

Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, December 4th, 2025, 6:00 P.M.

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

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Osten gave the invocation.

Call for Changes

There were no declarations of conflict of interest.

Motion by Pulscher, second by Osten to approve the agenda of the regular meeting of the Summerset City Commission for December 4th, 2025, as presented. Motion carried.

Citizen Input

There was no citizen input.

Consent Calendar

Approval of the Minutes

Motion by Osten, second by Markham to approve the minutes of the special meeting held on November 17th, 2025, as presented or amended. Motion carried.

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

Approval of Claims

Motion by Markham, second by Osten to remove the \$101.04 Midcontinent from the claims and approve the rest of the in the amount of \$429,652.58 from November 18th, 2025, to December 1st, 2025. Motion carried.

A & B Business Solutions \$627.88; Jonathan Ambrose \$50.00; Mitch Anglin \$50.00; Spen Ridge Lawn & Landscape \$5,112.75; AT&T Mobility \$3.24; Stephany Baumeister \$1,462.50; Nicholin Birgen \$50.00; Black Hills Energy \$6,832.15; Black River Contracting \$196,803.00; Cardmember Services \$12,546.11; Dakota Pump \$2,224.50; DOT Marketing \$600.00; Jason Doty \$50.00; Evergreen Office Products \$894.00; Lisa Fischer \$50.00; Golden West Technologies \$270.00; Greenapsis \$350.00; Clyde Hirsch \$50.00; Jaeson Garcia \$50.00; Anthony Kayl \$50.00; Michael Kitzmiller # \$50.00; Gwenn Markham \$50.00; MDU \$895.76; Midcontinent Testing Laboratories \$176.75; Rich Nasser \$39.70; Michael Osten \$50.00; Jordan Pulscher \$50.00; Lisa Schieffer \$50.00; SDML \$2,645.00; USDA \$148,400.00; Delta Dental \$871.00; Health Pool of SD \$15,617.81; SDRS \$11,440.66; SDRS Supplemental Retirement Plan \$615.00 Unites States Treasury \$20,575.77

Approval of Payroll – November 2025 (SDCL 6-1-10)

Motion by Hirsch, second by Pulscher to approve the following payroll. Motion carried.

Dept. 4000 - \$13,744.02 Wastewater
Dept. 4110 - \$2,333.32 Commission
Dept. 4120 - \$1,916.67 Mayor
Dept. 4140 - \$13,770.01 Finance
Dept. 4210 - \$42,790.61 Police
Dept. 4310 - \$14,934.53 Streets
Dept. 4652 - \$1,100.00 Planning

Utility Billing Adjustments

Motion by Pulscher, second by Markham to approve the utility adjustments of \$58.05 for the period of November 1st - November 30th, 2025. Motion carried.

Noted For the Record – Commission Reports are in the packet for viewing.

Sewer Rate Study – Josiah Close (HDR)

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

Josiah Close, HDR Utility Rates Project Manager, presented to the Board the City of Summerset Sewer Rate Study Results. Close gave an overview of the study. Items included the purpose of the study, draft study results, and the Close, HDR Utility Rates Project Manager, presented to the Board the City of Summerset Sewer Rate Study next steps for the Commission. Close presented a rates chart with the potential increases on rates for sewer.

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

Motion by Pulscher, second by Markham to approve the Sewer Rate Study. Motion carried.

Resolution 2025-12 A Resolution Establishing Revised Sewer Rates Based on the City of Summerset Sewer Rate Study

Motion by Osten, second by Markham to open discussion. Motion Carried.

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

Motion by Markham, second by Pulscher to approve Resolution 2025-12 A Resolution Establishing revised Sewer Rates Based on the City of Summerset Sewer Rate Study. Motion carried.

First Reading of Ordinance 2025-07 An Ordinance Amending 53.081 Sewer Usage Charge

Motion by Pulscher, second by Osten to approve the first reading of Ordinance 2025-07. Motion carried.

Motion by Osten, second by Markham to set the second reading of Ordinance 2025-07 for December 18th, 2025. Motion carried.

Second Reading of Ordinance 2025-05 A Supplemental Appropriation Ordinance

Motion by Markham, second by Pulscher to approve the second reading of Ordinance 2025-05. Motion carried.

Motion by Markham, second by Osten to adopt Ordinance 2025-05.

Second Reading of Ordinance 2025-06 An Ordinance Granting a Franchise Agreement with MDU

Motion by Pulscher, second by Markham to approve the second reading of Ordinance 2025-06. Motion carried.

Motion by Osten, second by Hirsch to adopt Ordinance 2025-06. Motion carried.

Set Final Meeting Date of the Year to Process Bills for FYE 2025

Motion by Osten, second by Pulscher to open discussion. Motion carried.

City Administrator Lisa Schieffer presented to the Board to hold a phone conference on December 31st, 2025, at 7:30 A.M. to approve final bills for FYE 2025 only.

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

Motion by Pulscher, second by Hirsch to hold a phone conference on December 31st, 2025, at 7:30 A.M. to approve final bills for FYE 2025 only. Motion carried.

Discussion About First Meeting in January

Motion by Pulscher, second by Osten to open discussion. Motion carried.

City Administrator Lisa Schieffer presented to the Board dates to have the first meeting in January.

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

Motion by Osten, second by Pulscher to move the January meetings to January 8th, 2026, and January 22nd, 2026.
Motion carried.

Upcoming Events

City Offices will be closed December 24, 25, and 26th for Christmas per the Honorable Governor Larry Rhoden.

Executive Session-none

Adjournment

Motion by Pulscher, second by Markham to adjourn at 6:30 p.m. Motion carried.

