Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, November 6th, 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 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 Osten, second by Pulscher to approve the agenda of the regular meeting of the Summerset City Commission for November 6th, 2025, as presented. Motion carried.

Citizen Input
Mayor Kitzmiller made of record the email from Elizabeth Siemieniak objecting to the proposed Simon mining operation in Piedmont SD.

Consent Calendar
Approval of the Minutes
Motion by Markham, second by Osten to approve the minutes of the meeting held on October 23rd, 2025, as presented or amended. Motion carried.

Approval of the Claims
Motion by Markham, second by Pulscher to pull a $50.00 stipend from the claims and approve the rest of the claims in amount of $234,187.71 from October 20th, 2025, to October 30th, 2025. Motion carried.

A & B Business Solutions $438.98; A&I Distributors $45.13; Jonathan Ambrose $50.00; Mitch Anglin $50.00; AT&T Mobility $123.24; Nicholin Birgen $50.00; Cardmember Services $7,624.31; Diamond Water Company $142.62; Jason Doty $50.00; First National Trust & Investment Management Services $24,975.77; Clyde Hirsch $50.00; Jason Garcia $50.00; Anthony Kayl $50.00; Michael Kitzmiller $50.00; Gwenn Markham $50.00; MDU $329.80; Midstate Group $444.00; Michael Osten $50.00; Jordan Pulscher $50.00; Lisa Schieffer $50.00; Brielle Schrock $74.00; SD State Treasurer $1,156.21; SDML Work Compensation Fund $22,826.00; Tyler Technologies $4,142.00; USA Bluebook $620.24; US Bank $121,528.82; Delta Dental $871.00; Health Pool of South Dakota $16,582.93; SDRS $11,413.10; SDRS Supplemental Retirement Plan $590.00; United States Treasury $19,659.56;

Approval of Payroll – October 2025 (SDCL 6-1-10)
Motion by Hirsch, second by Osten to approve the following payroll. Motion carried.

Dept. 4000 - $13,476.60 Wastewater
Dept. 4110 - $2,333.32 Commission
Dept. 4120 - $1,916.67 Mayor
Dept. 4140 - $12,069.09 Finance
Dept. 4210 - $41,273.69 Police
Dept. 4310 - $14,531.89 Streets
Dept. 4652 - $600.00 Planning

Utility Billing Adjustments
Motion by Pulscher, second by Hirsch to approve the utility billing adjustments of $61.27 for the period of October 1st – October 31st, 2025. Motion carried.

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

Sewer Rate Study – Josiah Close (HDR)
Motion by Osten, second by Hirsch 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 next steps for the Commission. Close presented a rates chart with the potential increases on rates for sewer. The final results will be presented to the Commission on December 4th along with a resolution of fees for the Commission to approve or deny.
Motion by Osten, second by Markham to close discussion. Motion carried.

HDR Amendment 1 to Task Order #2025-02
Motion by Pulscher, second by Hirsch to open discussion. Motion carried.
City Administrator Lisa Schieffer presented to the Board Amendment 1 to Task Order #2025-02 covering the Norman Ranch Subdivision project.
Motion by Pulscher, second by Osten to close discussion. Motion carried.
Motion by Markham, second by Pulscher to approve the HDR Amendment 1 to Task Order #2025-02. Motion carried.

Set First Reading of Ordinance 2025-05 A Supplemental Appropriation Ordinance
Motion by Osten, second by Pulscher to set the first reading of Ordinance 2025-05 for November 20th, 2025 @ 6:00 p.m. Motion carried.

Set First Reading of Ordinance 2025-06 An Ordinance Granting a Franchise Agreement with MDU
Motion by Markham, second by Hirsch to set the first reading of Ordinance 2025-06 for November 20th, 2025 @ 6:00 p.m. Motion carried.

Resignation – Finance Officer
Motion by Pulscher, second by Markham to accept the resignation of Brielle Schrock as Finance Officer. Motion carried.

Upcoming Events
City Offices will be closed Tuesday, November 11th, 2025, in Honor of Veteran's Day.
Commissioner Pulscher informed the group that the Scouts will be doing an upcoming food drive in the area.

Executive Session
Motion by Markham, second by Osten to go into executive session at 6:23 p.m. for legal and contractual purposes. The Board asked Eric Jasper, Lindsay Shagla and Christopher Robinson of HDR, along with Wastewater Superintendent Jon Ambrose, Public Works Director Anthony Kayl, and City Administrator Lisa Schieffer to be in executive. Motion carried.
Motion by Osten, second by Pulscher to go out of executive session and return to regular session at 7:42 p.m. Motion carried.

Adjournment
Motion by Osten, second by Hirsch to adjourn at 7:43 p.m. Motion carried.

(SEAL)

ATTEST:

_____	_____
Lisa Schieffer	Michael Kitzmiller
City Administrator	Mayor

Published once _____at the total approximate cost of $_____.

Payable # / Payable Description	Payable Type / Bank Code	Post Date	Payable Date	Due Date	Discount Date / On Hold	Amount	Tax	Shipping	Discount	Total
Vendor: 1098 - A&B Business Solutions									**Vendor Total:**	**45.00**
IN1296982 Water Machine Monthly Usage	Invoice BANKW - BANK WEST	11/20/2025	11/20/2025	11/20/2025	11/20/2025 No	45.00	0.00	0.00	0.00	45.00

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Water Machine Monthly Usage	NA	0.00	0.00	45.00	0.00	0.00	0.00	45.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-43400	Equip Expense		45.00	100.00%

Vendor: 2101 - BH Striping									**Vendor Total:**	**573.48**
907583 New stripes for parking lot	Invoice BANKW - BANK WEST	11/20/2025	11/20/2025	11/20/2025	11/20/2025 No	573.48	0.00	0.00	0.00	573.48

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
New stripes for parking lot	NA	0.00	0.00	573.48	0.00	0.00	0.00	573.48

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42900	Other Expense		573.48	100.00%

Vendor: 0021 - Black Hawk Water Users District									**Vendor Total:**	**43.00**
11.4.25-1476 Monthly Usage	Invoice BANKW - BANK WEST	11/20/2025	11/20/2025	11/20/2025	11/20/2025 No	43.00	0.00	0.00	0.00	43.00

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%

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
101-4192-42800	Utility Expense		2.50	100.00%

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%

Vendor: 0958 - Black Hills ASPHALT									**Vendor Total:**	**11,170.02**
2771 Parking Lot Sealant	Invoice BANKW - BANK WEST	11/20/2025	11/20/2025	11/20/2025	11/20/2025 No	11,170.02	0.00	0.00	0.00	11,170.02

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Parking Lot Sealant	NA	0.00	0.00	11,170.02	0.00	0.00	0.00	11,170.02

