Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, October 9th, 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 and City Finance Officer were present. The City Attorney was absent.

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 Hirsch, second by Pulscher to approve the agenda of the regular meeting of the Summerset City Commission for October 9th, 2025, as presented. Motion carried.

Citizen Input
No citizen input.

Consent Calendar
Approval of the Minutes
Motion by Osten, second by Markham to approve the minutes of the meeting held on September 18th, 2025, as presented or amended. Motion carried.

Approval of the Claims
Motion by Osten, second by Hirsch to approve the claims in the amount of $161,214.99 from September 18th, 2025, to October 6th, 2025. Motion carried.

A&B Business Solutions	408.60
Ambrose, Jon	50.00
American Legal	369.00
Anglin, Mitch	50.00
Birgen, Nicolin	50.00
Black Hills Energy	7,077.32
Butler Machinery Company	27.37
Cardmember Services	12,945.96
City of Rapid City	6,393.48
Complete HVAC Service & Installation LLC	3,814.27
Doty, Jason	50.00
Golden West Technologies	4,159.93
Greenapsis	515.00
Haag, Kennedi	50.00
Hirsch, Clyde	50.00
Garcia, Jaeson	50.00
Kayl, Anthony	321.40
Kitzmiller, Michael	50.00
Markham, Gwenn	50.00
NTEC	507.16
Osten, Michael	50.00
Pulscher, Jordan	50.00
Rapid Equipment	300.00
Sanitation Products Inc	410.15

Schieffer, Lisa	376.66
Schrock, Brielle	415.65
Tyler Technologies	533.75
A&B/ A-OX Welding Supply LLC	282.50
Dakota Pump Inc	1,120.74
Evergreen Office Products	109.07
Fire Pro	175.00
Lighting Maintenance Co	401.02
Markham, Gwenn	85.00
MDU	245.83
Portable Computer Systems Inc	44,627.50
USGS	22,025.00
Delta Dental	970.80
Health Pool of SD	16,582.93
SDRS	12,537.28
SDRS Supplemental Retirement Plan	815.00
United States Treasury	22,111.62

Approval of Payroll – September 2025 (SDCL 6-1-10)
Motion by Hirsch, second by Pulscher to approve the following payroll. Motion carried.
Dept. 4000 - $14,479.45 Wastewater
Dept. 4110 - $2,333.32 Commission
Dept. 4120 - $1,916.67 Mayor
Dept. 4140 - $12,240.12 Finance
Dept. 4210 - $47,625.67 Police
Dept. 4310 - $15,363.89 Streets
Dept. 4652 - $700.00 Planning

Utility Billing Adjustments
Motion by Markham, second by Osten, to approve the utility billing adjustments of $611.12 for the period of September 1st – September 30th, 2025. Motion carried.

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

Variance- NVESTNJEK LLC
*Planning and Zoning recommended unanimously a hard surface, asphalt or concrete for the parking spots and the driveway, and approve the variance for the remaining portion of the lot as gravel.
Motion by Osten, second by Markham to open discussion. Motion carried. City Administrator Lisa Schieffer explained that said variance was for Callahan, Lot 3 of Norman Ranch which will be used for commercial sales. For ADA purposes the Planning and Zoning Board recommends asphalt for the entry and drive. The remaining lot, to be used for equipment and storage, can then be gravel.
Motion by Hirsch, second by Pulscher to close discussion. Motion carried.
Motion by Osten, second by Markham to approve the Variance. Motion carried.

Text My Gov Partnership Agreement
Motion by Osten, second by Markham to open discussion. Motion carried. City Finance Officer Brielle Schrock explained that the presented agreement was the three-year agreement that had been discussed in previous meetings that would include surveys. Schrock explained that the agreement differs from the pay by message that the City currently utilizes.
Motion by Pulscher, second by Hirsch to close discussion. Motion carried.

Motion by Pulscher, second by Markham to approve the Text My Gov 3-year agreement. Motion carried.

MyGov Software Update/ Website Implementation

Motion by Pulscher, second by Markham to open discussion. Motion carried. City Finance Officer Brielle Schrock explained that the MyGov platform would be live starting October 13th which meant that City staff would be able to start using the program. Schrock explained that the Commission could choose to go live with the City website either when the MyGov site is ready, or to wait and let staff work in the program for a short time first. Commissioner felt it best to wait until November 1st to go live with the City website.
Motion by Osten, second by Hirsch to close discussion. Motion carried.

Unclaimed Property to the State, Write Offs & Reissuance of Checks

Motion by Markham, second by Pulscher to open discussion. Motion carried. City Finance Officer Brielle Schrock explained that the items presented sat on the bank reconciliation each month. Said items dated back as far as 2020 and needed to be reconciled. Schrock explained that the unclaimed property, to be sent to the state, was from uncashed checks made out to prior residents as utility deposit returns. Schrock explained that due diligence letters had been sent as required by the State. Schrock went on to explain that write off items would need to be approved to void as the payments were no longer applicable. Lastly, Schrock explained that reissuing checks to prior and current employees for phone stipends and medical reimbursement payments was being requested.
Motion by Osten, second by Markham to close discussion. Motion carried.
Motion by Osten, second by Pulscher to approve sending unclaimed property to the State. Motion carried.
Motion by Markham, second by Pulscher to approve writing off the three listed checks. Motion carried.
Motion by Markham, second by Osten to reissue checks as presented. Motion carried.

Sturgis Road Crosswalk Update

Motion by Osten, second by Hirsch to open discussion. Motion carried. City Administrator Lisa Schieffer explained that the SDDOT had completed traffic studies, and the crosswalk at Leisure Lane and Sturgis Road has been approved for a flashing crosswalk sign. Timeframe for installation is unknown. There is no cost to the City for the crosswalk sign.
Motion by Hirsch, second by Pulscher to close discussion. Motion carried.

