

**SUMMERSET CITY COMMISSION  
REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
TUESDAY, JULY 2nd, 2024, 6:00 P.M.**

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

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Osten gave the invocation.

**CALL FOR CHANGES**

**Motion** by Hirsch, second by Reade to approve the agenda for the regular meeting of the Summerset City Commission for July 2nd, 2024. Motion carried.

**CONSENT CALENDAR**

**Motion** by Osten, second by Markham to approve the minutes of the regular meeting of June 20th, 2024, as presented or amended. Motion carried.

**APPROVAL OF CLAIMS**

**Motion** by Reade, second by Hirsch to approve the claims and hand checks in the amount of \$79,357.41 from June 20th, 2024, through July 1st, 2024, as presented or amended. Motion carried.

Ambrose, Jonathan	50
Anglin, Mitch	50
Birgen, Nicholin	50
Black Hills Energy	5878.53
Cardmember Services	117.17
City of Sturgis	40
Clarity Telecom	1226.37
Dakota Pump, Inc	9500
Delta Dental	1084
Gunderson & Palmer LLP	2830
HDR Engineering, Inc	4872.5
Hirsch, Clyde	50
I&S Group, Inc.	1000
Johnson, Scott	400
Jonas, Corey	400
JUSO, COLTON	400
Kayl, Anthony	50
Kitzmiller, Michael	50
Macrander, Matthew	400
Markham, Gwenn	50
MDU	436.27
Nasser, Rich	400
Osten, Michael	50
Rapid City Journal	277.6
Regan, Tenessa	400
Schieffer, Lisa	50
SCHROCK, BRIELLE	50
SDML	155
Servall Uniform & Linen Supply	195.16

Siferd, Kaleb	400
Smith, Jeff	50
USA Bluebook	435.29
AFLAC Remittance Processing	96.72
SDRS	4683.36
SDRS	6554.96
United States Treasury	6054.7
United States Treasury	10130.82
Child Support Payment Center	517
Health Pool of SD	16867.3
SDRS-SUPPLEMENTAL RETIREMENT PLAN (SDSRP)	625
United States Treasury	2369.3

**APPROVAL OF PAYROLL – May 2024 – SDCL 6-1-10**

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

- Dept. 4000 - \$13,755.05 Wastewater
- Dept. 4110 - \$1,749.99 Commission
- Dept. 4120 - \$1,916.67 Mayor
- Dept. 4140 - \$11, 842.56 Finance
- Dept. 4210 - \$41,120.45 Police
- Dept. 4310 - \$13,889.89 Streets
- Dept. 4652 - \$500.00 Planning & Zoning

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

**UTILITY BILLING ADJUSTMENTS**

**Motion** by Hirsch, second by Reade, to approve the utility billing adjustments of \$30.00 for the period June 1<sup>st</sup>, 2024- June 30<sup>th</sup>, 2024. Motion carried.

**FIRST READING OF ORDINANCE 2024-09 FENCES**

**Motion** by Reade, second by Osten to approve the first reading of Ordinance 2024-09. Motion carried.

**Motion** by Osten, second by Markham, to set the second reading for July 18<sup>th</sup> @ 6:00 p.m. Motion carried.

**BELLINGHAM DRIVE REQUEST TO CHANGE STREET NAME – RETA WELSH**

**Motion** by Markham, second by Osten to open discussion. Motion carried. Ms. Welsh expressed her concerns about it being very difficult for their address to be found on GIS. Commissioner Hirsch, HOA president, spoke with Anthony Kayl, Public Works Department Head, the possibility of putting up address placards at the beginning of the street.

**Motion** by Hirsch, second by Reade to close discussion. Motion carried. Placards will be looked into and no action was taken at this time.

**VARIANCES (HARD SURFACE REQUIREMENT/ANNEXATION)– BLACK RIVER CONTRACTING**

\*Planning & Zoning recommended a do pass on the variance request to not have a hard surface.

\*Planning & Zoning recommended denying the variance request to not be annexed into the city limits.

**Motion** by Osten, second by Reade to open discussion. Motion carried.

Sam Crittenden of Black River Contracting gave an overview on the variances and the reasoning for the same. City Attorney Mike Wheeler addressed the ordinances regarding the same.

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

**Motion** by Markham, second by Hirsch, to approve due pass on the variance request to not have a hard surface. Motion carried.

**Motion** by Osten, second by Markham to deny the variance request to not be annexed into the city limits. Motion carried.

**UPDATE ON DAMAGES FROM STORM ON 6/24/2024**

City Administrator and Public Works Manager spoke on such.

**SET DATES FOR BUDGET MEETING FY2025**

Mayor Kitzmiller and the Board of Commissioner asked that an email be sent out to find the best available dates.

**SET UP DATES REGARDING INTERVIEWS ON RFI – I.T. TECHNOLOGY**

Mayor Kitzmiller and the City Administrator will discuss the same and put together bullet points to be sent to the Board before the August 2<sup>nd</sup> meeting.

**PAYROLL CHANGE – WASTEWATER OPERATOR**

**Motion** by Hirsch, second by Reade to hire David Schmagel @ \$20.77 (Grade 13 Step A). Motion carried.

**CITIZENS INPUT**

**UPCOMING EVENTS:**

City Offices will be closed July 4<sup>th</sup> & 5<sup>th</sup> in observance of Independence Day, per order of Governor Kristi Noem.

There will be a special combined Commission meeting with the Planning & Zoning Board on Tuesday, July 9<sup>th</sup> @ 6:00 p.m.

Summerfest will be Saturday, July 13<sup>th</sup> from 4:00 to 7:00 p.m. at Summerset City Hall.

**ITEMS FROM CITY ATTORNEY**

**Motion** by Osten, second by Reade at 6:37pm to enter Executive Session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues. Motion carried.

**Motion** by Hirsch, second by Reade to exit Executive Session at 8:07pm. Motion carried.

**ADJOURNMENT**

**Motion** by Osten, second by Hirsch, to adjourn at 8:07 p.m. Motion carried.

(SEAL)

ATTEST:

\_\_\_\_\_  
Brielle Schrock  
Finance Officer

\_\_\_\_\_  
Michael Kitzmiller  
Mayor

Published once \_\_\_\_\_, 2024, at a cost of \$\_\_\_\_\_.

***CITY OF SUMMERSET PLANNING AND ZONING BOARD REGULAR MEETING &  
SUMMERSET SPECIAL CITY COMMISSION MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
TUESDAY, JULY 9th, 2024 - 6:00 P.M.***

Mayor Kitzmiller called the special meeting to order at 6:27 p.m. Commissioners Markham, Osten, Hirsch, Kitzmiller and Reade were present. The City Administrator, City Attorney, City Engineer, and City Finance Officer were also present.

Mayor Kitzmiller led the Pledge of Allegiance.

Commissioner Osten gave the invocation.

**CALL FOR CHANGES**

**Motion** by Osten, second by Hirsch to approve the agenda for the special meeting of the Summerset City Commission for July 9th, 2024. Motion carried.

**TAX INCREMENT DISTRICT #3 PLAN – TOBY MORRIS**

**Motion** by Hirsch, second by Reade to open discussion. Motion carried.

Toby Morris, Senior VP Colliers Securities LLC and Lindsay Shagla, Engineer HDR, spoke on the financial and engineering aspects, respectively.

Mayor Kitzmiller brought concerns forward he had previously had for commission to discuss. Discussions ensued on the TIF being controlled by the city and developers' agreement.

The Board opened discussion to the public. There was no further public comment given.

Representatives from the county, school district or fire district were not present. All were legally noticed.

**Motion** by Osten, second by Hirsch, to close discussion. Motion carried.

**Motion** by Reade, second by Hirsch, to approve the Resolution 2024-13 Approving and Recommending of Tax Incremental District Plan Number Three for the City of Summerset. Motion carried.

**ADJOURNMENT**

**Motion** by Osten, second by Markham to adjourn the meeting at 6:59 p.m.

(SEAL)

\_\_\_\_\_  
Michael Kitzmiller, Mayor

ATTEST:

\_\_\_\_\_  
Brielle, Schrock, Finance Officer

Published once \_\_\_\_\_, 2024, at a cost of \$\_\_\_\_\_.



Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total	
Payable Description	Bank Code				On Hold						
<b>Vendor: <a href="#">0617 - Aqua-Aerobic systems</a></b>										<b>Vendor Total:</b>	<b>9,962.97</b>
<a href="#">1042640</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	9,962.97	0.00	0.00	0.00	9,962.97	
Waste waster supplies	BANKW - BANK WEST				No						
<b>Items</b>											
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			
Waste waster supplies	NA	0.00	0.00	9,962.97	0.00	0.00	0.00	9,962.97			
<b>Distributions</b>											
Account Number	Account Name	Project Account Key	Amount	Percent							
<a href="#">604-4000-42500</a>	Repair/Maint Expense		9,962.97	100.00%							
<b>Vendor: <a href="#">1816 - AT&amp;T Mobility</a></b>										<b>Vendor Total:</b>	<b>607.20</b>
<a href="#">287320061570X06242024</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	607.20	0.00	0.00	0.00	607.20	
Firstnet PD	BANKW - BANK WEST				No						
<b>Items</b>											
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			
PD cell phone	NA	0.00	0.00	607.20	0.00	0.00	0.00	607.20			
<b>Distributions</b>											
Account Number	Account Name	Project Account Key	Amount	Percent							
<a href="#">101-4210-42810</a>	Phone		607.20	100.00%							
<b>Vendor: <a href="#">0866 - BARGAIN BARN TIRE CENTER</a></b>										<b>Vendor Total:</b>	<b>360.20</b>
<a href="#">21218</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	360.20	0.00	0.00	0.00	360.20	
PD Vehicle Maint	BANKW - BANK WEST				No						
<b>Items</b>											
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			
PD Vehicle Maint	NA	0.00	0.00	360.20	0.00	0.00	0.00	360.20			
<b>Distributions</b>											
Account Number	Account Name	Project Account Key	Amount	Percent							
<a href="#">101-4210-42500</a>	Repair/Maint Expense		360.20	100.00%							
<b>Vendor: <a href="#">1866 - Baumeister, Stephany</a></b>										<b>Vendor Total:</b>	<b>1,537.50</b>
<a href="#">0002</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	1,537.50	0.00	0.00	0.00	1,537.50	
Consulting fees	BANKW - BANK WEST				No						
<b>Items</b>											
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			
Govt water utility	NA	0.00	0.00	1,537.50	0.00	0.00	0.00	1,537.50			
<b>Distributions</b>											
Account Number	Account Name	Project Account Key	Amount	Percent							
<a href="#">101-4140-42200</a>	Prof Fees Expense		1,537.50	100.00%							
<b>Vendor: <a href="#">0021 - Black Hawk Water Users District</a></b>										<b>Vendor Total:</b>	<b>623.90</b>
<a href="#">July 2024</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	38.00	0.00	0.00	0.00	38.00	
Govt Building Water	BANKW - BANK WEST				No						
<b>Items</b>											
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total			
Govt Building Water	NA	0.00	0.00	38.00	0.00	0.00	0.00	38.00			
<b>Distributions</b>											
Account Number	Account Name	Project Account Key	Amount	Percent							
<a href="#">101-4192-42800</a>	Utility Expense		38.00	100.00%							
<a href="#">July 2024 - CP</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	585.90	0.00	0.00	0.00	585.90	
City park water usage	BANKW - BANK WEST				No						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description		Bank Code	On Hold							
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
City park water usage	NA	0.00	0.00	585.90	0.00	0.00	0.00	585.90		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">101-4520-42800</a>	Utility Expense		585.90	100.00%						

Vendor: [1665 - Cardmember Services](#) Vendor Total: 14,434.96

<a href="#">June 2024</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	132.21	0.00	0.00	0.00	132.21
PD CC charges	BANKEFT - BANK WEST EFT			No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PD CC charges	NA	0.00	0.00	132.21	0.00	0.00	0.00	132.21		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">101-4210-42611</a>	Fuel Expense		105.43	79.74%						
<a href="#">101-4210-42500</a>	Repair/Maint Expense		26.78	20.26%						

<a href="#">June 2024-2</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	14,302.75	0.00	0.00	0.00	14,302.75
City CC charges	BANKEFT - BANK WEST EFT			No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
City CC charges	NA	0.00	0.00	14,302.75	0.00	0.00	0.00	14,302.75		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">101-4520-42500</a>	Repair/Maint Expense		249.06	1.74%						
<a href="#">604-4000-42500</a>	Repair/Maint Expense		1,725.58	12.06%						
<a href="#">101-4110-42600</a>	Supply/Material Exp		38.98	0.27%						
<a href="#">101-4140-42900</a>	Other Expense		303.55	2.12%						
<a href="#">101-4140-42600</a>	Supply/Material Exp		313.08	2.19%						
<a href="#">101-4210-42150</a>	Postage		37.78	0.26%						
<a href="#">101-4210-42500</a>	Repair/Maint Expense		251.28	1.76%						
<a href="#">101-4210-42600</a>	Supply/Material Exp		58.40	0.41%						
<a href="#">101-4210-42700</a>	Travel/Conf Expense		229.21	1.60%						
<a href="#">101-4210-42730</a>	Training Expense		1,020.60	7.14%						
<a href="#">101-4210-42900</a>	Other Expense		5.00	0.03%						
<a href="#">101-4310-42500</a>	Repair/Maint Expense		8,377.00	58.57%						
<a href="#">101-4310-42600</a>	Supply/Material Exp		347.90	2.43%						
<a href="#">101-4320-42600</a>	Supply/Material Exp		295.05	2.06%						
<a href="#">101-4520-42500</a>	Repair/Maint Expense		65.91	0.46%						
<a href="#">101-4520-42900</a>	Other Expense		50.00	0.35%						
<a href="#">604-4000-42150</a>	Postage		481.00	3.36%						
<a href="#">604-4000-42500</a>	Repair/Maint Expense		28.56	0.20%						
<a href="#">604-4000-42600</a>	Supply/Material Exp		315.81	2.21%						
<a href="#">604-4000-42610</a>	Auto Expense		109.00	0.76%						