(SEAL)

ATTEST:

Lisa Fischer
Finance Officer

Michael Kitzmiller
Mayor

Published once _____ at the total approximate 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: 1415 - A TO Z Shredding										Vendor Total:	61.04
137778521935	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	61.04	0.00	0.00	0.00	61.04	
Shredding Services	BANKW - BANK WEST				No						
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total		
Shredding Services	NA		0.00	0.00	61.04	0.00	0.00	0.00	61.04		
Distributions											
Account Number	Account Name	Project Account Key			Amount	Percent					
101-4192-42200	Prof Fees Expense				61.04	100.00%					
Vendor: 0021 - Black Hawk Water Users District										Vendor Total:	43.00
12.4.25-1476	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	43.00	0.00	0.00	0.00	43.00	
Monthly Usage	BANKW - BANK WEST				No						
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total		
Monthly Usage	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: 1979 - Black River Contracting										Vendor Total:	86,827.50
App. 3-2025	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	86,827.50	0.00	0.00	0.00	86,827.50	
Reed Bed - App. 3	BANKW - BANK WEST				No						
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total		
Reed Bed - App. 3	NA		0.00	0.00	86,827.50	0.00	0.00	0.00	86,827.50		
Distributions											
Account Number	Account Name	Project Account Key			Amount	Percent					
604-4000-43000	Capital Expense				86,827.50	100.00%					
Vendor: 2104 - Block, Brenna										Vendor Total:	4,143.75
1	Invoice	12/18/2025	12/18/2025	1/17/2026	12/18/2025	4,143.75	0.00	0.00	0.00	4,143.75	
Economic Development Consulting	BANKW - BANK WEST				No						
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total		
Economic Development Consulting	NA		0.00	0.00	4,143.75	0.00	0.00	0.00	4,143.75		
Distributions											
Account Number	Account Name	Project Account Key			Amount	Percent					
211-4650-42200	Prof Fees Expense				4,143.75	100.00%					

Payable Register

Packet: APPKT00264 - 12.18.25- AP

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 1504 - CBH CO-OP										Vendor Total: 2,341.86
200372-Npv	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	2,341.86	0.00	0.00	0.00	2,341.86
Government Fuel	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Government Fuel	NA	0.00	0.00	1,408.25	0.00	0.00	0.00	1,408.25

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42611	Fuel Expense		1,408.25	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Government Fuel	NA	0.00	0.00	933.61	0.00	0.00	0.00	933.61

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42611	Fuel Expense		933.61	100.00%

Vendor: [0036 - City of Rapid City](#)

Vendor Total: 5,375.40

2512006	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	5,375.40	0.00	0.00	0.00	5,375.40
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	5,375.40	0.00	0.00	0.00	5,375.40

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4320-43230	Solid Waste Collection		5,375.40	100.00%

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

Vendor Total: 55.00

17323	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	55.00	0.00	0.00	0.00	55.00
Animal Shelter Fees	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Animal Shelter Fees	NA	0.00	0.00	55.00	0.00	0.00	0.00	55.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4410-43350	Humane Society		55.00	100.00%

Vendor: [1957 - Complete HVAC Service & Installation LLC](#)

Vendor Total: 939.33

15249	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	939.33	0.00	0.00	0.00	939.33
WWT-Unit Repari inducer motor	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWT-Unit Repari inducer motor	NA	0.00	0.00	939.33	0.00	0.00	0.00	939.33

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42500	Repair/Maint Expense		939.33	100.00%

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

Vendor Total: 3,747.50

40392	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	3,747.50	0.00	0.00	0.00	3,747.50
Professional Services	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Professional Services	NA	0.00	0.00	3,747.50	0.00	0.00	0.00	3,747.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4141-42200	Prof Fees Expense		3,747.50	100.00%

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

Vendor Total: 4,159.93

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Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
40001819	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	4,159.93	0.00	0.00	0.00	4,159.93
Comprehensive Services		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Comprehensive Services	NA	0.00	0.00	4,159.93	0.00	0.00	0.00	4,159.93

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42201	Dues/Subscriptions		4,159.93	100.00%

Vendor: 1133 - HDR Engineering, Inc

Vendor Total: 18,968.59

1200779612	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	5,510.16	0.00	0.00	0.00	5,510.16
Engineering Svcs.-2025 General Engineerin...		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Engineering Svcs.-2025 General Enginee	NA	0.00	0.00	5,510.16	0.00	0.00	0.00	5,510.16

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4196-42200	Prof Fees Expense		5,510.16	100.00%

1200779613	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	1,720.80	0.00	0.00	0.00	1,720.80
Engineering Svcs.-Norman Ranch 2025 CA		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Engineering Svcs.-Norman Ranch 2025	NA	0.00	0.00	1,720.80	0.00	0.00	0.00	1,720.80

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4196-42200	Prof Fees Expense		1,720.80	100.00%

1200782505	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	5,207.73	0.00	0.00	0.00	5,207.73
WWTP-Capacity Expansion		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP-Capacity Expansion	NA	0.00	0.00	5,207.73	0.00	0.00	0.00	5,207.73

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42200	Prof Fees Expense		5,207.73	100.00%

1200782514	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	6,529.90	0.00	0.00	0.00	6,529.90
Reed Bed Expansion		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Reed Bed Expansion	NA	0.00	0.00	6,529.90	0.00	0.00	0.00	6,529.90

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42200	Prof Fees Expense		6,529.90	100.00%

Vendor: 2052 - Hills Toilet Service

Vendor Total: 146.25

19691	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	97.50	0.00	0.00	0.00	97.50
Toilet Svcs.- TEMP POL		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Toilet Svcs.- TEMP POL	NA	0.00	0.00	97.50	0.00	0.00	0.00	97.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4520-42830	Temporary Toilets		97.50	100.00%

