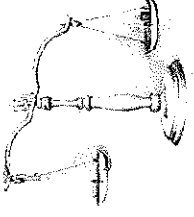


Oath of Office



State of South Dakota))SS.
County of Meade)

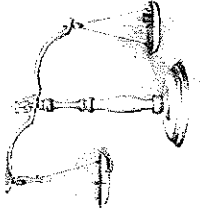
I, Clyde Hirsch, having been elected to the Office of City Commissioner within and for said City of Summerset, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of South Dakota, and that I will faithfully and impartially, to the best of my knowledge and ability, perform all duties of my said Office of City Commissioner as provided by law. I am not under direct or indirect obligation to appoint or elect any person to any office, position, or employment under the government of the municipality.

Clyde Hirsch

Subscribed and sworn to before me this 17th day of April, 2025.

Michael Kitzmiller, Mayor

Oath of Office



State of South Dakota) SS.
County of Meade)

I, Jordan Pulscher, having been elected to the Office of City Commissioner within and for said City of Summerset, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of South Dakota, and that I will faithfully and impartially, to the best of my knowledge and ability, perform all duties of my said Office of City Commissioner as provided by law. I am not under direct or indirect obligation to appoint or elect any person to any office, position, or employment under the government of the municipality.

Jordan Pulscher

Subscribed and sworn to before me this 17th day of April, 2025.

Michael Kitzmiller, Mayor

9-9-20. Mayor's area of responsibility in five-commissioner municipality.

If any municipality is governed by a board consisting of five commissioners, the mayor may exercise all the powers and perform all the duties provided by the laws of this state or the ordinances of the municipality not in conflict with the laws of the state. The mayor is the chief executive officer of the municipality, presides at all meetings of the board, and has general supervision over all departments and officers. In the absence or inability of a commissioner, the mayor shall temporarily take charge of the department of that commissioner. The mayor shall enforce all the laws of the municipality and require that the conditions of the grant of any franchise or privilege are faithfully complied with and performed. The mayor shall grant all licenses or permits, except as are required by ordinance to be granted by the board or by some other department or officer. The mayor shall supervise each public building of the municipality and each city park except in any municipality that has a park board, and the lighting of the streets, alleys, and public buildings of the municipality. The mayor shall annually and from time to time give the board information relative to the affairs of the municipality and shall recommend for the board's consideration any measure the mayor deems expedient.

Source: SL 1913, ch 119, § 19; SL 1915, ch 113, § 3; RC 1919, § 6225; SDC 1939, § 45.0806 (1); SL 1992, ch 60, § 2; SL 2018, ch 49, § 19.

9-9-21. Commissioner of public safety in five-commissioner municipality.

If any municipality is governed by a board consisting of five commissioners, the commissioner of public safety shall supervise the police and fire departments and the departments' officers and employees. The commissioner of public safety is also in charge of animal control within the municipality, including animal impoundments and shelter.

Source: SDC 1939, § 45.0806 (2); SL 1991, ch 69, § 2; SL 2000, ch 35, § 1; SL 2018, ch 49, § 20.

9-9-22. Commissioner of public works in five-commissioner municipality.

If a municipality is governed by a board consisting of five commissioners, the commissioner of public works shall supervise the streets, alleys, public grounds, and municipal improvements, and all public property, except as otherwise specially provided. The commissioner shall maintain the property in a clean and sanitary condition and enforce all contracts, rules, and regulations necessary.

Source: SDC 1939, § 45.0806 (3); SL 1991, ch 69, § 3; SL 2000, ch 35, § 2; SL 2018, ch 49, § 21.

9-9-23. Commissioner of utilities in five-commissioner municipality.

If a municipality is governed by a board consisting of five commissioners, the commissioner of utilities shall supervise the construction, maintenance, and operation of the waterworks, sewerage, and any other utility departments of the municipality. The commissioner of utilities shall enforce all regulations with respect to that department and its revenue.

Source: SDC 1939, § 45.0806 (4); SL 1991, ch 69, § 4; SL 2000, ch 35, § 3; SL 2018, ch 49, § 22.

9-9-24. Commissioner of finance and revenue in five-commissioner municipality.

If a municipality is governed by a board consisting of five commissioners, the commissioner of finance and revenue shall enforce all laws for the assessment and collection of taxes of every kind and collection of all revenues belonging to the municipality from whatever source derived. The finance and revenue commissioner shall examine into and keep the board informed on the finances of the municipality and its assets and property.

Source: SDC 1939, § 45.0806 (5); SL 1991, ch 69, § 5; SL 2000, ch 35, § 4; SL 2018, ch 49, § 23.

§ 31.082 CITY PARKS AND RECREATION BOARD MEMBER APPOINTMENT.

All members of the Summerset Parks and Recreation Board shall be volunteers appointed by the City of Summerset Board of Commissioners upon the submission of applications in proper form approved by the Board of Commissioners. The terms of the members shall be three years. If a member resigns or is removed prior to the end of a term, the Board of Commissioners may appoint a replacement member to fulfill the remainder of that term. Terms shall begin on July 1 and terminate three years later on June 30. A person may be reappointed to multiple terms. The City Parks and Recreation Board members shall serve without compensation. In addition to the members of the City Parks and Recreation Board, one member of the Board of Commissioners will be appointed by the Board of Commissioners as liaison to the City Parks and Recreation Board. The appointed Commissioner shall have the right to participate in all discussions but shall only have the right to vote on actions to break a tie.

(Ord. passed 7-31-2019; Ord. 2022-11, passed 12-19-2022)

SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, APRIL 3RD, 2025, 6:00 P.M.

Mayor Kitzmiller called the regular meeting to order at 6:00 p.m. Commissioners Osten, Markham, Reade, and Hirsch 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 Markham, second by Hirsch to amend the April 3rd agenda to add SEDC after item #9 SDDOT Disposal of Land, and approve the remaining agenda. Motion carried

CITIZEN INPUT

Lauri Potthoff gave her input regarding the disrepair of Christmas lights and decorations left up after the holidays.

CONSENT CALENDAR

APPROVAL OF THE MINUTES

Motion by Markham, second by Osten to amend the minutes of the regular meeting on March 20th to correct item #12 correcting Rich Nasser's from \$6,706.26 to \$6,707.26 and approving the rest of the minutes. Motion carried.

APPROVAL OF CLAIMS

Motion by Hirsch, second by Reade to approve the claims and hand checks in the amount of \$64,639.78 from March 20th, 2025, to April 2nd, 2025, as presented or amended. Motion carried.

Ambrose, Jonathan	50.00
Anglin, Mitch	50.00
Birgen, Nicholin	50.00
Blue Peak	1247.68
Cardmember Services	6.90
Hirsch, Clyde	50.00
Kayl, Anthony	50.00
Kitzmiller, Michael	50.00
Markham, Gwenn	50.00
Osten, Michael	50.00
Schieffer, Lisa	50.00
Schmagel, David	50.00
Schrock, Brielle	50.00
A TO Z Shredding	37.69
A&B Business Solutions	512.76
AT&T Mobility	1926.88
Golden West Technologies	706.86
Greenapsis	373.80
Jiay Higgins	100.00
Meade County Auditor	2009.22
Mountain West LLC	7621.98
Rushmore Office	238.00

SD Dept of Transportation Finance Office	62.50
Servall Uniform & Linen Supply	195.16
United States Treasury	824.94
United States Treasury	399.99
American Swing Products Inc	473.15
SDRS	10247.04
United States Treasury	17196.30
Child Support Payment Center	442.00
Delta Dental	1167.00
Health Pool of SD	17609.93
SDRS-Supplemental Retirement Plan (SDSRP)	690.00

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

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

Dept. 4000 - \$13,118.30 Wastewater

Dept. 4110 - \$1,749.99 Commission

Dept. 4120 - \$1,916.67 Mayor

Dept. 4140 - \$11,978.20 Finance

Dept. 4210 - \$39,804.13 Police

Dept. 4310 - \$14,008.95 Streets

Dept. 4652 - \$1600.00 Planning & Zoning

UTILITY BILLING ADJUSTMENTS

Motion by Reade, second by Markham, to approve the utility billing adjustments of \$4,487.92 for the period of March 1st – March 31st, 2025. Motion carried.

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

SDDOT DISPOSAL OF LAND – SCOTT PRETZER

Motion by Osten, second by Reade to open discussion. Motion carried. Scott Pretzer, Property Manager for SD DOT, presented information on excess property being offered to City of Summerset for sale. Parcels of land include 5 acres, 13 acres, and 60 acres on either side of I-90 at exit 52.

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

Motion by Osten, second by Markham to move forward with discussion with the SDDOT, Mr. Pretzer, Schieffer, and the commission. Motion carried.

SEDC UPDATE- BRENNA BLOCK

Brenna Block gave updates on recent SEDC happenings. SEDC has seen an increase in business plans as is to be expected with the warm weather. A new business has come to the city. Hose Clamp Customs will be opening soon on Infinity Drive. Ms. Block informed the Board that she has attended numerous events within the first quarter. Many more events are planned to include the next Business Connections Event on May 29th at 5pm at Summerset City Hall.