Wastewater Treatment Plant- Purchase of New Truck 2026

Motion by Hirsch, second by Pulscher to open discussion. Motion carried. Wastewater Superintendent Jon Ambrose explained that, as approved for the FY 2026 budget, he had requested bids for a new truck for the Wastewater department. Ambrose explained the details of the bid price, from Beck Motors, as present in the packet. Ambrose also stated that one of the bid requirements was a copy of the minutes approving the purchase.
Motion by Osten, second by Hirsch to close discussion. Motion carried.
Motion by Hirsch, second by Pulscher to approve the purchase of the truck from Beck Motors for the 2026 FY Budget. Motion carried.

Resignation- Parks and Recreation Board

Motion by Osten, second by Markham to accept the resignation of Domico Rodriguez. Motion carried.

Upcoming Events

City Offices will be closed Monday, October 13th in Honor of Native American Day.

Executive Session

No Executive Session

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

(SEAL)

ATTEST:

_____	_____
Brielle Schrock	Michael Kitzmiller
Finance Officer	Mayor

Published once _October 18th_, 2025 at the total approximate cost of _$280.67_.

Payable # / Payable Description	Payable Type / Bank Code	Post Date	Payable Date	Due Date	Discount Date / On Hold	Amount	Tax	Shipping	Discount	Total
Vendor: 0021 - Black Hawk Water Users District									**Vendor Total:**	**188.00**
2025.10	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	188.00	0.00	0.00	0.00	188.00
Monthly usage	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly usage	NA	0.00	0.00	38.00	0.00	0.00	0.00	38.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42800	Utility Expense		38.00	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly usage- park	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
101-4520-42800	Utility Expense		150.00	100.00%

Vendor: 1504 - CBH CO-OP									**Vendor Total:**	**3,632.78**
2025.10	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	3,632.78	0.00	0.00	0.00	3,632.78
Govt fuel	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Govt fuel	NA	0.00	0.00	1,730.56	0.00	0.00	0.00	1,730.56

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42611	Fuel Expense		1,730.56	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Govt fuel	NA	0.00	0.00	1,060.79	0.00	0.00	0.00	1,060.79

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42611	Fuel Expense		1,060.79	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Govt fuel	NA	0.00	0.00	841.43	0.00	0.00	0.00	841.43

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42610	Auto Expense		841.43	100.00%

Vendor: 0036 - City of Rapid City									**Vendor Total:**	**25.00**
2026	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	25.00	0.00	0.00	0.00	25.00
2026 License Renewal	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2026 License Renewal	NA	0.00	0.00	25.00	0.00	0.00	0.00	25.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4320-43230	Solid Waste Collection		25.00	100.00%

Vendor: 0120 - City of Sturgis									**Vendor Total:**	**30.00**
17162	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	30.00	0.00	0.00	0.00	30.00
Animal shelter fees	BANKW - BANK WEST				No					

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
Animal shelter fees	NA	0.00	0.00	30.00	0.00	0.00	0.00	30.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4410-43350	Humane Society		30.00	100.00%

Vendor: 0765 - Demersseman Jensen Tellinghuisen & Huffman, LLP — **Vendor Total: 1,840.00**

40232	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	1,840.00	0.00	0.00	0.00	1,840.00
Professional Services	BANKW - BANK WEST			No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly	NA	0.00	0.00	1,840.00	0.00	0.00	0.00	1,840.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4141-42200	Prof Fees Expense		1,840.00	100.00%

Vendor: 1133 - HDR Engineering, Inc — **Vendor Total: 22,856.17**

1200726916	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	90.00	0.00	0.00	0.00	90.00
2025 General Engineering Services	BANKW - BANK WEST			No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2025 General Engineering Services	NA	0.00	0.00	90.00	0.00	0.00	0.00	90.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4196-42200	Prof Fees Expense		90.00	100.00%

1200762339	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	3,684.41	0.00	0.00	0.00	3,684.41
2025 General Engineering Services	BANKW - BANK WEST			No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2025 General Engineering Services	NA	0.00	0.00	3,684.41	0.00	0.00	0.00	3,684.41

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4196-42200	Prof Fees Expense		3,684.41	100.00%

1200762342	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	15,474.26	0.00	0.00	0.00	15,474.26
2025 NR Professional Services	BANKW - BANK WEST			No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2025 NR Professional Services	NA	0.00	0.00	15,474.26	0.00	0.00	0.00	15,474.26

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4196-42200	Prof Fees Expense		15,474.26	100.00%

1200762359	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	3,607.50	0.00	0.00	0.00	3,607.50
WWTP Reed Bed Project	BANKW - BANK WEST			No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Reed Bed Project	NA	0.00	0.00	3,607.50	0.00	0.00	0.00	3,607.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42200	Prof Fees Expense		3,607.50	100.00%

Vendor: 1506 - Hermanson Egge Engineering, Inc. — **Vendor Total: 240.00**

2025.234	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	240.00	0.00	0.00	0.00	240.00
Inspections	BANKW - BANK WEST			No						

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
Inspections	NA	0.00	0.00	240.00	0.00	0.00	0.00	240.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4232-42320	Building Inspection Expense		240.00	100.00%

Vendor: 2052 - Hills Toilet Service — **Vendor Total: 193.70**

19050	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	128.70	0.00	0.00	0.00	128.70
Temp toilets	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Temp toilets	NA	0.00	0.00	128.70	0.00	0.00	0.00	128.70

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4520-42830	Temporary Toilets		128.70	100.00%

19051	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	65.00	0.00	0.00	0.00	65.00
Temp toilets	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Temp toilets	NA	0.00	0.00	65.00	0.00	0.00	0.00	65.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4520-42830	Temporary Toilets		65.00	100.00%

Vendor: 2100 - KC Trailers — **Vendor Total: 75.00**

2025SIGN01	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	75.00	0.00	0.00	0.00	75.00
Sign deposit refund	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Sign deposit refund	NA	0.00	0.00	75.00	0.00	0.00	0.00	75.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4652-42900	Other Expense		75.00	100.00%

Vendor: 1101 - Meade County Auditor — **Vendor Total: 1,169.56**

2025.10	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	1,169.56	0.00	0.00	0.00	1,169.56
Dispatch Expenses	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Dispatch Expenses	NA	0.00	0.00	1,169.56	0.00	0.00	0.00	1,169.56

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42820	Dispatch Expense		1,169.56	100.00%