19692	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	48.75	0.00	0.00	0.00	48.75
Toilet Svcs.-TEMP POL		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		
Toilet Srvs.-TEMP POL	NA	0.00	0.00	48.75	0.00	0.00	0.00	48.75		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4520-42830	Temporary Toilets				48.75	100.00%				

Vendor: [0949 - Lighting Maintenance Co.](#) Vendor Total: 3,604.83

107103	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	814.82	0.00	0.00	0.00	814.82
WWTP-Light poles fixture replacement		BANKW - BANK WEST			No					

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WWTP-Light poles fixture replacement	NA	0.00	0.00	814.82	0.00	0.00	0.00	814.82		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42500	Repair/Maint Expense				814.82	100.00%				

107145	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	2,790.01	0.00	0.00	0.00	2,790.01
Maintenance Shop Repair-Main Breaker		BANKW - BANK WEST			No					

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Maintenance Shop Repair-Main Breaker	NA	0.00	0.00	2,790.01	0.00	0.00	0.00	2,790.01		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4192-42500	Repair/Maint Expense				2,790.01	100.00%				

Vendor: [0937 - MDU](#) Vendor Total: 1,642.09

14393310009-1225	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	61.74	0.00	0.00	0.00	61.74
Recreational Dr.		BANKW - BANK WEST			No	Payment Date: 1/2/2026	Bank Draft:		DFT0000417	

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Recreational Dr.	NA	0.00	0.00	61.74	0.00	0.00	0.00	61.74		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42800	Utility Expense				61.74	100.00%				

19146935150-1225	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	138.29	0.00	0.00	0.00	138.29
PW Bldg.		BANKW - BANK WEST			No	Payment Date: 12/18/2025	Bank Draft:		DFT0000416	

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW Bldg.	NA	0.00	0.00	138.29	0.00	0.00	0.00	138.29		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4310-42800	Utility Expense				138.29	100.00%				

33374310002-1225	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	71.03	0.00	0.00	0.00	71.03
Sewer Lift Station		BANKW - BANK WEST			No	Payment Date: 1/2/2026	Bank Draft:		DFT0000415	

Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Sewer Lift Station	NA	0.00	0.00	71.03	0.00	0.00	0.00	71.03		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
604-4000-42800	Utility Expense				71.03	100.00%				

44803668274-1225	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	341.66	0.00	0.00	0.00	341.66
City Hall		BANKW - BANK WEST			No	Payment Date: 1/2/2026	Bank Draft:		DFT0000413	

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
		Bank Code			On Hold					
Payable Description										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
City Hall	NA		0.00	0.00	341.66	0.00	0.00	0.00	341.66	

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42800	Utility Expense		341.66	100.00%

70173310007-1225	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	1,029.37	0.00	0.00	0.00	1,029.37
Farm Tap	BANKW - BANK WEST				No	Payment Date: 1/2/2026		Bank Draft:		DFT0000414

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Farm Tap	NA	0.00	0.00	1,029.37	0.00	0.00	0.00	1,029.37

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42800	Utility Expense		1,029.37	100.00%

Vendor: [1101 - Meade County Auditor](#)

Vendor Total: 921.82

Nov. 25	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	921.82	0.00	0.00	0.00	921.82
Nov. Dispatch Expense	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Nov. Dispatch Expense	NA	0.00	0.00	921.82	0.00	0.00	0.00	921.82

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42820	Dispatch Expense		921.82	100.00%

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

Vendor Total: 176.75

136880	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	176.75	0.00	0.00	0.00	176.75
Monthly Testing	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly Testing	NA	0.00	0.00	176.75	0.00	0.00	0.00	176.75

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42620	Testing Expense		176.75	100.00%

Vendor: [2076 - Richter's Tire & Exhaust](#)

Vendor Total: 31.79

45121	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	31.79	0.00	0.00	0.00	31.79
Dodge Durango-23 Pursuit	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Dodge Durango-23 Pursuit	NA	0.00	0.00	31.79	0.00	0.00	0.00	31.79

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42500	Repair/Maint Expense		31.79	100.00%

Vendor: [0167 - SD Department of Revenue](#)

Vendor Total: 1,155.18

Nov. 2025	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	1,155.18	0.00	0.00	0.00	1,155.18
Nov, 2025 Sales Tax	BANKW - BANK WEST				No	Payment Date: 12/22/2025		Bank Draft:		DFT0000418

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Nov, 2025 Sales Tax	NA	0.00	0.00	1,155.18	0.00	0.00	0.00	1,155.18

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-0000-21700	Sales Tax Payable		1,155.18	100.00%

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

Vendor Total: 206.70

Payable Register

Packet: APPKT00264 - 12.18.25- AP

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
1133472	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	206.70	0.00	0.00	0.00	206.70

Monthly Services

BANKW - BANK WEST

No

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly Services	NA	0.00	0.00	206.70	0.00	0.00	0.00	206.70

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42200	Prof Fees Expense		206.70	100.00%

Vendor: [0128 - United States Treasury](#)

Vendor Total: 2,626.56

June 2025	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	2,626.56	0.00	0.00	0.00	2,626.56
Federal Tax Deposit-June 25		BANKW - BANK WEST			No	Payment Date: 12/22/2025		Bank Draft:		DFT0000419

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Federal Tax Deposit-June 25	NA	0.00	0.00	2,626.56	0.00	0.00	0.00	2,626.56

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4140-42900	Other Expense		2,626.56	100.00%

Vendor: [1663 - Western Mailers](#)