VARIANCE – MATT LEON/LEON HOLDINGS

*Planning and Zoning recommended a unanimous do pass.

Motion by Osten, second by Reade to open discussion. Motion carried. City Administrator Lisa Schieffer presented information on the variance for no hard surface below the retaining wall on the property. Schieffer explained that both sides of the shop do have a hard surface. The business uses heavy equipment and has limited staff so the hard surface parking below the retaining wall is not necessary.

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

Motion by Reade, second by Markham to approve the variance. Motion carried.

PUBLIC HEARING ON GRANT APPLICATION TO THE LAND AND WATER CONSERVATION FUND FOR THE LEISURE LANE PARK PLAYGROUND EQUIPMENT

Motion by Markham, second by Osten to open discussion. Motion carried. City Administrator Lisa Schieffer gave an overview of the two park quotes that have been received. The first quote was an "all inclusive," to include all work, at \$342,957. The second quote would include more work by the City's Public Works Department, for \$167,225. Mayor Mike Kitzmiller confirmed that the cost of the project would be a 2026 budget item. Both options include Forever Lawn which is ADA compliant. Trevor Madsen with Black Hills Council of Local Governments was present to discuss the grants as well. Mr. Madsen explained that the grants were a 50% match and did allow in-kind work. City Attorney Mike Wheeler brought up the fact that due to the initial cost of the projects, they may be subject to bid laws. Mr. Wheeler and Schieffer would be looking into the same. Jordan Pulscher spoke in favor of the park upgrade and explained that he and the Parks and Recreation board had collected numerous letters for the grant. Domico Rodriguez, also from the Parks and Recreation Board, shared his knowledge on the Forever Lawn. He also suggested items such as sun covers, possibly being covered by separate grants.

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

Motion by Osten, second by Markham to approve the design by Dakota Playground for \$342,957. Motion carried.

2025 FEMA GENERATOR GRANT APPLICATION FOR WASTEWATER AND MAINTENANCE BUILDINGS – LISA SCHIEFFER

Motion by Osten, second by Markham to open discussion. Motion carried. City Administrator Lisa Schieffer explained that the current generator at the Wastewater Treatment Plant is around 23 years old. The grant has FEMA and State funding, and the city would match cash as well as in-kind.

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

Motion by Markham, second by Reade to approve the Chairman to sign all documents and move forward with the generator grant as proposed. Motion carried.

DISCUSSION ON AMENDING ORDINANCES 31.082 AND 31.080 PARKS AND RECREATION BOARD

Motion by Markham, second by Hirsch to open discussion. Motion carried. The amendment to Ordinance 31.080 would allow for an alternate on the board. Under Ordinance 31.082 when it comes to compensating the Board. City Attorney Mike Wheeler explained that by his understanding of the statute, he recommended no financial compensation for board members.

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

Motion by Markham, second by Osten to set First Reading of Ordinance 31.080 for May 1st, 6:00 p.m. Motion carried.

PARKS AND RECREATION BOARD RESOLUTION 2025-06 TO DECREASE SIZE TO FIVE MEMBERS – LISA SCHIEFFER

Motion by Reade, second by Markham to open discussion. Motion carried. City Administrator Lisa Schieffer explained that the Board historically has a hard time maintaining seven members. Additionally, Jordan Pulscher will be transitioning to the Commission Board this month. Leaving only five members.

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

Motion by Osten, second by Markham to approve Resolution 2025-06 decreasing the size to a five-member board. Motion carried.

PARKS AND RECREATION BOARD ATTENDANCE POLICY – LISA SCHIEFFER

Motion by Reade, second by Markham to open discussion. Motion carried. City Administrator Lisa Schieffer explained that there had been a span of no meetings since September and felt an attendance policy should be put in place for the members of the Board to attend at least 50% of the meetings. The Parks and Rec Board's wish is to have meetings bi-monthly. Dustin Houten explained that the Board would have no problem with the attendance policy. They will begin meeting every other month starting April 15th.

Motion by Hirsch, second by Markham to close discussion. Motion Carried.

Motion by Markham, second by Osten to approve the attendance policy. Motion carried.

DISCUSSION ON ORDINANCES 50.09 AND 50.10 NOTICE/ASSESSMENT AND FILING OF ASSESSMENT – LISA SCHIEFFER

Motion by Reade, second by Osten to open discussion. Motion carried. City Administrator Lisa Schieffer explained that the filing dates in the ordinances do not match how the process is done in state law. Schieffer sought Board permission to meet with City Attorney Mike Wheeler on these changes.
Motion by Osten, second by Markham to close discussion. Motion carried.

SECOND READING OF TSO 2025-01 TOM NORMAN PROPERTY

Motion by Osten, second by Markham to open discussion. Motion carried. City Administrator Lisa Schieffer refreshed the Board on TSO 2025-01, which would change the map to match the Ordinance.
Motion by Hirsch, second by Reade to close discussion. Motion carried.
Motion by Osten, second by Markham to approve TSO 2025-01. Motion carried.
Motion by Reade, second by Hirsch to adopt TSO 2025-01. Motion carried.

CITY OF SUMMERSET AND CITY OF STURGIS ANIMAL SHELTER AGREEMENT

Motion by Markham, second by Osten to open discussion. Motion carried. City Administrator Lisa Schieffer and Commissioner Markham explained the renewal agreement to the Board, citing no changes other than increased rates.
Motion by Markham, second Osten by to close discussion. Motion carried.
Motion by Reade, second by Hirsch to approve the Animal Shelter Agreement. Motion carried.

UPCOMING EVENTS:

City offices will be closed on Good Friday, April 18th through Monday, April 21st for Easter Monday.

EXECUTIVE SESSION – none

ADJOURNMENT

Motion by Osten, second by Hirsch to adjourn at 7:24 p.m. Motion carried.

(SEAL)

Michael Kitzmiller, Mayor

ATTEST:

Brielle, Schrock, Finance Officer

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



City of Summerset, SD

Payable Register

Payable Detail by Vendor Name

Packet: APPKT00147 - 04.17.2025

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total	
Payable Description	Bank Code				On Hold						
Vendor: 1816 - AT&T Mobility										Vendor Total: 652.99	
2025.04.2	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	652.99	0.00	0.00	0.00	652.99	
FirstNet SSPD	BANKEFT - BANK WEST EFT				No	Payment Date: 4/14/2025			Bank Draft:	DFT0000310	
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total	
FirstNet SSPD	NA		0.00	0.00	652.99	0.00	0.00	0.00		652.99	
Distributions											
Account Number	Account Name		Project Account Key		Amount	Percent					
101-4210-42810	Phone				652.99	100.00%					
Vendor: 0021 - Black Hawk Water Users District											Vendor Total: 49.25
2025.04	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	49.25	0.00	0.00	0.00	49.25	
Monthly usage	BANKW - BANK WEST				No						
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total	
Monthly usage	NA		0.00	0.00	46.75	0.00	0.00	0.00		46.75	
Distributions											
Account Number	Account Name		Project Account Key		Amount	Percent					
101-4192-42800	Utility Expense				46.75	100.00%					
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total	
Monthly usage- 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%					
Vendor: 0808 - Black Hills Energy											Vendor Total: 6,871.47
04.2025	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	6,871.47	0.00	0.00	0.00	6,871.47	
Monthly usage	BANKEFT - BANK WEST EFT				No	Payment Date: 4/14/2025			Bank Draft:	DFT0000307	
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total	
Monthly usage	NA		0.00	0.00	6,871.47	0.00	0.00	0.00		6,871.47	
Distributions											
Account Number	Account Name		Project Account Key		Amount	Percent					
101-4192-42800	Utility Expense				626.15	9.11%					
101-4310-42800	Utility Expense				1,544.60	22.48%					
101-4520-42800	Utility Expense				47.84	0.70%					
604-4000-42800	Utility Expense				4,652.88	67.71%					
Vendor: 1861 - Butler Machinery Company											Vendor Total: 1,745.91
06W00221300	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	1,745.91	0.00	0.00	0.00	1,745.91	
WWTP Parts	BANKW - BANK WEST				No						
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total	
WWTP Parts	NA		0.00	0.00	1,745.91	0.00	0.00	0.00		1,745.91	
Distributions											
Account Number	Account Name		Project Account Key		Amount	Percent					
604-4000-42610	Auto Expense				1,745.91	100.00%					
Vendor: 1665 - Cardmember Services											Vendor Total: 10,540.02
04.2025pd	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	80.18	0.00	0.00	0.00	80.18	
Monthly charges	BANKEFT - BANK WEST EFT				No	Payment Date: 4/14/2025			Bank Draft:	DFT0000304	

