

## § 155.005 REGULATIONS.

The following general regulations shall apply to all zoning districts.

(A) Except as otherwise provided in this chapter, no building shall be erected, converted, enlarged, reconstructed, or structurally altered, nor shall any structure or land be used, except:

(1) For a purpose permitted in the district in which the structure or land is located;

(2) In conformance with the height and minimum lot requirements, and the parking, loading, stacking, and sign regulations, and any other applicable requirements of the district in which the structure or land is located; and

(3) In conformance with any federal, state, or municipal codes as may be applicable. Where this chapter and another chapter conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

(B) The density and yard regulations of this chapter are minimum regulations for each and every building existing at the effective date of the ordinance codified herein or for any building hereafter erected or structurally altered. No land required for yards or other open spaces about an existing building or any building hereafter erected or structurally altered shall be considered a yard or lot area for more than one building.

(C) Every building hereafter erected or structurally altered shall be located on a lot as herein defined, and in no case shall there be more than one main building on a lot except as otherwise provided in this chapter.

(D) Cooperatives, condominiums, and all other forms of property ownership do not affect the provisions of these regulations. All requirements shall be observed as though the property were under single ownership.

The following general regulations shall apply to all zoning districts as it pertains to mining.

(A) There shall be no mining operation activities permitted within the City of Summerset, nor within one (1) mile of its corporate boundaries. This prohibition is established to protect the health, safety, and welfare of our citizens, to preserve the integrity of our environment and infrastructure, and to ensure the continued quality of life within our community in accordance with this provision.

**§ 155.009 DEFINITIONS.**

\*Add the following to the list of definitions under 155.009

**MINING OPERATIONS.** "Mining operation," the development or extraction of a mineral from its natural occurrence on affected land. The term includes surface mining and surface operation, in situ mining, the reprocessing of tailings piles, the disposal of refuse from underground mining, milling and processing located on the land described in the application for a mining permit, and stand-alone milling and processing facilities utilizing chemical or biological leaching agents and the extraction of any material by use of explosives. The term does not include exploration activities, bulk sampling, the exploration and extraction of natural petroleum in a liquid or gaseous state by means of wells or pipe, borrow excavation for embankments, or the extraction of geothermal resources;

**9-29-1. Territorial jurisdiction of municipalities.**

Every municipality shall have power to exercise jurisdiction for all authorized purposes over all territory within the corporate limits and over any public ground or park belonging to the municipality, whether within or without the corporate limits, and in and over all places, except within the corporate limits of another municipality, within one mile of the corporate limits or of any public ground or park belonging to the municipality outside the corporate limits, for the purpose of promoting the health, safety, morals, and general welfare of the community, and of enforcing its ordinances and resolutions relating thereto.

**Source:** PolC 1877, ch 24, § 23; CL 1887, § 1044; SL 1890, ch 37, art IV, § 15; RPolC 1903, §§ 1212, 1439; SL 1913, ch 119, § 30; RC 1919, § 6187; SL 1931, ch 193; SDC 1939, § 45.0201 (24).

Summerset City Commission  
Regular Meeting  
Summerset Municipal Building  
7055 Leisure Lane  
Thursday, March 5th, 2026, 6:00 P.M.

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

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Osten gave the invocation.

**Call for Changes**

There were no declarations of conflict of interest.

**Motion** by Pulscher, second by Osten to approve the agenda of the regular meeting of the Summerset City Commission for March 5<sup>th</sup>, 2026, as presented. Motion carried.

**Citizen Input**

There was no citizen input.

**Consent Calendar**

**Approval of the Minutes**

**Motion** by Markham, second by Osten to approve the minutes of the regular meeting held on February 19<sup>th</sup>, 2026, as presented or amended. Motion carried.

**Approval of Claims**

**Motion** by Hirsch, second by Pulscher to amend the claims to the amount of \$88,414.02 from February 19<sup>th</sup>, 2026, to March 4<sup>th</sup>, 2026. Motion carried.

A & B Business \$463.90; Ambrose, Jon \$50.00; Anglin, Mitch \$50.00; Birgen, Nicholin \$50.00; Black Hills Energy \$6,765.70; Block, Brenna \$5,103.00; Cardmember Services \$12,255.77; Dakota Pump \$2,769.14; Doty, Jason \$50.00; Evergreen Office \$557.00; Fischer, Lisa \$50.00; Greenapsis \$350.00; Hermanson Egge \$165.00; Hills Septic Service \$6,594.0; Hirsch, Clyde \$50.00; Garcia, Jaeson \$50.00; Kayl, Tony \$50.00; Kotermanski, Kevin \$50.00; Madison National Life Ins. \$150.50; Markham, Gwenn \$50.00; Midcontinent Testing \$185.50; Osten, Michael \$50.00; Pulscher, Jordan \$50.00; Schieffer, Lisa \$362.60; Servall \$235.18; Superior Custom Homes \$1,000.00; USA Bluebook \$1,359.16; Watt Works \$479.59; Delta Dental \$851.60; Health Pool \$16,217.81; SDRS \$11,217.24, SDRS Supplemental \$565.00; US Treasury \$19,758.66; Niekum, Leigh \$127.79; East River Contracting \$63.75; Stanley, Hannah \$45.50; Terzian, John \$74.13; LeRoy, RaeAnn \$45.50

**Approval of Payroll – February 2026 (SDCL 6-1-10)**

Dept. 4000 - \$14,583.72 Wastewater  
Dept. 4110 - \$2,333.32 Commission  
Dept. 4120 - \$1,916.67 Mayor  
Dept. 4140 - \$12,746.74 Finance  
Dept. 4210 - \$37,977.52 Police  
Dept. 4310 - \$15,782.02 Streets  
Dept. 4652 - \$600.00 Planning & Zoning

### **Utility Bill Adjustments**

**Motion** by Osten, second by Markham to approve the utility adjustments of \$40.60 for the period of February 1<sup>st</sup> – February 28<sup>th</sup>, 2026. Motion carried.

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

### **Homeland Security Grant for Radios – Rich Nasser**

**Motion** by Osten, second by Pulscher to open discussion. Motion carried. Chief Nasser explained that the Police Department needs new radios and has asked the Commissioners to pursue and submit a Grant application for radios. He also stated that they should accept partial funding if they don't award the full amount.

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

**Motion** by Osten, second by Markham to proceed with the Homeland Security Grant for Radios for the Police Department. Motion carried.

### **Federal Highway Safety Grant – Rich Nasser**

**Motion** by Markham, second by Pulscher to open discussion. Motion carried. Chief Nasser has asked the Commissioners to pursue and submit a Grant application for a Safety Grant, he will be asking for 300 hrs. of impaired driving, and 150 hrs. of speed & seat belt safety.

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

**Motion** by Markham, second by Osten to proceed with the Federal Highway Safety Grant for the Police Department. Motion carried.

### **Transfer Hearing – The Pit Stop General Store, LLC**

**Motion** by Markham, second by Osten to open discussion. Motion carried. Finance Officer, Lisa Fischer explained that The Pit Stop sold and has new owners. The Liquor licenses and Malt Beverage/SD Farm Wine License will be transferred to the new owner.

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

**Motion** by Osten, second by Markham to approve the transfer of Liquor licenses and Malt Beverage/SD Farm Wine license to The Pit Stop General Store, LLC, owner Matthew Erdman.

### **Black Hawk Water Agreement with the City of Summerset/Discussion on Bulk Water**

**Motion** by Markham, second by Osten to take this matter off the table from the Feb. 19<sup>th</sup> meeting and open discussion. Motion carried. Mr. Lebon with Black Hawk Water stated that he had the contract and answered the question regarding the 40-year term. The Commissioners asked about being a bulk water user, there was discussion regarding the same, and Mr. Lebon said he would go back and talk to their Attorney to see how to put that in the contract.

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

### **Joint Powers Maintenance and Encroachment Agreement with the State of South Dakota**

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

Anthony Kayl, Public Works Director, spoke regarding Exit 46 changes and the responsibility of the majority of the lights will be with the City of Summerset.

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

**Motion** by Osten, second by Markham to approve the signing of the Joint Powers Maintenance and Encroachment Agreement with the State of South Dakota. Motion carried.