Vendor: [0036 - City of Rapid City](#) Vendor Total: 5,305.86

<a href="#">2407002</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	5,305.86	0.00	0.00	0.00	5,305.86
Solid waste disposal	BANKW - BANK WEST			No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Solid waste disposal	NA	0.00	0.00	5,305.86	0.00	0.00	0.00	5,305.86		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">101-4320-43230</a>	Solid Waste Collection		5,305.86	100.00%						

Vendor: [0120 - City of Sturgis](#) Vendor Total: 2,270.79

<a href="#">16266</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	90.00	0.00	0.00	0.00	90.00
Shelter Fees	BANKW - BANK WEST			No						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Shelter Fees	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				
<a href="#">101-4410-43350</a>	Humane Society				90.00	100.00%				
<b>May 2024</b>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	2,180.79	0.00	0.00	0.00	2,180.79
Dispatch expenses	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Dispatch expenses	NA		0.00	0.00	2,180.79	0.00	0.00	0.00	2,180.79	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<a href="#">101-4210-42820</a>	Dispatch Expense				2,180.79	100.00%				

Vendor: <a href="#">0765 - Demersseman Jensen Tellinghuisen &amp; Huffman, LLP</a>										Vendor Total:	2,207.50
<a href="#">38496</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	2,207.50	0.00	0.00	0.00	2,207.50	
General advisory fees	BANKW - BANK WEST				No						
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total		
Professional services	NA		0.00	0.00	2,207.50	0.00	0.00	0.00	2,207.50		
Distributions											
Account Number	Account Name		Project Account Key		Amount	Percent					
<a href="#">101-4141-42200</a>	Prof Fees Expense				2,207.50	100.00%					

Vendor: <a href="#">0246 - Golden West Technologies</a>										Vendor Total:	3,970.98
<a href="#">426333</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	559.00	0.00	0.00	0.00	559.00	
Microsoft 365 E1/E3 Licenses	BANKW - BANK WEST				No						
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total		
Microsoft 365 E1/E3 Licenses	NA		0.00	0.00	559.00	0.00	0.00	0.00	559.00		
Distributions											
Account Number	Account Name		Project Account Key		Amount	Percent					
<a href="#">101-4192-42205</a>	I.T. GoldenWest				559.00	100.00%					
<a href="#">426334</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	3,411.98	0.00	0.00	0.00	3,411.98	
Comprehensive managed services	BANKW - BANK WEST				No						
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total		
Comprehensive managed services	NA		0.00	0.00	3,411.98	0.00	0.00	0.00	3,411.98		
Distributions											
Account Number	Account Name		Project Account Key		Amount	Percent					
<a href="#">101-4192-42205</a>	I.T. GoldenWest				3,411.98	100.00%					

Vendor: <a href="#">1369 - Greenapsis</a>										Vendor Total:	350.00
<a href="#">82</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	350.00	0.00	0.00	0.00	350.00	
Govt building cleaning services	BANKW - BANK WEST				No						
Items											
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total		
Govt building cleaning services	NA		0.00	0.00	350.00	0.00	0.00	0.00	350.00		
Distributions											
Account Number	Account Name		Project Account Key		Amount	Percent					
<a href="#">101-4192-42200</a>	Prof Fees Expense				350.00	100.00%					

Vendor: <a href="#">1133 - HDR Engineering, Inc</a>										Vendor Total:	4,731.25
<a href="#">1200634677</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	4,731.25	0.00	0.00	0.00	4,731.25	
General City Engineering Services	BANKW - BANK WEST				No						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
General City Engineering Services	NA		0.00	0.00	4,731.25	0.00	0.00	0.00	4,731.25	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
<a href="#">101-4196-42200</a>	Prof Fees Expense				4,731.25	100.00%				

Vendor: [0041 - Health Pool of SD](#) Vendor Total: 17,509.50

<a href="#">July 2024</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	17,509.50	0.00	0.00	0.00	17,509.50
Employee Health Insurance	BANKW - BANK WEST				No					

<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Employee Health Insurance	NA		0.00	0.00	17,509.50	0.00	0.00	0.00	17,509.50	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
<a href="#">998-0000-21830</a>	Medical Ins Payable				17,509.50	100.00%				

Vendor: [0664 - Meade County Register of Deeds](#) Vendor Total: 90.00

<a href="#">Recording Fee Rudland</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	90.00	0.00	0.00	0.00	90.00
Recording Fee- Rudland	BANKW - BANK WEST				No					

<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Recording Fee- Rudland	NA		0.00	0.00	90.00	0.00	0.00	0.00	90.00	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
<a href="#">101-4652-42300</a>	Publishing Exp				90.00	100.00%				

Vendor: [1433 - Midcontinent Communications](#) Vendor Total: 185.70

<a href="#">July 2024</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	185.70	0.00	0.00	0.00	185.70
Waste Water Phone	BANKW - BANK WEST				No					

<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Waste Water Phone	NA		0.00	0.00	185.70	0.00	0.00	0.00	185.70	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
<a href="#">604-4000-42800</a>	Utility Expense				185.70	100.00%				

Vendor: [0007 - Print Market](#) Vendor Total: 275.00

<a href="#">87929</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	275.00	0.00	0.00	0.00	275.00
Sign repairs- city hall	BANKW - BANK WEST				No					

<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Sign repairs- city hall	NA		0.00	0.00	275.00	0.00	0.00	0.00	275.00	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
<a href="#">101-4192-42500</a>	Repair/Maint Expense				275.00	100.00%				

Vendor: [0008 - Rapid City Journal](#) Vendor Total: 474.10

<a href="#">0021</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	23.99	0.00	0.00	0.00	23.99
Ord 2024-09	BANKW - BANK WEST				No					

<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Ord 2024-09	NA		0.00	0.00	23.99	0.00	0.00	0.00	23.99	
<b>Distributions</b>										
Account Number	Account Name		Project Account Key		Amount	Percent				
<a href="#">101-4652-42300</a>	Publishing Exp				23.99	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<a href="#">0022</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	28.56	0.00	0.00	0.00	28.56
TIF #3 resolution		BANKW - BANK WEST			No					
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
TIF #3 resolution	NA	0.00	0.00	28.56	0.00	0.00	0.00	28.56		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4652-42300</a>	Publishing Exp				28.56	100.00%				
<a href="#">0023</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	38.27	0.00	0.00	0.00	38.27
TSO 2024-02		BANKW - BANK WEST			No					
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
TSO 2024-02	NA	0.00	0.00	38.27	0.00	0.00	0.00	38.27		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4652-42300</a>	Publishing Exp				38.27	100.00%				
<a href="#">0024</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	22.85	0.00	0.00	0.00	22.85
Ord. 2024-10		BANKW - BANK WEST			No					
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Ord. 2024-10	NA	0.00	0.00	22.85	0.00	0.00	0.00	22.85		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4652-42300</a>	Publishing Exp				22.85	100.00%				
<a href="#">0025</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	122.81	0.00	0.00	0.00	122.81
June 20 minutes		BANKW - BANK WEST			No					
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
June 20 minutes	NA	0.00	0.00	122.81	0.00	0.00	0.00	122.81		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4110-42300</a>	Publishing Exp				122.81	100.00%				
<a href="#">0026</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	68.54	0.00	0.00	0.00	68.54
PZ June 25th		BANKW - BANK WEST			No					
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PZ June 25th	NA	0.00	0.00	68.54	0.00	0.00	0.00	68.54		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4652-42300</a>	Publishing Exp				68.54	100.00%				
<a href="#">C80A707A-0028</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	169.08	0.00	0.00	0.00	169.08
Meeting minutes 7.2.24		BANKW - BANK WEST			No					
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Meeting minutes 7.2.24	NA	0.00	0.00	169.08	0.00	0.00	0.00	169.08		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4110-42300</a>	Publishing Exp				169.08	100.00%				
<b>Vendor: <a href="#">1291 - RCS Construction Inc</a></b>										<b>Vendor Total: 755,018.58</b>
<a href="#">Pay app #16</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	755,018.58	0.00	0.00	0.00	755,018.58
WWTP Pay App #16		BANKW - BANK WEST			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP Pay App #16	NA		0.00	0.00	755,018.58	0.00	0.00	0.00	755,018.58	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<a href="#">502-4850-48500</a>	Construction Costs				755,018.58	100.00%				

Vendor: [0018 - SD One Call](#) Vendor Total: 31.50

<a href="#">SD24-01464</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	31.50	0.00	0.00	0.00	31.50
June- 23 messages	BANKW - BANK WEST				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
June- 23 messages	NA	0.00	0.00	31.50	0.00	0.00	0.00	31.50
Distributions								
Account Number	Account Name		Project Account Key	Amount	Percent			
<a href="#">101-4232-42900</a>	Other Expense			31.50	100.00%			

Vendor: [1245 - SD State Treasurer](#) Vendor Total: 1,036.35

<a href="#">June 2024</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	1,036.35	0.00	0.00	0.00	1,036.35
June Sales Tax	BANKEFT - BANK WEST EFT				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
June Sales Tax	NA	0.00	0.00	1,036.35	0.00	0.00	0.00	1,036.35
Distributions								
Account Number	Account Name		Project Account Key	Amount	Percent			
<a href="#">101-0000-21700</a>	Sales Tax Payable			1,036.35	100.00%			

Vendor: [1583 - SONTECH](#) Vendor Total: 22,347.45

<a href="#">12073</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	22,347.45	0.00	0.00	0.00	22,347.45
2023 Durango Full Upfit	BANKW - BANK WEST				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2023 Durango Full Upfit	NA	0.00	0.00	22,347.45	0.00	0.00	0.00	22,347.45
Distributions								
Account Number	Account Name		Project Account Key	Amount	Percent			
<a href="#">101-4210-43400</a>	Equip Expense			22,347.45	100.00%			

Vendor: [0048 - Summit Signs & Supply Inc.](#) Vendor Total: 435.00

<a href="#">65838</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	435.00	0.00	0.00	0.00	435.00
Summerfest banners	BANKW - BANK WEST				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Summerfest banners	NA	0.00	0.00	435.00	0.00	0.00	0.00	435.00
Distributions								
Account Number	Account Name		Project Account Key	Amount	Percent			
<a href="#">101-4520-42900</a>	Other Expense			435.00	100.00%			

Vendor: [1023 - Tyler Technologies](#) Vendor Total: 1,059.00

<a href="#">025-470696</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	709.00	0.00	0.00	0.00	709.00
Hardware Fees	BANKW - BANK WEST				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Hardware Fees	NA	0.00	0.00	709.00	0.00	0.00	0.00	709.00
Distributions								
Account Number	Account Name		Project Account Key	Amount	Percent			
<a href="#">101-4192-43400</a>	Equip Expense			709.00	100.00%			

Payable Register

Packet: APPKT00076 - 07.18.2024

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<a href="#">025-471213</a>	Invoice	7/18/2024	7/18/2024	7/18/2024	7/18/2024	350.00	0.00	0.00	0.00	350.00
Insite transaction fees		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Insite transaction fees	NA	0.00	0.00	350.00	0.00	0.00	0.00	350.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">604-4000-42920</a>	Tyler Technologies Tranaction Fees		350.00	100.00%

### Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	34	844,825.29	0.00	0.00	0.00	844,825.29	0.00	844,825.29
<b>Grand Total:</b>		<b>844,825.29</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>844,825.29</b>	<b>0.00</b>	<b>844,825.29</b>