Vendor Total: 746.24

87065	Invoice	12/18/2025	12/18/2025	12/18/2025	12/18/2025	746.24	0.00	0.00	0.00	746.24
Magnets		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Magnets	NA	0.00	0.00	746.24	0.00	0.00	0.00	746.24

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4320-42150	Postage		746.24	100.00%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	30	137,921.11	0.00	0.00	0.00	137,921.11	5,423.83	132,497.28
Grand Total:		137,921.11	0.00	0.00	0.00	137,921.11	5,423.83	132,497.28

Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
101-0000-21700	Sales Tax Payable	1,155.18
101-4140-42900	Other Expense	2,626.56
101-4141-42200	Prof Fees Expense	3,747.50
101-4192-42200	Prof Fees Expense	267.74
101-4192-42201	Dues/Subscriptions	4,159.93
101-4192-42500	Repair/Maint Expense	2,790.01
101-4192-42800	Utility Expense	382.16
101-4196-42200	Prof Fees Expense	7,230.96
101-4210-42500	Repair/Maint Expense	31.79
101-4210-42611	Fuel Expense	1,408.25
101-4210-42820	Dispatch Expense	921.82
101-4310-42611	Fuel Expense	933.61
101-4310-42800	Utility Expense	138.29
101-4320-42150	Postage	746.24
101-4320-43230	Solid Waste Collection	5,375.40
101-4410-43350	Humane Society	55.00
101-4520-42800	Utility Expense	2.50
101-4520-42830	Temporary Toilets	146.25
Total:		32,119.19

<u>Account</u>	<u>Name</u>	<u>Amount</u>
211-4650-42200	Prof Fees Expense	4,143.75
Total:		4,143.75

<u>Account</u>	<u>Name</u>	<u>Amount</u>
604-4000-42200	Prof Fees Expense	11,737.63
604-4000-42500	Repair/Maint Expense	1,754.15
604-4000-42620	Testing Expense	176.75
604-4000-42800	Utility Expense	1,162.14
604-4000-43000	Capital Expense	86,827.50
Total:		101,658.17



City of Summerset, SD

Refund Check Register

Refund Check Detail

UBPKT00649 - Refunds 0 UBPKT00647 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-0007-01	Domogalski, Stacy	12/4/2025	28306	65.16			65.16	Generated From Billing
01-0035-00	White, Rachelle	12/4/2025	28307	15.17			15.17	Generated From Billing
02-0467-05	Management, Kahler Property	12/4/2025	28308	52.11			52.11	Generated From Billing
02-0529-07	Yarbrough, Mitch	12/4/2025	28309	2.03			2.03	Generated From Billing
Total Refunded Amount:				134.47				

Total Refunds: 4

Revenue Code Summary

Revenue Code	Amount
996 - 996 Unapplied Credits	134.47
Revenue Total:	134.47

General Ledger Distribution

Posting Date: 10/24/2025

Account Number	Account Name	Posting Amount	IFT
Fund: 604 - Sanitary Sewer Fund			
604-0000-10100	Cash	-134.47	Yes
604-0000-38800	Swr Misc Revenue	134.47	
604 Total:		0.00	
Fund: 999 - AP Clearing Fund			
999-0000-10100	Cash	-134.47	
999-0000-23000	Due to Other Funds	134.47	Yes
999 Total:		0.00	
Distribution Total:		0.00	



City of Summerset, SD

Refund Check Register

Refund Check Detail

UBPKT00663 - Refunds 0 UBPKT00661 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-0342-00	Peter, Richard	12/4/2025	28310	17.25			17.25	Generated From Billing
02-0405-02	West, Kelley	12/4/2025	28311	55.08			55.08	Generated From Billing
Total Refunded Amount:				72.33				

Total Refunds: 2

Revenue Code Summary

Revenue Code	Amount
996 - 996 Unapplied Credits	72.33
Revenue Total:	72.33

General Ledger Distribution

Posting Date: 11/25/2025

Account Number	Account Name	Posting Amount	IFT
Fund: 604 - Sanitary Sewer Fund			
604-0000-10100	Cash	-72.33	Yes
604-0000-38800	Swr Misc Revenue	72.33	
604 Total:		0.00	
Fund: 999 - AP Clearing Fund			
999-0000-10100	Cash	-72.33	
999-0000-23000	Due to Other Funds	72.33	Yes
999 Total:		0.00	
Distribution Total:		0.00	

November 2025 Finance Department

Meetings Attended

- ❖ Check in with Commissioner Pulscher
- ❖ Communication with Nicky
- ❖ Communication with Lisa

Utility Billing

- ❖ ACH draft update form filing
- ❖ Returned payment processing
- ❖ Utility billing adjustments

Financial

- ❖ Sales tax payable
- ❖ Bank recon
- ❖ Payroll process with payables and reporting
- ❖ Invoice review and claims prepared
- ❖ Credit card reconciliation
- ❖ Menards rebate processing
- ❖ SRO Invoicing

Staff

- ❖ Assisted staff with HR and benefit topics-in training
- ❖ New employee onboarding-in training
- ❖ Payroll, reporting, and incurred payables
- ❖ Contact list updating

Budget

- ❖ Will be training with Lisa

Miscellaneous

- ❖ Preparing information for Commission meeting agenda items
- ❖ Commission meeting minutes prepared and submitted for publication
- ❖ Continued work on FO operations manual
- ❖ Social media and LED post creation-in training

There are still several areas and different processes that I am still learning.

NOVEMBER 2025 City Administrator Report

ECONOMIC DEVELOPMENT

- Meeting B. Block to go over leads on commercial businesses.
- Meeting B. Block to go over the property that is available in the city for commercial businesses.
- Visited with B. Block on Exit 52 property.
- Visited with B. Block on SDDOT disposal property.