Vendor: 1157 - Midcontinent Testing Laboratories, Inc. — **Vendor Total: 368.25**

135929	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	368.25	0.00	0.00	0.00	368.25
Monthly testing	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly testing	NA	0.00	0.00	368.25	0.00	0.00	0.00	368.25

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42620	Testing Expense		368.25	100.00%

Vendor: 0008 - Rapid City Journal — **Vendor Total: 205.69**

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
72086	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	205.69	0.00	0.00	0.00	205.69
Ordinance 2026	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Ordinance 2026	NA	0.00	0.00	205.69	0.00	0.00	0.00	205.69

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4140-42300	Publishing Exp		205.69	100.00%

Vendor: 2076 - Richter's Tire & Exhaust — **Vendor Total: 845.68**

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
45123	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	845.68	0.00	0.00	0.00	845.68
2023 Durango maintenance	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2023 Durango maintenance	NA	0.00	0.00	845.68	0.00	0.00	0.00	845.68

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42500	Repair/Maint Expense		845.68	100.00%

Vendor: 0018 - SD One Call — **Vendor Total: 26.25**

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
SD25-02768	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	26.25	0.00	0.00	0.00	26.25
Monthly Messages	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	26.25	0.00	0.00	0.00	26.25

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4232-42900	Other Expense		26.25	100.00%

Vendor: 1328 - Servall Uniform & Linen Supply — **Vendor Total: 206.70**

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
1112617	Invoice	10/23/2025	10/23/2025	10/23/2025	10/23/2025	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%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	19	31,902.78	0.00	0.00	0.00	31,902.78	0.00	31,902.78
	Grand Total:	**31,902.78**	**0.00**	**0.00**	**0.00**	**31,902.78**	**0.00**	**31,902.78**

Account Summary

Account	Name	Amount
101-4140-42300	Publishing Exp	205.69
101-4141-42200	Prof Fees Expense	1,840.00
101-4192-42200	Prof Fees Expense	206.70
101-4192-42800	Utility Expense	38.00
101-4196-42200	Prof Fees Expense	19,248.67
101-4210-42500	Repair/Maint Expense	845.68
101-4210-42611	Fuel Expense	1,730.56
101-4210-42820	Dispatch Expense	1,169.56
101-4232-42320	Building Inspection Expense	240.00
101-4232-42900	Other Expense	26.25
101-4310-42611	Fuel Expense	1,060.79
101-4320-43230	Solid Waste Collection	25.00
101-4410-43350	Humane Society	30.00
101-4520-42800	Utility Expense	150.00
101-4520-42830	Temporary Toilets	193.70
101-4652-42900	Other Expense	75.00
	Total:	**27,085.60**

Account	Name	Amount
604-4000-42200	Prof Fees Expense	3,607.50
604-4000-42610	Auto Expense	841.43
604-4000-42620	Testing Expense	368.25
	Total:	**4,817.18**

Sept 2025 Finance Department

Meetings Attended
- 2 Commission meetings
- Check in with Commissioner Pulscher
- Follow up and check-ins with utility billing clerk
- MyGov training and testing
- Attend SDML Annual Conference in Pierre

Utility Billing
- Communications with residents on delinquent accounts
- Overdue account tracking
- Processing late fees
- Delinquent account lists to PW
- Move-in/out reconciliation and tracking
- ACH draft update form filing
- Preparing unclaimed deposit returns to send to Unclaimed Property
  - Sent to state
- TextMyGov move in/ out work flow
- Repayment plan tracking
- Credit collections account review
- Returned payment processing
- Continued coop on Sewer Rate Study

Financial
- Sales tax payable
- Detail and Rev/Exp reports sent to Commission and DH's
- Bank recon
- Payroll process with payables and reporting
- Invoice review and claims prepared
- Credit card reconciliation
- Unclaimed deposit refund to unclaimed process continued
  - Sent to state
- Special Assessments assessed to County
- TIF tracking spreadsheet
- Menards rebate tracking
- SRO Invoicing
- CE Invoicing

Resident Interactions
- Overdue accounts
- Late penalty removals
- ACH update billing

Staff
- Assisted staff with HR and benefit topics
- New employee onboarding
- Updating employee files and migrating to Incode
- Payroll, reporting, and incurred payables
- Staff resignation/ termination processed
- Start creation of onboarding system
- Contact list updating
- New hire employee information page creation
- DL expiration tracking
- Xmas party planning

- Quarterly birthday celebrations
- Notifications on open enrollment period
- 2026 benefit rates shared to all staff

Budget
- Publish 2026 FY budget

Miscellaneous
- Preparing information for Commission meeting agenda items
- Commission meeting minutes prepared and submitted for publication
- Continued work on FO operations manual
- MyGov planning and emails
- Social media and LED post creation
- MyGov U
- Liquor License renewal mailings prepared and sent
- Renewals received and processed
- Liquor License resolution drafted
- TextMyGov Facebook and LED posts

SUMMERSET POLICE DEPARTMENT

Monthly Report-September 2025

Calls for service

- 482

Court appearances

- Inv Regan
- Officer Hamelin
- Officer Johnson
- Officer Geigle

Training

- Macrander, Juso, Hamelin, Regan, McSherry-Taser 10 Instructor
- Nasser, Johnson-Taser 10 User
- McSherry-Domestic Violence

Grants

- Traffic Safety
- Homeland Security

Special Events

- *Drive Sober or Get Pulled Over* campaign
- Sturgis Homecoming parade

Daily

- Regular meetings with Commissioner Markham
- Covering patrol shifts and responding to calls for service
- Evidence.com management
- Citizen meetings
- Updated department policies
- Radar calibrations
- Meeting with Stagebarn School Administrator
- Axon network troubleshooting
- Dispatch User Board meeting
- Blood techs meeting
- DCI investigation
- Kiwanis meeting
- Smartboard meeting
- PTA phone calls

- Laptop configurations
- Picked up radio from WestComm
- Returned Public Safety Day equipment
- Portable radio maintenance
- Mobilization report
- Cradlepoint troubleshooting
- Axon Zoom meetings
- Flock Safety Zoom meeting
- Fleet management
- Records requests
- Policy updates
- Submitted Traffic Safety report
- Submitted reimbursement requests for highway safety grants
- NIBRS Submissions
- Payroll

SEPTEMBER 2025 City Administrator Report

ECONOMIC DEVELOPMENT

- Met with client for potential development in the city limits. Put together marketing tools and regional marketing tools to spend to client.
- Worked on putting together an interim package for economic development until a contract or agreement is made.