### **Casey Peterson Audit Letter - Lisa Fischer**

**Motion** by Pulscher, second by Markham to open discussion. Motion carried.

Finance Officer, Lisa Fischer stated that this was the normal Engagement Letter from Casey Peterson for our Audit. They will be doing the Audit the week of April 27<sup>th</sup>, starting remotely, as that is payroll. The cost of the Audit will be approximately \$30,000, which is comparable to last year.

**Motion** by Osten, second by Hirsch to close discussion. Motion carried.  
**Motion** by Markham, second by Pulscher to approve the Casey Peterson Audit Letter. Motion carried.

**Hazard Mitigation Grant Program Award – Lisa Schieffer**

**Motion** by Hirsch, second by Pulscher to open discussion. Motion carried. City Administrator, Lisa Schieffer explained that the City of Summerset has been awarded this grant for new generators for the Lift Stations. Jon Ambrose, Wastewater Superintendent, explained why we need the new generators and how they will help as the city grows.

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

**Motion** by Osten, second by Pulscher to accept the Hazard Mitigation Grant Program Award. Motion carried.

**Parks and Recreation Board**

**Motion** by Markham, second by Osten to open discussion. Motion carried. City Administrator, Lisa Schieffer, explained to the Commissioners that there have not been very many meetings/participation, or people interested in serving on this Board. Schieffer asked the Commissioners how they would like to proceed with either trying to keep the Board and recruit members or repeal the ordinances under Parks and Recreation and take it back under the guidance of the Board of Commissioners.

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

No action taken at this time.

**Upcoming Events**

Local Boards of Equalization for Summerset will be Monday, March 16<sup>th</sup> at 6:00 p.m.

**Executive Session**

**Motion** by Osten, second by Markham to enter executive session at 6:48 p.m. per SDCL 1-25-2 for discussing contractual issues. Also requested to be present were Attorney Mike Wheeler and Lisa Schieffer. Motion carried.

**Motion** by Osten, second by Markham to exit executive session and return to regular session at 7:01 p.m. Motion carried.

**Adjournment**

**Motion** by Osten, second by Hirsch to adjourn at 7:02 p.m. Motion carried.

(SEAL)

ATTEST:

\_\_\_\_\_

Lisa Fischer

Finance Officer

\_\_\_\_\_

Michael Kitzmiller

Mayor

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



City of Somerset, SD

# Payable Register

## Payable Detail by Vendor Name

Packet: APPKT00291 - March 19 2026 - AP

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="#">1816 - AT&amp;T Mobility</a></b>										<b>Vendor Total:</b>	<b>120.00</b>
<a href="#">287349887802X02232026</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	120.00	0.00	0.00	0.00	120.00	
ABSA Edge 12 mo. licenses	BANKW - BANK WEST				No						
<b>Items</b>											
<b>Item Description</b>	<b>Commodity</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>			
ABSA Edge 12 mo. licenses	NA	0.00	0.00	120.00	0.00	0.00	0.00	120.00			
<b>Distributions</b>											
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>					
<a href="#">101-4210-42821</a>	VPN/First Net				120.00	100.00%					
<b>Vendor: <a href="#">0021 - Black Hawk Water Users District</a></b>										<b>Vendor Total:</b>	<b>43.00</b>
<a href="#">3.04.26</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	43.00	0.00	0.00	0.00	43.00	
Monthly Water Usage	BANKW - BANK WEST				No						
<b>Items</b>											
<b>Item Description</b>	<b>Commodity</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>			
Monthly Water Usage-1476	NA	0.00	0.00	2.50	0.00	0.00	0.00	2.50			
<b>Distributions</b>											
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>					
<a href="#">101-4520-42800</a>	Utility Expense				2.50	100.00%					
<b>Items</b>											
<b>Item Description</b>	<b>Commodity</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>			
Monthly Water Usage-1637	NA	0.00	0.00	2.50	0.00	0.00	0.00	2.50			
<b>Distributions</b>											
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>					
<a href="#">101-4192-42800</a>	Utility Expense				2.50	100.00%					
<b>Items</b>											
<b>Item Description</b>	<b>Commodity</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>			
Monthly Water Usage-960	NA	0.00	0.00	38.00	0.00	0.00	0.00	38.00			
<b>Distributions</b>											
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>					
<a href="#">101-4192-42800</a>	Utility Expense				38.00	100.00%					
<b>Vendor: <a href="#">1861 - Butler Machinery Company</a></b>										<b>Vendor Total:</b>	<b>1,683.24</b>
<a href="#">06W00232515</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	1,683.24	0.00	0.00	0.00	1,683.24	
Perform PM 2-WWTP	BANKW - BANK WEST				No						
<b>Items</b>											
<b>Item Description</b>	<b>Commodity</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>			
Perform PM 2-WWTP	NA	0.00	0.00	1,683.24	0.00	0.00	0.00	1,683.24			
<b>Distributions</b>											
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>					
<a href="#">604-4000-42610</a>	Auto Expense				1,683.24	100.00%					
<b>Vendor: <a href="#">1504 - CBH CO-OP</a></b>										<b>Vendor Total:</b>	<b>1,737.82</b>
<a href="#">2.28.26-200372</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	1,737.82	0.00	0.00	0.00	1,737.82	
Government Fuel	BANKW - BANK WEST				No						
<b>Items</b>											
<b>Item Description</b>	<b>Commodity</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Tax</b>	<b>Shipping</b>	<b>Discount</b>	<b>Total</b>			
Government Fuel	NA	0.00	0.00	1,206.42	0.00	0.00	0.00	1,206.42			
<b>Distributions</b>											
<b>Account Number</b>	<b>Account Name</b>	<b>Project Account Key</b>			<b>Amount</b>	<b>Percent</b>					
<a href="#">101-4210-42611</a>	Fuel Expense				1,206.42	100.00%					

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	
Government Fuel	NA		0.00	0.00	531.40	0.00	0.00	0.00	531.40	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
<a href="#">101-4310-42611</a>	Fuel Expense				531.40	100.00%				

Vendor Total: 1,003.00

Vendor: [2077 - Central Lake Armor Express, Inc](#)

<a href="#">244613 &amp; 253342</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	1,003.00	0.00	0.00	0.00	1,003.00
Body Armor-Leveque and McSherry					No					
	BANKW - BANK WEST									

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Body Armor0Leveque & McSherry	NA	0.00	0.00	1,003.00	0.00	0.00	0.00	1,003.00
Distributions								
Account Number	Account Name		Project	Account Key	Amount	Percent		
<a href="#">101-4210-42851</a>	Duty Equipment				1,003.00	100.00%		

Vendor Total: 5,131.17

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

<a href="#">2603005</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	5,131.17	0.00	0.00	0.00	5,131.17
Solid Waste Disposal					No					
	BANKW - BANK WEST									

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Solid Waste Disposal	NA	0.00	0.00	5,131.17	0.00	0.00	0.00	5,131.17
Distributions								
Account Number	Account Name		Project	Account Key	Amount	Percent		
<a href="#">101-4320-43230</a>	Solid Waste Collection				5,131.17	100.00%		

Vendor Total: 42.40

Vendor: [2126 - Creative Memories](#)

<a href="#">3.12.26</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	42.40	0.00	0.00	0.00	42.40
Embroidery city patch					No					
	BANKW - BANK WEST									

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Embroidery city patch	NA	0.00	0.00	42.40	0.00	0.00	0.00	42.40
Distributions								
Account Number	Account Name		Project	Account Key	Amount	Percent		
<a href="#">101-4140-42850</a>	Uniform Expense				42.40	100.00%		

Vendor Total: 14.21

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

<a href="#">12692a</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	14.21	0.00	0.00	0.00	14.21
WWTP REpair-forgot to include Excise tax					No					
	BANKW - BANK WEST									

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP REpair-forgot to include Excise t	NA	0.00	0.00	14.21	0.00	0.00	0.00	14.21
Distributions								
Account Number	Account Name		Project	Account Key	Amount	Percent		
<a href="#">604-4000-42500</a>	Repair/Maint Expense				14.21	100.00%		

Vendor Total: 37.38

Vendor: [0709 - Diamond Water Company](#)

<a href="#">3.4.26-DW355</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	37.38	0.00	0.00	0.00	37.38
Monthly Usage					No					
	BANKW - BANK WEST									

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly Usage	NA	0.00	0.00	37.38	0.00	0.00	0.00	37.38
Distributions								
Account Number	Account Name		Project	Account Key	Amount	Percent		
<a href="#">101-4192-42800</a>	Utility Expense				37.38	100.00%		