Payable Register

Packet: APPKT00147 - 04.17.2025

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	
Monthly charges	NA		0.00	0.00	80.18	0.00	0.00	0.00	80.18	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42500	Repair/Maint Expense				80.18	100.00%				
2025.04 CC										
Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	10,459.84	0.00	0.00	0.00	10,459.84	
Monthly charges	BANKEFT - BANK WEST EFT				No	Payment Date: 4/14/2025		Bank Draft:		DFT0000305
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage	NA		0.00	0.00	365.00	0.00	0.00	0.00	365.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42150	Postage				365.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Publishings	NA		0.00	0.00	174.79	0.00	0.00	0.00	174.79	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4110-42300	Publishing Exp				174.79	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Publishing	NA		0.00	0.00	923.61	0.00	0.00	0.00	923.61	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4110-42300	Publishing Exp				358.71	38.84%				
101-4652-42300	Publishing Exp				66.26	7.17%				
101-4130-42300	Publishing Exp				59.40	6.43%				
101-4310-42300	Publishing Exp				23.99	2.60%				
101-4652-42300	Publishing Exp				33.70	3.65%				
101-4110-42300	Publishing Exp				30.27	3.28%				
101-4652-42300	Publishing Exp				99.96	10.82%				
101-4110-42300	Publishing Exp				209.06	22.64%				
101-4110-42300	Publishing Exp				42.26	4.58%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Kayl/ Anglin Street Maint Spring Trainin	NA		0.00	0.00	100.00	0.00	0.00	0.00	100.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42730	Training Expense				100.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Monthly charges	NA		0.00	0.00	24.00	0.00	0.00	0.00	24.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42201	Dues/Subscriptions				24.00	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	13.00	0.00	0.00	0.00	13.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42150	Postage				13.00	100.00%				

Payable Register

Packet: APPKT00147 - 04.17.2025

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	
Monthly charges	NA		0.00	0.00	85.00	0.00	0.00	0.00	85.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42500	Repair/Maint Expense				85.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Supplies	NA		0.00	0.00	168.98	0.00	0.00	0.00	168.98	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42601	Evidence - Supply/Materials				168.98	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Supplies	NA		0.00	0.00	78.17	0.00	0.00	0.00	78.17	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42601	Evidence - Supply/Materials				78.17	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Supplies	NA		0.00	0.00	35.75	0.00	0.00	0.00	35.75	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42601	Evidence - Supply/Materials				35.75	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Supplies	NA		0.00	0.00	114.84	0.00	0.00	0.00	114.84	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42601	Evidence - Supply/Materials				114.84	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Supplies	NA		0.00	0.00	68.81	0.00	0.00	0.00	68.81	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42601	Evidence - Supply/Materials				68.81	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Ammo	NA		0.00	0.00	239.00	0.00	0.00	0.00	239.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42730	Training Expense				239.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Return	NA		0.00	0.00	-36.99	0.00	0.00	0.00	-36.99	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42600	Supply/Material Exp				-36.99	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Monthly charges	NA		0.00	0.00	24.00	0.00	0.00	0.00	24.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42201	Dues/Subscriptions				24.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Lodging	NA		0.00	0.00	325.09	0.00	0.00	0.00	325.09	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42700	Travel/Conf Expense				325.09	100.00%				

Payable Register

Packet: APPKT00147 - 04.17.2025

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		
Dist 10 Annual Meeting	NA	0.00	0.00	35.00	0.00	0.00	0.00	35.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4140-42700	Travel/Conf Expense		35.00	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Dist 10 Annual Meeting	NA	0.00	0.00	35.00	0.00	0.00	0.00	35.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4110-42700	Travel/Conf Expense		35.00	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Supplies	NA	0.00	0.00	12.49	0.00	0.00	0.00	12.49		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4140-42600	Supply/Material Exp		12.49	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Shop supplies	NA	0.00	0.00	7.40	0.00	0.00	0.00	7.40		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4310-42600	Supply/Material Exp		7.40	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Spray	NA	0.00	0.00	546.13	0.00	0.00	0.00	546.13		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4520-42600	Supply/Material Exp		546.13	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Wiper blades	NA	0.00	0.00	40.78	0.00	0.00	0.00	40.78		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4310-42600	Supply/Material Exp		40.78	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Mower blades	NA	0.00	0.00	216.42	0.00	0.00	0.00	216.42		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4520-42530	Landscape&Mowing Expense		216.42	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Concrete/ streets	NA	0.00	0.00	280.81	0.00	0.00	0.00	280.81		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4310-42500	Repair/Maint Expense		280.81	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Lodging	NA	0.00	0.00	232.00	0.00	0.00	0.00	232.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4320-42730	Training Expense		232.00	100.00%						
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Shop supplies	NA	0.00	0.00	71.17	0.00	0.00	0.00	71.17		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4310-42600	Supply/Material Exp		71.17	100.00%						

Payable Register

Packet: APPKT00147 - 04.17.2025

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	
Road salt	NA		0.00	0.00	1,260.93	0.00	0.00	0.00	1,260.93	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42510	Street Snow Removal				1,260.93	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Truck DOT	NA		0.00	0.00	1,766.88	0.00	0.00	0.00	1,766.88	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42600	Supply/Material Exp				1,766.88	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Tire casing credit	NA		0.00	0.00	-475.00	0.00	0.00	0.00	-475.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42600	Supply/Material Exp				-475.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Tie down straps	NA		0.00	0.00	207.36	0.00	0.00	0.00	207.36	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42600	Supply/Material Exp				207.36	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Tools	NA		0.00	0.00	59.99	0.00	0.00	0.00	59.99	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42600	Supply/Material Exp				59.99	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Trruck DOT/ services	NA		0.00	0.00	2,416.94	0.00	0.00	0.00	2,416.94	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42500	Repair/Maint Expense				2,416.94	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Shipping	NA		0.00	0.00	43.00	0.00	0.00	0.00	43.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42630	Chemicals and Lab Supplies				43.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Supplies	NA		0.00	0.00	21.97	0.00	0.00	0.00	21.97	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42600	Supply/Material Exp				21.97	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Filters for blowers	NA		0.00	0.00	494.01	0.00	0.00	0.00	494.01	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42500	Repair/Maint Expense				494.01	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Fuses	NA		0.00	0.00	263.52	0.00	0.00	0.00	263.52	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42600	Supply/Material Exp				263.52	100.00%				

Payable Register

Packet: APPKT00147 - 04.17.2025

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	
Monthly charges	NA		0.00	0.00	220.72	0.00	0.00	0.00	220.72	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
604-4000-42600	Supply/Material Exp				220.72	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Refund	NA		0.00	0.00	-9.28	0.00	0.00	0.00	-9.28	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4310-42700	Travel/Conf Expense				-9.28	100.00%				

Vendor: [1504 - CBH CO-OP](#)

2025.04	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	2,901.02	0.00	0.00	0.00	2,901.02
Govt fuel	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Govt fuel	NA		0.00	0.00	2,901.02	0.00	0.00	0.00	2,901.02	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4210-42611	Fuel Expense				1,618.04	55.77%				
101-4320-42611	Fuel Expense				1,282.98	44.23%				

Vendor Total: 2,901.02

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

19120	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	4,681.55	0.00	0.00	0.00	4,681.55
Cloud 9 Deferred Rev	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cloud 9 Deferred Rev	NA		0.00	0.00	4,681.55	0.00	0.00	0.00	4,681.55	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
604-4000-42500	Repair/Maint Expense				4,681.55	100.00%				

Vendor Total: 4,681.55

Vendor: [1784 - DANR](#)

SDR10P54N	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	100.00	0.00	0.00	0.00	100.00
Stormwater Construction	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Stormwater Construction	NA		0.00	0.00	100.00	0.00	0.00	0.00	100.00	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
604-4000-42640	Permits/Penalties				100.00	100.00%				

Vendor Total: 100.00

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

39623	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	2,172.50	0.00	0.00	0.00	2,172.50
Professional Services	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Monthly	NA		0.00	0.00	2,172.50	0.00	0.00	0.00	2,172.50	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4141-42200	Prof Fees Expense				2,172.50	100.00%				

Vendor Total: 2,172.50

Vendor: [0246 - Golden West Technologies](#)

40000424	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	4,137.98	0.00	0.00	0.00	4,137.98
Comprehensive services	BANKW - BANK WEST				No					

Vendor Total: 4,137.98

Payable Register

Packet: APPKT00147 - 04.17.2025

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		
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: [1115 - Haveman Business Services LLC](#)

Vendor Total: 150.00

983	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	150.00	0.00	0.00	0.00	150.00
Professional Services	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Professional Services	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			
101-4140-42200	Prof Fees Expense			150.00	100.00%			

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

Vendor Total: 2,613.75

2025.04	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	2,613.75	0.00	0.00	0.00	2,613.75
Professional Services	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
INV 1200709408- 2025 Norman Ranch	NA	0.00	0.00	1,485.00	0.00	0.00	0.00	1,485.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4196-42200	Prof Fees Expense			1,485.00	100.00%			