GRANTS

- Completed additional paperwork with the help of A. Kayl and J. Ambrose on generator grant for the lift station.
- Received notice that we did not get the land conservation grant for the playground equipment.
- Sent second quote on Forestry Grant for Leisure Lane Park.

PLANNING & ZONING

- Sent information to Norman Ranch regarding recording of map in ROD Office and correction of the same.
- Sent information to Norman Ranch regarding re-applying for zoning with corrected legal.
- Visited with R. Hook regarding section line on Norman Avenue.
- Visited with C. Marso regarding final plat in 3-mile jurisdiction.
- C. Rose to pick up building permit on KC Trailers.
- D. Rath wants to divide a 40-acre parcel into two 20 acre lots. Sent out preliminary plat paperwork.
- Completed minutes for P&Z. Had 1 meeting.
- Followed up on Anderson Road matter with Public Works and City Attorney regarding turn around not being proper size.
- Zoom meeting on Norman Ranch.
- Reviewed letter from M. Wheeler regarding letter on Final Plat of Phase 1A Norman Ranch.
- Sent out review from HDR to Norman Ranch on Preliminary Plat 1B Norman Ranch.
- Visited with L. Shagla on items needed for special meeting with Norman Ranch.
- Visited with K. Callahan regarding KC Trailers.
- Chad Legner on zoning/appraisal property.
- Worked on variance for R. Rohl on hard surfacing on Lot 6 Heather Lane.
- Received layout from B. Haag on proposed new building on Norman Ave.
- Visited with T. Vig from Meade County Planning regarding section line on Norman Ave.
- Visited with A. Kayl and E. Jasper regarding plats and description of where work was to be done on the section line on Norman Ave.

*See next page

MISC.

- Contacted SDPAA on claim regarding front pillar hit. Filled out appropriate paperwork to file the same.
- Contacted Meade County on map correction.
- Started training with L. Fischer on Incode and setting her up on Golden West.
- K. Halter on bike park. Sent her to the Parks and Recreation Board.
- Visited with HDR on setting up railway poster in the lobby.
- Visited with T. Morris regarding setting up a meeting to meet with Norman Ranch.
- Completed 3 sets of minutes.
- Paid bills on Column so everything was up to date.
- Worked with L. Fischer on AP payables.
- S. Baumeister, L. Fischer and myself worked on Incode Payroll, trainings and deadlines.
- Received several calls regarding the Simon Mining Operation.
- Visited with S. Blotsky regarding Road Districts and the laws.
- Worked on renewals of insurance rates with SDPAA and sent off by the deadline.
- Sent the election notice to the paper.
- Worked on drafting an agreement with Meade County to do the elections in 2026.
- Visited with new Auditor D. Christenson regarding elections.
- Reviewed the draft study on sewer rates from HDR.
- Received complaint on Jasper Court, sent the same to Public Works.
- Visited with M. Kitzmiller, J. Pulscher and M. Wheeler on claim for unemployment.
- Met with M. Wheeler to go over agenda items for meeting on the 17th.
- Attended special meeting on the 17th regarding Norman Ranch.
- Visited with M. Wheeler on contract by unauthorized signer.
- Set up system in SDRS to become an authorized agent.
- Reviewed the flyer that was going out with the magnets for January 2026.
- Attended a meeting with M. Wheeler, HDR, A. Kayl and M. Kitzmiller.
- Sent recording of December 2024 meeting to Attorney Jeff Collins.
- Took a complaint on the solar lights, sent the same to Public Works.
- Reviewed sewer survey and sent back feedback.
- Visited with USA Blue Book on invoices.
- Posted meeting with SDDOT regarding Exit 48 at Stagebarn School.
- Completed City's Managers statewide survey for wages.
- Drafted resolution 2025-12 and sent to M. Wheeler for review.
- Drafted ordinance cleaning up sewer rates.
- Visited with S. Crittenden on payments for the reed bed project.
- Visited with R. Shrake regarding special assessments.

- Worked on cross referencing 941 payments.
- Received complaint on 6935 Arcadia sent the same to Public Works.
- Drafted letter to J. Jundt SDDOT Secretary on a meeting.
- Drafted Stagebarn Sanitary District letter on Sewer rate increase.
- Worked on financial items with L. Fischer.

November 2025 Wastewater Department report

Daily Operations

11-3 Phone conference with commissioner Hirsch.
11-4 Attended website training.
11/4-6 Jaeson attended SDARWS Wastewater Collection training.
11-4 Submitted DMR to DANR.
11-5 Attended Reed Bed project construction meeting.
11-6 Attended City Commission meeting.
11-13 Dakota Power replaced water pump on Summerset Lift Station Generator.
11-17 Attended Norman Ranch Special Commission meeting.
11-18 Worked with Tony and Lisa to answer questions about generator grant.
11-19 Attended Reed Bed project construction meeting.
11-24 Completed meter reading for sewer billing.
Treated 4.5 million gallons of wastewater with an average of 150 thousand gallons per day
Responded to 9 requests for utility location.