GRANTS

- Reviewed the Community Forestry Grant and its application. Worked with A. Kayl to get tree quotes and put the application together.
- Researched 2026 Safety Grants
- Researched Industrial Park Infrastructure Grants.

PLANNING & ZONING

- Received remodeling plans for Loftus Building – sent to S. Delbridge for further review.
- Received review back on C. Marso Plat that was in 3-mile jurisdiction.
- Visited with M. Castopoulous regarding permits, contractor's licensing and inspections.
- Visited with B. Hague regarding grading permit. Sent the application out to him.
- Visited with E. Jasper regarding the C. Marso Preliminary Plat.
- Visited with T. Vig from Meade County regarding Meade County Ordinances and the C. Marso Plat in our jurisdiction.
- Met with J. Weidenbach and A. Kayl regarding city owned lots.
- Visited with L. Shagla on HDR related items for the city.
- Checked on fencing requirements regarding city/county boundary and fence permits.
- Visited with S. Delbridge on K. Callahan commercial building plans.
- Visited with K. Callahan on variance application turned into the city. Drafted notice and sent the same to the paper.
- Visited with L. Berg and S. Vasknetz regarding right of way on C. Marso plat.
- Worked on annexation study.
- Zoom bi-weekly meeting with Norman Ranch.
- Visited with B. Hague on 911 addressing and referred him to Meade County.
- Issued building permit for 8008 Stage Stop Road.
- Zoom meeting – Norman Ranch, contractors regarding asphalt paving and timelines.
- Visited with E. Jasper regarding Norman Ranch matters.
- Visited with C. Rose on more documents needed for Callahan Building.
- Visited with L. Shagla regarding floodplain information.
- Visited with B. Hague on layout plan and stamped engineering drawings.
- Visited with planner from Meade County on wrong map of Norman Ranch submitted with annexation.
- Visited with J. Bock and her concerns over variance on Callahan lot.
- Received review on forcemain on Norman Ranch and forwarded onto Vanocker.
- Visited with S. Delbridge on snow loads.
- Visited with Cleary on a new build.

*See next page

MISC.

- Reviewed SDPPA Newsletter and Hot Line Information for Employees.
- Reached out for quotes on decals for Summerset Vehicles.
- Visited with K. Vifquain regarding putting on a Bike Rodeo at Summerset City Hall.
- Visited with R. Nasser and G. Markham regarding the SRO contract/agreement.
- Reviewed the SDML Police review changes for upcoming conference in Pierre.
- Sent the municipal handbook to the Board.
- Updated the 2026 Wage Steps and sent the same to the Finance Officer.
- Visited with A. Wolter from DOT Marketing on timelines and RGB conversion.
- Visited with D. Pie regarding solar light bid.
- Completed MyGov Training for the October 2nd deadline.
- Met with A. Kayl to get an updated on the cell tower meeting.
- Weekly updated with Mayor M. Kitzmiller.
- Follow up with M. Carlson from SDDOT on disposal of property agreement.
- Contacted Beacon for more information on static points.
- Met with T. Madsen on quotes for decals.
- Visited with D. Disney on easement, drainage and surveys on Mulberry St.
- Attended bid opening on street lights.
- Attended a meeting with M. Kitzmiller, J. Ambrose, C. Hirsch for Q & A.
- Visited with representative from Hot Springs regarding WWTP Expansion. I passed the information along to J. Ambrose.
- Visited with K. Moylan from Kiwanis group by telephone.
- Visited with M. Wheeler on several city matters.
- Attended training on the new smart board with A. Newhouse.
- Visited with A. Newhouse on obtaining a quote for services.
- Instructed N. Birgen to test a new product called Foxit for a trial basis to see if we like it better than Adobe.
- Toured KC Trailers, Norman Ranch, checked on fence in Infinity and drove JB Road and portions of Quaal for study.
- Visited with H. Melhoff on dog licensing.
- Answered strategic plan survey of SDML.
- Visited with A. Kayl on asphalt inspections.
- Visited with K. Snyder on next steps for comprehensive plan.
- Call for a locate came in – sent it to J. Ambrose.
- Reviewed agreement from Cornerstone.
- Attended zoom meeting on sewer rate study.
- Went through utility handbook with N. Birgen for utility billing. N. Birgen sat in on training me for billing.

- Reviewed the sewer study.
- Confirmation from SDDOT that we would be awarded a cross walk.
- Started Zoom training in MyGov.
- Received grass complaint and sent it onto Code Enforcment.

SEPTEMBER

Sanitation

Hauled Solid Waste, Recycling, Cardboard and yard waste. Delivered cans to residents as needed. Preformed 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. Conducted Inspections at Norman Ranch development. Removed dead trees from Drainages. Cleaned Castlewood drainage. Serviced Plow truck.

Code enforcement

Issued grass violation.

Parks

Park inspections. Mowed parks. Removed dead grass from fence line and reseeded

Miscellaneous

Attended Council meetings Worked on electrical at City Hall for ADA door opener. Seal coated City hall parking lot. Parks tree grant. Met with developer on possible easement for cellular equipment.