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
INV 1200709406- 2025 General Engine	NA	0.00	0.00	1,128.75	0.00	0.00	0.00	1,128.75
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4196-42200	Prof Fees Expense			1,128.75	100.00%			

Vendor: [1352 - JJ'S ENGRAVING AND SALES](#)

Vendor Total: 9.82

21028	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	9.82	0.00	0.00	0.00	9.82
Pulscher name plate	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Pulscher name plate	NA	0.00	0.00	9.82	0.00	0.00	0.00	9.82
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4110-42600	Supply/Material Exp			9.82	100.00%			

Vendor: [0324 - Kayl, Anthony](#)

Vendor Total: 146.00

2025TV00002	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	146.00	0.00	0.00	0.00	146.00
Michigan trash can pickup	BANKEFT - BANK WEST EFT	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Michigan trash can pickup	NA	0.00	0.00	146.00	0.00	0.00	0.00	146.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4320-42900	Other Expense			146.00	100.00%			

Vendor: [0937 - MDU](#)

Vendor Total: 1,554.62

2025.04	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	1,554.62	0.00	0.00	0.00	1,554.62
Govt building utilities	BANKEFT - BANK WEST EFT	No				Payment Date: 4/18/2025		Bank Draft: DFT0000309		

Payable Register

Packet: APPKT00147 - 04.17.2025

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	
Sewer generator	NA		0.00	0.00	59.73	0.00	0.00	0.00	59.73	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
604-4000-42800	Utility Expense				59.73	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Pw building	NA		0.00	0.00	1,053.70	0.00	0.00	0.00	1,053.70	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4310-42800	Utility Expense				1,053.70	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Lift station	NA		0.00	0.00	66.45	0.00	0.00	0.00	66.45	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
604-4000-42800	Utility Expense				66.45	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
City hall	NA		0.00	0.00	265.34	0.00	0.00	0.00	265.34	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4192-42800	Utility Expense				265.34	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Farm tap	NA		0.00	0.00	109.40	0.00	0.00	0.00	109.40	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
604-4000-42800	Utility Expense				109.40	100.00%				

Vendor: 1110 - Mid-American Research Chemical										Vendor Total:	223.00
0842986-IN	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	223.00	0.00	0.00	0.00	223.00	
Moisture barrier											
BANKW - BANK WEST											
No											

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Moisture barrier	NA		0.00	0.00	223.00	0.00	0.00	0.00	223.00	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4310-42600	Supply/Material Exp				223.00	100.00%				

Vendor: 1433 - Midcontinent Communications										Vendor Total:	186.92
2025.04	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	186.92	0.00	0.00	0.00	186.92	
WWTP Telephone											
BANKW - BANK WEST											
No											

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP Telephone	NA		0.00	0.00	186.92	0.00	0.00	0.00	186.92	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
604-4000-42800	Utility Expense				186.92	100.00%				

Vendor: 1413 - Northern Truck Equipment Corporation										Vendor Total:	7,315.96
RC104668	Invoice	4/17/2025	4/17/2025	4/17/2025	4/17/2025	7,315.96	0.00	0.00	0.00	7,315.96	
96 Gallon Cart											
BANKW - BANK WEST											
No											

Payable Register

Packet: APPKT00147 - 04.17.2025

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	
96 Gallon Cart	NA		0.00	0.00	7,315.96	0.00	0.00	0.00	7,315.96	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4320-42500	Repair/Maint Expense				7,315.96	100.00%				

Vendor: [1165 - POWLES & SONS](#) Vendor Total: 2,739.80

[268](#) Invoice 4/17/2025 4/17/2025 4/17/2025 4/17/2025 2,739.80 0.00 0.00 0.00 2,739.80
Sewer service repair BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Sewer service repair	NA		0.00	0.00	2,739.80	0.00	0.00	0.00	2,739.80	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
604-4000-42500	Repair/Maint Expense				2,739.80	100.00%				

Vendor: [1390 - SD Department of Labor](#) Vendor Total: 38.52

[2025.04](#) Invoice 4/17/2025 4/17/2025 4/17/2025 4/17/2025 38.52 0.00 0.00 0.00 38.52
Filing late fee BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Unemployment	NA		0.00	0.00	38.52	0.00	0.00	0.00	38.52	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4140-42900	Other Expense				38.52	100.00%				

Vendor: [0167 - SD Department of Revenue](#) Vendor Total: 1,408.32

[04.2025](#) Invoice 4/17/2025 4/17/2025 4/17/2025 4/17/2025 1,408.32 0.00 0.00 0.00 1,408.32
March 2025 Sales Tax Payable BANKEFT - BANK WEST EFT No Payment Date: 4/14/2025 Bank Draft: DFT0000306

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
March 2025 Sales Tax Payable	NA		0.00	0.00	1,020.19	0.00	0.00	0.00	1,020.19	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-0000-21700	Sales Tax Payable				1,020.19	100.00%				

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Feb 2025 amended	NA		0.00	0.00	388.13	0.00	0.00	0.00	388.13	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-0000-21700	Sales Tax Payable				388.13	100.00%				

Vendor: [0018 - SD One Call](#) Vendor Total: 19.95

[SD25-00660](#) Invoice 4/17/2025 4/17/2025 4/17/2025 4/17/2025 19.95 0.00 0.00 0.00 19.95
19 Messages for Mar 2025 BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
19 Messages for Mar 2025	NA		0.00	0.00	19.95	0.00	0.00	0.00	19.95	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4232-42900	Other Expense				19.95	100.00%				

Vendor: [0072 - SD PUBLIC ASSURANCE ALLIANCE](#) Vendor Total: 87,661.89

[31330-4221](#) Invoice 4/17/2025 4/17/2025 4/17/2025 4/17/2025 87,661.89 0.00 0.00 0.00 87,661.89
2025 Insurance Renewal BANKW - BANK WEST No

Payable Register

Packet: APPKT00147 - 04.17.2025

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	
2025 Insurance Renewal	NA		0.00	0.00	87,661.89	0.00	0.00	0.00	87,661.89	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4120-42100	Other Ins Expense				73.24	0.08%				
101-4110-42100	Other Ins Expense				292.95	0.33%				
101-4520-42100	Other Ins Expense				706.63	0.81%				
101-4140-42100	Other Ins Expense				1,969.36	2.25%				
101-4210-42100	Other Ins Expense				19,421.58	22.16%				
604-4000-42100	Other Ins Expense				32,651.37	37.25%				
101-4192-42100	Other Ins Expense				4,004.06	4.57%				
101-4310-42100	Other Ins Expense				28,176.51	32.14%				
101-4652-42100	Other Ins Expense				366.19	0.42%				

Vendor: [2045 - Settlers Creek Carriers LLC](#) Vendor Total: 1,625.00

[0589](#) Invoice 4/17/2025 4/17/2025 4/17/2025 4/17/2025 1,625.00 0.00 0.00 0.00 1,625.00
WWTP Loads Base BANKW - BANK WEST No

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Loads Base	NA	0.00	0.00	1,625.00	0.00	0.00	0.00	1,625.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42500	Repair/Maint Expense		1,625.00	100.00%

Vendor: [1023 - Tyler Technologies](#) Vendor Total: 19,863.66

[025-498195](#) Invoice 4/17/2025 4/17/2025 4/17/2025 4/17/2025 19,429.91 0.00 0.00 0.00 19,429.91
Annual fees BANKEFT - BANK WEST EFT No Payment Date: 4/14/2025 Bank Draft: DFT0000308

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Annual fees	NA	0.00	0.00	19,429.91	0.00	0.00	0.00	19,429.91

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4140-42201	Dues/Subscriptions		14,183.83	73.00%
604-4000-42201	Dues/Subscriptions		5,246.08	27.00%

[025-503851](#) Invoice 4/17/2025 4/17/2025 4/17/2025 4/17/2025 433.75 0.00 0.00 0.00 433.75
Insite trans fees BANKW - BANK WEST No

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Insite trans fees	NA	0.00	0.00	433.75	0.00	0.00	0.00	433.75

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42920	Tyler Technologies Tranaction Fees		433.75	100.00%

Vendor: [0637 - WaterTree](#) Vendor Total: 331.75

[SER1187052-1](#) Invoice 4/17/2025 4/17/2025 4/17/2025 4/17/2025 331.75 0.00 0.00 0.00 331.75
WWTP Maintenance BANKW - BANK WEST No

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Maintenance	NA	0.00	0.00	331.75	0.00	0.00	0.00	331.75

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42500	Repair/Maint Expense		331.75	100.00%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	28	159,741.65	0.00	0.00	0.00	159,741.65	40,457.33	119,284.32
Grand Total:		159,741.65	0.00	0.00	0.00	159,741.65	40,457.33	119,284.32