Special Projects

Misc



SUMMERSET POLICE DEPARTMENT

Monthly Report-November 2025

Calls for service

- 454

Court appearances

- Inv Regan
- Officer Juso
- Officer Hamelin
- Officer Johnson
- Officer McSherry

Training

- Juso-Juvenile Diversion

Grants

- Homeland Security (Closed Out)
- Federal Highway Safety end-of-year reporting

Special Events

Daily

- Regular meetings with Commissioner Markham
- Covering patrol shifts and responding to calls for service
- Evidence.com management
- Citizen meetings
- Inventory
- Website review
- Clerk of Courts meeting
- Smartboard installation
- ATT/FirstNet meeting
- Website training
- Stagebarn School reunification meeting
- Axon Signal/BWC 4 troubleshooting
- Created City YouTube channel
- DOT Marketing photo shoot
- IT/VPN troubleshooting
- Kiwanis meeting
- Uniform Crime Reporting (UCR) audit

- Insurance meeting
- Expenses/Receipts
- Sonim radio meeting
- CAT Tool ATT formatting
- Replaced fire extinguishers
- CentralSquare troubleshooting/ticket
- Submitted Highway Safety Grant end-of-year report
- Submitted Homeland Security Grant closeout
- Replaced patrol vehicle battery
- Applicant interviews
- Axon/Ring integration
- Updated policy
- Scheduling
- Payroll



Somerset Police Department 2025 Flock Safety Impact Report

...

Reporting Period: May 2-December 2, 2025

Note: These statistics represent Flock-assisted cases only - not all crimes reported in Summerset.

Camera Activity Overview

Cameras deployed: 5 total

Falcon Units: 2

Long Range Units: 3



ALPR Activity

Total Plate Reads

1,604,647

Hotlist Searches

20

Investigative Searches

188 cumulative

33 distinct cases

Camera Uptime & Reliability

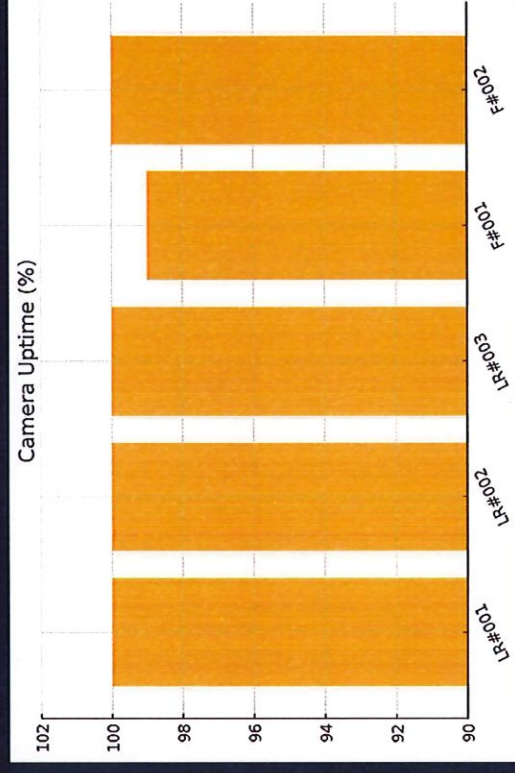
LR#001- Healthy

LR#002- Healthy

LR#003- Healthy

F#001- 99% uptime

F#002- 100% uptime



Enforcement Impact

Stolen Vehicles Recovered: 7

Stolen License Plates Recovered: 1

Felony Cases Solved: 6

Misdemeanor Cases Assisted: 25

Arrested directly linked to Flock: 7

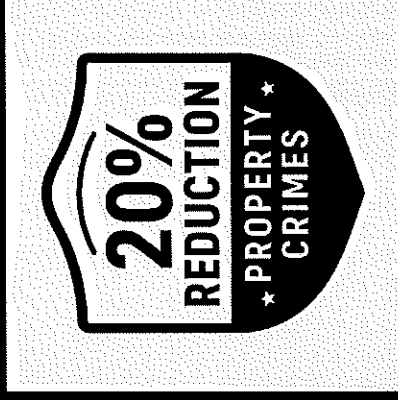
Missing Person/BOLO: 1



Reduction in Property Crimes

2024 vs 2025 - There has been a 20% reduction in property crimes

The 20% reduction is the result of both technology and the hundreds of investigative hours our officers devoted to solving criminal cases during this period.



Total Recovered Value vs Contract Cost

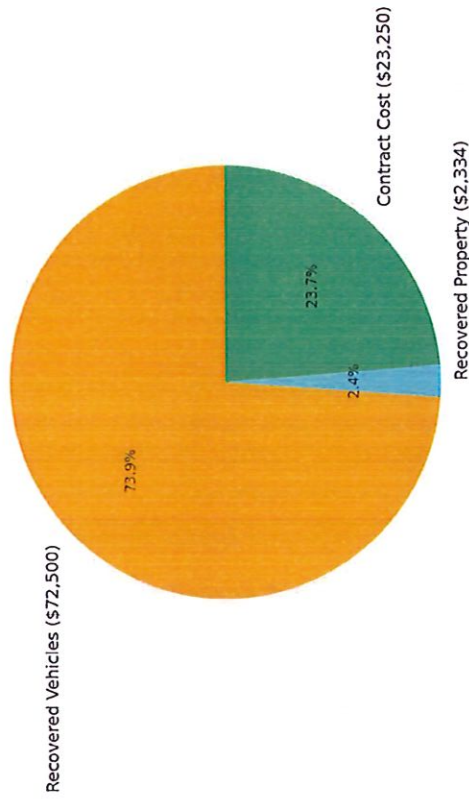
Recovered Vehicles: \$72,500

Recovered Property: \$2,334

Contract Cost: \$23,250

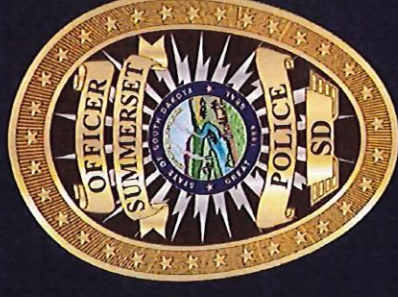
Net ROI: \$51,584

ROI Breakdown: Recoveries vs. Cost



Impact Summary

- Flock cameras played a direct role in over 33 cases
- Recovered 7 stolen vehicles and valuable property
- Supported felony and misdemeanor case resolution
- 20% reduction in property crimes (2024-2025)
- Delivered a direct ROI of +\$51,584
- Maintained 99-100% uptime and reliability - zero service calls