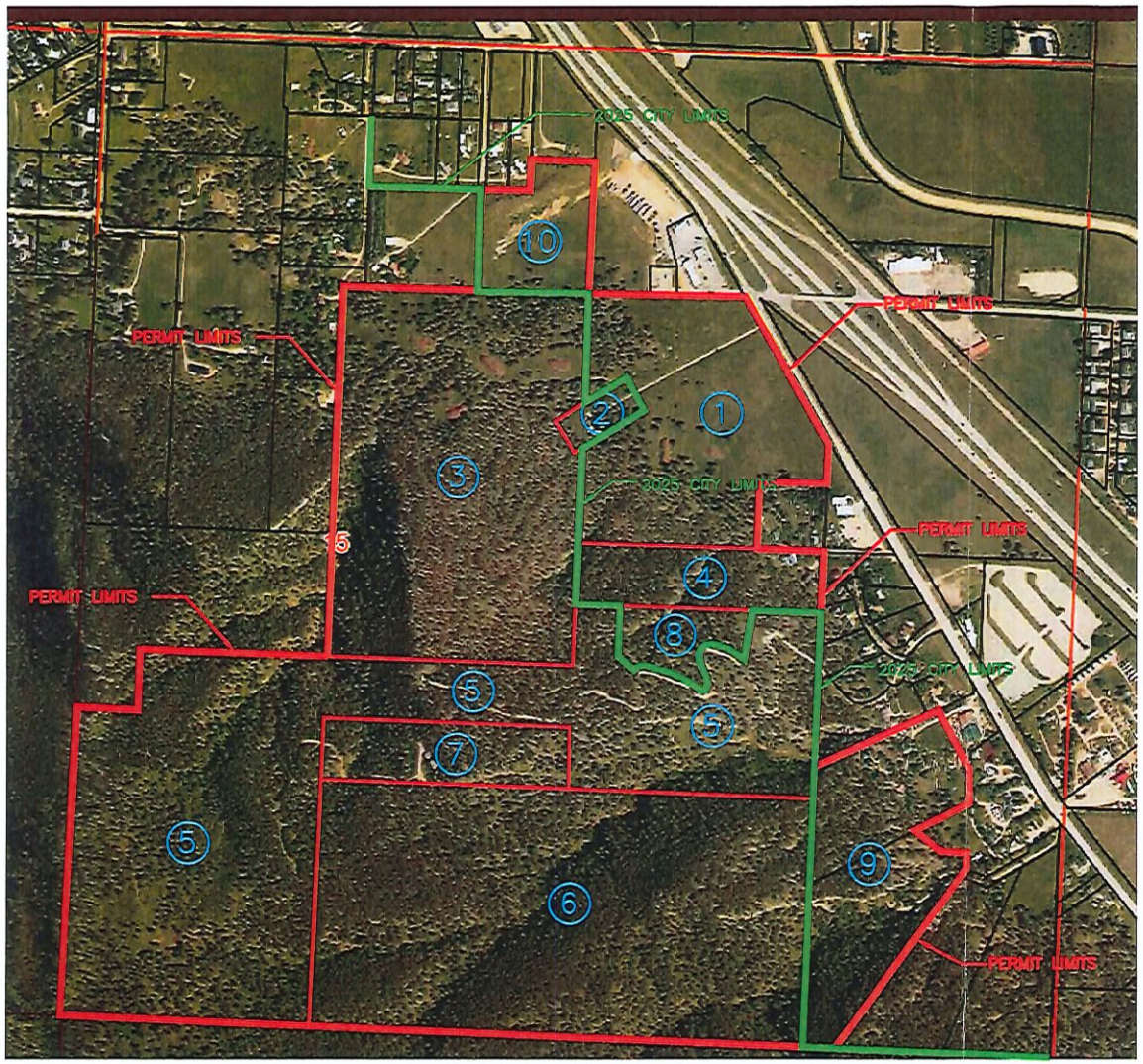
Sep 2025 Wastewater Department report

Daily Operations

9-4 Sent DMR report to DANR.
9-4 Telephone conference with Commissioner Hirsch.
9-11 Complete HVAC worked on replacing bearings on Air Handler.
9-16 Telephone conference with Commissioner Hirsch.
9-17 Fire Pros inspected fire extinguishers.
9-23 RCS replaced SBR #3 decant valve.
9-23 Completed meter readings for sewer billing.
9-30 Telephone conference with Commission Hirsch.
9-30 Complete HVAC replaced blower fans on Air Handler.
Treated 5.1 million gallons of wastewater with an average of 170 thousand gallons per day.
Responded to 18 requests for utility location.

Special Projects

Misc



1. LOT 4 LESS PORTION OF LOT A;
2. LOT A OF THE SE¼ OF THE NW¼;
3. SE¼ OF THE NW¼ AND THE N½ OF THE SW¼
4. LOT OF TRACT A OF THE NW¼ OF THE SE¼
5. REMAINDER OF TRACT–1 & TRACT B AND THE S½ OF THE NW¼ OF THE SW¼ LESS 2.5 Ac; AND THE N½ OF THE S½ OF THE NE¼ OF THE SW¼ AND THE SW¼ OF THE SW¼
6. SE¼ OF THE SW¼ AND THE SW¼ OF THE SE¼
7. S½ OF THE S½ OF THE NE¼ OF THE SW¼
8. LOTS 1 THROUGH 4 OF PICKEROON SUBDIVISION
9. LOT 3 AND LOT 4 REVISED OF HONERKAMP SUBDIVISION
10. LOT 6 OF BLOCK 1, COOPER'S SUBDIVISION

NOTE:
BOLD GREEN LINE IS THE EDGE OF THE CITY OF PIEDMONT 2025 CITY LIMITS

NOTE:
PARCELS ITEM NUMBERS 1, 4, 8, 9, AND 10 ARE ALL LOCATED IN THE CITY OF PIEDMONT

32-25-12. Speed limit in unposted urban areas--Violation as misdemeanor.

In urban areas which are not zoned or posted as provided in § 32-25-7, the maximum lawful speed shall be twenty-five miles per hour. A violation of this section is a Class 2 misdemeanor.

Source: SDC 1939, § 44.0303 (5) to (7); SL 1941, ch 187, § 1; SL 1955, ch 168; SL 1959, ch 251, § 1; SDC Supp 1960, § 44.0303 (6) (a); SL 1970, ch 175, § 9; SL 1972, ch 182; SL 1989, ch 255, § 133.

§ 71.003 SPEED REGULATIONS.

(A) *General provisions.* No person shall drive any vehicle on a highway, street, or alley located in this city at a speed greater than is reasonable and prudent under the conditions then existing or at speeds in excess of those fixed by this chapter or established by the Board of Commissioners as hereinafter set forth.