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42900	Other Expense		11,170.02	100.00%

Payable # / Payable Description	Payable Type / Bank Code	Post Date	Payable Date	Due Date	Discount Date / On Hold	Amount	Tax	Shipping	Discount	Total
Vendor: 1979 - Black River Contracting									**Vendor Total:**	**54,387.00**
App. 1-2025 Reed Bed App. 1	Invoice BANKW - BANK WEST	11/20/2025	11/20/2025	11/20/2025	11/20/2025 No	54,387.00	0.00	0.00	0.00	54,387.00

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Reed Bed App. 1	NA	0.00	0.00	54,387.00	0.00	0.00	0.00	54,387.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-43000	Capital Expense		54,387.00	100.00%

Vendor: 1504 - CBH CO-OP									**Vendor Total:**	**4,341.04**
200372-Oct. Government Fuel	Invoice BANKW - BANK WEST	11/20/2025	11/20/2025	11/20/2025	11/20/2025 No	4,341.04	0.00	0.00	0.00	4,341.04

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Government Fuel	NA	0.00	0.00	2,397.90	0.00	0.00	0.00	2,397.90

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42611	Fuel Expense		2,397.90	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Government Fuel	NA	0.00	0.00	1,943.14	0.00	0.00	0.00	1,943.14

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42611	Fuel Expense		1,943.14	100.00%

Vendor: 0036 - City of Rapid City									**Vendor Total:**	**6,431.34**
2511005 Solid Waste Disposal	Invoice BANKW - BANK WEST	11/20/2025	11/20/2025	11/20/2025	11/20/2025 No	6,431.34	0.00	0.00	0.00	6,431.34

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Solid Waste Disposal	NA	0.00	0.00	6,431.34	0.00	0.00	0.00	6,431.34

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4320-43230	Solid Waste Collection		6,431.34	100.00%

Vendor: 1093 - Dakota Pump, Inc									**Vendor Total:**	**283.17**
12393 WWTP Service	Invoice BANKW - BANK WEST	11/20/2025	11/20/2025	11/20/2025	11/20/2025 No	94.39	0.00	0.00	0.00	94.39

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Service	NA	0.00	0.00	94.39	0.00	0.00	0.00	94.39

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42500	Repair/Maint Expense		94.39	100.00%

12394 WWTP Repair	Invoice BANKW - BANK WEST	11/20/2025	11/20/2025	11/20/2025	11/20/2025 No	188.78	0.00	0.00	0.00	188.78

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Repair	NA	0.00	0.00	188.78	0.00	0.00	0.00	188.78

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42500	Repair/Maint Expense		188.78	100.00%

Vendor: 0765 - Demersseman Jensen Tellinghuisen & Huffman, LLP	**Vendor Total:**	**1,192.50**

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code			On Hold						
40281	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	1,192.50	0.00	0.00	0.00	1,192.50
Legal Fees	BANKW - BANK WEST			No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Legal Fees	NA	0.00	0.00	1,192.50	0.00	0.00	0.00	1,192.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4141-42200	Prof Fees Expense		1,192.50	100.00%

Vendor: 0709 - Diamond Water Company — **Vendor Total: 202.65**

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
11.4.25-D355	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	202.65	0.00	0.00	0.00	202.65
Monthly Usage	BANKW - BANK WEST			No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly Usage	NA	0.00	0.00	202.65	0.00	0.00	0.00	202.65

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42800	Utility Expense		202.65	100.00%

Vendor: 2014 - DOT Marketing — **Vendor Total: 900.00**

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
13868	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	900.00	0.00	0.00	0.00	900.00
Meeting Minutes & Agendas-PD changes	BANKW - BANK WEST			No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Meeting Minutes & Agendas-PD change	NA	0.00	0.00	900.00	0.00	0.00	0.00	900.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42200	Prof Fees Expense		900.00	100.00%

Vendor: 0246 - Golden West Technologies — **Vendor Total: 4,159.93**

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
40001638	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	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: 1369 - Greenapsis — **Vendor Total: 373.78**

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
98	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	373.78	0.00	0.00	0.00	373.78
Cleaning Service Fee	BANKW - BANK WEST			No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cleaning Service Fee	NA	0.00	0.00	373.78	0.00	0.00	0.00	373.78

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42200	Prof Fees Expense		373.78	100.00%

Vendor: 0984 - HACH COMPANY — **Vendor Total: 961.00**

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
14739688	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	961.00	0.00	0.00	0.00	961.00
Chemicals & Lab Supplies	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
Chemicals & Lab Supplies	NA	0.00	0.00	961.00	0.00	0.00	0.00	961.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42630	Chemicals and Lab Supplies		961.00	100.00%

Vendor: 1133 - HDR Engineering, Inc — **Vendor Total:** 22,631.47

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
1200770468	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	5,907.09	0.00	0.00	0.00	5,907.09
Engineering Srvs.-Norman Ranch	BANKW - BANK WEST			On Hold	No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Engineering Srvs.-Norman Ranch	NA	0.00	0.00	5,907.09	0.00	0.00	0.00	5,907.09

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4196-42200	Prof Fees Expense		5,907.09	100.00%

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
1200770469	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	5,756.31	0.00	0.00	0.00	5,756.31
2025 General Engineering Srvs.	BANKW - BANK WEST			On Hold	No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2025 General Engineering Srvs.	NA	0.00	0.00	5,756.31	0.00	0.00	0.00	5,756.31

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4196-42200	Prof Fees Expense		5,756.31	100.00%

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
1200771009	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	4,143.75	0.00	0.00	0.00	4,143.75
Wastewater Treatment Plant Capacity Exp...	BANKW - BANK WEST			On Hold	No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Wastewater Treatment Plant Capacity E	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
604-4000-42200	Prof Fees Expense		4,143.75	100.00%

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
1200771017	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	6,824.32	0.00	0.00	0.00	6,824.32
Reed Bed Expansion Project	BANKW - BANK WEST			On Hold	No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Reed Bed Expansion Project	NA	0.00	0.00	6,824.32	0.00	0.00	0.00	6,824.32

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42200	Prof Fees Expense		6,824.32	100.00%

Vendor: 2052 - Hills Toilet Service — **Vendor Total:** 195.00

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
19387	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	130.00	0.00	0.00	0.00	130.00
Toilet Services-Temp POL	BANKW - BANK WEST			On Hold	No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Toilet Services-Temp POL	NA	0.00	0.00	130.00	0.00	0.00	0.00	130.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4520-42830	Temporary Toilets		130.00	100.00%

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
19388	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	65.00	0.00	0.00	0.00	65.00
Toilet Services-Temp POL	BANKW - BANK WEST			On Hold	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
Toilet Services-Temp POL	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: 0324 - Kayl, Anthony — **Vendor Total:** 294.67