### Account Summary

Account	Name	Amount
<a href="#">101-0000-21700</a>	Sales Tax Payable	1,036.35
<a href="#">101-4110-42300</a>	Publishing Exp	291.89
<a href="#">101-4110-42600</a>	Supply/Material Exp	38.98
<a href="#">101-4140-42200</a>	Prof Fees Expense	1,537.50
<a href="#">101-4140-42600</a>	Supply/Material Exp	313.08
<a href="#">101-4140-42900</a>	Other Expense	303.55
<a href="#">101-4141-42200</a>	Prof Fees Expense	2,207.50
<a href="#">101-4192-42200</a>	Prof Fees Expense	350.00
<a href="#">101-4192-42205</a>	I.T. GoldenWest	3,970.98
<a href="#">101-4192-42500</a>	Repair/Maint Expense	275.00
<a href="#">101-4192-42800</a>	Utility Expense	38.00
<a href="#">101-4192-43400</a>	Equip Expense	709.00
<a href="#">101-4196-42200</a>	Prof Fees Expense	4,731.25
<a href="#">101-4210-42150</a>	Postage	37.78
<a href="#">101-4210-42500</a>	Repair/Maint Expense	638.26
<a href="#">101-4210-42600</a>	Supply/Material Exp	58.40
<a href="#">101-4210-42611</a>	Fuel Expense	105.43
<a href="#">101-4210-42700</a>	Travel/Conf Expense	229.21
<a href="#">101-4210-42730</a>	Training Expense	1,020.60
<a href="#">101-4210-42810</a>	Phone	607.20
<a href="#">101-4210-42820</a>	Dispatch Expense	2,180.79
<a href="#">101-4210-42900</a>	Other Expense	5.00
<a href="#">101-4210-43400</a>	Equip Expense	22,347.45
<a href="#">101-4232-42900</a>	Other Expense	31.50
<a href="#">101-4310-42500</a>	Repair/Maint Expense	8,377.00
<a href="#">101-4310-42600</a>	Supply/Material Exp	347.90
<a href="#">101-4320-42600</a>	Supply/Material Exp	295.05
<a href="#">101-4320-43230</a>	Solid Waste Collection	5,305.86
<a href="#">101-4410-43350</a>	Humane Society	90.00
<a href="#">101-4520-42500</a>	Repair/Maint Expense	314.97
<a href="#">101-4520-42800</a>	Utility Expense	585.90
<a href="#">101-4520-42900</a>	Other Expense	485.00
<a href="#">101-4652-42300</a>	Publishing Exp	272.21
<b>Total:</b>		<b>59,138.59</b>

Account	Name	Amount
<a href="#">502-4850-48500</a>	Construction Costs	755,018.58
<b>Total:</b>		<b>755,018.58</b>

Account	Name	Amount
<a href="#">604-4000-42150</a>	Postage	481.00
<a href="#">604-4000-42500</a>	Repair/Maint Expense	11,717.11
<a href="#">604-4000-42600</a>	Supply/Material Exp	315.81
<a href="#">604-4000-42610</a>	Auto Expense	109.00
<a href="#">604-4000-42800</a>	Utility Expense	185.70
<a href="#">604-4000-42920</a>	Tyler Technologies Transaction Fees	350.00
<b>Total:</b>		<b>13,158.62</b>

Account	Name	Amount
<a href="#">998-0000-21830</a>	Medical Ins Payable	17,509.50
<b>Total:</b>		<b>17,509.50</b>



# SUMMERSET POLICE DEPARTMENT

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## Monthly Report-June 2024

### Calls for service

- 364

### Court appearances

- Officer Siferd
- Officer Juso
- Officer Johnson

### Training

- Department-wide firearms training & state qualifications
- Sgt. Macrander Taser Instructor Recertification
- Officer Juso SRO Conference

### Special Events

- City Food Truck Nights
- Bothwell Bull Riding Battle of the Badges
- Highway Safety Mobilization
- Black Hawk FD Open House

### Daily

- Regular meetings with Commissioner Markham
- Covering patrol shifts and responded to calls for service
- Evidence.com management
- LEOS reports
- LexisNexis reports
- Policy updates
- Inventory
- COPS Grant-Enhanced Review Zoom conference
- DOJ Performance Report submitted
- Department budget submitted
- Police recruit interviews
- Public Safety Day meeting
- Update department forms
- Flock Safety | LPR Zoom conference
- Submitted traffic safety report for highway safety grant
- Submitted reimbursement requests for highway safety grant
- E911 user board meeting
- Meeting with State's Attorney
- Meeting with upfitter
- NIBRS submissions
- NCIC validations

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*July 2024 Finance Department*

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Meetings Attended

- ❖ 2 Commission meetings
- ❖ 1 special meeting

Payroll and Accounts Payable

- ❖ Payroll
  - Payroll processing to include deduction of benefits
  - Processed and filled 941, SDRS, SD Health Pool, Aflac and Delta Dental as well as Quarterly unemployment
  - Adjustments to insurances
- ❖ Accounts Payable
  - Prepared and submitted SD sales tax
  - Invoice processing, checks created for corresponding invoices. Printed and mailed
  - Credit Card statement reconciliation
  - Rev/ exp reports to Department Heads

Utility Billing

- ❖ Daily payment processing
  - Checks, cash and credit card payments processed
- ❖ Ensure resident billing is current, with move-in, move-outs, deposits, refunds
- ❖ Processed monthly ACH utility payments

Miscellaneous

- ❖ Commission meeting minutes to Rapid City Journal and website
- ❖ Summerfest planning, vendor reach out, shopping, set up, event, and tear down.
- ❖ Discussions with City administrator involving budget and training
- ❖ Continued training and education
- ❖ David Schmagel new hire processing
- ❖ Numerous contractors licenses, peddlers licenses, roofing permits following hail storm

# June 24 Wastewater Department report

## Daily Operations

6-1 VFD on pump #2 failed at Summerset Lift Station.  
6-4 Sent DMR report to SDDANR.  
6-10 Owen submitted his 2 weeks' notice of resignation.  
6-11 Street dept. helped repair well controls.  
6-12 Construction meeting with RCS, HDR, and Muth.  
6-13 Replaced level sensor in Digester #2.  
6-14 Reviewed applications for WWTP operator position.  
6-17 Called out due to loss of power caused by thunderstorm. Reset multiple controls.  
6-17 Familiarized Aqua Aerobics rep with facilities.  
6-21 Conducted exit interview with Owen Davis and collected City property.(ie. Credit card and keys)  
6-21 Conducted prescreening with David Schmagel.  
6-24 Conducted meter readings for sewer billing.  
6-24 Conducted prescreening with Travis Cittenden.  
6-25 Replaced burned out bulbs on UV system.  
6-26 Assisted DPI with system start up on new SBRs  
6-26 Construction meeting with RCS, HDR, Muth and AA(Aqua Aerobics)  
6-27 Conducted job interview with David Schmagel.  
6-28 Hired David Schmagel with a start date of July 1  
Treated 5.7 Million gallons of wastewater with a daily average of 190k gpd  
Responded to 15 requests for utility location.

## Special Projects

## Misc

# JUNE

## **Sanitation**

Hauled Solid Waste, Recycling, Cardboard and yard waste. Repaired/cleaned/ and delivered cans as needed. Serviced and cleaned solid waste equipment. Conducted City Wide Cleanup

## **Public works**

Attended council meetings. Performed maintenance on public works equipment. Had numerous conversations with the Public Works Commissioner, City Staff and Mayor. Assisted in siren server installation. Mowed city lots and right of ways. Met with Meade County Emergency Management

## **Code enforcement**

Investigated code enforcement violations.

## **Parks**

Mowed, weeded and sprayed weeds. Built park benches. Repaired and turned on sprinkler systems. Attended Parks board meeting.

## **Miscellaneous**

Began prepping for Summerfest. Conducted property maintenance at WWTP

# JUNE 2024 CITY ADMINISTRATOR REPORT

## ECONOMIC DEVELOPMENT

- Met with A. Anglin and B. Block went over businesses in the Summerset area and updates on future Economic development opportunities. We will be setting up bi-weekly check ins. Set up meeting with Mayor and Piedmont City Mayor for coffee on July 15<sup>th</sup> along with SEDC.

## GRANTS

- In contact with K. Snyder on application fee for FEMA grant.
- Reviewed document on first tier of grant award for FEMA grant.
- Reviewed the Transportation Alternative Programs and Grants documentation.

## PLANNING & ZONING/BUILDING

- Visited with S. Crittenden Black River Contracting on timeline for variances.
- Visited with E. Peterson regarding the drafted notices for variances on Black River Contracting.
- Received preliminary plat application of Norman Ranch.
- Visited with L. Shagla regarding Norman Ranch documents/reviews.
- Visited with S. Crittenden Black River Contracting and with S. Delbridge (engineer) on size of new building and whether a sprinkler system was needed.
- Zoom meeting on Meeting on TIF with T. Morris and M. Wheeler.
- Visited with S. Delbridge on building code.
- Visited with J. Rudland regarding combining of two lots.
- Visited with J. Weidenbach on Summerset lots and sewer.
- Visited with M. Kingsbury on additional documents needed for Norman Ranch
- T. Kayl and I met at the lots owned by Lyons to review the layout. They are wanting to replat the same.
- T. Kayl and I viewed the lot that is to be donated to the City from Norman Ranch.
- One Planning & Zoning meeting for June.
- Visited with K. LeBron from Black Hawk Water on lots and Norman Ranch.
- Conversation with Pioneer Bank on sign permit on Norman Ranch.
- Visited with K. Lyons on townhouse lots. Sent paperwork for minor plat.
- Visited with citizen regarding variance questions.
- Visited with S. Jones regarding a minor plat in Black Hawk.
- Visited with M. Wheeler regarding plat and possible annexation into City limits.

\*See next page

## MISC.

- Contacted Golden West NOC for I.T. matter regarding resetting password for Planning & Zoning Member.
- Discussion with P. Olsen regarding sewer and when we will be online with the expansion.
- In contact with R. White regarding PVCC Food Truck Night.
- Sat in on audit with Federal Government regarding Department of Just reporting for Cops Fast Grant.
- Visited with MDU regarding the Capital Improvement Plan for the City.
- Drafted notice on Ordinance 2024-10
- Visited with S. Reade regarding laws on survey pins.
- Reclassified job opening for wastewater operator with no I.T. service at Grade 13
- Built 2025 Master Budget Sheets in Incode 10 to start FY2025.
- Visited with S. Baumeister on bank reconciliation and followed up with B. Schrock and N. Birgen.
- Visited with S. Reade regarding Emergency Management.
- Researched session laws that go into effect for municipalities on July 1<sup>st</sup>.
- Followed up with ISG on draft CPI Plan.
- Attended zoom meeting on EPA/Climate Change in BH Corridor.
- Visited with M. Kitzmiller on personnel matters.
- Worked on Revenue and Expenditures for the FY2025 Budget
- Visited with BankWest on changing of documents and signatures.
- Visited with L. Potthoff on fence permit/ordinance questions.
- Visited with D. Brenneman on food truck night and followed up on set up/parking.
- Sent out RFIs to technology companies.
- Visited with M. Kitzmiller regarding garden beds and open to the public to use.
- Met with D. McComb and O. Davis regarding set up on the phone for the Finance Officer moving to different office.
- Sent out TIF Notices for publication and to taxing entities.
- Visited with Technology Companies regarding the RFI.
- Sent out agenda for Parks Board and posted on Webpage.
- Sent off Emergency Contacts to Emergency Manager per SDCL 34-48A
- Posted opening for jobs – Nicky to put on webpage.
- Visited with S. Rhoden on supporting local law enforcement signs.
- Assessed damage from hail storm. Sent paperwork in on two vehicles that were damaged. Informed to wait on roof of City Building until quotes were made.
- Visited with M. Osten on roofing questions.

South Dakota Claims Associates

2013 FORD EXPLORER

TOTALED – value would be \$13,600.00

Deductible is \$250.00

PAYOUT to City would be \$13,350.00

If City were to buy it back with salvaged title/SDPAA would insure the same.

BUY BACK – would be \$4,081.00

PAYOUT to City would then be \$9,269.00

SDPAA approved  
Kenny's Auto Body Estimate  
7/15/2024

Claims Associates Inc  
2693 Commerce Road Ste B  
Rapid City SD 57702  
Phone-605-791-5565  
Fax-605-333-9835

\*\*\* PRELIMINARY ESTIMATE \*\*\*

07/01/2024 12:15 PM

Owner

Owner: City of Summerset  
Address: 7055 Leisure Lane  
City State Zip: Summerset, SD 57718  
Cell: (605)718-2189  
FAX:

Control Information

Claim # : 119755  
Loss Date/Time: 06/24/2024  
Deductible: Waived  
File # : 119755  
Insured Policy # : 377  
Loss Type: Hail

Ins. Company: SDPAA

Insured: City of Summerset  
Address: 7055 Leisure Lane  
City State Zip: Summerset, SD 57718  
Work/Day: (605)718-2189  
FAX:

Claim Rep: Claims Associates, Inc.  
Contact: Bruce Eleeson  
Address: 2693 Commerece Rd, Unit B  
City State Zip: Rapid City, SD 57702  
Email: beleeson@claimsassoc.com  
Work/Day: (605)275-5294  
FAX:

Inspection

Inspection Date: 07/01/2024  
Inspection Location: 7055 Leisure Lane  
City State Zip: Summerset, SD 57718  
Primary Impact: Non-Collision  
Driveable: Yes  
Inspection Type: Field  
Contact:  
FAX:  
Secondary Impact:  
Rental Assisted:

Company: Claims Associates, Inc.  
Contact: Bruce Eleeson  
Address: 2693 Commerece Rd, Unit B  
City State Zip: Rapid City, SD 57702  
Email: beleeson@claimsassoc.com  
Appraiser License #2 :  
Work/Day: (605)275-5294  
FAX:

Repairer

Repairer: Kenny's Body Shop Inc.  
Address: 502 Herman Street  
City State Zip: Rapid City, SD 57701  
Contact:  
(605)348-1219

Target Complete Date/Time:

Days To Repair: 19

Vehicle

2023 Dodge Charger Police 4 DR Sedan  
 6cyl Gasoline 3.6  
 8-Speed Automatic

Lic.Plate: CTY1221  
 Lic Expire:  
 Prod Date: 01/2023  
 Veh Insp# :  
 Condition: Excellent  
 Ext. Color: BLACK  
 Ext. Refinish: Two-Stage  
 Ext. Paint Code: PX8,DX8,RXN,601

Lic State: SD  
 VIN: 2C3CDXKG0PH513957  
 Mileage: 7,664  
 Mileage Type: Actual  
 Code: N3183F  
 Int. Color: Black  
 Int. Refinish:  
 Int. Trim Code: X5X9

**Options - AudaVIN Information Received**

2nd Row Head Airbags	4-Wheel Drive	Adaptive Cruise Control
Aluminum/Alloy Wheels	Amplifier	Anti-Lock Brakes
Auto Headlamp Control	Automatic High Beam	Auxiliary Audio Input
Black Grille	Color-Keyed Bumper(s)	Compact Spare Tire
Dual Air Conditioning	Dual Airbags	Dual Exhaust System
Elect. Stability Control	Fuel Door Release	Head Airbags
<b>Heated Power Mirrors</b>	Heavy Duty Suspension	Keyless Entry System
Keyless Ignition System	Knee Air Bags	LED Brakelights
LED Daytime Running Lts	LED Headlamps	Laminated Glass
Leather Steering Wheel	Overhead Console	Power Door Locks
Power Liftgate	Power Rear Window	Power Windows
Pwr Accessory Outlet(s)	Rain-Sensing W/S Wipers	Rear Bench Seat
Rear View Camera	Rear Window Defroster	Reverse Sensing System
Side Airbags	Sport Seats	Strg Wheel Radio Control
Theft Deterrent System	Tilt & Telescopic Steer	Tinted Glass
Tire Pressure Monitor	Touch Screen Display	Traction Control System
Trip Computer	Velour/Cloth Seats	Wireless Phone Connect

*AudaVIN options are listed in bold-italic fonts*

**Damages**

Line	Op	Guide	MC	Description	MFR.Part No.	Price	ADJ%	B%	Hours	R
<b>Front End Panel And Lamps</b>										
1	RI	49		Headlamp Assy,Led LT	R & I Assembly				1.7	SM
2	RI	50		Headlamp Assy,Led RT	R & I Assembly				0.3	SM
3	N	973		Headlamps Aim	Additional Labor				0.4	SM
<b>Front Body And Windshield</b>										
4	E	83	46	Panel,Hood	68265445AB	\$1,565.00			1.2	SM
5	L	83	13	Panel,Hood	Refinish				5.5	RF
6	SB	103		Fender,Front LT	Sublet Repair	\$185.00*				SM
				>> PDR-Very Light - 1 To 5, Half-Dollar						
7	SB	104		Fender,Front RT	Sublet Repair	\$185.00*				SM
				>> PDR-Very Light - 1 To 5, Half-Dollar						
8	NG	143		Windshield,Tinted Adas	NAGS DW2177-GT	\$793.62	-25.00		INC	SM
<b>Roof</b>										
9	E	341		Panel,Roof	68250100AA	\$1,295.00			17.8	SM
10	L	341		Panel,Roof	Refinish				4.0	RF
11	RI	1046		Antenna,Assembly	R & I Assembly				0.2	SM
12	RI	1043		Mast,Antenna	R & I Assembly					SM
<b>Front Doors</b>										
13	SB	207		Door Shell,Front LT	Sublet Repair	\$185.00*				SM

14	E	130	>> PDR-Very Light - 1 To 5, Half-Dollar						
			W/Strip,Belt Outer LT	57010349AC	\$160.00		0.2	SM	
15	RI	231	Pnl,Inner Door Trim LT	R & I Assembly			0.5	SM	
<b>Rear Doors</b>									
16	SB	287	Door Shell,Rear LT	Sublet Repair	\$185.00*			SM	
			>> PDR-Very Light - 1 To 5, Half-Dollar						
17	SB	288	Door Shell,Rear RT	Sublet Repair	\$185.00*			SM	
			>> PDR-Very Light - 1 To 5, Half-Dollar						
18	E	325	W/Strip,Belt Outer LT	57010351AC	\$150.00		0.2	SM	
19	RI	307	Pnl,Inner Door Trim LT	R & I Assembly			0.4	SM	
20	RI	308	Pnl,Inner Door Trim RT	R & I Assembly			0.4	SM	
<b>Quarter And Rocker Panel</b>									
21	I	477	07 Panel,Bodyside Otr Upr LT	Repair			8.0*	SM	
22	L	477	Panel,Bodyside Otr Upr LT	Refinish			1.6	RF	
23	BR	478	Panel,Bodyside Otr Upr RT	Blend Refinish			0.8	RF	
24	SB	478	Panel,Bodyside Otr Upr RT	Sublet Repair	\$185.00*	+25.00		SM	
			>> PDR-Very Light - 1 To 5, Half-Dollar						
<b>Inner Quarter &amp; Panels</b>									
25	RI	1394	Pnl,Inner Qtr Trim LT	R & I Assembly			0.5	SM	
26	RI	1395	Pnl,Inner Qtr Trim RT	R & I Assembly			0.2	SM	
<b>Deck Lid And Back Glass</b>									
27	E	479	Lid,Rear Deck	68265451AG	\$1,135.00		2.8	SM	
28	L	479	Lid,Rear Deck	Refinish			3.5	RF	
29	RI	500	N/Plate,Deck Lid	R & I Assembly			0.2	SM	
<b>Rear Body, Lamps And Floor Pan</b>									
30	RI	533	Taillamp Assembly,Otr LT	R & I Assembly			0.3	SM	
31	RI	534	Taillamp Assembly,Otr RT	R & I Assembly			0.3	SM	
<b>Manual Entries</b>									
32	EC	M29	Glass Installation Kit	Replace Economy	\$50.00*			SM	
			Quantity of 2 @ \$25.00* each						
33	SB		Hazardous Waste Removal	Sublet Repair	\$4.00*			SM*	
34	N		Corrosion Protection	Additional Labor	\$8.00*		0.3*	SM*	
35	N		Cover Car Exterior	Additional Labor	\$5.00*		0.2*	SM*	
36	N		Pre scan	Additional Labor	\$69.95*		0.5*	ME*	
37	N		Post scan	Additional Labor	\$69.95*		0.5*	ME*	
38	I		Lt fender	Repair	\$100.00*			SM*	
			>> 2 Oversize dents @ \$50.00						
39	I		Rt Fender	Repair	\$100.00*			SM*	
			>> Oversize dents 2 @ \$50.00						
40	I		Lt front door	Repair	\$50.00*			SM*	
			>> 1 oversize dent						
41	I		Lt rear door	Repair	\$100.00*			SM*	
			>> Oversize dents 2 @\$50.00						
42	I		Lt 1/4 Panel	Repair	\$255.00*			SM*	
			>> 6-15 Dents PDR						
43	I		Left 1/4 Panel	Repair	\$150.00*			SM*	
			>> Oversize Dents 3 @ \$50						
44	I		Rt 1/4 Panel	Repair	\$155.00*			SM*	
			>> 1-5 Dents Quarter						
45	RI		Light bar and Cage	R & I Assembly			6.0*	ME*	
			>> Roof light bar and cage R&I						
46	I		Shop Materials	Repair	\$50.00*			SM*	
			>> For Cage R&I and Light bar						
47	SB		Graphics Wrap	Sublet Repair	\$2,895.28*			SM*	
			>> As per Signs Now						
48	I		Remove Graphics	Repair			3.0*	SM*	
48	<b>Items</b>								

MC	Message
07	STRUCTURAL PART AS IDENTIFIED BY I-CAR
13	INCLUDES 0.6 HOURS FIRST PANEL TWO-STAGE ALLOWANCE
46	PRINTABLE ALTERNATE PARTS COMPARE

**Estimate Total & Entries**

OEM Parts		\$4,305.00	
Other Parts		\$996.52	
Paint & Materials	15.4 Hours @ \$55.00	\$847.00	
Line Item Discount		\$198.41-	
<b>Parts &amp; Material Total</b>			<b>\$5,950.11</b>

Labor	Rate	Replace Hrs	Repair Hrs	Total Hrs	
Sheet Metal (SM)	\$75.00	27.2	11.9	39.1	\$2,932.50
Mech/Elec (ME)	\$130.00	6.0	1.0	7.0	\$910.00
Frame (FR)	\$85.00				
Refinish (RF)	\$75.00	15.4		15.4	\$1,155.00

<b>Labor Total</b>		61.5 Hours			\$4,997.50
Sublet Repairs					\$5,015.53
<b>Gross Total</b>					<b>\$15,963.14</b>
Less: Deductible					Waived-
<b>Net Total</b>					<b>\$15,963.14</b>

Alternate Parts Y/04/00/00/04/04 Cumulative 04/00/00/04/04 Zip Code: 57101 Geo 57101  
 SPPL Yes Zip Code: 57101 Default  
 Rate Name Kenny's Body Shop

Audatex Estimating 10.28.147 ES 07/10/2024 03:44 PM REL 10.28.147 DT 06/01/2024 DB 07/08/2024  
 State Disclosure:SD  
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A 50% Blend Refinish calculation of basecoat refinish labor was used for applicable panels on this estimate.  
 2.5 HRS WERE ADDED TO THIS ESTIMATE BASED ON AUDATEX'S TWO-STAGE REFINISH FORMULA.  
 ESTIMATE CALCULATED USING THE 2.5 HOUR MAXIMUM ALLOWANCE FOR TWO-STAGE REFINISH OF NON-FLEX, EXTERIOR SURFACES.

**Op Codes**

* = User-Entered Value	^ = Labor Matches System Assigned Rates	E = Replace OEM
NG = Replace NAGS	EC = Replace Economy	OE = Replace PXN OE Srpls
UE = Replace OE Surplus	ET = Partial Replace Labor	EP = Replace PXN
EU = Replace Recycled	TE = Partial Replace Price	PM = Replace PXN Reman/Reblt
UM = Replace Reman/Rebuilt	L = Refinish	PC = Replace PXN Reconditioned
UC = Replace Reconditioned	TT = Two-Tone	SB = Sublet Repair
N = Additional Labor	BR = Blend Refinish	I = Repair

IT = Partial Repair  
P = Check

CG = Chipguard  
AA = Appearance Allowance

RI = R & I Assembly  
RP = Related Prior Damage



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# COMMUNITY PLANNING & DEVELOPMENT SERVICES

City of Summerset

7055 Leisure Lane, Summerset, SD 57718

Phone: (605) 718-9858

Fax: (605) 718-9883

Web: www.summerset.us

# APPLICATION FOR DEVELOPMENT REVIEW

### REQUEST (please check all that apply)

- Annexation
- Comprehensive Plan Amendment
- Fence Height Exception
- Planned Development (Overlay)
  - Designation
  - Initial Plan  Final Plan
  - Major Amendment
  - Minimal Amendment

- Subdivision
  - Layout Plan
  - Preliminary Plat
  - Final Plat
  - Minor Plat
- Rezoning
- Road Name Change

- Conditional Use Permit
  - Major Amendment
  - Minimal Amendment
- Vacation
  - Utility / Drainage Easement
  - R.O.W. / Section Line Highway
  - Access / Non-Access
  - Planting Screen Easement
- OTHER (specify) \_\_\_\_\_

### LEGAL DESCRIPTION (Attach additional sheets as necessary)

EXISTING Plat of Lots 1-10 of Summerset Meadows S31, T3N, R7E

PROPOSED Lot 1R of Summerset Meadows

### LOCATION

Size of Site-Acres	Square Footage	Proposed Zoning <u>R1</u>
--------------------	----------------	---------------------------

### DESCRIPTION OF REQUEST:

Combining Lots 1 & 2

Utilities: Private / Public
Water
Sewer

### APPLICANT

Name Justin Rudland Phone Justin.SuperiorCustomHomes@gmail.com  
 Address 4992 N. Elk Vale Rd E-mail 605-484-7631  
 City, State, Zip Rapid City SD 57701 Signature [Signature] Date 6-18-24  
**PROJECT PLANNER - AGENT**

Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ E-mail \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
**OWNER OF RECORD (If different from applicant)**

Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ E-mail \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_

[Signature] 6-18-24  
**Property Owner Signature Date Property Owner Signature Date**

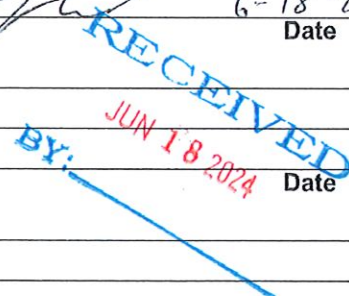
Signature \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Print Name: \_\_\_\_\_ Print Name: \_\_\_\_\_  
 Title\*: \_\_\_\_\_ Title\*: \_\_\_\_\_

\*required for Corporations, Partnerships, etc.