Account Summary

Account	Name	Amount
101-0000-21700	Sales Tax Payable	1,408.32
101-4110-42100	Other Ins Expense	292.95
101-4110-42300	Publishing Exp	815.09
101-4110-42600	Supply/Material Exp	9.82
101-4110-42700	Travel/Conf Expense	35.00
101-4120-42100	Other Ins Expense	73.24
101-4130-42300	Publishing Exp	59.40
101-4140-42100	Other Ins Expense	1,969.36
101-4140-42200	Prof Fees Expense	150.00
101-4140-42201	Dues/Subscriptions	14,231.83
101-4140-42600	Supply/Material Exp	-24.50
101-4140-42700	Travel/Conf Expense	360.09
101-4140-42900	Other Expense	38.52
101-4141-42200	Prof Fees Expense	2,172.50
101-4192-42100	Other Ins Expense	4,004.06
101-4192-42201	Dues/Subscriptions	4,137.98
101-4192-42800	Utility Expense	938.24
101-4196-42200	Prof Fees Expense	2,613.75
101-4210-42100	Other Ins Expense	19,421.58
101-4210-42150	Postage	21.55
101-4210-42500	Repair/Maint Expense	165.18
101-4210-42601	Evidence - Supply/Materials	466.55
101-4210-42611	Fuel Expense	1,618.04
101-4210-42730	Training Expense	239.00
101-4210-42810	Phone	652.99
101-4232-42900	Other Expense	19.95
101-4310-42100	Other Ins Expense	28,176.51
101-4310-42300	Publishing Exp	23.99
101-4310-42500	Repair/Maint Expense	280.81
101-4310-42510	Street Snow Removal	1,260.93
101-4310-42600	Supply/Material Exp	609.70
101-4310-42700	Travel/Conf Expense	-9.28
101-4310-42730	Training Expense	100.00
101-4310-42800	Utility Expense	2,598.30
101-4320-42500	Repair/Maint Expense	9,732.90
101-4320-42600	Supply/Material Exp	1,291.88
101-4320-42611	Fuel Expense	1,282.98
101-4320-42730	Training Expense	232.00
101-4320-42900	Other Expense	146.00
101-4520-42100	Other Ins Expense	706.63
101-4520-42530	Landscape&Mowing Expense	216.42
101-4520-42600	Supply/Material Exp	546.13
101-4520-42800	Utility Expense	50.34
101-4652-42100	Other Ins Expense	366.19
101-4652-42300	Publishing Exp	199.92
Total:		103,702.84

Account	Name	Amount
604-4000-42100	Other Ins Expense	32,651.37
604-4000-42150	Postage	365.00
604-4000-42201	Dues/Subscriptions	5,246.08
604-4000-42500	Repair/Maint Expense	9,872.11
604-4000-42600	Supply/Material Exp	506.21
604-4000-42610	Auto Expense	1,745.91
604-4000-42630	Chemicals and Lab Supplies	43.00
604-4000-42640	Permits/Penalties	100.00
604-4000-42800	Utility Expense	5,075.38

Account Summary

Account	Name	Amount
604-4000-42920	Tyler Technologies Tranaction Fees	433.75
Total:		56,038.81

March 2025 Finance Department

Meetings Attended

- ❖ 2 Commission meetings
- ❖ Check-ins with Commissioner Reade
- ❖ Check-ins with City Administrator
- ❖ Pre Audit with Devin from Casey Peterson

Trainings

- ❖ Annual Report
- ❖ DANR Reporting

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

Financial

- ❖ Code enforcement violation invoicing continuation
- ❖ Gathering and uploading audit files

Licensing

- ❖ Audit of business and contractor licenses

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

Miscellaneous

- ❖ Preparing information for Commission meeting agenda items
- ❖ Continued work on FO operations manual
- ❖ Policy review and updating to be submitted later in year
- ❖ Preparing for Annual Report submission
- ❖ File retention work
- ❖ USDA Reporting

MARCH

Sanitation

Hauled Solid Waste, Recycling, Cardboard Serviced solid waste equipment. Delivered cans as needed.

Public works

Performed maintenance on public works equipment. Had numerous conversations with the Public Works Commissioner, City Staff and Mayor. Sanded City streets. Sanded city hall. Plowed snow. Inspected drainages. Spoke with several residents concerning snow removal. Attended 811 locates conference. Attended Spring Street Maintenance Meeting. Numerous Norman Ranch inspections, and meetings concerning Norman Ranch progress meetings.

Code enforcement

Issued notice of violation. Spoke with residence concerning January mitigation fines. Spoke with Attorney concerning possible mitigations

Parks

Ordered wood Fill for park. Ordered trees for UCF grant. Conducted park inspections.

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. Met with Paul at lighting maintenance on Digital sign options in Sun Valley. Inspected State properties.

MARCH 2025 City Administrator Report

ECONOMIC DEVELOPMENT

- Met with B. Block on Exit 52 appraisal.
- Visited with B. Block regarding BH Water – upsizing pipes under the interstate over to Infinity Drive.
- Attended SEDC Investors Meeting.
- Meeting with B. Block and Hose Clamp Customs @ City Hall.

GRANTS

- Hazard Mitigation Grant Application for two generators at City Shop and Wastewater Treatment Plant
- Land & Conservation Grant on Park Equipment for Leisure Lane Park
- Notice drafted/published for hearing on Park Equipment Grant
- Visited with A. Kayl on getting quotes for generators.
- Visited with J. Pulscher on letters of support for Park Equipment Grant.
- Visited with K. Snyder on wastewater generator grant and if loss of power had occurred in the past.
- Completed quarterly reporting on FEMA grant.
- American Rescue Funds reporting completed.

PLANNING & ZONING

- A. Kayl – on Norman Ranch updates and progress.
- Reviewed roof permits, contractor licenses and set up.
- Visited with S. Crittenden about the completion of his project and Meade County's variance.
- M. Leon requested a variance on hard surface.
- Met with A. Kayl, L. Shagla (via phone) on water line for Norman Ranch.
- Visited with M. Leon on variance/drafted notice/published in paper/sign put up.
- Zoom meeting with Vanocker Development, HDR, Renner, BH Water and A. Kayl.
- Teams meeting with HDR review on Norman Ranch.
- Meeting with S. Delbridge of Herman Egge and S. Crittenden of Black River Construction.
- Sent out layout plan to S. Syverson.
- Visited with M. Leon on zoning.
- Visited with L. Shagla on Black River drainage/Norman Ranch and items not approved.
- Visited with A. Krogman about minor plat.
- Visited with K. Engelman regarding building on Sturgis Road – sign ordinance.
- Tour with A. Kayl on SDDOT property being offered to the city.
- Zoom meeting with Vanocker Development – bi weekly.
- Visited with S. Syverson on completing layout, they had additional questions for Meade County.
- Visited with A. Hamm on new business in Infinity Park.
- Filled out paperwork for two new addresses for 911 addressing with County.
- Planning & Zoning working on Comprehensive Plan and Draft Survey.
- Visited with C. Price on carport – not in city limits referred him to County.
- Reviewed responses from HDR on Norman Ranch.

*See next page

MISC.

- 10-minute meetings every Monday to go over the week's priorities in the Finance Department.
- S. Reade called visited about his viewing of leave slips.
- Visited with J. Ambrose on commercial buildings not set up for sewer billing. Discussed a process to make sure that occupancy/billing go hand in hand and is relayed to the Utility Clerk.
- Met with K. Klunder and D. Klunder on ambulance service.
- Meeting with G. Markham, S. Reade and A&B Business to review copier quotes.
- Meeting with G. Markham, S. Reade and Evergreen to review copier quotes.
- A. Kayl and I inspected complaint on mud on road near Black River Contracting – road had been cleaned up.
- Registered for SEDC Investors Meeting and Municipal District 10 meetings and attended both.
- Met with G. Markham – did follow up on checks with Finance Officer.
- Updates on Facebook, Text my Gov and Digital Board.
- Contacted J. Williams on valuations for City of Summerset.
- Processed paperwork for local boards of equalization and attended the meeting.
- Visited with citizen on taxation and the process to appeal.
- Sat in on Police interviews.
- Meeting with G. Markham, R. Nasser on moving forward and the process of recruiting officer, wages, etc.
- Finished Department of Justice questionnaire.
- Met with Dot Marketing, G. Markham, R. Nasser on website.
- Sent resolution of fees to T. Vig @ Meade County.
- Attended a SD Labor call on "how itworks".
- Visited with Lighting Maintenance about second quote.
- Visited with A. Kayl – he would like to see us become a member of Skillbridge Program. I will check into the same.
- Visited with Mayor Kitzmiller on cameras, park signs, and updates.
- Received letter from citizen to fly an additional flag at the city offices. Reply was sent.
- Completed Parks and Rec Board agenda, listings, notices and put on web.
- Visited with B. Schrock on purchasing additional space on text my gov for notices.
- Visited with A. Kayl and G. Markham on quotes for park equipment.
- Visited with R. Nasser on surplus of guns.
- Reviewed Sign Ordinances.
- Reviewed SDPAA Newsletter
- Reviewed new laws going into effect for July 1st, 2025.