NOVEMBER

Sanitation

Hauled Solid Waste, Recycling, Cardboard and yard waste. Delivered cans to residents as needed. Performed maintenance on solid waste equipment. Washed trash cans as needed

Public works

Performed maintenance on public works equipment. Had numerous conversations with the Public Works Commissioner, City Staff and Mayor. Spoke with HDR about various issues. Attended Norman Ranch Meetings Spoke with Developer concerning turnaround easement. Met with Genpro on solar light placemen. Patched asphalt around Manholes, Glenwood

Code enforcement

Mitigated property for violation

Parks

Cleaned snow from park sidewalks.

Miscellaneous

Cleaned snow from City Hall. Attended Safety Benefits conference. Preplan for National Guard training exercise at WWTP.

NOTICE FOR PUBLICATION

Ordinance 2025-07

**AN ORDINANCE AMENDING TITLE V- PUBLIC WORKS, CHAPTER 53 SANITARY
SEWER SERVICE SYSTEM, 53.081 SEWER USE CHARGE**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on Ordinance #2025-07 Amending Title V - Chapter 53, Subsection 53.081

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on December 4th, 2025 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

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 14th day of November 2025.

City of Summerset

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

Ordinance #2025-07

§ 53.081 SEWER USE CHARGE.

(A) *Minimum rate and monthly charge.* All wastewater and industrial waste discharged to the wastewater facilities shall be paid for by the tenant or owner of the premises served, according to the following schedule:

(1) Residential class: Refer to the fee schedule adopted by resolution. The Board of Commissioners may revise the fees as set forth herein from time to time by resolution; and

(2) Commercial and industrial class: Refer to fee schedule adopted by resolution. The Board of Commissioners may revise the fees as set forth herein from time to time by resolution. ~~\$64.35 per service.~~

(B) *Surcharge.* There is established and imposed, pursuant to the authority of SDCL Chapter 9-40, a surcharge upon sewer service, the proceeds of such surcharge to be used for the payment of the principal of and interest on bonds issued under the authority of SDCL Chapter 9-40. No portion of the proceeds of such surcharge shall be expended for any purpose other than retiring sewer bonds until all of such bonds have been retired. ~~The surcharge shall be imposed at the rate of \$10.35 per sewer account.~~ The charge shall be in addition to any rate per unit charges imposed under division (A) of this section.

(C) *Deposits.*

(1) Any customer requesting sanitary sewer service from the city shall be required to make one of the following deposits based upon the type of service required:

(a) All commercial accounts: \$100;

(b) Residential accounts where the customer does not own the property being served, to be referred to as residential rental accounts: \$100;

(c) Residential accounts where the customer does own the property being served, to be referred to as residential owner accounts: \$50); or

(d) Delinquent accounts: \$100.

(2) The Finance Officer shall, at his or her sole and unlimited discretion, have the ability to waive the deposit in consideration of the customer's previous record of prompt payment to the city for utility services. Letters of reference from other utility companies are not acceptable in lieu of utility deposit.

(3) A delinquent account deposit shall be required at such time as the customer had prior service with the city, and had such service disconnected for nonpayment; or if collection efforts outside the normal procedure for the finance office (small claims action, lien on the property or collection agency action) were taken; or if customer had four late utility payments (not consecutive) with any 12-month period.

(4) The Finance Officer shall deposit such moneys in a separate account and interest earned thereon shall be the property of the city. At such time as sanitary sewer service shall be terminated, the Finance Officer shall promptly refund any such deposit to the water customer; provided however, that all accounts are paid in full. In the event that the water customer and owner of any trust deposit shall fail to pay his or her utility billings to the city before the same may be delinquent, then the Finance Officer shall have the right to withdraw such trust fund and apply to any obligation. This remedy shall be in addition to any other remedies the city shall have for the collection of such moneys and the right to terminate such service upon nonpayment by the water customer.

(5) Fees, charges, and rates for sewer services, connections, and tap fees may be changed per resolution by the Board of Commissioners whose authority to do so is granted by SDCL § 9-48-15.

Dated this 18th day of December, 2025.

CITY OF SUMMERSET

BY: _____

Michael Kitzmiller, Mayor

ATTEST:

BY: _____

Lisa Fischer, Finance Officer

VOTE:

Kitzmiller:

Osten:

Markham:

Hirsch:

Pulscher:

First Reading: December 4, 2025

Second Reading: December 18, 2025

Adopted:

Published:

Effective:

Published once at the approximate cost of _____.