### FOR STAFF USE ONLY

ZONING
Current
North
South
East
West
Planner
File No.
Comp Plan
Received By:

- Sewer Utility
- Fire Department
- Public Works
- Planning
- Building Inspector
- Engineering
- City Code Enforcement
- Police
- City Attorney
- BHP&L
- Finance Officer
- Register of Deeds
- County - Planning
- SD DOT
- SD DENR
- Auditor - Annexation
- Drainage
- Parks & Recreation
- Diamond D Water
- Black Hills Water
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_



Planning and Zoning Meeting Date: \_\_\_\_\_ Covenants filing fee? Yes  No   
 Commission Meeting Date: \_\_\_\_\_  
 Date Paid: \_\_\_\_\_ Payment Type: Cash  Check  Credit Card





# Minor Plat Review

## Summerset Meadows

Lot 1R of Summerset Meadows

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Prepared By: Shannon Vasknetz, Baseline Surveying, Inc.

Submitted On: Tuesday, June 18, 2024

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Reviewed By: Lindsay Shagla, HDR Engineering, Inc.

Review Date: Tuesday, July 2, 2024

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The contents of this checklist are based upon the content outlined in the City's Subdivision Ordinances 151 and 155. Note that per Ordinance 151.038 Minor Plat "No lot created by a minor plat shall be included in another subdivision plat for a period of two years from the Register of Deeds' filing date of the minor plat."

The following items have been reviewed for the Plat as defined above:

### Plat Content

- Subdivision name shall not duplicate, be the same in spelling, or alike in pronunciation with the name of any other recorded subdivision, unless it is an extension of or adjacent to said subdivision

Comments

- Includes a Scale & North Arrow

Comments

- All Lot and Block Lines are illustrated

Comments

- Bearing & Distances check

Comments

- Lot & Block numbering pattern is systematic (not scattered)

Comments

- Areas of all Lots is identified in both square footage and acres

Comments

- Lots meet lot width and area requirements

Comments

- For R-3 zoned properties, all required greenspaces are provided

Comments NA

- All Easements are identified & Include Dimensions

Comments

- Right-of-Ways are dimensioned and widths meet Summerset IDCM requirements

Comments NA

- Names of all adjoining subdivisions, other unplatted properties, and easements are labeled

Comments



## Minor Plat Review

<input checked="" type="checkbox"/>	Boundary Lines of the area being subdivided are tied to the nearest established street line, section corner, other previously described subdivision, or other recognized permanent monuments accurately described per SDCL-43-18, 43-20, and 43-21
Comments	
<input checked="" type="checkbox"/>	Location of all monuments and permanent control points, and all survey pins, either set of located as required by SDCL 43-18, 43-20, and 43-21.
Comments	
<input type="checkbox"/>	Plat identifies and delineates any portions of the property intended to be dedicated or granted for public use such as drainage facilities, schools or park land.
Comments	NA
<input checked="" type="checkbox"/>	All dimensions, both linear and angular, necessary for locating the boundaries of the subdivision lots, streets/roads, alleys, easements, and other areas for public or private use are shown to the nearest 1/100 of a foot.
Comments	
<input type="checkbox"/>	Dimensions are identified for the radii, chords, length of curve, point of tangency, and central angles for all curvilinear streets/roads and radii for rounded corners.
Comments	NA
<input checked="" type="checkbox"/>	The boundary lines of the floodway and 100-year flood zones, along with the base flood elevation on each lot as delineated on the Flood Insurance Rate Maps (FIRM) are illustrated.
Comments	Note FEMA Mapping, FIRM Panel 46093C Designated in area of Minimal Flood Hazard, Zone X.

### Certifications

<input checked="" type="checkbox"/>	Acknowledgment of the Owner or Owners of the plat of any restrictions, including dedication to public use of all streets/roads, alleys, parks or other open spaces shown thereon and the granting of easements required; as well as the use of any required common areas is included.
Comments	
<input checked="" type="checkbox"/>	Acknowledgement of Registered Land Surveyor
Comments	<a href="#">Certification is on the plat, signatures still needed.</a>
<input checked="" type="checkbox"/>	Acknowledgement of City Finance Officer
Comments	<a href="#">Certification is on the plat, signatures still needed.</a>
<input checked="" type="checkbox"/>	Acknowledgement of County Treasurer
Comments	<a href="#">Certification is on the plat, signatures still needed.</a>
<input checked="" type="checkbox"/>	Acknowledgement of County Official of Equalization
Comments	<a href="#">Certification is on the plat, signatures still needed.</a>
<input checked="" type="checkbox"/>	Acknowledgement of all relevant Street and/or Highway Authorities
Comments	<a href="#">Certification is on the plat, signatures still needed.</a>
<input checked="" type="checkbox"/>	Acknowledgement of Planning Commission
Comments	<a href="#">Certification is on the plat, signatures still needed.</a>
<input checked="" type="checkbox"/>	Board of Commissioners Resolution, signed by the Mayor and the Finance Officer
Comments	<a href="#">Certification is on the plat, signatures still needed.</a>
<input checked="" type="checkbox"/>	Register of Deeds Recording area
Comments	<a href="#">Certification is on the plat, signatures still needed.</a>



## Minor Plat Review

Comments from the City Council and the Planning & Zoning Committee may also be included with this review.

The next City Council Meeting is scheduled for: Tuesday, July 9, 2024

The next Planning & Zoning Meeting is scheduled for: Tuesday, July 9, 2024

The following additional comments have been shared by various members of the City's Planning & Zoning Committee and City Council:





NOTICE FOR PUBLICATION

Ordinance 2024-09

AN ORDINANCE AMENDING TITLE XV- LAND USAGE CHAPTER 153- LICENSING  
AND CONSTRUCTION REGULATIONS – FENCES 153.190, 153.191, 153.195.

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2024-09 Amending Title XV - Chapter 153, Subsections 153.190, 153.191 and 153.195.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 2nd, 2024 @ 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 13th day of June 2024.

City of Summerset

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

## FENCES

### § 153.190 MATERIAL REQUIREMENTS.

Fences may be constructed of natural material in its living state or the following factory- manufactured materials.

(A) *Wood*. Subject to the following conditions or limitations:

- (1) Wood which has a natural resistance to decay or treated wood may be used;
- (2) Wood in its natural state shall not be used;
- (3) Plywood or other solid sheeting materials which are two feet or wider shall not be permitted;
- (4) Spacing of support posts on wood fences shall be no more than eight feet on center. Such supports shall be embedded below grade not less than three feet unless the post is embedded in concrete. If concrete is used, the post may be embedded below grade no less than two feet and one cubic foot of concrete;

(5) (a) All wood in contact with the ground shall be treated; and

(b) Chemical retention shall meet the American Wood Preservers Association Standard C23-92 for round poles and C24-93 for sawn timber. In no case shall there be less than 0.6 pounds of chemical retention per cubic foot of material.

(B) *Hedges*. Subject to the following conditions or limitations.

(1) Hedges shall not be located in the first 25 feet of any required front yard on an interior lot.

(2) Hedges located on a corner lot shall not be located within 25 feet of the property corner abutting the right-of-way intersection.

(3) All hedges shall be maintained in a neat and orderly fashion and must be kept clean of all trash and other materials.

(4) ~~When the City Forestry Board advises the Planning Commission of a dead hedge, the~~ property owner shall ~~be ordered to~~ remove ~~said any dead~~ hedge within 30 days of written notice given to the owner by the City.

(5) When the Police Chief finds a hedge is causing a public safety hazard (visibility), the hazard shall be removed.

(C) *Metal*. Subject to the following conditions or limitations.

(1) (a) Metal fences may be of any manufactured metal product except barbed wire.

(b) An exception to the above shall exist for security fences when approved by the City Planning Commission. Security fences may be constructed with barbed wire if the lowest strand of barbed wire is not less than eight six feet from the existing grade.

(2) Spacing of support posts for metal fences shall be no more than eight feet on center.

(3) All supports shall be embedded in not less than one cubic feet of concrete and extend below grade a minimum of two feet.

(D) *Concrete, masonry, or rock.* Subject to the following conditions or limitations.

(1) Concrete, masonry, or rock fences may be constructed of cast in place concrete or any manufactured concrete product.

(2) Fences or walls constructed of concrete products shall be designed with reinforcement. Such design shall be in compliance with Building Code and approved by Engineering and Inspections Office.

(E) *Poly vinyl chloride.* Subject to the following conditions or limitations.

(1) Fences constructed of PVC must meet or exceed the following ASTM requirements:

(a) ASTM D256 Izond Impact (23°C: five feet lbs.) (0°C: two feet lbs.);

(b) ASTM D638 Tensile Strength;

(c) ASTM D648 Deflection Temp;

(d) ASTM D695 Compressive Yield (8,780 psi);

(e) ASTM D696 Thermal Expansion; and

(f) ASTM D732 Shear Strength (6,870 psi).

(2) Posts for PVC fencing shall not be spaced more than eight feet.

(3) Posts shall be installed not less than two feet below grade and imbedded in not less than one cubit foot of concrete.

(F) *Other.* Other materials may be approved by the Planning Commission and the engineering office when it has been determined that the alternate material meet or exceed the requirements of the above materials.

### **§ 153.191 HEIGHT, SETBACK, AND CONSTRUCTION REQUIREMENTS.**

The following requirements shall apply to all fences located within the city.

(A) No fence, wall, or hedge shall be permitted over the height of six feet unless approved by the Planning Commission and Board of Commissioners.

(B) On any interior lot, a fence, wall, hedge, or lawn ornament which is above the height of three feet and six inches and is opaque in nature shall not be permitted within the first 25 feet of any required front yard.

(C) On any corner lot, a fence, wall, hedge, or lawn ornament which is above the height of two feet and six inches and is opaque in nature shall not be permitted within a

site triangle which measures 25 feet back in both directions from the property corner abutting an intersection.

(D) All fences must be constructed to manufacturer's recommendations or to industry standards and shall be capable of withstanding an 80 mph wind, as per the Building Code.

(E) Location with respect to sidewalk. Fences may not be constructed within two feet of any sidewalk or two feet from the property survey pin, whichever distance is greater. Fences may not be constructed in any right of way.

#### **§ 153.192 PERMIT REQUIRED.**

(A) Before any person may erect or cause to be erected or constructed a fence within the city, he or she must first obtain a building permit from the Building Inspector.

(B) Two exceptions to this requirement shall exist in cases where the fence being erected will be taken down within a period of six months or less or where the fence is being erected in conjunction with a construction project.

#### **§ 153.193 APPLICATION FOR PERMIT.**

(A) To obtain a building permit for a fence from the Building Inspector, the applicant must make application to the Inspection office in duplicate on forms to be furnished by the city.

(B) The permit application shall include the following information:

- (1) The name of the owner of the property on which the fence is to be erected;
- (2) The legal description and address of the property on which the fence is to be erected;
- (3) The proposed height of the fence, wall, or hedge;
- (4) The type of material to be used in constructing the fence; and
- (5) The name and address of the person who will be erecting the fence.

#### **§ 153.194 FEE FOR PERMIT.**

Upon making application for a permit to build a fence, said applicants shall pay the applicable fee as set forth in the fee schedule adopted by resolution. The Board of Commissioners may revise the fees as set forth herein from time to time by resolution.

#### **§ 153.195 UNSAFE OR HAZARDOUS FENCES.**

(A) If at any time, in the opinion of the city, a fence, wall, or hedge becomes unsafe to the public or person occupying the property, the city shall order the fence removed. The time given to remove an unsafe fence, wall, or hedge shall not exceed 30 days from the date of notice.

(B) A fence shall be considered to be an unsafe or hazardous under the following circumstances; however, the city may find a fence is unsafe or hazardous under other circumstances not specifically listed herein:

(1) Whenever any portion of the fence, its appurtenance, or its members has been damaged by fire, wind, flood, or other cause to such an extent that the structural strength or stability thereof is materially less than it was before such catastrophe;

(2) Whenever any portion of the fence, its appurtenance, or its members is likely to fail, become detached or dislodged, or collapse and thereby injure persons or damage property;

(3) Whenever any portion of the fence, its appurtenance, or its members or ornamentation on the fence is not of sufficient strength or stability, or is not so anchored, attached, or fastened in place so as to be capable of resisting wind pressure as is stated in the Building Code for new structures;

(4) Whenever any portion of the fence, its appurtenance, or its members has cracked, warped, buckled, or settled to such an extent that the fence or portions of the fence are materially less resistant to wind;

(5) Whenever the fence, its appurtenance, or its members or any portion thereof, because of dilapidation, deterioration, or decay; faulty construction; the removal, movement, or instability of any portion of the ground necessary for the purpose of supporting such fence; the deterioration, decay, or instability of its foundation; or any other cause is likely to partially or completely collapse;

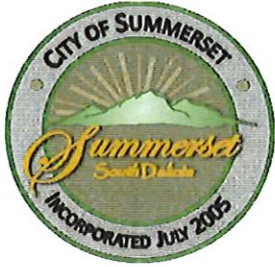
(6) Whenever the fence, its appurtenance, or its members list, lean, or buckle to such an extent that the plumb line passing through the center of gravity does not fall inside the middle one third of the base of the fence;

(7) Whenever the fence, its appurtenance, or its members or a portion thereof has been constructed in violation of any specific requirements of the Building Code, the city's ordinances, or the state's laws; and

(8) Whenever the fence, its appurtenance, or its members or portion thereof is creating a traffic hazard because of visibility as determined by the Police Chief.