(B) *Speed limits.*

(1) Where no special hazard exists on any section of a highway, street, or alley which section is not zoned and posted by action of the Board of Commissioners, the following speeds shall be lawful, but any speed in excess of said limits shall be unlawful, and shall be prima facie evidence that the speed is not reasonable or prudent:

(a) Fifteen mph when passing a school zone when children are present, when at school during school recess or while go to or leaving school during opening or closing hours, or during the hours of an organized event or when children are going to or leaving an organized event; and

(b) Twenty mph speed limit on all city streets.

(2) The speed limits set out in this section shall not apply to authorized emergency vehicles when responding to emergency calls provided that drivers thereof sound audible signals by siren or horn and red lights are displayed.

(3) This provision shall not relieve the driver of an authorized emergency vehicle from the duty of drive with due regard for the safety of all persons using the street nor shall it protect the driver of any such vehicle from the consequence of a reckless disregard of safety of others.

(Ord. 22, passed 7-8-2010) Penalty, see § 71.999

CITY OF SUMMERSET
RESOLUTION 2025-11
LIQUOR LICENSE RENEWAL RESOLUTION

WHEREAS, the City of Summerset, Meade County, a South Dakota municipal corporation having the authority to enforce all statutes and ordinances within its corporate boundaries, and to pass resolutions regarding legal issues concerning the municipality.

AND WHEREAS, The City of Summerset Council of Commissioners has duly reviewed and examined renewal applications in a Regular Meeting held on October 23rd, 2025.

NOW THEREFORE, BE IT RESOLVED by the City of Summerset Council of Commissioners that the following licenses be approved and renewed for the 2026 license year:

Renewal of a Package Off Sale Liquor License #PL-4993 for 2025 with Sunday Sales, from Eaglecav, LLC, 3435 West Main, Rapid City, SD 57702, DBA: Lynn's Dakotamart, 8031 Stagestop Rd., Lot 2R of Tract 1R, 25-3-6, Siouxland Estates, City of Summerset, Meade County, South Dakota

Renewal of a Retail On Sale Liquor License #RL-5278 for 2025 with Sunday Sales and Ten Video Lottery Terminals, from MG Oil, 8074 Stagestop Rd., Summerset, SD 57718, DBA Happy Jacks – Summerset 2, at 8074 Stagestop Rd., Lot SC4 & SC5, 23-3-6, Siouxland Estates, City of Summerset, Meade County, South Dakota.

Renewal of a Package Off Sale Liquor License #PL-19301 for 2025 with Sunday Sales, from The Pit Stop LLC, 8034 Stagestop Rd., Summerset, SD 57718, at Lot 2R, 23-3-6, Stagestop Subdivision, City of Summerset, Meade County, South Dakota.

Renewal of a Retail On Sale Liquor License #RL-20903 for 2025 with Sunday Sales and Eight Video Lottery Terminals, from The Pit Stop LLC, 8034 Stagestop Rd., Summerset, SD 57718, at Lot 2R, 23-3-6, Stagestop Subdivision, City of Summerset, Meade County, South Dakota.

Renewal of Retail On-Off Sale Wine License #RW-24486 for 2025 with Sunday Sales, from Dollar General Store #18299, 12000 Sturgis Road, Summerset, SD 57718, Lot C of Tract 1R of Siouxland Estates Subdivision, City of Summerset, Meade County, South Dakota.

Renewal of On Sale Liquor License #RL-26888 for 2025 with Sunday Sales, from Aces LLC, 12340 Jenter Road Summerset SD 57718, DBA Angel's Catering and Receptions, at 12340 Jenter Road, Summerset SD, 57718, STAGE STOP SUB LOT B OF LW-1 24-3-6, City of Summerset, Meade County South Dakota.

Renewal of Retail On Sale Liquor License #RL-24438 for 2025 with Sunday Sales, from Neighbors, 7280 Freedom Lane, Summerset, SD 57718, at Lot 24 BLK 9, Summerset USA Subdivision, City of Summerset, Meade County, South Dakota.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Department of Revenue and Regulation, Special Tax Division along with the applications and fees for the 2026 license term.

Dated this 23rd day of October, 2025.

(SEAL)

ATTEST:

_____
Brielle Schrock
Finance Officer

_____
Mike Kitzmiller
Mayor

Published _____ in the amount of $_____

Outlook

Re: Liquor licensing

From Rich Nasser [redacted]
Date Mon 10/6/2025 10:01 AM
To Brielle Schrock [redacted]

All good! Thank you for the email.

RICH NASSER
CHIEF OF POLICE | SUMMERSET POLICE DEPARTMENT
[redacted]
7055 LEISURE LN SUMMERSET, SOUTH DAKOTA 57718
[redacted]

From: Brielle Schrock [redacted]
Sent: Monday, October 6, 2025 8:57 AM
To: Rich Nasser <[redacted]
Subject: Liquor licensing

Good morning Chief,

I'm in the process of reissuing Liquor Licenses to the following properties and want to ensure there have been no issues with the following businesses if possible. Thank you in advance.

Lynn's Dakota Mart
8031 Stagestop Rd

Happy Jacks
8074 Stagestop Rd
and
8034 Stagestop Rd

The Pit Stop
8034 Stagestop Rd

Neighbor's Grub n Pub
7280 Freedom Ln

Dollar General
12000 Sturgis Rd

Angel's Catering
12340 Jenter Dr

Date Received 10.9.2025

Date Issued _____

2026

License No. PL-4993

Uniform Alcoholic Beverage License Application

A. Corporation, LLC, or Sole Proprietor Name and Mailing Address

EAGLECAV, LLC

3435 WEST MAIN ST
RAPID CITY, SD 57702

B. Doing Business As Name and Physical Address

Lic # PL-4993
LYNN'S DAKOTAMART

8031 STAGESTOP RD
SUMMERSET, SD 57718-9141

Owner's Telephone [redacted]

Business Telephone #: [redacted]

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [ ] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [X] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [ ] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [X] Yes [ ] No **If Yes, please list on the back page**

Place of business is located in a municipality? [X] Yes [ ] No

County: Meade

Do you own [ ] or lease [X] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

Are you of good moral character having never been convicted of a felony ? [X] Yes [ ] No