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
2025-11T	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	294.67	0.00	0.00	0.00	294.67
Safety Benefits Training-Pierre	BANKEFT - BANK WEST EFT				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Safety Benefits Training-Pierre	NA	0.00	0.00	294.67	0.00	0.00	0.00	294.67

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4320-42730	Training Expense		294.67	100.00%

Vendor: 1101 - Meade County Auditor — **Vendor Total:** 2,715.05

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Oct. 25-25	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	2,715.05	0.00	0.00	0.00	2,715.05
Oct. Dispatch Expenses	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Oct. Dispatch Expenses	NA	0.00	0.00	2,715.05	0.00	0.00	0.00	2,715.05

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42820	Dispatch Expense		2,715.05	100.00%

Vendor: 0278 - MEHLHAFF CONSTRUCTION — **Vendor Total:** 1,000.00

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
EROSION2025-04	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	1,000.00	0.00	0.00	0.00	1,000.00
Erosion control deposit return	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Erosion control deposit return	NA	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-0000-32060	Erosion Control Deposit Fee		1,000.00	100.00%

Vendor: 1110 - Mid-American Research Chemical — **Vendor Total:** 1,065.38

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
0863109-IN	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	1,065.38	0.00	0.00	0.00	1,065.38
WWTP Supplies	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Supplies	NA	0.00	0.00	1,065.38	0.00	0.00	0.00	1,065.38

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42630	Chemicals and Lab Supplies		1,065.38	100.00%

Vendor: 1826 - On-Site First Aid & Safety — **Vendor Total:** 271.47

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
6307	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	113.55	0.00	0.00	0.00	113.55
First Aid Supplies	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
First Aid Supplies	NA	0.00	0.00	113.55	0.00	0.00	0.00	113.55

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42600	Supply/Material Exp		113.55	100.00%

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
6309	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	63.28	0.00	0.00	0.00	63.28
First Aid Supplies	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
First Aid Supplies	NA	0.00	0.00	63.28	0.00	0.00	0.00	63.28

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4140-42600	Supply/Material Exp		63.28	100.00%

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
6310	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	94.64	0.00	0.00	0.00	94.64
First Aid Supplies	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
First Aid Supplies	NA	0.00	0.00	94.64	0.00	0.00	0.00	94.64

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42600	Supply/Material Exp		94.64	100.00%

Vendor: 1097 - RUSHMORE EQUIPMENT LLC — **Vendor Total:** 426.50

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
41256	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	426.50	0.00	0.00	0.00	426.50
Equipmental Rental-Drum Compactor Roller	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Equipmental Rental-Drum Compactor R	NA	0.00	0.00	426.50	0.00	0.00	0.00	426.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42400	Rent Expense		426.50	100.00%

Vendor: 1873 - SD DEPARTMENT OF AGRICULTURAL & NATURAL RESOURCES — **Vendor Total:** 60.00

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
112025	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	60.00	0.00	0.00	0.00	60.00
Operating Testing-Garcia	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Operating Testing-Garcia	NA	0.00	0.00	60.00	0.00	0.00	0.00	60.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42900	Other Expense		60.00	100.00%

Vendor: 0018 - SD One Call — **Vendor Total:** 30.45

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
#SD25-03305	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	30.45	0.00	0.00	0.00	30.45
Monthly Messages- Oct.	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly Messages- Oct.	NA	0.00	0.00	30.45	0.00	0.00	0.00	30.45

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4232-42900	Other Expense		30.45	100.00%

Vendor: 1245 - SD State Treasurer — **Vendor Total:** 1,157.93

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
2025.11	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	1,157.93	0.00	0.00	0.00	1,157.93
Sales Tax Collected in October	BANKEFT - BANK WEST EFT				No	Payment Date: 11/20/2025		Bank Draft:		DFT0000399

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Sales Tax Collected in October	NA	0.00	0.00	1,157.93	0.00	0.00	0.00	1,157.93

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-0000-21700	Sales Tax Payable		1,157.93	100.00%

Payable # / Payable Description	Payable Type / Bank Code	Post Date / On Hold	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Vendor: 1328 - Servall Uniform & Linen Supply									**Vendor Total:**	**206.70**
1123077	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	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 # / Payable Description	Payable Type / Bank Code	Post Date / On Hold	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Vendor: 0048 - Summit Signs & Supply Inc.									**Vendor Total:**	**353.00**
68478	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	353.00	0.00	0.00	0.00	353.00
Signs-custom	BANKW - BANK WEST	No								

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Signs-custom	NA	0.00	0.00	353.00	0.00	0.00	0.00	353.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42500	Repair/Maint Expense		353.00	100.00%

Payable # / Payable Description	Payable Type / Bank Code	Post Date / On Hold	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Vendor: 1681 - TextMyGov									**Vendor Total:**	**3,200.00**
504217	Invoice	11/20/2025	11/20/2025	11/20/2025	11/20/2025	3,200.00	0.00	0.00	0.00	3,200.00
TextMyGov Dec 2025- Nov 2026	BANKW - BANK WEST	No								

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
TextMyGov Dec 2025- Nov 2026	NA	0.00	0.00	3,200.00	0.00	0.00	0.00	3,200.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42200	Prof Fees Expense		3,200.00	100.00%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	35	118,671.53	0.00	0.00	0.00	118,671.53	1,157.93	117,513.60
	Grand Total:	**118,671.53**	**0.00**	**0.00**	**0.00**	**118,671.53**	**1,157.93**	**117,513.60**

Account Summary

Account	Name	Amount
101-0000-21700	Sales Tax Payable	1,157.93
101-0000-32060	Erosion Control Deposit Fee	1,000.00
101-4140-42600	Supply/Material Exp	63.28
101-4141-42200	Prof Fees Expense	1,192.50
101-4192-42200	Prof Fees Expense	4,680.48
101-4192-42201	Dues/Subscriptions	4,159.93
101-4192-42800	Utility Expense	243.15
101-4192-42900	Other Expense	11,743.50
101-4192-43400	Equip Expense	45.00
101-4196-42200	Prof Fees Expense	11,663.40
101-4210-42600	Supply/Material Exp	94.64
101-4210-42611	Fuel Expense	2,397.90
101-4210-42820	Dispatch Expense	2,715.05
101-4232-42900	Other Expense	30.45
101-4310-42400	Rent Expense	426.50
101-4310-42500	Repair/Maint Expense	353.00
101-4310-42600	Supply/Material Exp	113.55
101-4310-42611	Fuel Expense	1,943.14
101-4320-42730	Training Expense	294.67
101-4320-43230	Solid Waste Collection	6,431.34
101-4520-42800	Utility Expense	2.50
101-4520-42830	Temporary Toilets	195.00
	Total:	**50,946.91**