(C) (1) If any owner of record fails to abate a nonconforming or unsafe fence, wall, or hedge within 30 days after receipt of written notice from the Building Inspector, certified mail, return receipt requested, the city shall have the right to go upon the property and abate the violation without further notice to the owner or occupant of record.

(2) The city may recover its costs of abatement in any court of competent jurisdiction.



Permit #: \_\_\_\_\_  
official use

*City of*  
**SUMMERSET**

A GREAT PLACE TO CALL HOME

**FENCE PERMIT APPLICATION - \$75**

**General Information (Please Print):**

Property Owner Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City, State Zip+4 \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Address of property, or legal description, on which fence will be placed: Same as above:

Address \_\_\_\_\_ City, State Zip+4 \_\_\_\_\_

**Proposed Fence:**

Type of Fence: \_\_\_\_\_ Material: \_\_\_\_\_

Type of Work:  New Fence  Addition to Existing Fence  Replacing Existing Fence

Fence Height: \_\_\_\_\_ Total Length: \_\_\_\_\_

Contractor/Installer \_\_\_\_\_ Phone \_\_\_\_\_

**Instructions/Requirements:**

The City of Summerset requires a fence permit for all fence installation on properties within Summerset. The cost of this permit is \$75.00. All fences are to be constructed or installed entirely on the owner's property only.

For your protection, we require fence installation contractors to be licensed by the City. No fence may be placed within a major drainage easement. Fences may not block or hinder the drainage of adjoining property or neighboring properties, either as it currently exists or will potentially exist. No fence may be installed in or encroach on any Right of Way, or on the edge of the road or street, nor along any sidewalk or pathway. Fences may not be constructed closer than two feet from any sidewalk. All fences must follow a reasonable grade in relationship to neighboring properties.

~~Fences in Sun Valley may not be constructed within 12 ½ feet of the Williston Basin Pipeline Easement. Be sure to check your plat information. Fences in residential areas may not exceed a height of six feet. Residential fences are not permitted in the front yard area. Specifically, residential fences may not be installed forward of the front corner of any home or garage. It is recommended that you contact your Homeowner's Association to verify compliance with their covenants.~~

Fences are not permitted in major drainage easement areas. Fences installed in minor drainage easements shall be constructed at your own risk and the City shall not be liable. No fence shall be erected or substantially altered without securing a placement permit from the City. All such permits shall be issued upon a written application which shall set forth fence to be constructed, the material to be used, height and exact location of the fence. All fences or walls shall be located entirely within the property of the person, or firm constructing the fence unless the owner of the adjoining property agrees, in writing, and submitted to the City, that such fence may be erected on the common property line of the respective properties. All property line discrepancies shall be handled by the property owners and not by the City. It is the property owner's responsibility to determine where the lot lines are located – the City can assist with this but cannot guarantee the location of lines. If there is any doubt, a survey, at your own cost, is recommended.

**Note:** The applicant is responsible for the correct placement of the fence. The city can assist in locating property pins if it is deemed necessary, if city staff is available, and requested well in advance. The City does not guarantee placement or assume any liability for missing property pins or mis-located property pins.

Any fencing issues that arise between neighbors become a civil issue between homeowners.

- During this dispute, the City may only provide the original fence permit.

**APPLICANT MUST SUBMIT A MAP SHOWING THE FOLLOWING:**

- Property Lines
- Location of house and any other buildings on the property
- Exact placement of the fence showing distance from all property lines
- Location of any abutting street or alley

All setback requirements should be measured from the property lines.

Locate all underground services such as water, sewer, gas, electric, and telephone, prior to construction.

Call South Dakota One Call at 1-800-781-7474. Give 48-hour notice for all locates.

**CALL 811 BEFORE YOU DIG!**

**Acknowledgement:**

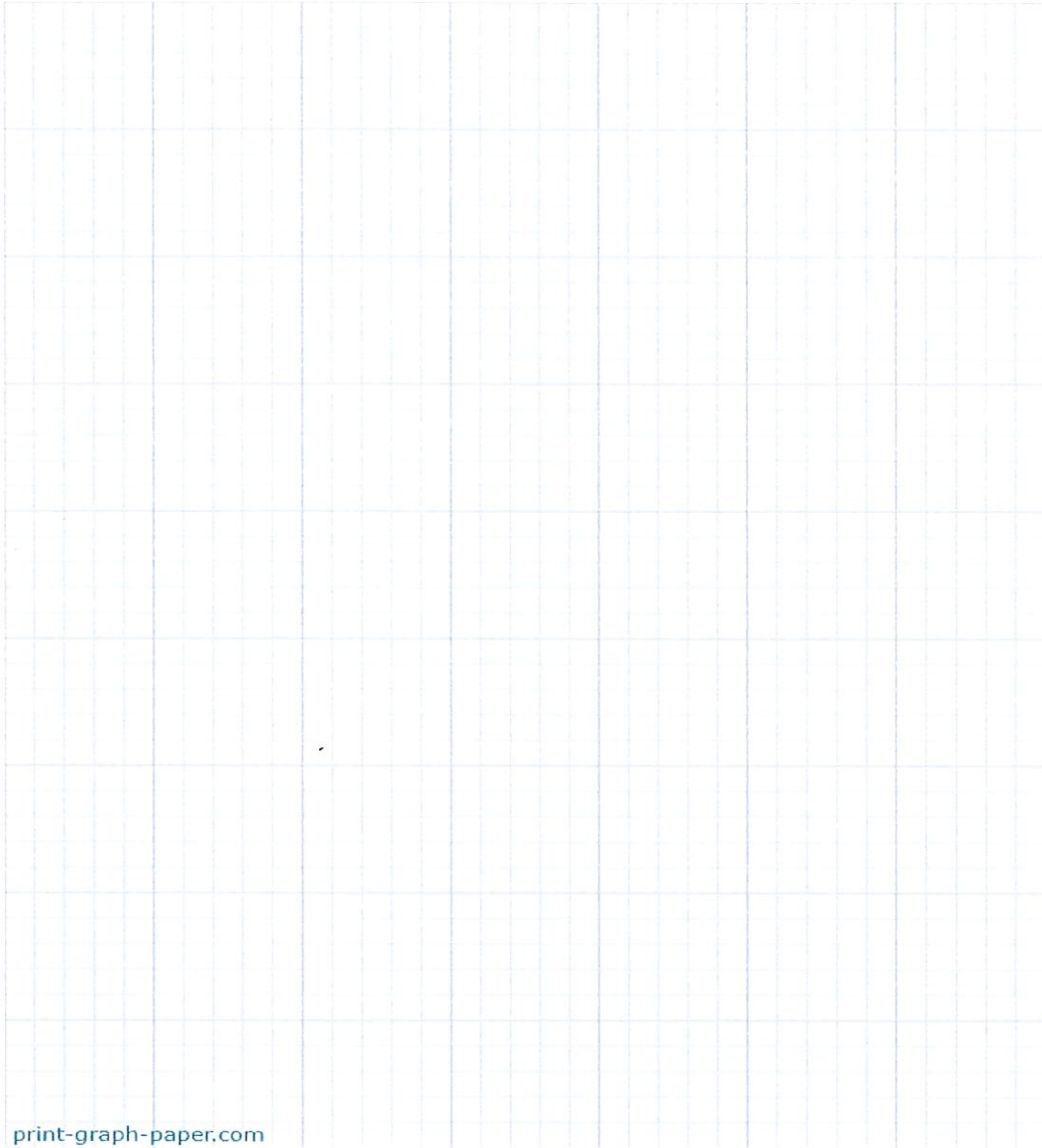
I (we) herby certify that the information given is correct and true and furthermore, I (we) agree to comply with all regulations set forth.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please use this page to show required details of your fencing project:**

- Property Lines
- Location of house and any other buildings on the property
- Exact placement of the fence showing distance from all property lines
- Location of any abutting street or alley



**FOR OFFICE USE ONLY**

Authorized Representative: _____	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Signature: _____	Date: _____	
Amount of Permit: \$75.00	Paid: <input type="checkbox"/> Yes <input type="checkbox"/> No	Ref# _____
Date Paid: _____	Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Credit Card	

**APPLICATION AND CERTIFICATE FOR PAYMENT**

TO OWNER: City of Summerset  
7055 Leisure Lane  
Summerset, SD 57718

PROJECT: Summerset WWTP Expansion

APPLICATION No. #16  
PERIOD TO: 06/26/24  
PROJECT NOS.: 202257

FROM CONTRACTOR: RCS Construction, Inc  
PO Box 9337  
Rapid City, SD 57709  
FED ID # 46-0418677

ARCHITECT:

HDR Engineering  
703 Main St Suite 200  
Rapid City, SD 57701

DISTRIBUTION TO:	X	OWNER
		ARCHITECT
	X	CONTRACTOR
		ENGINEER

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the attached Contract Continuation Sheet.

1 ORIGINAL CONTRACT SUM	\$ 10,322,000.00
2 Net Change by Change Orders	\$ 27,978.75
3 CONTRACT SUM TO DATE (Line 1 +/- 2)	\$ 10,349,978.75
4 TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 10,223,378.75
5 RETAINAGE on COMPLETED WORK:	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that payment shown herein is now due.

By: Bob Conway Date: June 26, 2024

10% Retainage on 50% of Contract	\$ 517,498.94
6 TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$ 9,705,879.81
7 LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 8,950,861.23
8 CURRENT PAYMENT DUE	\$ 755,018.58
9 BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 644,098.94

State of: South Dakota  
County of: Pennington  
Subscribed and sworn to before me this 26th day of June, 2024  
Notary Public: Angela Neumann  
My Commission expires: March 18, 2028

Payment of: \$ 755,018.58 (Line 8 or other - attach explanation of the other amount)

is recommended by: ALDL (Engineer) 7/8/24 (Date)

Payment of: \$ 755,018.58 (Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	27,978.75	0.00
Total approved this Month	0.00	0.00
TOTALS	27,978.75	0.00
NET CHANGES by Change Order		27,978.75

\*\*\*\* Contract Total Reduced by Change Order #01 as Valued Engineering during Contract Approval Process

CONTINUATION SHEET  
 AIA Document G702, APPLICATION AND CERTIFICATE, containing  
 Contractor's signed Certification is attached.  
 In tabulators below, amounts are stated to the nearest dollar.  
 Use Column 1 on Contracts where variable retainage for line items may apply.

AIA DOCUMENT G703

PAGE 2 OF 2 PAGES  
 APPLICATION NUMBER: #18  
 APPLICATION DATE: 6/26/2024  
 PERIOD TO: 6/26/2024

A LN. NO.	B DESCRIPTION OF WORK Sumner's WWTP Expansion	C SCHEDULED VALUE	D WORK		E COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN DOR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H % (IC)	I BALANCE TO FINISH (C - G)
			FROM PREVIOUS APPLICATION (D + E)	COMPLETED THIS PERIOD					
1	Mobilization	\$ 150,000.00	\$ 150,000.00	\$ -	-		\$ 150,000.00	100.0%	\$ -
2	Demobilization	\$ 27,000.00	\$ 6,750.00	\$ -	-		\$ 6,750.00	25.0%	\$ 20,250.00
3	Bonds & Insurance	\$ 150,000.00	\$ 150,000.00	\$ -	-		\$ 150,000.00	100.0%	\$ -
5	Submittals	\$ 125,000.00	\$ 125,000.00	\$ -	-		\$ 125,000.00	100.0%	\$ -
6	General Conditions	\$ 200,000.00	\$ 174,000.00	\$ -	26,000.00		\$ 200,000.00	100.0%	\$ -
7	SBR Foundation Slab and Excavation	\$ 1,700,000.00	\$ 1,700,000.00	\$ -	-		\$ 1,700,000.00	100.0%	\$ -
8	SBR Walls, Elevated Slabs	\$ 750,000.00	\$ 750,000.00	\$ -	-		\$ 750,000.00	100.0%	\$ -
9	Site and Misc Concrete	\$ 50,000.00	\$ 50,000.00	\$ -	-		\$ 50,000.00	100.0%	\$ -
10	Greenhouse	\$ 800,000.00	\$ 800,000.00	\$ -	-		\$ 800,000.00	100.0%	\$ -
11	Furnish and Installation of Process Equipment & Piping	\$ 2,700,000.00	\$ 2,565,000.00	\$ -	108,000.00		\$ 2,673,000.00	99.0%	\$ 27,000.00
12	Mechanical	\$ 350,000.00	\$ 332,500.00	\$ -	17,500.00		\$ 350,000.00	100.0%	\$ -
13	Electrical	\$ 2,645,000.00	\$ 1,983,750.00	\$ -	581,900.00		\$ 2,565,650.00	97.0%	\$ 79,350.00
14	High Performance Coatings	\$ 30,000.00	\$ 22,500.00	\$ -	7,500.00		\$ 30,000.00	100.0%	\$ -
15	Demolition/Removals	\$ 35,000.00	\$ 35,000.00	\$ -	-		\$ 35,000.00	100.0%	\$ -
16	Seeding/Erosion Control	\$ 10,000.00	\$ 3,000.00	\$ -	7,000.00		\$ 10,000.00	100.0%	\$ -
17	Site Blower Piping	\$ 140,000.00	\$ 140,000.00	\$ -	-		\$ 140,000.00	100.0%	\$ -
18	Site Process Piping	\$ 185,000.00	\$ 185,000.00	\$ -	-		\$ 185,000.00	100.0%	\$ -
19	Misc Site Utilities	\$ 20,000.00	\$ 20,000.00	\$ -	-		\$ 20,000.00	100.0%	\$ -
20	Site Grading/Restoration	\$ 255,000.00	\$ 249,900.00	\$ -	5,100.00		\$ 255,000.00	100.0%	\$ -
21	Change Order #02 (\$10,857.49)								
22	- Cost Proposal #02: Reed Bed Drain Pipe Revision	\$ 384.03	\$ 384.03	\$ -	-		\$ 384.03	100.0%	\$ -
23	- Cost Proposal #03: Add Three Access Hatches	\$ 10,473.46	\$ 10,473.46	\$ -	-		\$ 10,473.46	100.0%	\$ -
24	Change Order #03 (\$17,121.26)								
25	- Cost Proposal #04: Sludge Loadout Revisions	\$ 8,699.51	\$ 8,699.51	\$ -	-		\$ 8,699.51	100.0%	\$ -
26	- Cost Proposal #05: Replace Electrical Room Door	\$ 4,264.94	\$ 4,264.94	\$ -	-		\$ 4,264.94	100.0%	\$ -
27	- Cost Proposal #06: Culvert Extensions	\$ 2,138.23	\$ 2,138.23	\$ -	-		\$ 2,138.23	100.0%	\$ -
28	- Cost Proposal #07: Abandon and Seal Old Duct	\$ 2,018.58	\$ -	\$ -	2,018.58		\$ 2,018.58	100.0%	\$ -
29		\$ -	\$ -	\$ -	-		\$ -	0.0%	\$ -
SUBTOTALS		\$ 10,349,978.75	\$ 9,468,360.17	\$ 755,018.58	\$ 98.78%		\$ 10,223,378.75	98.78%	\$ 126,600.00