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>Vendor: <a href="#">2014 - DOT Marketing</a></b>										<b>Vendor Total: 1,350.00</b>
<a href="#">14637</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	1,350.00	0.00	0.00	0.00	1,350.00
Website forms & updates		BANKW - BANK WEST		No						
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Website forms & updates	NA	0.00	0.00	1,350.00	0.00	0.00	0.00	1,350.00		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">101-4192-42200</a>	Prof Fees Expense		1,350.00	100.00%						

<b>Vendor: <a href="#">0116 - Evergreen Office Products</a></b>										<b>Vendor Total: 594.14</b>
<a href="#">33137</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	407.89	0.00	0.00	0.00	407.89
Move data to USB portable hard drive		BANKW - BANK WEST		No						
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Move data to USB portable hard drive	NA	0.00	0.00	407.89	0.00	0.00	0.00	407.89		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">101-4192-42200</a>	Prof Fees Expense		407.89	100.00%						

<a href="#">33138</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	186.25	0.00	0.00	0.00	186.25
Install Adobe Software		BANKW - BANK WEST		No						
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Install Adobe Software	NA	0.00	0.00	186.25	0.00	0.00	0.00	186.25		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">101-4140-42201</a>	Dues/Subscriptions		186.25	100.00%						

<b>Vendor: <a href="#">0246 - Golden West Technologies</a></b>										<b>Vendor Total: 4,243.93</b>
<a href="#">40002344</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	4,243.93	0.00	0.00	0.00	4,243.93
Comprehensive Services		BANKW - BANK WEST		No						
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Comprehensive Services	NA	0.00	0.00	4,243.93	0.00	0.00	0.00	4,243.93		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">101-4192-42201</a>	Dues/Subscriptions		4,243.93	100.00%						

<b>Vendor: <a href="#">0698 - Hawkins Inc.</a></b>										<b>Vendor Total: 152.75</b>
<a href="#">7377729</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	152.75	0.00	0.00	0.00	152.75
WWTP Supplies		BANKW - BANK WEST		No						
<b>Items</b>										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
WWTP Supplies	NA	0.00	0.00	152.75	0.00	0.00	0.00	152.75		
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">604-4000-42630</a>	Chemicals and Lab Supplies		152.75	100.00%						

<b>Vendor: <a href="#">1133 - HDR Engineering, Inc</a></b>										<b>Vendor Total: 2,901.25</b>
<a href="#">1200808087</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	2,901.25	0.00	0.00	0.00	2,901.25
Summerset 2026 General Engineering Srv.		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	
Summerset 2026 General Engineering S	NA		0.00	0.00	2,901.25	0.00	0.00	0.00	2,901.25	
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">101-4196-42200</a>	Prof Fees Expense		2,901.25	100.00%						

Vendor Total: 6,594.00

Vendor: [1287 - Hills Septic Service Go Pro](#)

<a href="#">21274</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	3,297.00	0.00	0.00	0.00	3,297.00
Pumped 6 loads-WWTP					No					

<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Pumped 6 loads-WWTP	NA		0.00	0.00	3,297.00	0.00	0.00	0.00	3,297.00	
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">604-4000-42650</a>	Sludge Hauling		3,297.00	100.00%						

<a href="#">21369</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	3,297.00	0.00	0.00	0.00	3,297.00
Pumped 6 loads-WWTP					No					

<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Pumped 6 loads-WWTP	NA		0.00	0.00	3,297.00	0.00	0.00	0.00	3,297.00	
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">604-4000-42650</a>	Sludge Hauling		3,297.00	100.00%						

Vendor Total: 1,818.89

Vendor: [0937 - MDU](#)

<a href="#">3.10.26-14393310009</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	64.31	0.00	0.00	0.00	64.31
Recreational Dr.					No					

Payment Date: 4/1/2026

Bank Draft: DFT0000469

<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Recreational Dr.	NA		0.00	0.00	64.31	0.00	0.00	0.00	64.31	
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">604-4000-42800</a>	Utility Expense		64.31	100.00%						

<a href="#">3.10.26-19146935150</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	135.78	0.00	0.00	0.00	135.78
PW Bldg.					No					

Payment Date: 4/1/2026

Bank Draft: DFT0000468

<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW Bldg.	NA		0.00	0.00	135.78	0.00	0.00	0.00	135.78	
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">101-4310-42800</a>	Utility Expense		135.78	100.00%						

<a href="#">3.10.26-33374310002</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	67.57	0.00	0.00	0.00	67.57
Sewer Lift Station					No					

Payment Date: 4/1/2026

Bank Draft: DFT0000467

<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Sewer Lift Station	NA		0.00	0.00	67.57	0.00	0.00	0.00	67.57	
<b>Distributions</b>										
Account Number	Account Name	Project Account Key	Amount	Percent						
<a href="#">604-4000-42800</a>	Utility Expense		67.57	100.00%						

<a href="#">3.10.26-44803668274</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	357.44	0.00	0.00	0.00	357.44
City Hall					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 Hall	NA		0.00	0.00	357.44	0.00	0.00	0.00	357.44	

Distributions		Account Name	Project Account Key	Amount	Percent
Account Number		Utility Expense		357.44	100.00%
<a href="#">101-4192-42800</a>					

<a href="#">3.10.26-70173310007</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	1,193.79	0.00	0.00	0.00	1,193.79
Farm Tap		BANKEFT - BANK WEST EFT			No	Payment Date: 4/1/2026		Bank Draft:	DFT0000466	

Items		Account Name	Project Account Key	Amount	Percent
Account Number		Utility Expense		1,193.79	100.00%
<a href="#">604-4000-42800</a>					

<b>Vendor: <a href="#">1101 - Meade County Auditor</a></b>										<b>Vendor Total:</b>	<b>2,450.66</b>
--	--	--	--	--	--	--	--	--	--	----------------------	-----------------

<a href="#">Feb. 26</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	2,450.66	0.00	0.00	0.00	2,450.66
Feb. 26 Dispatch Expense		BANKW - BANK WEST			No					

Items		Account Name	Project Account Key	Amount	Percent
Account Number		Dispatch Expense		2,450.66	100.00%
<a href="#">101-4210-42820</a>					

<b>Vendor: <a href="#">0664 - Meade County Register of Deeds</a></b>										<b>Vendor Total:</b>	<b>90.00</b>
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<a href="#">Plat- Rath</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	90.00	0.00	0.00	0.00	90.00
Recording Fee-Rath-Bur Oaks		BANKW - BANK WEST			No					

Items		Account Name	Project Account Key	Amount	Percent
Account Number		Publishing Exp		90.00	100.00%
<a href="#">101-4652-42300</a>					

<b>Vendor: <a href="#">1157 - Midcontinent Testing Laboratories, Inc.</a></b>										<b>Vendor Total:</b>	<b>185.50</b>
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<a href="#">137978</a>	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	185.50	0.00	0.00	0.00	185.50
Monthly Testing		BANKW - BANK WEST			No					

Items		Account Name	Project Account Key	Amount	Percent
Account Number		Chemicals and Lab Supplies		185.50	100.00%
<a href="#">604-4000-42630</a>					

<b>Vendor: <a href="#">0167 - SD Department of Revenue</a></b>										<b>Vendor Total:</b>	<b>1,156.18</b>
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<a href="#">Feb. 26</a>	Invoice	3/25/2026	3/25/2026	3/25/2026	3/25/2026	1,156.18	0.00	0.00	0.00	1,156.18
Feb. 26 Sales Tax		BANKEFT - BANK WEST EFT			No	Payment Date: 3/25/2026		Bank Draft:	DFT0000465	

Items		Account Name	Project Account Key	Amount	Percent
Account Number		Sales Tax Payable		1,156.18	100.00%
<a href="#">101-0000-21700</a>					

<b>Vendor: <a href="#">0018 - SD One Call</a></b>										<b>Vendor Total:</b>	<b>13.65</b>
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Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<a href="#">SD26-00433</a>	Invoice	Bank Code 3/19/2026	3/19/2026	3/19/2026	On Hold 3/19/2026	13.65	0.00	0.00	0.00	13.65
Messages for Feb. 26		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Messages for Feb. 26	NA	0.00	0.00	13.65	0.00	0.00	0.00	13.65

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4232-42900</a>	Other Expense		13.65	100.00%

Vendor: [2125 - Towey Desigh Group Inc.](#)