- Working with N. Birgen on garbage can list to get up to date this month.
- Visited with B. Schrock about AP being completed each Friday.
- Visited T. VanPelt regarding ambulance service, and food truck night.
- Sent ambulance calls that Rapid City answered in the Summerset area to J. Bergman.
- Visited with A. Kayl on gathering quotes for Parks Board on internet services at Steamboat Park and what is needed.
- Visited with R. Nasser on permitting needed on Flock Cameras.
- S. Triggs came into visit with me regarding complaint on new business.
- M. Hall complaint on snow violation – directed to code enforcement
- D. Klein complaint on snow violation – directed to code enforcement
- Met with S. Flockhart on business permitting, open house, bike nights, etc.
- Received complaint on garbage pickup – directed it to Public Works.
- Visited with Marlene at Pit Stop regarding a July open house.
- Met with G. Markham, R. Nasser, regarding budget questions.
- Visited with M. Osten on snow violations.
- Set up meeting for BHE on Fire Mitigation with first responders/city staff for April 18th @ 9:00 a.m.
- Helped A. Kayl draft letter to Summerset Mobile Home Park. Reviewed by M. Wheeler and G. Markham helps stuff envelopes to get the ball rolling for billing for June 2025.
- Visited with J. Lund on public vs. private roads in Stagebarn Canyon – directed him to Meade County.
- Visited with B. Schrock regarding abatement on a special assessment paid.
- Visited with K. Snyder on Comprehensive Plan and survey.
- Drafted Resolution, Attendance Policy and reviewed ordinance regarding Parks and Recreation.
- Received video from S. Triggs regarding business complaint.
- Visited with C. Dunn regarding numbers on mailboxes referred them to BH Post Office.
- Met with M. Wheeler on complaints.
- Took monthly cyber training.
- Drafted application on Special Events.
- Weekly updates with Mayor Kitzmiller.
- Mapped out addresses for garbage in Summerset Mobile Home Park.



SUMMERSET POLICE DEPARTMENT

Monthly Report-March 2025

Calls for service

- 374

Court appearances

- Inv Regan
- Officer Hamelin
- Officer Siferd
- Officer Johnson

Training

- Nasser, Macrander-Handgun Training, Flock Safety Admin
- Nasser-Fully Staffed, NCIC Terminal
- Macrander-Leadership & Influence, Introduction to Exercises, Effective Communication

Grants

- Traffic Safety

Special Events

Daily

- Regular meetings with Commissioner Markham
- Covering patrol shifts and responded to calls for service
- Evidence.com management
- Citizen Meeting
- Several meetings with Flock Safety
- New policy implementation
- Flock Safety Contracts
- ALPR Report
- Northern Hills Law Enforcement Leadership Meeting
- Police Applicant Interviews
- Website Meeting
- Department Head Meeting
- Met with Summerset business owner
- Fleet Management
- Submitted Traffic Safety Report
- Submitted reimbursement requests for highway safety grants
- NIBRS submissions
- Offboarding
- Applicant Meeting

- Meeting with Dispatch Supervisor
- Payroll
- Personnel matters
- Axon Fleet 3 Response

March Wastewater Department report

Daily Operations

3-3 Talked with City Administrator about commercial sewer billing.
3-3 Phone conference with Commissioner Hirsch.
3-3 Harvested Phragmites seeds.
3-4 Sent DMR report to DANR.
3-6 Sent solids waste report (Reed Bed waste sent to Belle Fourche landfill) to DANR.
3-9 SBR #2 inlet valve failed to close. Reset valve ok.
3-10 Butler Cat performed service on Telehandler.
3-13 Replaced SBR #2 Inlet ¼ turn actuator.
3-13 Water Tree serviced RO system.
3-17 Cleaned Effluent filters.
3-17 Contacted Aqua Aerobics about outstanding issues with SBR #3 & 4 decanters.
3-17 Phone conference with Commissioner Hirsch.
3-20 Brandon Powles repaired sewer main behind Astoria Court.
3-20 Attended City Commission meeting.
3-21 Replaced 3X filters on Effluent filter #1.
3-23 SBR #3 Decanter failed to open.
3-25 Dakota Pump investigated cause of SBR #3 decant failure. Determined bad relay.
3-31 Reset SBR #3 relay. Aqua Aerobics to replace SBR #3 & #4 relays on April 22nd.
3-31 Phone conference with Commissioner Hirsch.
Responded to 11 Requests for location services.
Treated 4.5 Million Gallons of wastewater with an average of 150 thousand gallons per day

Special Projects

Misc



PO BOX 5010
Sioux Falls, SD 57117-5010

Order Date
Page

04/03/25
1 of 2

Midco Business Proposal

MSA #: | Account #:

Service Address:

7999 STEAMBOAT RD
SUMMERSET, SD 57769

On Site Contact:

Tony Kayl
[REDACTED]
akayl@summerset.us

Midco Business Account Executive:

Dennis Glissendorf
[REDACTED]

Service	Qty	Monthly Recurring Charge (Monthly)	Total Monthly Recurring Charge (Monthly)	Monthly Recurring Charge (60-month)	Total Monthly Recurring Charge (60-month)	Non- Recurring Charge (NRC)	Total Non- Recurring Charge (NRC)
Data							
Midco Business Internet 100	1			\$105.00	\$105.00		
Midco Business Internet 100 - Discount	1			(\$30.00)	(\$30.00)		
Static IP - 1 Usable (/30)	1	\$15.00	\$15.00				
Data Services Subtotal			\$15.00		\$75.00		
Business Modem Lease	1	\$10.00	\$10.00				
Equipment and Licensing Subtotal			\$10.00				
Est. Network Access Charge					\$0.39		
Est. Other Taxes and Fees			\$0.62		\$0.03		
Est. Data Taxes and Fees Subtotal			\$0.62		\$0.42		
Total Estimated Data Services			\$25.62		\$75.42		
Install Fee							
Business Installation	1					\$499.00	\$499.00
Business Installation Waived	1					(\$350.00)	(\$350.00)
Install Fee Services Subtotal							\$149.00
Est. Other Taxes and Fees							\$9.24
Est. Install Fee Taxes and Fees Subtotal							\$9.24
Total Estimated Install Charges							\$158.24
Total*			\$25.62		\$75.42		\$158.24

MRC (after estimated taxes and fees): \$101.04

* Pricing is valid for 30 days. Pricing and availability contingent upon final site survey and engineering approval. All prices quoted exclude taxes, regulatory taxes, regulatory fees, assessments, surcharges and other governmental fees, unless estimated taxes are provided above. From September 15th through the end of winter, there is a frost charge for sites requiring construction. Cable TV is a non-contracted service and is monthly.

Lisa Schieffer

From: Heather Walton-Blanden [REDACTED]
Sent: Wednesday, March 19, 2025 2:11 PM
To: Lisa Schieffer
Subject: RE: Service Area

Hi Lisa,

Happy Wednesday! We do have internet available at Steamboat Park and I have put the speed and price below.

Internet 250/30
\$79.99/month

Please let me know if you have any questions.

Thanks,

Heather Walton-Blanden
Business Account Executive

Blue Peak

Lisa Schieffer

From: Heather Walton-Blanden <[REDACTED]>
Sent: Friday, April 4, 2025 8:26 AM
To: Lisa Schieffer
Subject: RE: Service Area

Yes, our install fee would usually be \$200, but I will discount that to \$50.

Please let me know if you have any questions.

Heather Walton-Blanden
Business Account Executive

Lisa Schieffer

From: Paul Weber <paul@solarsoundcorp.com>
Sent: Wednesday, April 2, 2025 5:30 PM
To: Lisa Schieffer; Michael Kitzmiller
Subject: Sign for Sun Valley
Attachments: COS EMC SUNVALLEY_L3 (1).pdf; 20250402125538027.pdf

Hello, See attached

This is a new rendering for the sign at Sun Valley. We made the sign a bit larger or longer for better visibility and we placed the sign behind the existing rock sign.

When I was at the location with Anthony, we both thought it was a better idea to place the sign behind the stone sign for protection and visibility.

Anthony also asked me to price the electrical trenching and connection from the sign to the water station to the east, it is about 440 feet plus we will have bore under the road from the grass to the sign location.

This sign has a higher cost due to the adding of the structure and the electrical.

Please review the rendering and the quote and let me know if you have any question.

Paul Weber
Paul Weber • President / CEO
P: 605.343.1486 C: 605.391.0631
2221 Bridge View Dr, Rapid City, SD 57701
paul@solarsoundcorp.com
www.lightingmaintenancerc.com

Lighting Maintenance Co.
ELECTRICAL SIGNS & GRAPHICS

SOLAR SOUND CORPORATION **GENERAC**

Lighting Maintenance Co.