# State Revolving Fund Loan - Reimbursement Request

Submitted To: SD Dept. of Agriculture and Natural Resources  
Environmental Funding Program

Recipient Identification		Payment Information	
Name: <u>City of Summerset</u>		CWSRF <input checked="" type="checkbox"/> Partial <input type="checkbox"/>	DWSRF <input type="checkbox"/> Final <input checked="" type="checkbox"/>
Street or PO Box: <u>7055 Leisure Lane</u>		Payment Request No.: <u>11</u>	
City, State, ZIP: <u>Summerset, SD 57718</u>			
SRF Loan ID Number: <u>CWSRF - C461448-03</u>			
Payee (Where payment should be sent if different than Recipient)			
Name: _____		Period Covered by this Payment Request	
Street or PO Box: _____		From: <u>5/29/24</u> To: <u>6/26/24</u>	
City, State, ZIP: _____			
SRF Eligible Request Cost Breakdown			
Category	Previous Request(s)	Current Request	Total Requests
Administrative Expense			
Preliminary Expense			
Land, Structures, Right-Of-Way			
Architectural & Engineering Basic Fees	\$591,902.99		\$591,902.99
Other Architectural & Engineering Fees			
Project Inspection Fees			
Land Development			
Relocation Expenses			
Relocation Payments to Individuals/Businesses			
Demolition and Removal			
Construction & Project Improvement Cost	\$4,878,903.23	\$452,235.78	\$5,331,139.01
Equipment			
Miscellaneous Costs			
Total Cumulative	\$5,470,806.22	\$452,235.78	\$5,923,042.00
Total Cumulative Rounded Down to Nearest \$1			\$5,923,042.00
Total SRF Payments Previously Drawn			\$5,470,806.00
<b>SRF Reimbursement Amount</b>			<b>\$452,235.00</b>
Percentage of Physical Completion of Project			90%
Certifications			
I certify that to the best of my knowledge that the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the share due which has not been previously requested and that all work is in accordance with the terms of the SRF loan Agreement.			
_____ Signature of Authorized Certifying Official		_____ Date	
_____ Michael Kitzmiller, Mayor Typed or Printed Name and Title		_____ (605) 718-2189 Telephone No.	
DANR Use Only	DANR Use Only	DANR Use Only	
Approve for Payment: \$ _____			
Signature: _____		Date: _____	

## **SCHOOL RESOURCE OFFICER PROGRAM AGREEMENT**

This Agreement is made and entered into this 18th day of June, 2024, by and between the MEADE SCHOOL DISTRICT 46-1 of 1230 Douglas Street, Sturgis, SD 57785 (hereinafter "School District") and the CITY OF SUMMERSET, a South Dakota municipal corporation, of 7055 Leisure Lane, Summerset, SD 57718.

### **RECITALS**

WHEREAS, the City of Summerset operates the Summerset Police Department;

WHEREAS, this Agreement will often refer to the Summerset Police Department as "Law Enforcement" for ease of reference;

WHEREAS, Law Enforcement agrees to provide the School District a School Resource/Liaison Officer (hereinafter "SRO") Program in the School District; and

WHEREAS, the School District and Law Enforcement desire to set forth in this SRO Agreement the specific terms and conditions of the services to be performed and provided by the SROs in the School District.

### **AGREEMENT**

NOW, THEREFORE, in consideration of the mutual covenants, promises, and conditions contained herein, the Parties mutually agree as follows:

#### **1. Cost of the SRO Program.**

- A. The Parties hereto acknowledge that there is a financial agreement between the Parties. The School District will reimburse the Summerset Police Department ("SSPD") for 50% of the actual wages of the SSPD employee for a nine-month school year. This wage will include any overtime worked by the SRO for each period. This will include the wages of the SRO. The invoices for payment will be submitted monthly by the SSPD for a nine-month period starting in September and ending in May of each fiscal year. Said salary shall be \$68,784.19.
- B. Continuing education in the areas of school-based law enforcement topics, child development, adolescent psychology, trauma, conflict resolution, mental health and addiction, children with disabilities, juvenile and education law and policy, and cultural competence are cornerstones of an effective SRO. The School District will reimburse Law Enforcement for up to a total of \$1,000 annually for training costs when the SRO participate in school-related training and professional development. The training will be mutually agreed upon between the Parties to this Agreement. The costs shall include, but are not limited to, travel, lodging, per diem, and tuition.

#### **2. Employment of School Resource Officers.**

- A. The SRO shall be employees of Law Enforcement and shall be subject to the administration, supervision, and control of Law Enforcement.
- B. The SRO shall be subject to all personnel policies and practices of Law Enforcement except as such policies or practices may be modified by the terms and conditions of this Agreement.
- C. Law Enforcement, in its sole discretion, shall have the power and authority to hire, discharge, and discipline the SRO.
- D. A joint committee composed of representatives of Law Enforcement and the School District shall make recommendations for the SRO positions to the Chief of Police who shall assign such officers. If a principal is dissatisfied with an SRO who has been assigned to that principal's school, then that principal may request that the Chief of Police assign a different officer as the SRO for that school.
- E. SRO assignments per school:
  - 1. Stagebarn Middle School will have one assigned SRO.
  - 2. Substitutions will be made in consultation with the school administration(s) affected and will only be on a temporary basis.

### 3. Duty Hours.

- A. Whenever possible, it is the intent of the parties that the SRO's duty hours shall conform to the school day. Reasonable efforts will be made to accommodate requests for the SRO to attend after-school activities, such as sporting events and dances.
- B. It is understood and agreed that time spent by the SRO attending circuit or magistrate court, juvenile court, and/or criminal cases arising from and/or out of their employment as an SRO shall be considered as hours worked under this Agreement. This includes all training required by the State of South Dakota or Law Enforcement to maintain certification as a law enforcement officer in good standing.
- C. In the event an SRO is absent from work, the SRO shall notify his or her supervisor in Law Enforcement and the principal of the school to which the SRO is assigned. If an SRO is absent from work for more than five consecutive days, Law Enforcement will assign another officer, if available, to substitute for the SRO beginning the sixth consecutive day of absence.

### 4. Goals of the SRO Program.

This SRO Program is unique to the community, based on input from the school administration, teachers, faculty, students, families, and community members. The Program is designed to fulfill three overall roles:

- = Law Enforcement
- = Fostering Positive School Climate/Crime Prevention/Mentor/Role Model
- = Education

**Law Enforcement** – SROs are responsible for the majority of law enforcement activities occurring at school, during school hours, but not general school discipline. The determination of whether an activity raises to the level of a law enforcement activity should be made in consultation with a school administrator. Parents, students, teachers, and other school personnel should bring complaints about student misbehavior to the school principal, or designee, rather than the SRO.

**Fostering Positive School Climate/Crime Prevention/Mentor/Role Model** – One of the primary role's SROs fulfill is fostering a positive school climate through relationship-building and crime prevention. Officers will engage in various activities, in consultation with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults by focusing on officers getting to know students at the school, serving as a role model, and working with teachers and administrators to identify students who may be facing challenges and need additional resources or attention to be successful in school. Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, and investigating crimes. Officers may also complete security surveys analyzing the physical security and safety of school property and facilities.

**Education** – SROs should participate in the school community by becoming a member of the educational team and administrative staff, where appropriate and by representing law enforcement community to build positive relationships with youth, their families, and school staff.

Whether talking to students in the hallway or delivering a presentation in the classroom, SROs are embedded in the educational fabric of the school. SROs are expected to be proactive in creating and taking advantage of educational situations, and school administrators are encouraged to leverage this resource.

## **5. Duties of School Resource Officers.**

The SRO's duties will include, but not be limited to, the following:

- A. To be an extension of the principal's office for assignments consistent with this Agreement. SROs should be notified by the building principal whenever a situation arises that is or likely to become criminal in nature, a present or potential danger to the staff, students, visitors, or school property exists, or an issue that requires the assistance of additional personnel.
- B. To be a visible, active law enforcement figure on campus dealing with law enforcement matters and school code violations originating on the assigned campus. As to school code violations, the SRO will refer the student to the principal's office for discipline to be meted out by school officials.
- C. To act as the designee of the campus administrator in maintaining a safe environment as to law enforcement matters and school code violations. This includes building(s), grounds, parking lot(s), lockers, and other school property. As to school code violations, the SRO will defer to the principal's office for discipline to be meted out by school officials.
- D. To provide a classroom resource for law enforcement topics using approved materials. Materials will be approved by the Chief of Police.
- E. To be a resource for students which will enable them to be associated with a law enforcement figure and role model in the students' environment.

- F. To be a resource for teachers, parents, and students for conferences on an individual basis dealing with individual problems or questions.
- G. To make appearances before parent groups, and other groups associated with the campus and as a speaker on a variety of requested topics, particularly drug and alcohol abuse.
- H. The SRO will be involved in school discipline, when it pertains to preventing a disruption that would, if ignored, place students, faculty, and staff at risk of harm, the SRO will resolve the problem to preserve the school climate. As to school code violations, the SRO will take the student to the principal's office for discipline to be meted out by school officials.
- I. It will be the responsibility of the SRO to report all crimes originating on campus. On occasion, an SRO may be assigned cases originating outside school which may involve students from their assigned schools.
- J. The SRO will share information with the administrator about persons and conditions that pertain to campus safety concerns.
- K. The SRO will be familiar with helpful community agencies, such as mental health clinics, drug treatment centers, etc. that aid students. Referrals will be made when necessary.
- L. The SRO and the principal will develop plans and strategies to prevent and/or minimize dangerous situations which might result in student unrest.
- M. The SRO will coordinate all his/her activities with the principal and staff members concerned and will seek permission, guidance, and advice prior to enacting any programs within the school.
- N. The SRO may be asked to provide community-wide crime prevention presentations that include, but are not limited to:
  - Drugs and the law – Adult and juvenile;
  - Alcohol and the law – Adult and juvenile;
  - Sexual assault prevention;
  - Safety programs – Adult and juvenile;
  - Online safety and citizenship; and
  - Assistance in other crime prevention programs as assigned.
- O. The SROs will wear approved department uniform to include vests, formal business attire or business casual with appropriate logos and name badges depending on the time of school year, the type of school activity or program, and the requests of the school and/or Law Enforcement. The Chief of Police and the principal shall jointly set expectations and resolve any disputes in this area.
- P. The SROs will wear their department-authorized duty weapons in accordance with department policy.

**6. Chain of Command.**

- A. As employees of Law Enforcement, SROs will be subject to the chain of command of Law Enforcement.
- B. In the performance of their duties, SROs shall coordinate and communicate with the principal or the principal's designee of the school to which they are assigned.

**7. Access to Education Records.**

- A. School officials shall allow law enforcement to inspect and copy any public records maintained by the school to the extent allowed by law.
- B. Law enforcement and school officials are permitted to openly share information in accordance with the standing 4<sup>th</sup> Circuit Judicial Order allowing such sharing. The judicial order shall be periodically updated to reflect current information and to remain in compliance with the latest judicial guidance.
- C. Law enforcement should actively share information with school officials that would likely have a significant impact on the safety, well-being, or operation of the school or educational environment.

**8. Term of Agreement.**

The initial term of this Agreement is one year commencing on the 26th day of August, 2024 and ending on the 21st day of May, 2025. However, should any Party encounter budgetary constraints that make the continuation of this Agreement impractical, then any Party may cancel this Agreement upon sixty days' notice to the others. Following the initial three-year term, this Agreement shall be automatically renewed for successive one-year periods unless any Party requests termination or modification of this Agreement. This request must be made in writing.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first written above.