Sign-Rohl	Invoice	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Refund-Sign Deposit	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	75.00	0.00	0.00	0.00	75.00
		BANKW - BANK WEST		No						

Vendor Total: 75.00

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Refund-Sign Deposit	NA	0.00	0.00	75.00	0.00	0.00	0.00	75.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4652-42900</a>	Other Expense		75.00	100.00%

Vendor: [0637 - WaterTree](#)

Sign-Rohl	Invoice	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
WWTP Maintenance	Invoice	3/19/2026	3/19/2026	3/19/2026	3/19/2026	225.38	0.00	0.00	0.00	225.38
		BANKW - BANK WEST		No						

Vendor Total: 225.38

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Maintenance	NA	0.00	0.00	225.38	0.00	0.00	0.00	225.38

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">604-4000-42500</a>	Repair/Maint Expense		225.38	100.00%

### Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	29	31,663.55	0.00	0.00	0.00	31,663.55	2,617.63	29,045.92
<b>Grand Total:</b>		<b>31,663.55</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31,663.55</b>	<b>2,617.63</b>	<b>29,045.92</b>

## Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
<a href="#">101-0000-21700</a>	Sales Tax Payable	1,156.18
<a href="#">101-4140-42201</a>	Dues/Subscriptions	186.25
<a href="#">101-4140-42850</a>	Uniform Expense	42.40
<a href="#">101-4192-42200</a>	Prof Fees Expense	1,757.89
<a href="#">101-4192-42201</a>	Dues/Subscriptions	4,243.93
<a href="#">101-4192-42800</a>	Utility Expense	435.32
<a href="#">101-4196-42200</a>	Prof Fees Expense	2,901.25
<a href="#">101-4210-42611</a>	Fuel Expense	1,206.42
<a href="#">101-4210-42820</a>	Dispatch Expense	2,450.66
<a href="#">101-4210-42821</a>	VPN/First Net	120.00
<a href="#">101-4210-42851</a>	Duty Equipment	1,003.00
<a href="#">101-4232-42900</a>	Other Expense	13.65
<a href="#">101-4310-42611</a>	Fuel Expense	531.40
<a href="#">101-4310-42800</a>	Utility Expense	135.78
<a href="#">101-4320-43230</a>	Solid Waste Collection	5,131.17
<a href="#">101-4520-42800</a>	Utility Expense	2.50
<a href="#">101-4652-42300</a>	Publishing Exp	90.00
<a href="#">101-4652-42900</a>	Other Expense	75.00
	<b>Total:</b>	<b>21,482.80</b>

<u>Account</u>	<u>Name</u>	<u>Amount</u>
<a href="#">604-4000-42500</a>	Repair/Maint Expense	239.59
<a href="#">604-4000-42610</a>	Auto Expense	1,683.24
<a href="#">604-4000-42630</a>	Chemicals and Lab Supplies	338.25
<a href="#">604-4000-42650</a>	Sludge Hauling	6,594.00
<a href="#">604-4000-42800</a>	Utility Expense	1,325.67
	<b>Total:</b>	<b>10,180.75</b>



City of Summerset, SD

# Payable Register

## Payable Detail by Vendor Name

Packet: APPKT00288 - 3.06.26-Transfer Liquor Licenses

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
<b>Vendor: 0167 - SD Department of Revenue</b>										<b>Vendor Total: 375.00</b>
<u>3.06.26-Pit Stop</u>	Invoice	3/6/2026	3/6/2026	3/6/2026	3/6/2026	375.00	0.00	0.00	0.00	375.00
Transfer Liquor Licenses-Pit Stop	BANKW - BANK WEST				No					
<b>Items</b>										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Transfer Liquor Licenses-Pit Stop Distributions	NA		0.00	0.00	375.00	0.00	0.00	0.00	375.00	
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4900-49900</u>	Miscellaneous				375.00	100.00%				

### Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	1	375.00	0.00	0.00	0.00	375.00	0.00	375.00
	<b>Grand Total:</b>	<b>375.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>375.00</b>	<b>0.00</b>	<b>375.00</b>

### Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
<u>101-4900-49900</u>	Miscellaneous	375.00
	<b>Total:</b>	<b>375.00</b>

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## February 2026 Finance Department

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### Meetings Attended

- ❖ Check in with Commissioner Pulscher
- ❖ Communication with Nicky
- ❖ Communication with Lisa
- ❖ Communication with the Mayor
- ❖ Attended two Commission meetings
- ❖ Attended the Legislative Rib Dinner and Legislative Day in Pierre

### Utility Billing

- ❖ ACH draft report
- ❖ Returned payment processing
- ❖ Utility billing adjustments
- ❖ Working with Nicky on how to answer questions on utility bills

### Financial

- ❖ Sales tax payable
- ❖ Bank recon
- ❖ Payroll process with payables and reporting
- ❖ Invoice review and claims prepared
- ❖ Credit card reconciliation
- ❖ Menards rebate processing
- ❖ Work Comp Audit went smoothly
- ❖ Added new payroll codes for PD

### Staff

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

### Budget

- ❖ Will be training with Lisa

### Miscellaneous

- ❖ Preparing information for Commission meeting agenda items
- ❖ Commission meeting minutes prepared and submitted for publication
- ❖ Continued work on FO operations manual
- ❖ Social media and LED post creation-in training
- ❖ Working with Commissioner Markham on returned mail
- ❖ Spoke on the phone with Midco to get accounts switched
- ❖ Verified petitions for Markham and Pulscher

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

# February 2026 Wastewater Department report

## Daily Operations

2-3 Discussed generator servicing needs with Jim Magnuson with Watt Works.  
2-5 Jason took Wastewater Treatment I test.  
2-6 Submitted DMR report to DANR.  
2-11 Reed Bed construction meeting.  
2-13 Cleaned Filter Building filters.  
2-17 Jim Magnuson replaced engine block heater on Sun Valley Lift Station generator.  
2-18 Assisted Lisa with Niche sanitary district connection information.  
2-23 Completed meter readings for sewer billing.  
2-23 SBR #1 influent valve failed to close.  
2-25 Completed survey for RCS construction.  
2-27 Traveled to Pierre with Jason to pick up new plant pickup  
Responded to 11 requests for utility location.  
Treated 4.4 million gallons of wastewater with a daily average of 180 thousand gallons.

## Special Projects

## Misc

# FEBRUARY 2026 City Administrator Report

## ECONOMIC DEVELOPMENT

- Met with B. Block to go over the Summerset Data Sheet.
- Met with B. Block to go over new business out reach and visits.
- Weekly updates with B. Block on economic development leads.
- Attended the Governor's Office of Economic Development Conference with B. Block and A. Anglin.

## GRANTS

- Researched Homeland Security Grants – R. Nasser will be applying for the same.
- Researched Worker's Compensation Grants for equipment.
- Worked with K. Snyder on FEMA Grant – request for more documentation.
- Resubmitted grant on FEMA GO.

## PLANNING & ZONING

- Followed up on D. Rath Plat with Baseline.
- Visited with T. Vig on D. Rath Plat that is within the three-mile jurisdiction regarding Geo Technical Testing.
- Visited with B. Van Heuveln on a potential new plat in three-mile jurisdiction.
- Completed the census boundary survey for the city.
- Visited with B. Hagg on new site plans/missing mechanical and electrical plans for Summerset Shops.
- Followed up on SDDANR Storm Water Permit.
- Visited with E. Jasper on Geo Technical Report and having it listed on D. Rath Plat.
- Visited with A. Rydquist from Cleary on Summerset Shops Building Permit.
- Visited with L. Hendrickson regarding SoDak Shops and IBC Codes.
- Visited with Remax representative regarding commercial properties for sale in Summerset.
- Visited with S. Delbridge regarding fire suppression on buildings.
- Met with S. Syverson regarding potential plat/Meade County and easements.
- Followed up on contractors for building permits with N. Birgen.
- Received review on D. Rath plat and sent to Baseline.
- Visited with J. Steele on preliminary plat information.
- Visited with Realtor regarding hold up on building permit.
- Visited with S. Delbridge regarding commercial builds needing know box.
- Reached out the BH Fire for approval letters on commercial builds.
- Visited with M. Jasper regarding permitting for Niche Sanitation Project.
- Visited with B. Hagg regarding Fire Marshall and building plans.
- Worked on annexation finding/studies and sent to Planning District for review.
- Attended one Planning & Zoning Meeting.
- Reviewed Norman Ranch revisions – responses.

