the name, the legal boundary description, and the project plan for public improvements of the TIF district. ([SDCL 11-9-5](#))
 - ⇒ The resolution must also include the following ([SDCL 11-9-8](#)):
 - (1) Not less than twenty-five percent, by area, of the real property within the district is a blighted area or not less than fifty percent, by area, of the real property within the district will stimulate and develop the general economic welfare and prosperity of the state through the promotion and advancement of industrial, commercial, manufacturing, agricultural, or natural resources; and
 - (2) The improvement of the area is likely to enhance significantly the value of substantially all of the other real property in the district.

Steps to Establish a TIF District (cont.)

Certification of Base Value:

- The municipal finance officer or county auditor must submit a written request to the Department of Revenue to certify the base value of the TIF district. ([SDCL 11-9-20](#))
 - ⇒ The base value of a TIF district is the assessed value of all property within the district boundaries at the time the district is created. The Department of Revenue calculates the base value using the valuations that were last certified by the department as of the date the request to determine the base value is received. ([SDCL 11-9-20](#))
- A municipality or county should submit the request to certify the base value as soon as possible after the creation of the TIF district. The request must include all related information to the district (resolution, project plan, and certification request form).
 - ⇒ The application must include a detailed parcel list of all legal descriptions, property ownership, and valuation, as provided by the county director of equalization.

Once the municipality or county receives the base value from the department, they may then begin incurring project costs to do the infrastructure improvements. ([SDCL 11-9-33](#))

- If bonds are issued, they can not be issued for an amount more than the total project costs. ([SDCL 11-9-35](#))
- The bonds can not mature more than twenty years from the date of issuance. ([SDCL 11-9-35](#))

TIF Classification Types

TIF district classification is a vital component of the TIF process. The purpose of classification is to determine how the increment value generated within the TIF district is treated in the state-aid to education formula. The below chart outlines the three TIF classifications, some examples of projects within those classifications, and the classification's impact on the state-aid to education formula.

Type	Classification Definition	Example Projects	Impact on State-aid to
Local	Local classification is the default classification. Unless the TIF district meets the definition of an Industrial, Economic Development, or Affordable Housing TIF district, it is a Local TIF district. <ul style="list-style-type: none"> • The projects usually benefit the local government instead of having a regional or statewide benefit. 	<ul style="list-style-type: none"> • Public infrastructure improvements for housing that does not meet the Affordable Housing requirements 	<ul style="list-style-type: none"> • Included in local effort <ul style="list-style-type: none"> • The county auditor is required to impose an additional school levy on all real property within any impacted school district to hold the district(s) harmless.
Industrial	Industrial classification includes an area where activities are recognized as industrial by zoning authorities. (SDCL 13-13-10.2) <ul style="list-style-type: none"> • Including any factory or business whose primary business is the manufacturing or assembly of goods, the processing of raw materials, and the wholesale of products for resale. 	<ul style="list-style-type: none"> • Animal processing plant • Ethanol plant 	<ul style="list-style-type: none"> • Not included as local effort in the state aid calculation • Exempt from imposing an additional school levy on all real property within the district (SDCL 13-13-10.9)
Economic Development	Economic development classification includes any area where there is or will be one or more businesses engaged in any activity defined as commercial or industrial by the governing body that has zoning authority over the land contained within the TIF district. (SDCL 13-13-10.2)	<ul style="list-style-type: none"> • Public infrastructure improvements for commercial or retail development 	<ul style="list-style-type: none"> • Not included as local effort in the state aid calculation • Exempt from imposing an additional school levy on all real property within the district (SDCL 13-13-10.9)
Affordable Housing	Affordable Housing classification includes an area where: <ol style="list-style-type: none"> 1. The original selling price of any house in the district will be at or below the first-time homebuyer purchase price limit being used by the South Dakota Housing Development Authority as of the date the house is sold; OR 2. The monthly rental rate of all multifamily housing units in the district will be at or below the calculated rent for the state's eighty percent area median income as of the date the district is created, for a minimum of five years following the date of first occupancy. <p>For more information on the Affordable Housing criteria, call the South Dakota Housing Development Authority at 605-773-3181.</p>	<ul style="list-style-type: none"> • Housing development infrastructure improvements • Housing development • Workforce housing 	<ul style="list-style-type: none"> • Not included as local effort in the state aid calculation • Exempt from imposing an additional school levy on all real property within the district (SDCL 13-13-10.9)

Tax Increment Financing (TIF) FAQ's

Who monitors the TIF process?

- Counties and municipalities oversee the progress of the TIF district.

Can TIF districts be changed?

- Yes. A TIF district project plan can be changed within the first five years for unanticipated costs or scope of work changes. Boundaries cannot be changed.