Account	Name	Amount
604-4000-42200	Prof Fees Expense	10,968.07
604-4000-42500	Repair/Maint Expense	283.17
604-4000-42630	Chemicals and Lab Supplies	2,026.38
604-4000-42900	Other Expense	60.00
604-4000-43000	Capital Expense	54,387.00
	Total:	**67,724.62**

SUMMERSET POLICE DEPARTMENT

Monthly Report-October 2025

Calls for service

- 400

Court appearances

- Inv Regan
- Officer Hamelin
- Officer Johnson

Training

- Regan-Understanding Personality & Sexual Deviance

Grants

- Traffic Safety Final Reimbursements
- Homeland Security

Special Events

- Freshman Impact
- Bike Rodeo

Daily

- Regular meetings with Commissioner Markham
- Covering patrol shifts and responding to calls for service
- Evidence.com management
- Citizen meetings
- Cradlepoint Troubleshooting
- Fleet 3 Troubleshooting
- VPN installations
- Laptop Configuration & rollouts
- Website updates
- Flock Safety procedures
- Workers' Compensation
- Meeting with Division of Criminal Investigation
- Employee Evaluation
- Fleet Printer Installation
- Goodyear Tires
- Stagebarn IT new computer installation
- Axon Customer Service calls

- Department of Corrections Audit
- Axon Body 4 TAP Upgrade
- Scheduling
- Updated department policies
- Updated officer forms
- Central Square Troubleshooting
- Speed Trailer Maintenance
- Piedmont Relations
- Stagebarn Middle School Emergency Preparedness Meeting
- Central Square Audit
- Axon Body 4 Deployment
- Department Inventory submitted to insurance
- Clerk of Courts meeting
- Police Applicant Interviews
- Commission Meeting
- Department Squad Meeting
- Records Requests
- Submitted Traffic Safety Report
- Submitted reimbursement requests for highway safety grants
- NIBRS Submissions
- Payroll

OCTOBER 2025 City Administrator Report

ECONOMIC DEVELOPMENT

- Met with B. Block and R. Rohl regarding new commercial build.
- Visited with S. Hauck on new business coming into Summerset.
- Met with B. Block on new commercial business looking for a site and incentives.
- Visited with H. Sage from GOED regarding Exit 52
- Visited with business interested in Exit 51.

GRANTS

- Researched grants on Grants.gov for community builds and expansions.
- Followed up on Game, Fish and Parks land conservation grant.
- Applied for a conservation grant for trees in Leisure Lane Park with T. Kayl.

PLANNING & ZONING

- Visited with a representative from Cleary Buildings on project on Lots 4, 5 on Norman Ranch Estates.
- Set up Pre-Construction Meeting on reed beds.
- Received review back from Hermanson Egge on Callahan/KC Trailers Building Permit. Reviewed the same.
- Reviewed SDDOT Exit 48 Material and how it pertains to Summerset.
- Attended Zoom Meeting on Exit 48.
- Attended Public Meeting on Vision Planning for Summerset Comprehensive Plan.
- Met with E. Jasper of HDR regarding Norman Ranch matters.
- Received Mylar for Final Plat on Phase 1A – Told to disregard a new one would replace it.
- Reviewed pavement testings on Norman Ranch.
- Attended Planning and Zoning meeting.
- Visited with Rose Post Frame on contractor licensing for building project.
- Visited with builder on septic permitting.
- Applied for Stormwater licensing through DANR for Black River on reed bed project.
- Followed up with A. Kayl on lot off Anderson Road and turn lane with J. Rudland. Sent to M. Wheeler.
- Review numerous shared documents regarding Norman Ranch infrastructure.
- M. Osten named to Mitigation Board for Comprehensive Plan
- Issued Building Permit for KC Trailers.
- Received Final Plat on Norman Ranch 1A.
- Received Preliminary Plat on Norman Ranch 1B.
- Received Zoning paperwork on annexation done by Norman Ranch. Sent back to Norman Ranch to reapply with correct legal.
- Researched with Meade County ROD and DOE on map for the annexation recording – map not correct. Sent information to Norman Ranch.

*See next page

MISC.

- Attended SDML Annual Conference in Pierre.
  - Attended Property Tax, TIFs and Discretionary Formula discussion.
  - Attended the City Managers Affiliate Meeting.
  - Attended Potholes, Pitfalls and Public Meeting discussions.
  - Attended Finance Affiliate Meeting.
  - Attended Alcohol licensing and video lottery requirements discussion.
  - Attended the Brownsfield grant discussion.
  - Attended Back to Basic – Reconnecting with Good Governance
  - Attended Keynote speaker – Undercover in the CIA.
  - Attended the SDML Business Meeting.
- Received Complaint on dead grass from spraying. Forwarded it to Public Works.
- Reviewed the Blak Hills Leadership Summit.
- Reviewed contract on solar lights and sent agreement off to Gen Pro.
- Reviewed Golden West Phishing, Micro Training, Employer Secure Scores to see if further training is needed for employees.
- Completed all training sessions on MyGov University for the new software.
- Called P. Anderson regarding Quarry site in Piedmont.
- Attended Zoom training on MyGov to roll over the new software.
- Met with T. Kayl on USGS update.
- Reviewed sewer rate study draft for Summerset.
- Met with G. Markham to discuss approval/denial of vouchers.
- Visited with L. Nemec on weather and USGS service.
- Met with T. Kayl and N. Birgen to go over the late list on utilities.
- Visited with citizens on when the roll offs for yard waste would be pulled.
- Completed voucher for sign refund.
- Worked with G. Markham on getting business and contractor renewals out.
- Met with P. Anderson and received map of the quarry site.
- Sent out property tax 101 and SB216 to the Commission.
- Met with J. Pulscher on Finance Office items.
- Visited with several citizens on quarry site in Piedmont.
- Conference call with J. Close on sewer rate study.
- Visited with E. May on next steps for quarry and protecting Summerset citizens.
- Reviewed Niche Sanitation Agreement, drafted a paragraph on testing and maintenance.
- Followed up on front door issue with Handicapped controls. Made calls to Golden West and A. Kayl to Hagen Glass.
- Attended the Quarry Meeting in Piedmont.
- Made calls to water, and other agencies for upcoming meeting in Summerset on quarry site.