\*See next page

## MISC.

- Visited with L. Fischer on Tyler Incode Software determining how to set up pay codes for new shift differential.
- Followed up with A. Kayl on Mitigation Notices for doorhangers.
- Reviewed session bills for legislation.
- Reviewed ESS Reports for Micro Training, Dark Web, and Phishing.
- Fixed Misc. Receipts in Finance Software for balancing.
- Answered records request on cell towers and wireless agreements.
- Followed up with A. Kayl on mitigation claim.
- Reviewed web page changes.
- Attended the Municipal League Rib Dinner and Municipal Day at the Legislature.
- Worked on arbor day proclamation for Potential Tree City 2026.
- Attended two commission meetings.
- Weekly updates with the Mayor.
- Visited with R. Nasser and G. Markham regarding wage scales and starting wage for new officers.
- Visited with M. Wheeler on agenda items and agreements.
- Visited with L. Adam from SDDOR on revoked sales tax license.
- Received copier quotes from Evergreen.
- Visited with S. Flockhart on malt beverage licensing and business license.
- Researched Tyler Incode on EFT fixes.
- Drafted letter to the legislature in opposition to HB1316.
- Invited different groups to the City Comprehensive Plan Meeting with Planning and Zoning.
- Updated Norman Ranch billing sent to M. Wheeler.
- Visited with A. Kayl on code enforcement – fence issues.
- Received a complaint from citizen regarding sealing – sent to Public Works
- Reviewed Meade County Vet Exemption – sent it through to Commission.
- Visited with S. Reade about emergency services.
- Received a complaint from BH Golf Cars – visited with the owners.
- Visited with A. Kayl regarding Anderson Road and fence/contractors permit.
- Drafted notice for transfer of alcoholic beverages.
- Visited with E. May regarding proposed mining ordinance.
- Attended City Administrator meeting – West River.
- Drafted notices for paper on upcoming ordinances.
- Visited with G. Markham regarding web page and go live date.
- Called and emailed Diamond Water to attend March 19<sup>th</sup> meeting.
- Ordered Adobe Pro – N. Birgen for documents.

- Met with J. Parks regarding the proposed mining ordinance.
- Visited with C. Hirsch regarding lot lines – tree planting. Met with A. Kayl regarding the same.
- Drafted notice for hearing on zoning.

# February

## **Sanitation**

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

## **Public works**

Performed maintenance on public works equipment. Had numerous conversations with the Public Works Commissioner, City Staff and Mayor. Spoke with HDR about various issues. Spoke with Developer concerning turnaround update. Applied crack seal with new equipment.

## **Code enforcement**

Mitigated 3 properties for enforcement issues

## **Parks**

Park inspections

## **Miscellaneous**

Attended council meeting. Interviewed and hired seasonal employee.

Investigated ROW for Niche Sanitary sewer connection. Training on New GIS asset mapping, geo located manholes.



# SUMMERSET POLICE DEPARTMENT

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## Monthly Report-February 2026

### Calls for service

- 329

### Court appearances

- Inv Regan
- Officer McSherry
- Officer Johnson

### Training

### Grants

### Special Events

- Sturgis HS Career Day

### Daily

- Regular meetings with Commissioner Markham
- Covering patrol shifts and responding to calls for service
- Evidence.com management
- Citizen meetings
- Meeting with extra job security contracts
- Meeting with Western Communications
- Meeting with Upfitter
- Vehicle quotes
- Meeting with Motorola
- Meeting with SD Highway Safety
- Search Warrant Briefing
- Meeting with FirstNet
- Applicant Hiring Process
- ICAC
- Posted Job Openings to several platforms
- Ordered equipment
- Website updates
- Upfit contract meetings
- Netcloud / Axon Configuration
- Cradlepoint Troubleshooting
- Axon Fleet 3 Installs

- Applicant Interviews
- Expenses/Credit Card
- Reports
- DCI IT-ALPR
- Scheduling
- Updated department policies
- Commission Meeting
- Records Requests
- NIBRS Submissions
- Payroll



# 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 *> Both*
- Final Plat *# 1,840 sq*
- 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

NW 1/4 SW 1/4 of Section 36, T3N, R6E, BHM, Meade County

#### PROPOSED

Lot 1 and Lot 2 of Bur Oaks Estates

#### LOCATION

# 15.36.32

#### Size of Site-Acres

40 acres

#### Square Footage

#### Proposed Zoning

#### DESCRIPTION OF REQUEST:

To plat two (2) twenty acre parcels of land

#### Utilities: Private / Public

Water

Sewer

### APPLICANT

Name Bur Oaks LLC / David Rath Phone [REDACTED]  
 Address 3456 Joseph Court E-mail [REDACTED]  
 City, State, Zip Sturgis, SD 57785 Signature [Signature] Date \_\_\_\_\_

### PROJECT PLANNER - AGENT

Name Baseline Surveying Inc / Shannon Vasknetz, RLS Phone [REDACTED]  
 Address 2305 Junction Avenue E-mail [REDACTED]  
 City, State, Zip Sturgis, SD 57785 Signature [Signature] Date \_\_\_\_\_

### OWNER OF RECORD (If different from applicant)

Name David Rath Phone \_\_\_\_\_  
 Address 3456 Joseph Ct. E-mail \_\_\_\_\_  
 City, State, Zip Sturgis, SD, 57785

[Signature] 11-24-25  
 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:

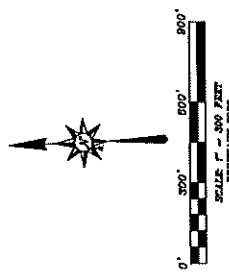
- Sewer Utility
- Fire Department
- Public Works
- Planning
- Building Inspector
- Engineering
- City Code Enforcement
- Police
- City Attorney
- BHP&L
- Finance Officer
- Register of Deeds
- County - Planning
- SD DOT
- SD DENR
- Auditor - Annexation
- Drainage
- Parks & Recreation
- Diamond D Water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

Planning and Zoning Meeting Date: \_\_\_\_\_  
 Commission Meeting Date: \_\_\_\_\_  
 Date Paid: \_\_\_\_\_

Payment Type: Cash  Check  Credit Card

# PRELIMINARY PLAT OF LOT 1 AND LOT 2 OF BUR OAKS ESTATES.

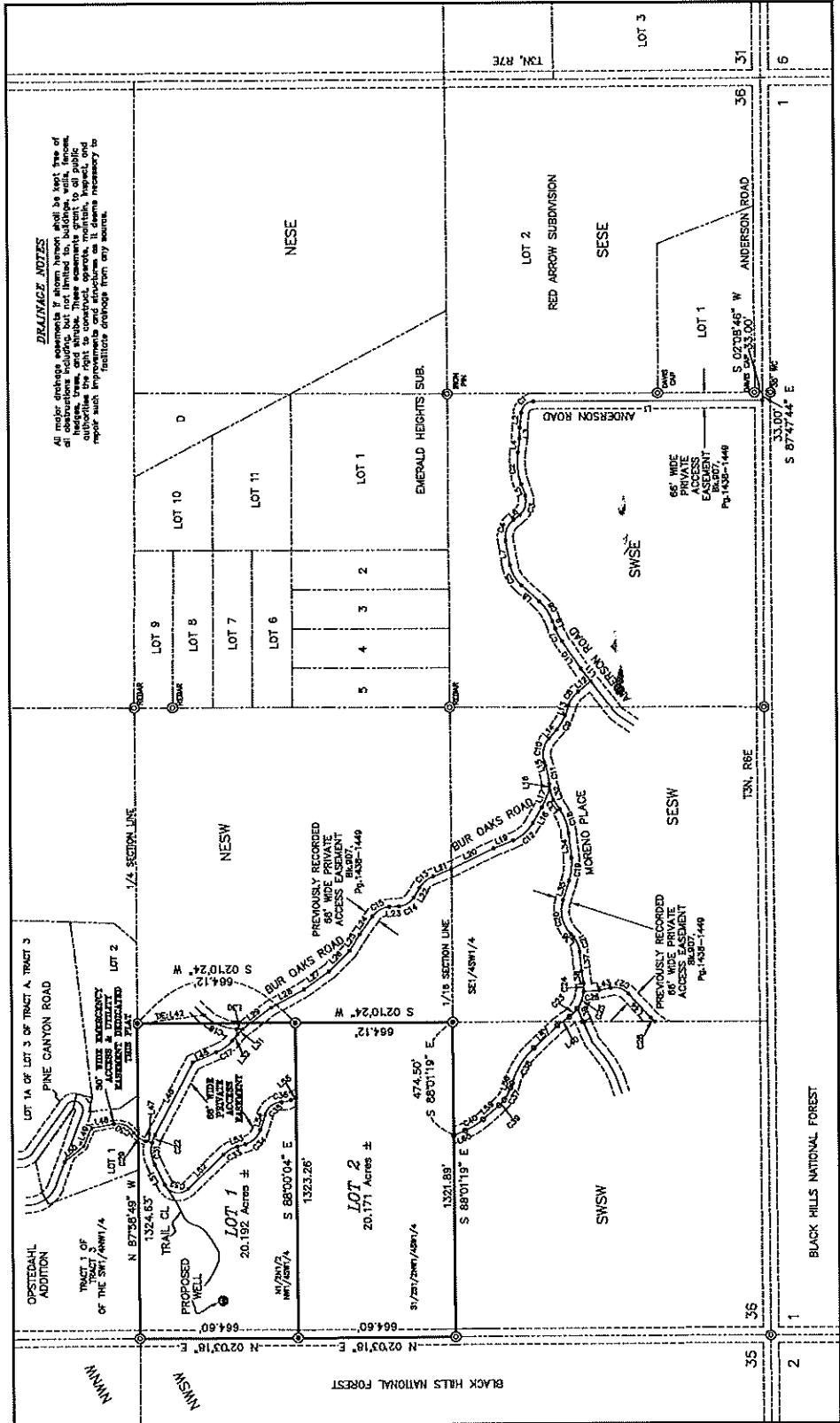
(Formerly the NW1/4SW1/4 of Section 36)  
All Located in NW1/4SW1/4 Township 3 North, Range 6 East,  
Black Hills Meridian, Meade County, South Dakota.