City of Summerset, SD

Budget Report

Account Summary

For Fiscal: 2025 Period Ending: 12/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 101 - General Fund							
Expense							
101-4140-41100	Wage Expense	103,001.00	103,001.00	0.00	95,221.53	7,779.47	7.55 %
101-4140-41150	Wage Expense - Hourly	23,031.00	23,031.00	0.00	20,414.25	2,616.75	11.36 %
101-4140-41200	PR Tax Expense	9,642.00	9,642.00	0.00	8,497.86	1,144.14	11.87 %
101-4140-41300	SDRS Expense	7,562.00	7,562.00	0.00	6,803.43	758.57	10.03 %
101-4140-41400	Workers Comp Expense	800.00	800.00	0.00	368.00	432.00	54.00 %
101-4140-41700	Med Ins Expense	30,242.00	30,242.00	0.00	24,757.43	5,484.57	18.14 %
101-4140-42100	Other Ins Expense	5,000.00	5,000.00	0.00	1,969.36	3,030.64	60.61 %
101-4140-42150	Postage	700.00	700.00	0.00	561.22	138.78	19.83 %
101-4140-42200	Prof Fees Expense	8,000.00	12,392.00	1,462.50	42,357.69	-29,965.69	-241.81 %
101-4140-42201	Dues/Subscriptions	15,000.00	15,000.00	24.00	15,845.59	-845.59	-5.64 %
101-4140-42300	Publishing Exp	750.00	750.00	83.82	962.70	-212.70	-28.36 %
101-4140-42500	Repair/Maint Expense	250.00	250.00	0.00	0.00	250.00	100.00 %
101-4140-42600	Supply/Material Exp	3,500.00	3,500.00	209.14	3,425.63	74.37	2.12 %
101-4140-42700	Travel/Conf Expense	5,000.00	5,000.00	0.00	3,385.90	1,614.10	32.28 %
101-4140-42800	Utility Expense	1,800.00	0.00	0.00	0.00	0.00	0.00 %
101-4140-42810	Phone	0.00	1,800.00	150.00	1,800.00	0.00	0.00 %
101-4140-42850	Uniform Expense	300.00	300.00	0.00	299.24	0.76	0.25 %
101-4140-42900	Other Expense	2,500.00	2,500.00	684.48	5,269.46	-2,769.46	-110.78 %
101-4140-43400	Equip Expense	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
	Expense Total:	218,078.00	222,470.00	2,613.94	231,939.29	-9,469.29	-4.26%
	Fund: 101 - General Fund Total:	218,078.00	222,470.00	2,613.94	231,939.29	-9,469.29	-4.26%
	Report Total:	218,078.00	222,470.00	2,613.94	231,939.29	-9,469.29	-4.26%

101 4140 422

Audit Casey Peterson 29,974.00

My Gov 11/25 4,142.00

101 4140 42900 IRS 2,626.00

\$ 36,742

Resolution No. 2025-13

A Resolution Naming Lisa Schieffer as Claimant for Unclaimed Property Held by the City of Summerset Police Department

WHEREAS:

- The City of Summerset Police Department maintains custody of certain unclaimed property in accordance with applicable state and municipal laws; and
- Proper procedures require the designation of an authorized claimant to recover and account for said property; and
- Lisa Schieffer has been identified and selected to serve as the claimant on behalf of the City of Summerset for the purpose of filing, receiving, and managing unclaimed property claims with the Police Department.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Summerset, South Dakota:

1. **Designation of Claimant** Lisa Schieffer is hereby named and authorized as the official claimant for unclaimed property held by the City of Summerset Police Department.
2. **Authority Granted** Lisa Schieffer shall have full authority to file claims, execute necessary documents, and take all actions required to recover unclaimed property in accordance with law.
3. **Effective Date** This Resolution shall take effect immediately upon its passage and approval.

PASSED AND APPROVED this 18th day of December, 2025.

CITY OF SUMMERSET, SOUTH DAKOTA

By: _____
Michael Kitzmiller, Mayor

ATTEST: _____
Lisa Fischer, City Finance Officer / Clerk

South Dakota State Treasurer Unclaimed Property



ID: 411322



Return form and attachments to:

State Treasurer
 Unclaimed Property Division
 124 E Dakota Ave
 Pierre, SD, 57501

Web Site: www.sdtreasurer.gov
 Phone: (605) 773-3379
 Email: unclaimedproperty@state.sd.us

CLAIM FORM

Claimant:

LISA SCHIEFFER
 7055 LEISURE LN
 SUMMERSET, SD 57718-9778

IMPORTANT: The instructions below identify the information you must submit with your claim form for it to be processed. Information must be provided for each original owner listed. Agreements to locate reported property must comply with SDCL 43-41B-36. Violation of this section is a Class 1 misdemeanor. Contact the Unclaimed Property Division if you have questions.

- Claimants signing for a business entity must provide a document proving you are authorized to act on behalf of the business entity, corporation, municipality, or school district for financial matters (Articles of Incorporation, current Annual Report, resolution of the Board, or other corporate documents). A business card is not evidence of authority to act.
- Submit either 1) a copy of a document showing the business Federal Taxpayer Identification Number (FEIN), or 2) a Federal form W-9 attesting to its FEIN.
- Provide a legible photocopy of a driver's license, passport or other government issued photo ID for each claimant.
- All claimants must sign and date the form.

Property ID	Description	Year Reported:
3243918	CREDIT BAL - ACCTS RECEIVABLE	2025
Original Owner(s) Reported to State Treasurer	Company Reporting Owner Information to South Dakota	Claimant's relationship to this owner
SUMMERSET POLICE DEPT CITY PO BOX 783 BLACK HAWK SD 57718	MOTOROLA INC 450 7TH AVE - SUITE 905 SCHAUMBURG IL 10123-0000	<input type="checkbox"/> Original Owner <input type="checkbox"/> Guardian or Custodian <input type="checkbox"/> Representative of business <input type="checkbox"/> Surviving spouse <input type="checkbox"/> Heir/Executor
		Property Cash \$121.16

Total Shares: 0.0000 Total \$121.16

AFFIDAVIT: Under penalties of perjury, I (we) hereby certify that the foregoing information is true and correct. I (we) further certify that I (we) have not received the property claimed, are entitled to it, and know of no other person who claims to be entitled to any portion. I (we) agree to indemnify the State of South Dakota and its officers and its employees for any loss or claim whatsoever resulting from the payment of this claim to me (us). We hereby agree to repay the State of South Dakota in full if this claim was erroneously filed and payment was made by the State.

Signature

Print Name

Date

Signature

Print Name

Date

Phone Number