- Reviewed letters of concern from citizens regarding mine and forwarded to the Commission.
- Met with A. Newhouse on quote for computer services.
- Met with K. Lebon on Black Hawk Water.
- Visited with D. Streuer on yard waste bins. Followed up with Public Works.
- Visited with M. Carlson regarding the SDDOT disposal agreements.
- Journal entries completed for contingency on budget and delivered to department heads and commission.
- Processed the 211 Hotline information and sent it back.
- Met with E. Brekke with A & I Distribution. New vendor.
- Received training in payroll processing.
- Reviewed Franchise Agreement with MDU sent to M. Wheeler.
- Drafted correspondence to Big D.
- Met with J. Guthrie regarding the quarry site.
- Received complaint about cross walks in Black Hawk. I referred her to the SDDOT.
- Received a complaint about water loss on Arcadia. I called black Hawk water regarding the same.

October

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 Worked through Do not pickup issues.

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. Patched Freedom Court asphalt. Mowed right of way ditches.

Code enforcement

Issued violation. Spoke with City Attorney on property mitigation.

Parks

Park inspections. Mowed parks. Repaired sprinkler broken sprinkler lines. Removed fence at Leisure Lane park.

Miscellaneous

Exposed hole, removed debris and properly back filled in Castlewood drainage detention pond. Attended Municipal Conference in Pierre. Fenced off trees at City Hall. Worked with HDR and City Attorney concerning improper turn around on Anderson Road. Received and installed new decals on Public Works equipment Met with Developer on Healther Lane development.

October 2025 Wastewater Department report

Daily Operations

10-2 Submitted monthly department report.
10-6 Submitted DMR report to DANR.
10-6 Started purchasing process with Beck Motor's for a 2026 Chevy truck.
10/7-9 Jaeson went to SDARWS Wastewater Treatment class.
10-8 Replaced mounting hardware for SBR #4 DO probe.
10-9 Replaced mounting hardware for SBR #3 DO probe.
10-14 Preconstruction meeting for Reed Bed project.
10-15 Meeting with Danny Eyers from SDARWS
10-16 SDES tour of Wastewater facility.
10-19 Inlet valve #2 failed. Reset valve.
10-21 Phone conference with commissioner Hirsch.
10-22 Completed meter readings for billing.
10-26 SBR #2 Influent Valve failed to close.
10-27 Black River began work on Reedbed project.
10-27 Adjusted limit switch on SBR #2 Influent Valve and power washed valve.
Treated 5.9 million gallons with an average of 160 thousand gallons per day.
Responded to 26 requests for utility location.

Special Projects

Misc

Lisa Schieffer

From: Brenna Block [redacted]
Sent: Wednesday, October 29, 2025 8:00 PM
To: Lisa Schieffer
Subject: Summerset Marketing Fact Sheet
Attachments: RFP Brenna block.pdf

Lisa,

Below and attached are the quotes I received from DOT and Midwest Marketing:

Midwest Marketing:

"To design a sheet like we the one we made for Rushmore Region, we'd estimate that at about 2 to 3 hours. That cost would be $260-$390. I am guessing it will be on the lower end since there likely won't be as much back and forth." This was from the owner Megan Batteen.

Attached is the quote from DOT Marketing.

I can be available to meet with commissioners to discuss if you would like, or you can send them the information and let me know what they would like to do.

Thanks!

Brenna

From Dot Marketing and Design, LLC

Fact Sheet Proposal

This proposal includes taking the idea of the Rushmore Region fact sheet and making one that specifically is for Summerset, SD.

4 hours putting together content with Brenna's help	$600
3 hours of design time once we have content we want to include	$450

Total Estimated Amount $1050

Mutual Cooperation Both parties agree to work together to ensure the successful completion of the deliverables outlined in this proposal. The client will provide all necessary information about their business and cooperate with Dot Marketing to ensure the project moves forward in a timely manner.

Ownership Upon full and final payment, the client will own all visual elements, working files, and finished files created for this project. The client is responsible for providing and owns all text, images, and data provided for the website. The client is also responsible for the accuracy and completeness of all provided information.

Confidentiality Dot Marketing and Design, LLC will maintain the confidentiality of all proprietary or confidential information disclosed by the client during and after the term of this agreement.

Out-of-Scope Services Any additional services not specified in this agreement will be billed at a rate of **$150 per hour**, unless otherwise specified.

To accept this proposal, sign below.

Business Name	Tax ID Number
Printed Name	Title
Email Address	
Authorized Signature	Date

CITY OF SUMMERSET
ORDINANCE NO. 2025-05
SUPPLEMENTAL APPROPRIATION ORDINANCE

Be it ordained by the City of Summerset that the following sums are supplementally appropriated to meet obligations of the municipality.

EXPENDITURES	211 Liquor, Lodging, & Dining Fund
4650 Economic Development	
42200 Professional Services and Fees	$5,000.00
Total Appropriations	$5,000.00

The following designates the fund or funds to which the money derived from the following source is applied.

SOURCE OF FUNDING	211 Liquor, Lodging, & Dining Fund
Unassigned Fund Balance	$5,000.00
Total Means of Finance	$5,000.00

EXPENDITURES	101 Fund, General Fund
4196 City Engineer Expense	
42200 Professional Services and Fees	$45,000.00
Total Appropriations	$45,000.00

The following designates the fund or funds to which the money derived from the following source is applied.

SOURCE OF FUNDING	101 Fund, General Fund
Unassigned Fund Balance	$45,000.00
Total Means of Finance	$45,000.00

Dated this 4th day of December, 2025.

ATTEST:

Finance Officer	Mayor

Vote:
Kitzmiller:
Osten:
Markham:
Pulscher:
Hirsch:

First Reading: November 20, 2025
Second Reading: December 4, 2025
Publication:

NOTICE FOR PUBLICATION

ORDINANCE 2025-06

AN ORDINANCE TO AMEND MONTANA-DAKOTA UTILITIES CO., FRANCHISE AGREEMENT (ORDINANCE 3.1 TABLE I – FRANCHISE AGREEMENTS)

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2025-06 Amending Ordinance 3.1 Table I – Franchise Agreements. Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on November 20th, 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 6th day of November, 2025.

City of Summerset

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

To the City of Summerset,

Meade County, South Dakota

Montana-Dakota Utilities Co., a Delaware corporation, having its principal place of business at 400 North Fourth Street, Bismarck, North Dakota 58501, hereby makes application for a franchise, granting to it the right to construct, maintain and operate within and upon, in and under the streets, alleys and public grounds of your municipality a gas transmission and distribution system to distribute natural or manufactured gas for public and private use in the city of Summerset, South Dakota. The extent and conditions of such rights and privileges are more fully set forth in the attached copy of a proposed natural gas franchise ordinance.

The Company respectfully requests that you take the necessary steps to grant this franchise.

MONTANA-DAKOTA UTILITIES CO.

By Regan Brilz

Regan Brilz
Region Director

STEP BY STEP FRANCHISE PROCEDURE

SOUTH DAKOTA

Step 1: APPLICATION: File a written application for a franchise by letter from the region manager to the auditor or clerk. The application should be accompanied by a copy of the proposed franchise ordinance and pertinent forms.