- LEGEND**
- ⊙ Found or Set 5/8" Rebar with Cap Marked "ASNETZ RLS 7719".
  - ⊙ Found U.S.F.S. 3" Aluminum Cap Monument Unless Otherwise Noted.
  - Bearings and Distances Break, Nothing Set or Found.
  - (F) Denotes Measurements Previously Reported.
  - (M) Denotes Measurements Per this Survey.

**SURVEYOR'S NOTES**

- 1) Reported Information:  
 Plat Book 3 on Page 200, Plat Book 8 at Page 37, Plat Book 8 at Page 59, Plat Book 8 at Page 110, Plat Book 10 at Page 8, Plat Book 11 at Page 10, Plat Book 11 at Page 13, as recorded with the Meade County Register of Deeds Office, Sturgis, South Dakota.
- 2) Utility & Minor Drainage Easements:  
 8' Wide on the interior side of all lot lines.
- 3) Building Subdivisions Per Meade County Ordinance 200-10 and Part Lot Lines 8' on All Side Lot Lines and 25' from all Right-Of-Way Lines.
- 4) Beds of Burrows within Easements North Determined from Global Positioning System (GPS).
- 5) Per FEMA Map Panel 48093C Located in Anderson Road, Meade County, South Dakota, Effective Date 09/16/2011.
- 6) Cao technical report is required to be completed before a building permit will be issued.



Registered Land Surveyor No. 7719  
 Sharon E. Vashnetz

PREPARED BY: BASILIAN SURVEYING, INC. 2205  
 JUNCTION OF HIGHWAY 80 S.D. 57766  
 STURGIS, S.D. 57701  
 PHONE: 605.480-1401  
 EMAIL: basilian@sturgisurveying.com  
 JOB NO. 21-081

**PRELIMINARY PLAT OF  
LOT 1 AND LOT 2 OF BUR OAKS ESTATES.**  
(Formerly the NW1/4SW1/4 of Section 36)  
All Located in NW1/4SW1/4 Township 3 North, Range 6 East,  
Black Hills Meridian, Meade County, South Dakota.

**66' WIDE PRIVATE  
ACCESS EASEMENT LINE  
AND CURVE TABLE**

LINE	BEARING	DISTANCE	CHORD	LENGTH	CHORD BEARING	DELTA ANGLE
1	N 07°08'43" E	82.68	71.49	N 39°43'02" W	85.44	82.68
2	N 85°29'42" E	44.30	39.45	N 85°05'28" W	37.44	85.44
3	N 72°48'42" W	31.71	27.49	N 71°31'38" W	24.97	85.44
4	N 80°28'11" W	35.61	31.10	N 65°03'52" W	27.19	85.44
5	S 72°48'42" W	31.71	27.49	S 58°11'04" W	25.31	85.44
6	S 85°29'42" W	44.30	39.45	S 85°09'31" W	35.31	85.44
7	S 07°08'43" W	100.49	86.98	N 37°17'23" W	30.24	85.44
8	N 35°50'50" W	33.87	29.38	N 35°44'26" W	24.28	85.44
9	N 07°08'43" E	82.68	71.49	N 35°44'26" W	24.28	85.44
10	N 85°29'42" E	44.30	39.45	N 26°35'05" W	57.42	85.44
11	S 72°48'42" W	31.71	27.49	N 26°35'05" W	57.42	85.44
12	S 85°29'42" W	44.30	39.45	N 26°35'05" W	57.42	85.44
13	N 35°50'50" W	33.87	29.38	N 26°35'05" W	57.42	85.44
14	N 07°08'43" E	82.68	71.49	N 26°35'05" W	57.42	85.44
15	N 85°29'42" E	44.30	39.45	N 26°35'05" W	57.42	85.44
16	N 72°48'42" W	31.71	27.49	N 26°35'05" W	57.42	85.44
17	N 80°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
18	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
19	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
20	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
21	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
22	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
23	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
24	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
25	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
26	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
27	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
28	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
29	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
30	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
31	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
32	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
33	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
34	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
35	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
36	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
37	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
38	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
39	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
40	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
41	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
42	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
43	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
44	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
45	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
46	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
47	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
48	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
49	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
50	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
51	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
52	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
53	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
54	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
55	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
56	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
57	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
58	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
59	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
60	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44

**OFFICE OF REGISTER OF DEEDS**

Meade County Register of Deeds

LINE	BEARING	DISTANCE	CHORD	LENGTH	CHORD BEARING	DELTA ANGLE
61	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
62	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
63	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
64	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
65	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
66	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
67	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
68	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
69	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
70	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
71	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
72	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
73	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
74	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
75	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
76	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
77	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
78	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
79	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
80	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
81	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
82	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
83	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
84	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
85	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
86	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
87	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
88	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
89	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
90	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
91	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
92	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
93	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
94	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
95	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
96	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
97	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
98	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
99	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44
100	N 82°28'11" W	35.61	31.10	N 26°35'05" W	57.42	85.44

**COUNTY TREASURER'S CERTIFICATE**  
I, Treasurer of Meade County, South Dakota, do hereby certify that all taxes which are liens upon the land described herein, as shown by the records of my office, are fully paid.  
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Meade County Treasurer

**CERTIFICATE OF CITY FINANCE OFFICER**  
I, Finance Officer of the City of Summit, South Dakota, do hereby certify that the resolution adopted by the City Commission on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, is a true and correct copy of the resolution adopted by the City Commission of the City of Summit, South Dakota at a meeting held on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Finance Officer

**CERTIFICATE OF CITY FINANCE OFFICER**  
I, Finance Officer of the City of Summit, do hereby certify that all special assessments which are liens upon the within described lands are fully paid according to the records of my office.  
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Finance Officer

**CERTIFICATE OF PLANNING COMMISSION**  
The City of Summit Planning and Zoning Commission certifies that it has reviewed the final plat and hereby recommends approval to the City Commission of the City of Summit, South Dakota.  
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Planning Commission Member

**RESOLUTION OF CITY COMMISSION**  
Whereas there has been presented to the City Commission of the City of Summit, South Dakota, the within Plat of the above described lands, and it appears to the Council of Commissioners that:  
a. The system of streets set forth therein conforms to the plat of the City of Summit, South Dakota.  
b. All taxes and special assessments upon the Tract or Subdivision herein shown have been paid.  
c. All taxes and special assessments upon the Tract or Subdivision herein shown have been paid.  
d. NOW THEREFORE, BE IT RESOLVED that said plat is hereby approved in all respects.  
Dated at Summit, South Dakota  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Mayor