2221 Bridge View Drive
Rapid City SD 57701

QUOTATION

DATE

4/2/2025

QUOTE#

31720

Name/ Address

CITY OF SUMMERSET
7055 LEISURE LANE
SUMMERSET SD 57718

SALESPERSON

DD

DESCRIPTION

TOTAL

PER MIKE K. PROVIDE AND INSTALL NEW LED DISPLAY SIGNS AT THE CITY HALL OFFICE AND AT THE ENTRANCE TO THE SUN VALLEY SUB.

PRICE INCLUDES ALL ELECTRICAL TRENCHING, BORE CONDUIT UNDER ROAD, ELECTRICAL WIRING AND CONNECTION AT WATER STATION, NEW LED SIGN, POLE COVER, STEEL FRAME FOR SIGN, POLE AND FOUNDATION, ALL MISC MATERIALS, LABOR, EQUIPMENT, TAXES AND PERMIT.

LOT PRICE TO PROVIDE "WEDGE" SHAPED POLE MOUNTED SIGN WITH TWO NEW LED DISPLAY SIGNS INSTALLED AT THE EAST ENTRANCE TO THE SUN VALLEY SUB - Includes any and all applicable use taxes, labor, equipment, mileage, and disposal charges.

65,480.09

PRICE FOR SIGN, LABOR TO INSTALL AND ELECTRICAL CONNECTION AT BASE OF POLE.

\$54,806.00

TOTAL

BY SIGNING TO THE RIGHT, PURCHASER ACCEPTS THE QUOTATION ABOVE AND AGREES TO PAY THE TOTAL PURCHASE PRICE STATED AND IN ACCORDANCE WITH THE TERMS ABOVE.

SIGNATURE _____

PRINTED NAME _____

Lighting Maintenance Co.

2221 Bridge View Drive
Rapid City SD 57701

QUOTATION

DATE

4/2/2025

QUOTE#

31720

Name / Address

CITY OF SUMMERSET
7055 LEISURE LANE
SUMMERSET SD 57718

SALESPERSON

DD

DESCRIPTION

TOTAL

PRICE LABOR AND MATERIALS FOR ELECTRICAL TRENCHING, UNDER
ROAD BORE, CONNECTION TO WATER STATION NEARBY, AND TO BOTTOM
OF SIGN POLE WITH A DISCONNECT.

\$10,674.09

TOTAL

\$65,480.09

BY SIGNING TO THE RIGHT, PURCHASER ACCEPTS THE
QUOTATION ABOVE AND AGREES TO PAY THE TOTAL
PURCHASE PRICE STATED AND IN ACCORDANCE WITH
THE TERMS ABOVE.

SIGNATURE _____

PRINTED NAME _____

2221 Bridge View Dr.
Rapid City, SD 57701

Client:
City of Summerset

Contact:

Phone:

Project Description:
EMC

Location:
Summerset, SD

Date:
06/26/2024

Sketch:
Paul W.
Designer:
Daniel L.

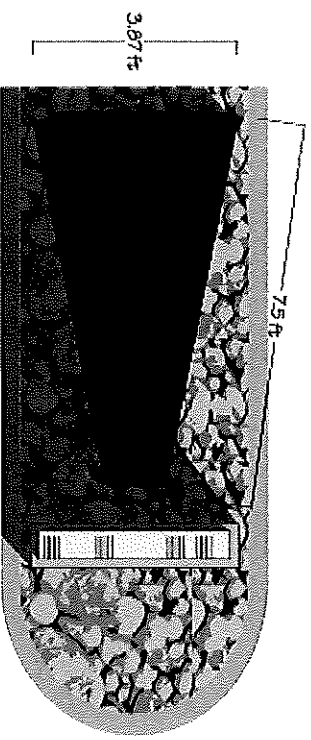
cos_emc
L3
SCALE: N/A

© 2024

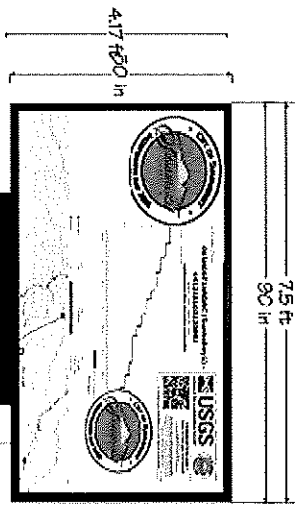
Colors specified are a representation of the colors as they appear in nature. Colors may vary slightly due to lighting conditions and the age of the materials.

CUSTOM GROUND SIGN W/ ELECTRONIC MESSAGE DISPLAY

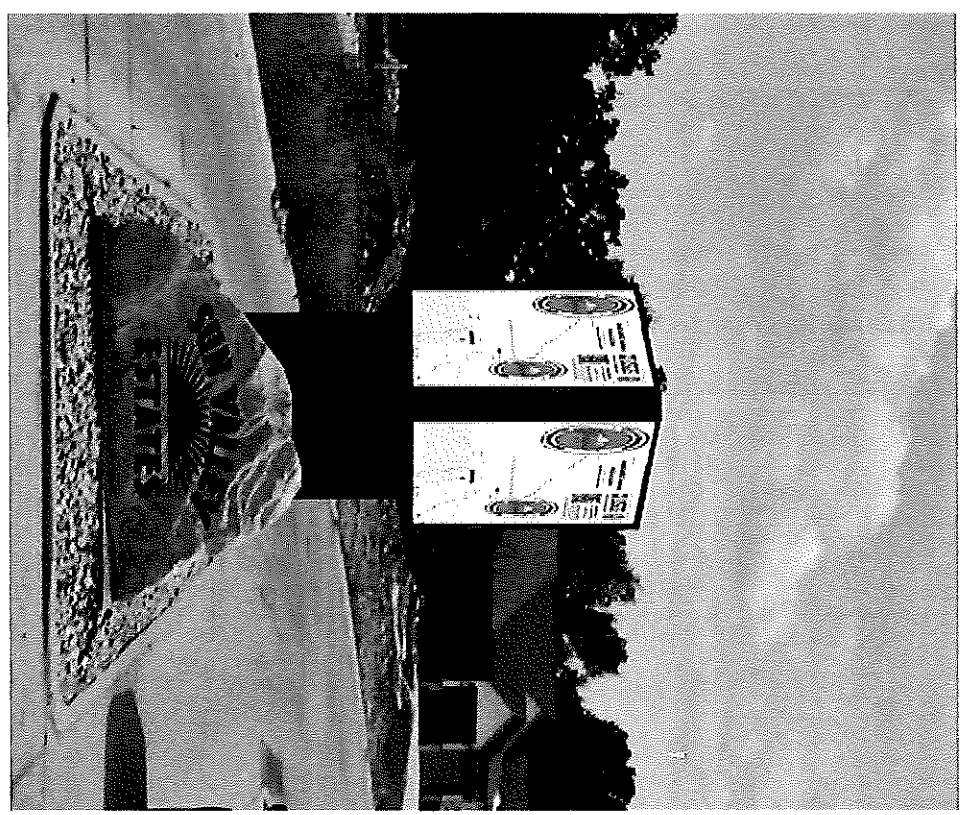
OVER HEAD VIEW



PROFILE VIEW



EXISTING STONE MARKER



TECHNICAL SPECIFICATIONS

Overall height: 21'0" (pole top to sign top)
Sign height: 10'0" (pole top to sign top)
Sign width: 8'0" (pole top to sign top)
Sign depth: 3'8" (pole top to sign top)
Sign weight: 200 lbs (pole top to sign top)
Sign material: 304 stainless steel
Sign finish: Powder coated
Sign mounting: 2" x 10" stainless steel
Sign base: 4" x 10" stainless steel

DISPLAY CONFIGURATION



SERIES TECHNICAL SPECIFICATIONS

Estimated LED lifetime: 100,000+ hours
General Information: Non-reflective back surface and module face
Message Capability: 16,000 characters (including space and punctuation)
Control Interface: RS-485 (Modbus RTU)
Power: 120V/240VAC single phase
Display Modules: 64 level (dual color) or 16 level (monochrome)
Communication Options: Ethernet Fiber Optic, Ethernet Bridge, RS-485, RS-232C, RS-485, RS-232C, RS-485, RS-232C
Operating Temperature: -40°F to 130°F with 70% RH non-condensing
Environmental Features: IP65 and UL Listed, UL94V-0 flammability
Warranty: 5 Years
Product Support: 24/7 support for a minimum of 10 years after end of production, see page 2 for details

Customer Approval:

Customer Signature

Date:

CITY OF SUMMERSET

RESOLUTION 2025-07

RESOLUTION REVISING and AMENDING RESOLUTION 2025-04 PERTAINING TO FEES and APPLICATION PROCEDURE FOR TAX INCREMENT FINANCING

WHEREAS, the City of Summerset, Meade County, a South Dakota Municipal Corporation, acting through its Board of Commissioners, has the authority to enforce all statutes and ordinances within its corporate boundaries, and to pass resolutions regarding policies, procedures and fees for municipal services including rates for solid waste collection; and