Step 2: FIRST MEETING: The first meeting of the governing body of the municipality should be held for the purpose of giving the title of the franchise its first reading. Before the first meeting the ordinance should be given a number.

Step 3: SECOND MEETING: The second meeting of the governing board should be held on a regular meeting date of the council or board, with at least five (5) days intervening between the first and second meetings.

Step 4 PUBLICATION: The ordinance should be published in its entirety once immediately after its passage and approval by the council or board. The minutes of the second meeting should be published in the official newspaper or newspapers of the municipality.

Step 5: RECORDING THE ORDINANCE: After the ordinance takes effect, the auditor or clerk should record the ordinance along with a certificate (affidavit) of the date of its publication in the Ordinance Book.

Step 6: ACCEPTANCE: Within thirty (30) days after Company is notified of passage and final approval of this ordinance, Company shall file its written acceptance of the franchise with the clerk or auditor of the municipality.

Step 7: RECORD: The record of franchise proceedings should be executed.

ORDINANCE NO. _____

AN ORDINANCE GRANTING TO MONTANA-DAKOTA UTILITIES CO., A DELAWARE CORPORATION, ITS SUCCESSORS AND ASSIGNS, THE FRANCHISE AND RIGHT TO CONSTRUCT, MAINTAIN AND OPERATE WITHIN AND UPON, IN AND UNDER THE STREETS, ALLEYS AND PUBLIC GROUNDS OF THE

_____

A GAS TRANSMISSION AND DISTRIBUTION SYSTEM FOR TRANSMITTING AND DISTRIBUTING NATURAL OR MANUFACTURED GAS, OR A MIXTURE OF BOTH, FOR PUBLIC AND PRIVATE USE.

BE IT ORDAINED BY

_____

SECTION 1. For convenience, herein, said municipal corporation is designated and referred to as "Municipality" and Montana-Dakota Utilities Co. is designated and referred to as "Grantee." Any reference to either includes their respective successors and assigns.

SECTION II. There is hereby granted to Montana-Dakota Utilities Co, a Delaware corporation, its successors and assigns, subject to the limitations herein stated, the right and franchise to occupy and use the streets, alleys and public grounds of the municipality as now, or hereafter constituted, for the purpose of constructing, maintaining, and operating, within, upon, in and under the same, a gas distribution system for transmitting and distributing natural or manufactured gas, or a mixture of both, for public and private use.

SECTION III. Grantee shall maintain an efficient distribution system for furnishing natural or manufactured gas, or a mixture of both for public and private use at such reasonable rates as may be approved by the Public Utilities Commission of the State of South Dakota and under such orders, rules or regulations as may be issued by a federal or state agency having jurisdiction thereof.

SECTION IV. This franchise shall not be exclusive and shall not be construed to prevent the Municipality from granting to any other party the right to use the streets, alleys, and public grounds of the Municipality for like purposes.

SECTION V. The Municipality reserves any right it may have, under its police power, or otherwise, to control or regulate the use of said streets, alleys, and public grounds by Grantee. This section shall not affect the right of Grantee to receive compensation for the expense of changing, removing or relocating its facilities located in private right of way. Further, if at any time said Municipality shall vacate any street, alley or public grounds in which Grantee's facilities are located, an alternate route or private property easement shall be provided to Grantee. Grantee shall not be required to relocate facilities when any street, alley or public grounds in which they are located is vacated for the convenience of abutting property owners or another private party and not as an incident to the public improvement, unless the reasonable cost of such relocation and the loss and expenses resulting therefrom is first paid to Grantee.

SECTION VI. Grantee shall indemnify and save and hold the Municipality harmless from any loss or damage due to the construction, installation, and maintenance of its distribution system, and its use of the streets, alleys, and public grounds of the Municipality; however, Grantee shall not be required to indemnify and save or hold the Municipality harmless from loss or damage to the extent such loss or damage is caused by the acts, omissions, or negligence of the Municipality, its employees, assigns, agents, contractors, or other persons under its direction or control.

SECTION VII. Grantee shall have the right to assign this franchise to any party, or corporation, but all obligations hereunder shall be binding upon its successors and assigns.

SECTION VIII. Within thirty (30) days after Grantee is notified of passage and final approval of this Ordinance, Grantee shall file with the clerk or auditor of the Municipality its written acceptance of this franchise.

SECTION IX. This franchise shall continue and remain in full force and effect for a period of twenty (20) years from the date upon which this ordinance shall become effective as provided by law.

Passed the _____ day of _____, 20_____.

Approved _____ day of _____, 20_____.

ATTEST:_____ _____

Auditor Mayor-President

(Seal of the Municipality)

20 yrs.

ORDINANCE #3.1

AN ORDINANCE GRANTING TO MONTANA-DAKOTA UTILITIES CO., A DIVISION OF MDU RESOURCES GROUP, INC., A CORPORATION, ITS SUCCESSORS AND ASSIGNS, THE FRANCHISE AND RIGHT TO CONSTRUCT, MAINTAIN AND OPERATE WITHIN AND UPON, IN AND UNDER THE STREETS, ALLEYS AND PUBLIC GROUNDS OF THE CITY OF SUMMERSET, A GAS DISTRIBUTION SYSTEM FOR TRANSMITTING AND DISTRIBUTING NATURAL OR MANUFACTURED GAS, OR A MIXTURE OF BOTH, FOR PUBLIC AND PRIVATE USE.

BE IT ORDAINED BY THE CITY OF SUMMERSET

SECTION I. For convenience, herein, said City of Summerset is designated and referred to as "Municipality" and Montana-Dakota Utilities Co. is designated and referred to as "Grantee." Any reference to either includes their respective successors and assigns.

SECTION II. There is hereby granted to Montana-Dakota Utilities Co., a Division of MDU Resources Group, Inc., a corporation, its successors and assigns, subject to the limitations herein stated, the right and franchise to occupy and use the streets, alleys and public grounds of the municipality as now, or hereafter constituted, for the purpose of constructing, maintaining, and operating, within, upon, in and under the same, a gas distribution system for transmitting and distributing natural or manufactured gas, or a mixture of both, for public and private use.

SECTION III. Grantee shall maintain an efficient distribution system for furnishing natural or manufactured gas, or a mixture of both for public and private use at such reasonable rates as may be approved by the Public Utilities Commission of the state wherein said municipality is located and under such orders, rules or regulations as may be issued by any federal or state agency having jurisdiction thereof.

SECTION IV. This franchise shall not be exclusive and shall not be construed to prevent the Municipality from granting to any other party the right to use the streets, alleys, and public grounds of the Municipality for like purposes.