**SURVEYOR'S CERTIFICATE**  
I, Sharon E. Vokonetz, 2305 Junction Ave., being a Registered Land Surveyor in the State of South Dakota, do hereby state that at the request of the Owner listed herein, I have surveyed and plotted the proposed boundaries in the manner shown, and that the plot is correct to the best of my knowledge, information and belief.  
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Registered Land Surveyor No. 7719  
Sharon E. Vokonetz

**CERTIFICATE OF DIRECTOR OF EQUALIZATION**  
I, Director of Equalization of Meade County, South Dakota, do hereby certify that I have on record in my office a copy of the within described plat.  
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Meade County Director of Equalization

**APPROVAL BY HIGHWAY OR STREET AUTHORITY**  
The location of the proposed access to the Highway or Street shown herein is hereby approved. Any change in the location of the proposed access shall require additional approval.  
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Highway or Street Authority

**OWNER'S CERTIFICATE**  
I, Kirsten K. Aasen, (formerly Kirsten A. Leckhorst), do hereby certify that I am the Owner of the land shown on the survey and plat, I further certify that the development of this land shall conform to all existing applicable zoning, subdivision and erosion and sediment control regulations. Dedicated right-of-way as shown herein is dedicated to public use.  
IN WITNESS WHEREOF, I hereby set my hand and official seal.  
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Kirsten K. Aasen  
(formerly Kirsten A. Leckhorst)

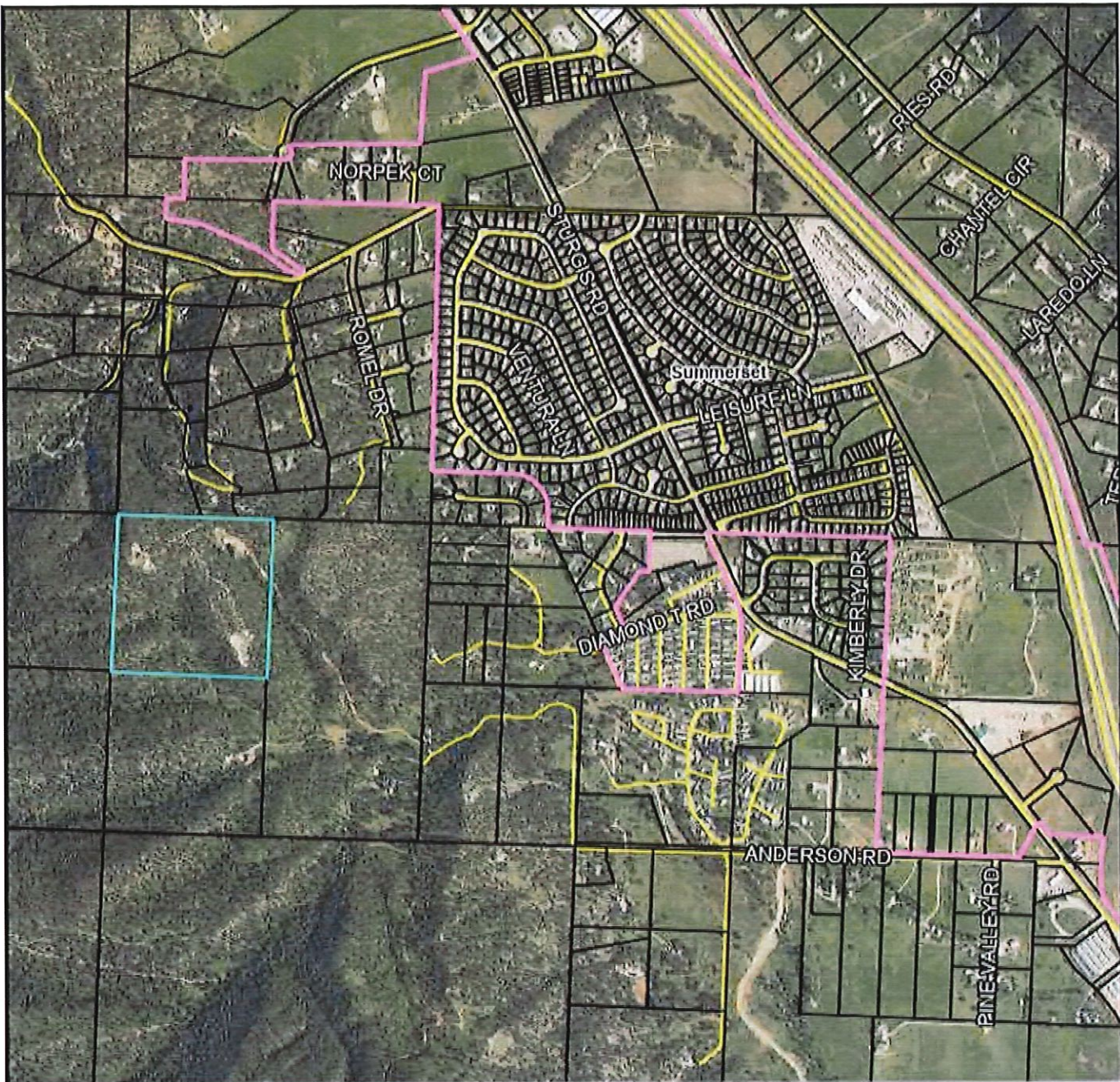
**ACKNOWLEDGEMENT OF OWNERS**  
STATE OF SOUTH DAKOTA }  
COUNTY OF \_\_\_\_\_ }  
My commission expires \_\_\_\_\_

**OWNER'S CERTIFICATE**  
We, Bur Oaks, LLC, David Rath, Managing Member, do hereby certify that we are the Owners of the land shown on the survey and plat, I further certify that the development of this land shall conform to all existing applicable zoning, subdivision and erosion and sediment control regulations. Dedicated right-of-way as shown herein is dedicated to public use.  
IN WITNESS WHEREOF, I hereby set my hand and official seal.  
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Bur Oaks, LLC  
David Rath, Managing Member

**ACKNOWLEDGEMENT OF OWNERS**  
STATE OF SOUTH DAKOTA }  
COUNTY OF \_\_\_\_\_ }  
My commission expires \_\_\_\_\_

**PREPARED BY: BASELINE SURVEYING, INC.**  
2305 JUNCTION AVENUE, STURGEON, S.D. 57786  
EMAIL: baseline@surveysouth.com  
PHONE: 605 480-1401 402 NO. 1A 501



Owner Address BUR OAKS LLC  
3456 JOSEPH CT  
STURGIS SD 57785



**NOTICE FOR PUBLICATION**

**Ordinance 2026-01**

**AN ORDINANCE AMENDING TITLE XV- LAND USAGE, CHAPTER 155 ZONING,**

**155.005 REGULATIONS/155.00 DEFINITIONS**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2026-01 Amending Title XV - Chapter 155, Subsections 155.005 and 155.009.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on March 19th, 2026 @ 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 19th day of February 2026..

City of Summerset

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

## § 155.005 REGULATIONS.

The following general regulations shall apply to all zoning districts.

(A) Except as otherwise provided in this chapter, no building shall be erected, converted, enlarged, reconstructed, or structurally altered, nor shall any structure or land be used, except:

- (1) For a purpose permitted in the district in which the structure or land is located;
- (2) In conformance with the height and minimum lot requirements, and the parking, loading, stacking, and sign regulations, and any other applicable requirements of the district in which the structure or land is located; and
- (3) In conformance with any federal, state, or municipal codes as may be applicable. Where this chapter and another chapter conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

(B) The density and yard regulations of this chapter are minimum regulations for each and every building existing at the effective date of the ordinance codified herein or for any building hereafter erected or structurally altered. No land required for yards or other open spaces about an existing building or any building hereafter erected or structurally altered shall be considered a yard or lot area for more than one building.

(C) Every building hereafter erected or structurally altered shall be located on a lot as herein defined, and in no case shall there be more than one main building on a lot except as otherwise provided in this chapter.

(D) Cooperatives, condominiums, and all other forms of property ownership do not affect the provisions of these regulations. All requirements shall be observed as though the property were under single ownership.

The following general regulations shall apply to all zoning districts as it pertains to mining.