D. Legal description of licensed premise:

Lot 2 R2 of Tract 1R Sioux Land Estates City of Summerset, Located in Section 25 Township 3 North, Range 6 East of the BHM, Meade County, South Dakota

E. State Sales Tax Number: 1038-0626-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? X

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 10-2-25 Print Name Dennis A Fey Signature [signature]

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published _____. Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Renewal - no public hearing held [✓]
Amount of fee collected with application $ 400.00
Amount of fee retained $ 400.00
Forwarded with application $ _____

Please complete reverse side

Date Received 10.15.2025

Date Issued _____

2026

License No. RL-5278

Uniform Alcoholic Beverage License Application

A. Corporation, LLC, or Sole Proprietor Name and Mailing Address

M G OIL COMPANY
PO BOX 1006
RAPID CITY, SD 57709-1006

B. Doing Business As Name and Physical Address

Lic # RL-5278
HAPPY JACKS - SUMMERSET 2
8074 STAGESTOP RD
SUMMERSET, SD 57718

Owner's Telephone [redacted]

Business Telephone [redacted]

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [X] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [ ] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [X] Yes [ ] No **If Yes, please list on the back page**

Place of business is located in a municipality? [X] Yes [ ] No

County: Meade

Do you own [ ] or lease [X] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

Are you of good moral character having never been convicted of a felony ? [X] Yes [ ] No

D. Legal description of licensed premise:

23-3-6 Siouxland Estate Lot SC4-SDC5, Sec 23 T3N, R6E, BHM Summerset, Meade County, SD

E. State Sales Tax Number: 1032-4289-STC

F. New license? ___ Transfer? ($150) ___ Re-issuance? X

G. CERTIFICATE The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 10/06/25 Print Name Troy Erickson Signature _____

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published _____. Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Renewal - no public hearing held ☑
Amount of fee collected with application $ 1200.00
Amount of fee retained $ _____
Forwarded with application $ _____

Please complete reverse side

Date Received 10/14/2025

Date Issued _____

2026

License No. RL-20903

Uniform Alcoholic Beverage License Application

A. Corporation, LLC, or Sole Proprietor Name and Mailing Address

THE PIT STOP LLC

8034 STAGESTOP RD
SUMMERSET, SD 57718-9130

B. Doing Business As Name and Physical Address

Lic # RL-20903
THE PIT STOP LLC

8034 STAGESTOP RD
SUMMERSET, SD 57718-9130

Owner's Telephone# : [redacted]

Business Telephone [redacted]

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [X] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [ ] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [X] Yes [ ] No **If Yes, please list on the back page.**

Place of business is located in a municipality? [X] Yes [ ] No

County: Meade

Do you own [X] or lease [ ] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

Are you of good moral character having never been convicted of a felony ? [X] Yes [ ] No

D. Legal description of licensed premise:

AC.00-02R
Lot 2R
23-3-6

E. State Sales Tax Number: 1022-9364-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? X

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 10-14-25 Print Name Marlene Kuellar Signature Marlene Kuellar

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published _____. Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

For Local Government Use

(Seal) _____
Mayor or Chairman

Renewal - no public hearing held ☐
Amount of fee collected with application $ 1200.00
Amount of fee retained $ 1200.00
Forwarded with application $ _____

If disapproved, endorse reason thereon and return to applicant

Please complete reverse side

Date Received 10.14.2025

Date Issued _____

2026

License No. PL-19301

Uniform Alcoholic Beverage License Application

A. Corporation, LLC, or Sole Proprietor Name and Mailing Address

THE PIT STOP LLC
8034 STAGESTOP RD
SUMMERSET, SD 57718-9130

B. Doing Business As Name and Physical Address

Lic # PL-19301
THE PIT STOP LLC
8034 STAGESTOP RD
SUMMERSET, SD 57718-9130

Owner's Telephone# : [redacted]

Business Telephon[redacted]

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [ ] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [X] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [ ] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [X] Yes [ ] No **If Yes, please list on the back page**

Place of business is located in a municipality? [X] Yes [ ] No

County: Meade

Do you own [X] or lease [ ] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

Are you of good moral character having never been convicted of a felony ? [X] Yes [ ] No

D. Legal description of licensed premise:

OC.L00.02R
Lot 2R
23-3-6

E. State Sales Tax Number: 1022-9364-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? X

G. CERTIFICATE The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 101425 Print Name Marlene Kullbom Signature Marlene Kullbom

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published _____ . Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Renewal - no public hearing held ☑
Amount of fee collected with application $ 400.00
Amount of fee retained $ 400.00
Forwarded with application $ _____

Please complete reverse side

12-31-2026
Date Received 10.15.2025
Date Issued _____

SUMMERSET CITY OF
7055 LEISURE LANE
SUMMERSET, SD 57718

License No. RW- 24486

Separate Check(s)
Please return to Abby Batey

Uniform Alcoholic Beverage License Application

A. Owner Name and Address

Dolgen Midwest, LLC
100 Mission Ridge
Goodlettsville, TN 37072

Owner's Telephone #: [redacted]

B. Business Name and Address

Dollar General Store # 18299
12000 STURGIS RD
SUMMERSET, SD 57718

Business Telephone #: [redacted]

Place of business is located in a municipality? [x] Yes [ ] No

County: MEADE

Do you own or lease this property? [ ] Own [x] Lease

Are real property taxes paid to date? [x] Yes [ ] No

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [ ] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [x] Retail (on-off sale) Wine and Cider
- [ ] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this license in active use? [x] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses?
[x] Yes [ ] No **If Yes, please list on the back page.**

D. Legal description of licensed premise:

Please see attached.