SECTION V. The Municipality reserves any right it may have, under its police power, or otherwise, to control or regulate the use of said streets, alleys, and public grounds by Grantee.

SECTION VI. Grantee shall indemnify and save and hold the Municipality harmless from any loss or damage due to the construction, installation, and maintenance of its distribution system, and its use of the streets, alleys, and public grounds of the Municipality.

SECTION VII. Grantee shall have the right to assign this franchise to any party, or corporation, but all obligations hereunder shall be binding upon its successors and assigns.

SECTION VIII. Within thirty (30) days after Grantee is notified of passage and final approval of this Ordinance, Grantee shall file with the Finance Officer of the Municipality its written acceptance of this franchise.

SECTION IX. This franchise shall continue and remain in full force and effect for a period of twenty (20) years from the date upon which this ordinance shall become effective as provided by law.

Passed the 5th day of January, 2006

Approved this 5th day of January, 2006

ATTEST:

Rebecca J. Phillips
Finance Officer

Brad Shelly
Mayor

EXTRACT OF MINUTES OF SECOND READING AND FINAL PASSAGE

Pursuant to due notice and call, a Regular meeting of the Board/Council of the Town/City of Summit, County South Dakota, was duly held at the regular meeting place of the Board/Council on Thurs, the 5th day of January, 19 2006 at 7:00 o'clock, ____M.

Those present were: Ron Wagner, Brad Shilly

Those absent were: Dave Peffer

As Montana-Dakota Utilities Co. applied for a gas franchise and proposed Ordinance No. 3,1, having been prepared and submitted for consideration in connection therewith, and said Ordinance having passed its first reading more than one week prior hereto, it was moved by Wagner and seconded by Shilly, that said Ordinance No. 3,1, the full title of which Ordinance is:

"An Ordinance granting to Montana-Dakota Utilities Co., a Division of MDU Resources Group, Inc., a corporation, its successors and assigns, the franchise and right to construct and maintain, and operate, within and upon in and under the streets, alleys and public grounds of the Town/City of Summit, S Dak County, South Dakota, a gas distribution system for transmitting and distributing natural or manufactured gas, or a mixture of both, for public and private use."

be read the second time and given final passage, being thereby adopted, passed and approved.

Thereupon the presiding officer of the meeting, the Clerk having read the ordinance for the second time, put the motion to vote and the following vote was recorded: (For second reading and final passage)

Voting Yes: Wagner, Shilly

Voting No.: ____

The presiding officer then declared the motion duly passed and said Ordinance duly and finally passed. Thereupon the Clerk was directed to enter the same in the Ordinance Book.

Mayor-President

ATTEST: Rebecca Shilly
Clerk/Auditor

(Seal of Municipality)

NOTICE OF SPECIAL MEETING

TOWN BOARD/CITY COUNCIL OF _____, SOUTH DAKOTA

_____, 19____

PLEASE TAKE NOTICE that a special meeting of the Town Board/City Council is hereby called to be held on the _____ day of _____, 19____, at _____ o'clock p.m. in the usual meeting place of the governing body at the Town/City Hall for the purpose of considering and taking action upon a proposal to grant a gas franchise to Montana-Dakota Utilities Co. according to the terms and provisions, and in the form contained in a proposed ordinance now on file with the undersigned.

Dated _____, 19____

_____
Town Clerk/City Auditor

****

W A I V E R

FOR SPECIAL MEETING

TOWN BOARD/CITY COUNCIL OF Summerset, SOUTH DAKOTA

January 5, 19 2006

We, the undersigned, being all of the members of the Town Board/City Council, Town/City of Summerset, Meade County, South Dakota.

DO HEREBY WAIVE all requirements of notice of the time, place and purpose, and consent to holding of a special meeting of the governing body at the usual meeting place in the Town/City Hall on the 5 day of January, 2006 for the purpose of considering and taking action upon a proposal to grant a gas franchise to Montana-Dakota Utilities Co. according to the terms and provisions, and in the form contained in a proposed ordinance now on file with the Town Clerk/ City Auditor.

Dated this 5 day of Jan 2006

_____
Mayor-President

Rebecca J. Phillips
Town Clerk-City Auditor

_____
Councilman-Commissioner

_____
Councilman-Commissioner

_____
Councilman-Commissioner

ACCEPTANCE OF FRANCHISE

MONTANA-DAKOTA UTILITIES CO., a Division of MDU Resources Group, Inc., a corporation, hereby accepts the terms and conditions of that certain Ordinance No. 3.1 enacted by the governing body of the City of Summerset, Meade County, South Dakota the same being an ordinance granting to said Company, its successors and assigns, a franchise to construct, maintain and operate within and upon, in and under the streets, alleys and public grounds of said city, a gas distribution system for transmitting and distributing natural or manufactured gas, or a mixture of both, for public and private use, which ordinance was duly passed, adopted and approved by the governing body of said city on the 5th day of January, 20 06.

Dated this 18th day of February, 20 06.

MONTANA-DAKOTA UTILITIES CO.
A Division of MDU Resources Group, Inc.

By _____
President and Chief Executive Officer

(Corporate Seal)

ATTEST:
Douglas W. Schulz
Asst. Secretary

* *

I, the undersigned, the duly elected, qualified and acting Auditor/Clerk of the City of _____, State of _____, do hereby certify that I received the within Acceptance of Franchise this _____ day of _____, 20 _____, and on said date

EXHIBIT A

TASK ORDER

This Task Order pertains to an Agreement by and between The City of Summerset, ("OWNER"), and HDR Engineering, Inc. ("ENGINEER"), dated December 15, 2022, ("the Agreement"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: 2026-01
PROJECT NAME: 2026 General Engineering Services

PART 1.0 PROJECT DESCRIPTION: General City Engineering Services

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT:

Task 1 – On-Call Engineering

- Activity 1 – On-Call Engineering Services
  - Contract Management
  - City Coordination Meetings
  - Funding/Grant Application Support
  - Survey Support
  - Other items as directed by the OWNER, not covered under other project specific Task Order.

- Activity 2 – On-Call CADD/GIS Services

Task 2 – Engineering Reviews

- Activity 1 – Minor Plat Review

- Activity 2 – Preliminary/Final Plat and Plan Review
  - Layout Plat Review
  - Preliminary Plat Review
  - Preliminary and Final Development plan reviews and coordination with Developer's Engineer.
  - Committee and Commission Meeting Attendance (as requested)
  - Final Plat Review
  - Drainage Reviews

- Activity 3 – Commercial Plan Review

Task 3 – Expenses

- Activity 1 - Expenses
  - Direct Expenses associated with various Task Order activities.

PART 3.0 OWNER'S RESPONSIBILITIES: The OWNER shall provide the information set forth in paragraph 6 of the "HDR Engineering, Inc. Terms and Conditions for Professional Services.