When does a TIF district terminate?

- A TIF district can exist for up to 20 years under [SDCL 11-9-25](#). Any TIF district may be terminated earlier if all financial obligations are paid off and the county or municipal board passes a resolution to dissolve the TIF district.

Will my property taxes increase due to a TIF district?

- If the TIF district is classified as Local, there may be a small additional levy added to your school levy. If the TIF district is classified as Industrial, Economic Development, or Affordable Housing, no additional levy will be applied. Contact the municipality or county to confirm the impact of a TIF district on your property taxes.

Will the TIF affect school funding?

- No. The State of South Dakota uses a formula to calculate the amount of general funding distributed to a school district each year. A portion of the money going into the formula is funded by taxes collected by the state, and a portion is funded by local property taxes. The formula is designed to hold the school district harmless when a TIF district is created.

Who controls TIF funds and makes the project payments?

- The counties collect TIF revenue through the property tax process, and any taxes paid on the increment value are deposited to the TIF fund associated with the TIF project. All project costs are paid out of this fund by the county or municipality who created the TIF district.

Will my tax dollars be used to make TIF project payments?

- Only taxes paid by properties within the TIF district boundaries will be used to pay the project costs.

What are the opportunities for public input?

- During the process of establishing a TIF district, there are many opportunities for public participation. There are opportunities for input during both the planning commission hearings and the city council/county commission meetings.

What is an allowable project cost?

- Expenses that may be included as an allowable project cost include capital costs, including the actual costs of the construction, financing costs, real property assembly, professional fees, administrative costs, costs associated with relocation, organizational costs and payments and grants made, at the discretion of the governing body. Eligible project costs can only include those costs associated with public infrastructure. They cannot include costs associated with the building of homes or businesses. For additional information, click [SDCL 11-9-15](#) to read the South Dakota law that defines the allowable expenses.

Contact Us

If you have any questions, please contact the **South Dakota Department of Revenue**.

Call toll-free: 1-800-829-9188

Property Tax Division Email: proptaxin@state.sd.us

Website: <https://dor.sd.gov/>

Mailing address and office location: South Dakota Department of Revenue
445 East Capitol Ave
Pierre, SD 57501

City of Summerset

Non-Sufficient Check Policy

Non-Sufficient Check (NSF) Policy outlines how payments will be accepted following the receipt of an NSF check or ACH payment.

First Offense- No check or ACH payments will be accepted until all fees are collected.

Second Offense- No check or ACH payments will be accepted for a period of six (6) months.

Third Offense- No check or ACH payments will be accepted for a period of twenty-four (24) months. Payment arrangements following a third offense will be at the discretion of the Finance Officer.

A \$30 returned check fee will be assessed to the account for any NSF.

The Finance Officer may designate certain accounts to be “cash only” at their discretion to secure payment. “Cash only” shall mean that the City shall accept only physical currency, and no other method of payment.

City of Summerset

Delinquent Accounts Policy

Per Ordinance 54.05, delinquent accounts are subject to suspension of services until such time the account is paid in full. In order to lift suspension of services the payment, in full, must be received by the City of Summerset no later than Monday at noon for garbage pick-up to occur that week. If payment is received after noon on Monday, the garbage services will not be resumed until the following week.

City of Philip

NON-SUFFICIENT CHECK POLICY:

Non-Sufficient Check (NSF) Policy which outlines how payments will be accepted following the receipt of a NSF check or ACH payment. (Est. 11/08/11)

First Offense – No Checks/ACH payments will be accepted until all fees are collected.

Second Offense – No checks/ACH payments will be accepted for a period of six (6) months.

Third Offense – No checks/ACH payments will be accepted for a period of twenty-four (24) months.

*Payment arrangements following a third offense will be at the discretion of the Finance Office with input from the City Council Water Committee.

City of Marion

10.0109 Cash Only Accounts. The Finance Officer is hereby authorized to designate certain accounts be “cash only” when he or she reasonably believes such a step is necessary to secure payment. For purposes of this chapter, “cash only” shall mean that the City shall accept only physical currency and not payment through any other method.

§ 54.05 BILLING AND FAILURE TO PAY.

(A) Any charges for services as provided for shall be paid with the city utility bill. The city shall not be obligated to collect and dispose of the garbage and rubbish from that unit until such time that all charges are paid up to date.

(B) In the event the payment is not made within the time noted on the utility bill, any applicable penalties of this chapter shall apply.

(C) Notwithstanding any other collection provision provided for under this chapter, the city shall have the power to collect the sanitation fee imposed herein through any other remedy available to it under the statutes of the state.

(Ord. --, passed 2-2-2023)