WHEREAS, SDCL 9-19-13 provides that the City has the authority to “amend” and “revise” all such “resolutions and regulations as may be proper and necessary to carry into effect the powers granted” to the City; and

WHEREAS, Tax Increment Financing (TIF) is a means of financing public improvements in a defined geographic area, known as a tax increment financing district, or TIF district. In South Dakota, a TIF district can be created by either a municipality or county; and

WHEREAS, South Dakota codified law allows for municipalities to be compensated for time spent in connection with the implementation of a TIF project plan. SDCL 11-9-15(5) expressly allows for the inclusion of imputed administrative costs “including reasonable charges for the time spent by municipal employees in connection with the implementation of a project plan;” and

WHEREAS, when a TIF is created and approved by a governing body, multiple City departments and offices are responsible for various aspects of implementing and administering a TIF. These include but are not limited to the City Administrator, City Finance Officer, City Engineer, City Attorney, the Wastewater Treatment Plant Superintendent, the Public Works Director, and others

WHEREAS, the previous fee associated with the Tax Increment Financing process was \$1000 and did not include an application form; and

WHEREAS, the City desires to amend and revise the fee structure and procedure for Tax Increment Financing (TIF) to require that an application be submitted to the City detailing necessary and relevant information, and to increase the fees associated with the Tax Increment Financing process to account for the time and expense that has been incurred in connection with the same, and to establish a process that is similar to other local political subdivisions.

NOW THEREFORE BE IT RESOLVED that the City of Summerset Board of Commissioners does hereby determine all individuals or entities seeking to establish a Tax Increment Financing

(TIF) District shall complete and submit an application on a form to be provided by the City. The application shall include information such as the applicant/landowner's name and contact information, the developer's name and contact information, the project information and estimated costs associated with the project and TIF eligible project funds with the application to be certified by both the landowner and, if different, the developer.

NOW THEREFORE BE IT FURTHER RESOLVED that the Tax Increment Financing (TIF) District application shall be accompanied by a fee in the amount of Two Thousand Five Hundred Dollars (\$2,500) which fee shall be nonrefundable.

NOW THEREFORE BE IT FURTHER RESOLVED, that upon approval of the Tax Increment Financing (TIF) District application and project the developer shall pay to the City an administrative fee in the amount of Seven Thousand Five Hundred Dollars (\$7,500). This shall be for costs incurred associated with the development of documents and other materials for the creation of the district and approval of financing. This cost will be a TIF eligible expense.

NOW THEREFOR BE IT FURTHER RESOLVED, the administrative fee (\$7500) shall be paid to the City by the Developer as a project cost within the ninety (90) days after the approval of the TIF by the City and shall be paid concurrently with any other administrative fees as required by another taxing entity.

NOW THEREFORE BE IT FURTHER RESOLVED that the fee schedule contained in Resolution 2025-04 shall be amended accordingly.

ATTEST:

Finance Officer

Michael Kitzmiller
Mayor



TAX INCREMENT FINANCING (TIF) DISTRICT APPLICATION

Developers seeking reimbursement of TIF eligible redevelopment project costs pursuant to SDCL 11-9 are required by the City to complete this application allowing the City to adequately determine the developer's eligibility for assistance from the Tax Increment Financing (TIF) District.

INSTRUCTIONS: Complete each section return via U.S. Mail or in person to Summerset City Hall, 7055 Leisure Lane, Summerset SD 57718.

Application: Non-Refundable \$2,500.00.

Administration Fee: \$7,500.00 upon approval.

PART I: APPLICANT/LANDOWNER INFORMATION

Name: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Mobile: _____

Fax: _____ Email: _____

PART II: DEVELOPER INFORMATION

Developer Legal/Business Name: _____ Date: _____

Business Type: ☐ Sole Proprietorship ☐ Partnership ☐ Corporation ☐ LLC ☐ Other, specify _____

Please list any other business, subsidiary, parent company, corporation, limited liability company, individual, or other entity that might incur costs related to this project: _____

Developer's Contact Information:

Name: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Mobile: _____

Fax: _____ Email: _____

Part III: LEGAL COUNCIL OR CONSULTANT (if applicable)

Attorney/Consultant Name: _____

Name of Firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Mobile: _____ Fax: _____

Email: _____

PART IV: PROJECT INFORMATION

TIF District Name: _____ Jurisdiction: _____

Project Name: _____

Anticipated Start Date: ____/____/____ Anticipated Completion Date: ____/____/____

Project Description: _____

Project is classified as: ☐ Local ☐ Industrial ☐ Economic Development ☐ Affordable Housing

Parcel(s) related to the above-described project: _____

Legal Description: _____

Current Value of Property: _____ (tax year: _____)

Current Real Estate Taxes: _____ (tax year: _____)

PART V. ESTIMATED TIF ELIGIBLE PROJECT FUNDS

TOTAL PROJECT COST: \$_____ TIF REQUEST: \$_____

Additional notes or comments: _____

PART VI. DECLARATIONS

Developer

I _____, hereby assert that this redevelopment project would not be economically feasible without the use of tax increment financing.

The undersigned further certifies and warrants that to the best of his/her knowledge the information contained in this application for Reimbursement of (TIF) Eligible Redevelopment Project Costs in true, correct and complete.

Developer

Title

Date

Landowner

I _____, as the landowner, hereby assert that this redevelopment project would not be economically feasible without the use of tax increment financing.

The undersigned further certifies and warrants that to the best of his/her knowledge the information contained in this application for Reimbursement of (TIF) Eligible Redevelopment Project Costs in true, correct and complete.

Landowner

Title

Date

Application Fee: _____ (Non-Refundable \$2,500.00) Date paid: _____

Payment Type: _____ check (#_____) _____ cash _____ credit card

Administration Fee: _____ (If approved \$7,500) Date paid: _____

Payment Type: _____ check (#_____) _____ cash _____ credit card

OFFICE USE ONLY:

Date received: _____ by _____

TAX INCREMENT FINANCING APPLICATION CHECKLIST

An application for the use of Tax Increment Financing should include the following information in the draft project plan. (Note: Some requirements may be waived in the application if they will be addressed in a subsequent procedural step.)

1. A detailed project description.
2. Identify the kind, number, and location of all proposed public works or improvements within the district. Also provide a list of project costs to be funded by the Tax Increment Financing, including but not limited to land acquisition, building acquisition, site development, construction, equipment, fees (architectural, engineering, legal, bond, developer, etc.), contingencies, other.
3. An economic feasibility study and fiscal impact statement that shows the impact of the district, both until and after developer debt is repaid, on all entities levying taxes on the property in the district.
4. Maps, statements, lists, and proposals required by SDCL 11-9-16.
5. A financing plan describing the methods of financing all estimated project costs and the time when related costs or monetary obligations are to be incurred. The financing plan should also include sources of funds, use of funds, identification of equity investment, lender, interest rates, financing costs and loan terms.
6. The applicant shall identify all persons and entities that have an interest in the project and/or in the entity applying for the tax increment financing district. The disclosures shall require identification of all members of an LLC or LLP, other partners, investors, shareholders and directors of a corporation or any other person who has a financial interest in the project or in the entity applying for the tax increment financing. This provision requires identification of all persons who have an interest in the project, including those whose interest exists through, an LLC, LLP, corporation or other legal entity. The applicant shall be under a continuing obligation to update this disclosure within thirty (30) days of any changes throughout the application process and throughout the life of the developer's agreement. If the applicant is a publicly traded company, the applicant shall be deemed to have complied with this provision if it has provided the City a copy of its most recent annual report with the application.
7. A statement and demonstration that the project would not proceed without the use of Tax Increment Financing (BUT FOR).
8. Conceptual plans, sketches, maps, site plans or elevations for the project.
9. A development time schedule including specific phasing of improvements and project costs.
10. A list of the specific public improvements and a list of the specific private improvements proposed to be constructed along with the project.
11. Corporation, LLC, partnership papers or other business documents identifying the parties with ownership interest in the corporation and property involved in the project, including land ownership, contract for deed or other contractual information relating to control of the property and the applicant's ability to complete the project.

12. A commitment letter from the developer's bank stating the developer's finances are of good credit and the bank has approved their loan. Applicants may also be asked for a letter from their bonding agent showing they can obtain a performance bond to put in infrastructure for the project.
13. A copy of the proposed wage scale, employee benefits package, and full and part-time employment levels or, in the case of an affordable housing project, a copy of the applicable state or federal housing program.
14. A copy of environmental study, absorption study, or any other study applicable to the project and/or site.
15. Provide documentation of previous development experience. If previous experience includes use of Tax Increment Financing, provide city/county in which project occurred.
16. If not already satisfied by providing above, additional information which satisfies all other requirements of SDCL Chapter 11-9.
17. Other information that may be required by the Tax Increment Financing Review Staff Team.
18. A signed and executed copy of a Resolution consenting to the creation of the TIF (if any property is located within the limits of a municipality).