PART 4.0 PERIODS OF SERVICE: January 2026 – December 2026

PART 5.0 ENGINEER'S FEE: The proposed fee is $54,085.40. Compensation for ENGINEER'S services under this Agreement shall be on the basis of Direct Labor Per Schedule of Pay Rates per the Employee discipline identified and attached herein, plus Reimbursable Expenses.

Reimbursable Expense shall mean the actual expenses incurred directly in connection with the Project for transportation travel, subconsultants, printing and other incurred expense.

This Task Order is executed this _____ day of _____, 20___.

The City of Summerset "OWNER"	HDR ENGINEERING, INC. "ENGINEER"
BY: _____	BY: _____
NAME: _____	NAME: _____
TITLE: _____	TITLE: _____
ADDRESS: _____ _____	ADDRESS: _____ _____

HDR Engineering, Inc.
2026 Hourly Billing Rates

Billing Title	Billing Rate
Managing Principal	310
Project Manager 7	290
Project Manager 6	260
Project Manager 5	240
Project Manager 4	225
Project Manager 3	210
Project Manager 2	195
Project Manager 1	180
Engineer 11	290
Engineer 10	260
Engineer 9	240
Engineer 8	225
Engineer 7	210
Engineer 6	195
Engineer 5	180
Engineer 4	165
Engineer 3	150
Engineer 2	135
Engineer 1	125
System Integrator 4	230
System Integrator 3	195
System Integrator 2	175
System Integrator 1	155
CADD/GIS Technician 6	185
CADD/GIS Technician 5	165
CADD/GIS Technician 4	150
CADD/GIS Technician 3	135
CADD/GIS Technician 2	120
CADD/GIS Technician 1	110
Technician 5	170
Technician 4	150
Technician 3	135
Technician 2	115
Technician 1	105
Right of Way 5	195
Right of Way 4	180
Right of Way 3	155
Right of Way 2	135
Right of Way 1	120
Right of Way Coordinator	115

Billing Title	Billing Rate
Environmental/Hydrologist/Geologist 8	240
Environmental/Hydrologist/Geologist 7	225
Environmental/Hydrologist/Geologist 6	210
Environmental/Hydrologist/Geologist 5	195
Environmental/Hydrologist/Geologist 4	170
Environmental/Hydrologist/Geologist 3	150
Environmental/Hydrologist/Geologist 2	130
Environmental/Hydrologist/Geologist 1	110
Economist 4	220
Economist 3	190
Economist 2	160
Economist 1	130
Surveyor 5	190
Surveyor 4	170
Surveyor 3	150
Surveyor 2	130
Surveyor 1	110
Construction Manager 6	260
Construction Manager 5	245
Construction Manager 4	235
Construction Manager 3	215
Construction Manager 2	205
Construction Manager 1	185
Strategic Comm/Graphic Designer 4	165
Strategic Comm/Graphic Designer 3	145
Strategic Comm/Graphic Designer 2	130
Strategic Comm/Graphic Designer 1	105
Commercial Mgmt/Project Controls 6	310
Commercial Mgmt/Project Controls 5	280
Commercial Mgmt/Project Controls 4	250
Commercial Mgmt/Project Controls 3	220
Commercial Mgmt/Project Controls 2	190
Commercial Mgmt/Project Controls 1	160
Project Controller	150
Project Accountant	120
Project Assistant	115
Admin Assistant	85

Rates shall be adjusted annually. HDR may hire contract workers that will be assigned a billing rate based on this rate sheet. HDR has technical experts in various geographic locations that may be utilized based on specific project need. This specialized expertise will be billed at the below rates.

Billing Title	Billing Rate
Technical Expert 9	375
Technical Expert 8	355
Technical Expert 7	335
Technical Expert 6	315
Technical Expert 5	305
Technical Expert 4	285
Technical Expert 3	265
Technical Expert 2	245
Technical Expert 1	225

REIMBURSABLE EXPENSES

Reimbursable Expense shall mean actual expenses incurred for travel, hotel, printing, meals, subconsultants, shipping, and other incurred expense. If negotiated with Owner in the contract, HDR will add an agreed to percentage mark-up to subconsultant invoices to cover administrative expenses and vicarious liability. Specialty equipment charges apply to specific equipment used on the project.

Expense	Rate
Traffic Counting Equipment	$120.00 per hour
Survey/GPS Equipment	$50.00 per hour
Robotic Total Station	$50.00 per hour
Side-by-Side Utility Vehicle	$25.00 per hour
Handheld GPS	$20.00 per hour
Drone	$275.00 per day
HDR Vehicle Mileage	$0.88 per mile
Personal Vehicle Mileage	IRS rate per mile

ATTACHMENT 2

City of Summerset - General Engineering Services
Task Order Manhour Estimate - 2026 Task Order #1 - General Engineering Services

Personnel	Dustin Hamilton	Eric Jasper	Lindsay Shagla	Gary Anderson	Chris Robinson	Kaleb Hedman	Josh Hellman	Brooke Feiner	Christina Henze	Total Hours	Total Cost
Rate Category/Description	Project Manager 5	Project Manager/ Engineer 3	Engineer 4	Surveyor 5	Engineer 7	Engineer 2	CADD/GIS Tech 6	Project Accountant	Project Assistant		
Billing Rate	$290.00	$150.00	$165.00	$190.00	$210.00	$135.00	$185.00	$120.00	$115.00		
Task 1 - On-Call Engineering											
Activity 1 - On-Call Engineering	7	56	20	10	4			12	8	117	$18,830
Activity 2 - On-Call CADD/GIS			12				8			20	$3,460
Subtotals	7	56	32	10	4		8	12	8	137	$22,290
Task 2 - Engineering Reviews											
Activity 1 - Minor Plat Review		12		6						18	$2,940
Activity 2 - Prelim/Final Plat & Plan Review		60	24	10	22	14				130	$21,370
Activity 3 - Commercial Permit Review		30	12							42	$6,480
Subtotals		102	36	16	22	14				190	$30,790
Task 3 - Expenses											
Activity 1 - Expenses (Summary Below)											
Task Order 2026-#1Totals	**7**	**158**	**68**	**26**	**26**	**14**	**8**	**12**	**8**	**327**	**$53,080**
Average Hours Per Week	0.1	3.0	1.3	0.5	0.5	0.3	0.2	0.2	0.2		

Activity 6 - Expenses		
Travel/mileage	$	352.00
Printing	$	153.40
Survey/GPS Equipment	$	500.00
Total Direct Costs	**$**	**1,005.40**

Total Cost Summary	
Total Hours	327
Total Labor	$53,080.00
Direct Costs	$1,005.40
Total Cost	**$54,085.40**

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 _____.