**MEADE SCHOOL DISTRICT 46-1**

By: \_\_\_\_\_

Its: \_\_\_\_\_

**SUMMERSET POLICE DEPARTMENT**

---

Chief Rich Nasser

**CITY OF SUMMERSET**

---

Mayor Mike Kitzmiller

ATTEST:

---

Lisa Schieffer, City Administrator

(SEAL)

**NOTICE FOR PUBLICATION**

**ORDINANCE 2024-10**

**AN ORDINANCE TO AMEND CLARITY TELECOM, LLC D/B/A BLUEPEAK**

**FRANCHISE AGREEMENT (ORDINANCE 3.5 TABLE I – FRANCHISE AGREEMENTS)**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2024-10 Amending Ordinance 3.5 Table I – Franchise Agreements. Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 18th, 2024 @ 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 20th day of June, 2024.

City of Summerset

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

**ORDINANCE #2024-10**  
**AN ORDINANCE TO AMEND THE**  
**CLARITY TELECOM, LLC. D/B/A/ BLUEPARK FRANCHISE AGREEMENT**  
**(ORDINANCE 3.5 TABLE I)**

WHEREAS Clarity Telecom, LLC. d/b/a Bluepeak holds a communications franchise (“Franchise”) for the construction and operation of a communications system within the City of Summerset, South Dakota (“Grantor”); and

WHEREAS the Franchise (Ordinance #3.5) expires on or about June 1, 2024; and

WHEREAS, Grantor and Clarity Telecom, LLC. d/b/a Bluepeak have mutually agreed to extend the term of the franchise by adopting Ordinance #2024-10 and to make such other changes as are mutually agreed upon herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF SUMMERSET, SOUTH DAKOTA:

1. The term of the Franchise in Section XIII is hereby amended to add an additional Ten (10) years to the term with a new expiration date of June 1, 2034.
2. The Effective Date of this Amendment shall be June 1, 2024.
3. Except as expressly modified herein all other terms and conditions of the Franchise shall remain in full force and effect. Neither party waives any rights it may have pursuant to applicable law.

Dated this 1st day of August, 2024.

CITY OF SUMMERSET

BY: \_\_\_\_\_  
Michael Kitzmiller, Mayor

ATTEST:

BY: \_\_\_\_\_  
Brielle Schrock, Finance Officer

VOTE:

Kitzmiller:

First Reading: July 18, 2024

Osten:

Second Reading: August 1, 2024

Markham:

Adopted:

Hirsch:

Published:

Reade:

Effective:

Published once at the approximate cost of \_\_\_\_\_.



## APPLICATION FOR ROOF PERMIT

### CITY OF SUMMIT SD

(\*Applicant must complete all items)

ADDRESS OF THE PROPOSED WORK: \_\_\_\_\_

PROPERTY OWNERS NAME: \_\_\_\_\_ Phone # \_\_\_\_\_

ROOFING CONTRACTORS NAME: \_\_\_\_\_ Phone # \_\_\_\_\_

PROPOSED WORK TO BE DONE: \_\_\_\_\_ New/Entire Roof \_\_\_\_\_ Partial/Existing Roof Repair

SQUARE FOOTAGE: \_\_\_\_\_

#### NEW ENTIRE ROOFING:

Type of Roof Sheeting: \_\_\_\_\_ plywood \_\_\_\_\_ wafer board \_\_\_\_\_ other

Type of Roof Material: \_\_\_\_\_ asphalt shingles \_\_\_\_\_ membrane \_\_\_\_\_ metal \_\_\_\_\_ wood shakes \_\_\_\_\_ other

#### PARTIAL/EXISTING ROOFING:

Type of Roof Sheeting: \_\_\_\_\_ plywood \_\_\_\_\_ wafer board \_\_\_\_\_ other

Type of Roof Material: \_\_\_\_\_ asphalt shingles \_\_\_\_\_ membrane \_\_\_\_\_ metal \_\_\_\_\_ wood shakes \_\_\_\_\_ other

NUMBER OF EXISTING LAYERS: \_\_\_\_\_ wood \_\_\_\_\_ asphalt \_\_\_\_\_ other

TYPE OF REPAIR: \_\_\_\_\_ Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_ Other

ESTIMATED COSTS: \_\_\_\_\_  
(Show total cost of construction including all materials,  
Labor, and your own labor if you're doing the work yourself.)

I, the undersigned, hereby certify that I am familiar with all laws governing the above outlined construction work and will comply with these laws, and that the statements herein contained are true and correct to the best of my knowledge and belief.

\_\_\_\_\_  
Contracting Company or Homeowner

**\*\*NOTE:** You have NOT received your permit. Do NO work until it is issued.

#### OFFICE USE ONLY

PERMIT # \_\_\_\_\_

DATE ISSUED: \_\_\_\_\_

FEE: \_\_\_\_\_

CASH \_\_\_\_\_ CHECK \_\_\_\_\_ CC \_\_\_\_\_

APPROVED:  
\_\_\_\_\_  
\_\_\_\_\_



City of  
**SUMMERSET**  
A GREAT PLACE TO CALL HOME

OLD  
ROOFING  
FORM

### BUILDING PERMIT PROCEDURES

#### PROCEDURE

**General** The City of Summerset uses the 2018 version of the International Building Code (IBC), International Residential Code (IRC), and the International Property Maintenance Code (IPMC).

**Building Permit** A Building Permit Application must be submitted to the Summerset Planning Department before any building permits will be issued. Please read the application carefully and complete all information requested on both the front and reverse of the form AND on the attached Sewer Connection Permit Application, if applicable.

**Inspections** Summerset City Inspector will inspect footings, foundations, framing or finished structures. Plumbing and electrical inspections are done by the State of South Dakota.

- Hermanson Egge Eng. Inc. (605) 719-3016 (48 hours prior to the required inspections)
- SD State Plumbing Inspector (605) 773-3429 (indoor plumbing inspections)
- SD State Electrical Inspector (605) 773-3573 (indoor electrical inspections)

*Any additional inspections will be billed to the permit holder & must be paid to the City before a certificate to occupy will be issued.*

**Issuance of Permits** Generally, the City strives to have a reasonable turn-around period for permits issued for new houses, additions, garages and accessory structures. Permits issued for commercial projects may take up to three weeks as they require plan review by the City Engineer and City Inspector.

**Expiration of Permits** Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The code official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated. The requirement that all work authorized by a building permit be commenced within 180 days does not operate to change timelines established in any notice and/or order.

**Submittal Requirements** Applicant must attach a plot plan to the Building Permit Application to include:

1. Measurements of setbacks from the property line
2. Locations of property pins and label front lot
3. Label foundation type and location
4. Location and type of easements
5. Location of water, sewer, electrical and phone lines

**Erosion Control Requirements** The City of Summerset has adopted Rapid City's Storm Water Quality Manual. All building permits will require Erosion Control Plans for each new construction lot. Erosion control must be in place prior to the footing inspection. On the following page, you will find examples of typical sketches for your Erosion Control Plan. Please note this information is required on your plot plan as per the legend and sketch examples. Contact the City office at (605) 718-9858 if you have any questions.

**Work begun before the required permit has been obtained will be subject to penalties.**



Permit #:  
official use

*City of*  
**SUMMERSET**

A GREAT PLACE TO CALL HOME

**BUILDING PERMIT APPLICATION**

Application Type:  Residential  Commercial

<b>A. APPLICANT INFORMATION</b>																			
Property Owner Name: _____																			
Renter or CD Holder: _____																			
Mailing Address: _____																			
Home Phone: _____	Cell Phone: _____																		
<b>B. STRUCTURE INFORMATION</b>																			
Building Address: _____																			
Subdivision Name: _____ Lot # _____ Block # _____ Lot Size: _____																			
Lot Type: <input type="checkbox"/> Corner <input type="checkbox"/> Interior <input type="checkbox"/> Through <input type="checkbox"/> Reverse Frontage <input type="checkbox"/> Mobile Home Court																			
Class of work: <input type="checkbox"/> New Structure <input type="checkbox"/> Demolition <input type="checkbox"/> Alteration <input type="checkbox"/> Addition																			
Structure Value: _____																			
Proposed Use of Building: <input type="checkbox"/> Residential(R1/R2) <input type="checkbox"/> Commercial <input type="checkbox"/> Accessory <input type="checkbox"/> Multi-Family																			
Construction Type: <input type="checkbox"/> Wood <input type="checkbox"/> Masonry/Block <input type="checkbox"/> Metal <input type="checkbox"/> Concrete <input type="checkbox"/> Pole																			
<b>Square Footage(s)</b>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Finished Sq Ft.:</td> <td style="width: 50%;">Garage:</td> </tr> <tr> <td>Unfinished Sq. Ft.:</td> <td>Deck or Porch:</td> </tr> <tr> <td>Finishing Basement: (new construction Y/N)</td> <td>Shed or Carport:</td> </tr> <tr> <td>Finishing Basement: (existing dwelling)</td> <td>Agricultural Structure:</td> </tr> <tr> <td></td> <td>Mobile or Man. Home: (Year: _____)</td> </tr> <tr> <td colspan="2"><b>House Total Sq. Ft.:</b></td> </tr> </table>	Finished Sq Ft.:	Garage:	Unfinished Sq. Ft.:	Deck or Porch:	Finishing Basement: (new construction Y/N)	Shed or Carport:	Finishing Basement: (existing dwelling)	Agricultural Structure:		Mobile or Man. Home: (Year: _____)	<b>House Total Sq. Ft.:</b>							
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<b>Setback Distances to</b>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left;"><i>Lot Lines</i></th> <th colspan="2" style="text-align: left;"><i>Existing Structures</i></th> <th colspan="2" style="text-align: left;"><i>Proposed Structure</i></th> </tr> </thead> <tbody> <tr> <td style="width: 16.6%;">Front:</td> <td style="width: 16.6%;"> </td> <td style="width: 16.6%;">Side:</td> <td style="width: 16.6%;"> </td> <td style="width: 16.6%;">Front:</td> <td style="width: 16.6%;"> </td> </tr> <tr> <td>Rear:</td> <td> </td> <td>Side:</td> <td> </td> <td>Rear:</td> <td> </td> </tr> </tbody> </table>	<i>Lot Lines</i>		<i>Existing Structures</i>		<i>Proposed Structure</i>		Front:		Side:		Front:		Rear:		Side:		Rear:	
<i>Lot Lines</i>		<i>Existing Structures</i>		<i>Proposed Structure</i>															
Front:		Side:		Front:															
Rear:		Side:		Rear:															
Height: _____ # of Units: _____ # of Stories: _____																			
# Bedrooms: _____ # Bathrooms: _____																			
Thickness of Foundation _____ Width of Footing _____																			
Thickness of Footing _____ Depth in Ground _____																			

**C. CONTRACTOR INFORMATION**

(include phone numbers)

General Contractor: \_\_\_\_\_

Structural: \_\_\_\_\_

Electrical: \_\_\_\_\_

Plumbing: \_\_\_\_\_

Heat/Mechanical: \_\_\_\_\_

Excavation: \_\_\_\_\_

Landscaping: \_\_\_\_\_

Windows: \_\_\_\_\_

Siding: \_\_\_\_\_

Water Installer: \_\_\_\_\_

Sewer Installer: \_\_\_\_\_

Roofing: \_\_\_\_\_

Fencing: \_\_\_\_\_

Concrete: \_\_\_\_\_

**D. CHECKLIST**

A **Plot Plan** is attached to the Building Permit Application which includes all of the following:

- Measurements of setbacks from the property line
- Locations of property pins and label front lot
- Label foundation type and location
- Location and type of easements
- Location of water, sewer, electrical and phone lines

An **Erosion Control Plan** is attached as required for new construction

**E. CERTIFICATION**

In filing this application, I hereby grant to the Summerset Planning and Zoning Board, and the City Commission of Summerset and their designee, permission to inspect any and all structures and land involved in my application for the purpose of ascertaining compliance with this application and ordinances for the City of Summerset and the state of South Dakota, which permission shall continue so long as the application or an appeal thereon is pending.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions and laws and ordinances governing this type of work will be complied with whether specified herein or not.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Owner)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Contractor or Authorized Agent)

**FOR OFFICE USE ONLY**

Zoning District <input type="checkbox"/> R1 <input type="checkbox"/> R2 <input type="checkbox"/> R3 <input type="checkbox"/> C1 <input type="checkbox"/> GI <input type="checkbox"/> PD		GPS Location _____
Special Conditions _____		Flood Plain <input type="checkbox"/> Y <input type="checkbox"/> N
Sidewalk Required <input type="checkbox"/> Y <input type="checkbox"/> N		
Off-Street Parking Spaces _____	Off-Street Loading Spaces _____	
Use of Existing Building _____		
<b>Building Permit Fee Calculation:</b>		
Building Permit Base Fee _____	Received By _____	
Lights _____	Date Rec'd _____	
Plan Review Fee _____	Permit Number _____	
Sewer Tap Fee _____	Issue Date _____	
Other (            ) _____	Project Start Date _____	
<b>TOTAL:</b> _____	Project Completion Date _____	
Approved for Issuance By _____		Date _____
(Building Official)		