Have you ever been convicted of a felony? [ ] Yes [x] No

E. State Sales Tax Number 1032-2660-STC

F. New license _____ Transfer? ($150) _____ Re-issuance x

D. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 10-10-25 Print Name Emily Taylor Signature Emily Taylor

E. APPROVAL OF LOCAL GOVERNING BODY – Notice of hearing was published on _____. Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held [x]
Amount of fee collected with application $ 500
Amount of fee retained $ _____
Forwarded with application $ _____

Vendor #354065
Invoice #202618299STABCWINE23
Batch #31218 $500.00

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Transferred (State Use)

From: _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY:

APPROVAL _____ **REVIEW** _____

Please complete the reverse side if applicable

Date Received 10.06.2025

Date Issued _____

2026

License No. RL-26888

Uniform Alcoholic Beverage License Application

A. Corporation, LLC, or Sole Proprietor Name and Mailing Address

ACES LLC

12340 JENTER DR
SUMMERSET, SD 57718-8806

B. Doing Business As Name and Physical Address

Lic # RL-26888
ANGEL'S CATERING AND RECEPTIONS

12340 JENTER DR
SUMMERSET, SD 57718-8806

Owner's Telephone# : [redacted]

Business Telephone #: [redacted]

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [X] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [ ] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [ ] Yes [X] No **If Yes, please list on the back page.**

Place of business is located in a municipality? [X] Yes [ ] No

County: Meade

Do you own [X] or lease [ ] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

Are you of good moral character having never been convicted of a felony ? [X] Yes [ ] No

D. Legal description of licensed premise:

Reception Hall
12340 Jenter Rd
ØC.6Ø.LW1.ØB
Lot B LW-1 24-3-6

E. State Sales Tax Number: 1035-9510-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? X

G. CERTIFICATE The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 10/05/25 Print Name Amanda Adams Signature [signature]

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published _____. Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Renewal - no public hearing held [X]
Amount of fee collected with application $ 1200.00
Amount of fee retained $ 1200.00
Forwarded with application $ _____

Please complete reverse side

RECEIVED

Date Received 10.08.2025 OCT 08 2025 2026 License No. RL-24438

Date Issued _____ BY: _____

Uniform Alcoholic Beverage License Application

A. Corporation, LLC, or Sole Proprietor Name and Mailing Address

NEIGHBORS GRUB-N-PUB LLC
7280 FREEDOM LANE
SUMMERSET, SD 57718

B. Doing Business As Name and Physical Address

Lic # RL-24438
NEIGHBORS GRUB-N-PUB
7280 FREEDOM LANE
SUMMERSET, SD 57718

Owner's Telephone# : [redacted]

Business Telephone # [redacted]

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [X] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [ ] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [ ] Yes [X] No **If Yes, please list on the back page**

Place of business is located in a municipality? [X] Yes [ ] No

County: Meade

Do you own [X] or lease [ ] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

Are you of good moral character having never been convicted of a felony ? [X] Yes [ ] No

D. Legal description of licensed premise:

OC.51.09.24
Summerset USA
Lot 24 Blk 9

E. State Sales Tax Number: 1037-9003-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? X

G. CERTIFICATE The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 10/8/25 Print Name James Schwab Signature _____

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published _____ . Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

For Local Government Use

Renewal - no public hearing held ☑
Amount of fee collected with application $ 1200.00
Amount of fee retained $ 1200.00
Forwarded with application $ _____

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Please complete reverse side

Economic Development Consulting Agreement

This Agreement is made and entered into on October 1, 2025, by and between:

- **Consultant:** Brenna Block, owner of Cornerstone Consulting located at 24721 Triple M Ranch Rd Hermosa, SD 57744, hereinafter referred to as "Consultant"
- **Municipality:** City of Summerset, located at 7055 Leisure Lane Summerset, SD 57718, hereinafter referred to as "Client"

1. Scope of Services

The Consultant agrees to provide economic development consulting services, which may include but are not limited to:

- Strategic planning for economic growth
- Business retention and expansion visits as needed
- Community events and planning
- Project management of all economic development leads
- Stakeholder engagement and public presentations
- Attending economic development conferences and events

2. Term

This Agreement shall commence on October 1, 2025 and continue until January 1, 2027, unless terminated earlier in accordance with Section 7.

3. Compensation

- The Client agrees to pay the Consultant a fee of $75 per hour, maximum annual hours are 650, and then will move to an approval process after maximum annual hours have been met. This totals $48,750 annual compensation with possibility of additional hours for an as-needed basis.
- Payment shall be made after Commission approval of received invoice. Consultant will adhere to the Client ordinances.
- Additional expenses (e.g., travel, materials) must be pre-approved and will be reimbursed upon submission of receipts.

4. Deliverables

The Consultant shall provide the following deliverables:

- Will attend all meetings with prospects, leads, and regional groups. Provide updates for Summerset City Administrator and Commissioners biweekly and on an as-needed basis.
- The Consultant will adhere to the ethics of economic development, prioritizing confidentiality of discussions for both parties.
- Provide resources and guidance for local businesses, prospects, leads, and partners in the Summerset City Limits.
- Consultant acknowledges that no employer-employee relationship is intended or exists hereunder or otherwise between Consultant and Client. Consultant agrees to carry and maintain in full force and effect all insurance coverage reasonably necessary and appropriate under applicable State and Federal laws, including, but not limited, to automobile liability, worker's compensation and unemployment insurance coverage. Client shall be named as an additional insured on all liability policies. Upon request, Consultant shall provide Client with a certificate of insurance evidencing its insurance coverage.

- **5. Confidentiality**
- The Consultant agrees to maintain the confidentiality of all proprietary or sensitive information received from the Client during the term of this Agreement.
- **6. Independent Contractor**
- The Consultant shall perform all services as an independent contractor and not as an employee of the Client.
- **7. Termination**
- Either party may terminate this Agreement with [30] days written notice. Upon termination, the Consultant shall be compensated for all work completed up to the termination date.
- **8. Ownership of Work**
- All work products and deliverables produced under this Agreement shall be the property of the Client.
- **9. Governing Law**
- This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota.
- **10. Entire Agreement**
- This Agreement constitutes the entire understanding between the parties and supersedes all prior agreements or understandings.
- **IN WITNESS WHEREOF**, the parties have executed this Agreement as of the date first written above.

- **Consultant Signature:** _____ **Date:** _____

  Consultant Printed Name:_____

- **Client Representative Signature:** _____

  Client Representative Printed Name:_____

- **Title:**_____ **Date:** _____