- (A) There shall be no mining operation activities permitted within the City of Summerset, nor within one (1) mile of its corporate boundaries. This prohibition is established to protect the health, safety, and welfare of our citizens, to preserve the integrity of our environment and infrastructure, and to ensure the continued quality of life within our community in accordance with this provision,

**§ 155.009 DEFINITIONS.**

\*Add the following to the list of definitions under 155.009

**MINING OPERATIONS.** "Mining operation," the development or extraction of a mineral from its natural occurrence on affected land. The term includes surface mining and surface operation, in situ mining, the reprocessing of tailings piles, the disposal of refuse from underground mining, milling and processing located on the land described in the application for a mining permit, and stand-alone milling and processing facilities utilizing chemical or biological leaching agents and the extraction of any material by use of explosives. The term does not include exploration activities, bulk sampling, the exploration and extraction of natural petroleum in a liquid or gaseous state by means of wells or pipe, borrow excavation for embankments, or the extraction of geothermal resources;

**9-29-1. Territorial jurisdiction of municipalities.**

Every municipality shall have power to exercise jurisdiction for all authorized purposes over all territory within the corporate limits and over any public ground or park belonging to the municipality, whether within or without the corporate limits, and in and over all places, except within the corporate limits of another municipality, within one mile of the corporate limits or of any public ground or park belonging to the municipality outside the corporate limits, for the purpose of promoting the health, safety, morals, and general welfare of the community, and of enforcing its ordinances and resolutions relating thereto.

**Source:** PolC 1877, ch 24, § 23; CL 1887, § 1044; SL 1890, ch 37, art IV, § 15; RPolC 1903, §§ 1212, 1439; SL 1913, ch 119, § 30; RC 1919, § 6187; SL 1931, ch 193; SDC 1939, § 45.0201 (24).

## PARKS AND RECREATION

### ~~§ 31.080 CITY PARKS AND RECREATION BOARD ESTABLISHED:~~

~~—There is hereby created for the City of Summerset a City Parks and Recreation Board consisting of five members and one alternate from the City of Summerset located within Meade County, South Dakota. The Board of Commissioners may by resolution increase the size of the City Parks and Recreation Board to seven members if the Board of Commissioners determines that a seven-member board is appropriate.~~

(Ord. passed 7-31-2019; Ord. 2022-11, passed 12-19-2022; Ord. 2025-03, passed 5-15-2025)

### § 31.081 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**MOTOR VEHICLE.** Any automobile, motor truck, motorcycle, house trailer, trailer, moped, ATV, UTV and any vehicle propelled by the power other than muscular.

**PARK TREES.** Any trees, shrubs, bushes and all other woody vegetation in any public park or in any area owned by the city, subject to the sight distance requirements herein after set forth.

**PEST.** Any organism, insect, rodent, fungus, virus, bacteria, or other agent that causes damage, abnormal growth, or mortality of any shrub, bush or other woody vegetation.

**PROPERTY LINE.** The property as platted.

**PUBLIC RIGHT-OF-WAY.** The entire area between property boundaries which is owned by a government, dedicated to public use, or designated as and publicly maintained, in whole or in part, for such use. **RIGHT-OF-WAY** includes without limitation the public street, shoulder, gutter, curb, sidewalk, sidewalk area, parking or parking strip, and any other public way.

**TOPPING.** The severe cutting back of limbs to stubs larger than six inches in diameter within the tree's crown to such a degree so as to remove the normal canopy and disfigure the tree.

(Ord. passed 7-31-2019)

### ~~§ 31.082 CITY PARKS AND RECREATION BOARD MEMBER APPOINTMENT:~~

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

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

**~~§ 31.083 CHAIRPERSON, VICE CHAIRPERSON, SECRETARY.~~**

~~(A) The City Parks and Recreation Board shall elect from its number a Chairperson and Vice Chairperson to serve for a term of two years or until a successor is elected and qualified, except and unless the said officer so elected is removed from the City Parks and Recreation Board before the end of his or her term. The City Park Board shall also designate a Secretary. The Vice Chairperson shall act in the absence or disability of the Chairperson. In the event of death, retirement or removal of an officer from the City Parks and Recreation Board, a successor shall be elected, promptly.~~

~~(B) The Secretary of the City Parks and Recreation Board shall keep a record of its proceedings to be made available to any member of the Board of Commissioners for the City of Summerset.~~

~~(C) If the City Parks and Recreation Board believes that the budget amounts from the city will be insufficient to meet what it deems is necessary for the duties of the Park Board, it shall be the Chairperson or designee from the Parks and Recreation Board's responsibility to convey the need for supplementation of the budget to the Board of Commissioners. All expenditures for Parks and Recreation Projects remain in the discretion of the Summerset Board of Commissioners.~~

(Ord. passed 7-31-2019; Ord. 2022-11, passed 12-19-2022; Ord. 2024-11, passed 9-19-2024)

**~~§ 31.084 MEETINGS.~~**

~~The City Parks and Recreation Board shall determine the time of its regular meetings and the number, and the City Parks and Recreation Board may hold as many special meetings as it deems proper. At least one-half of the number of Board seats of the City Parks and Recreation Board shall constitute quorum for the transaction of City Parks and Recreation business. An affirmative vote of at least one-half of the number of Board positions shall be necessary to authorize any action of the City Parks and Recreation Board. The appointed Board of Commissioners liaison shall not be counted in determining whether a quorum exists. All officers of the City Parks and Recreation Board shall vote on all matters along with other members of the City Parks and Recreation Board. The City Parks and Recreation Board may set the procedures for its meeting and allow park volunteers and others as it sees fit to participate in the meetings. The City Parks and Recreation office shall be located in the Summerset Municipal Building.~~

(Ord. passed 7-31-2019)

#### **~~§ 31.085 POWERS AND DUTIES.~~**

~~The City Parks and Recreation Board shall have all the combined powers and duties that the City Parks and Recreation Board would have separately as provided by the statutes of the State of South Dakota and acts amendatory thereto. The City Parks and Recreation Board shall maintain a five-year plan for possible park projects and improvements to guide the city in development and maintenance of the park properties. The City Parks and Recreation Board may work with nonprofits and other organizations to aid in the improvement to the parks but when doing so will ensure the nonprofit or other entities are not acting on behalf of the city.~~

~~(A) The City Parks and Recreation Board shall be under the control and supervision of the Summerset Board of Commissioners and any city funds to be expended for the management or supervision and improvement of the city parks shall be spent only upon the recommendation of the City Parks and Recreation Board as set forth in resolution or minutes of the City Parks and Recreation Board and approval of the Summerset Board of Commissioners. All vouchers submitted for expenditures by the City Parks and Recreation Board at regular or special meetings and then marked approved by the Secretary of the City Parks and Recreation Board and then submitted to the Board of Commissioners of the City of Summerset for its approval or rejection. The City Parks and Recreation Board shall provide funds for its operation and may seek funds through solicitation of donations, by seeking grants, by holding fundraising events, and by other means approved by the City Parks and Recreation Board.~~

~~(B) It shall be the duty of the Chairperson of the City Parks and Recreation Board to preside at all meetings of the City Parks and Recreation Board. It shall be the duty of the City Parks and Recreation Board to report to the City of Summerset Board of Commissioners of all actions taken by the City Park Board. Each year, the City Parks and Recreation Board shall present to the City of Summerset Board of Commissioners a budget for the recommended and estimated expenditures for the operation and improvement of the city parks system for the following calendar year.~~

~~(C) The City of Summerset Board of Commissioners may, from time to time, prescribe any rules, regulations, and responsibilities of the said City Parks and Recreation Board either by amendment to the title or by resolution. The City Parks and Recreation Board will not enter into any agreement with another municipal organization without the approval of the City of Summerset Board of Commissioners. All existing bylaws and policies and procedures of the City Parks and Recreation Board shall remain in effect until the appointed City of Summerset Board of Commissioners direct otherwise.~~

(Ord. passed 7-31-2019)

#### **§ 31.086 PARK CLOSURE.**

(A) The City of Summerset Board of Commissioners at its discretion may, from time to time, close any or all of the city parks in the City of Summerset to any use or activity whatsoever and prohibit any persons except those authorized by the City of Summerset Board of Commissioners to enter the city parks area. In the event that the City of Summerset Board of Commissioners desires to close any part of the city parks area, it shall pass a resolution specifying the city parks area as being closed and the times it shall be closed.

(B) No person shall enter any city parks area that has been closed by the City of Summerset Board of Commissioners as authorized by this chapter.

(Ord. passed 7-31-2019)

#### **§ 31.087 RULES.**

(A) The city parks shall be open to the public from 6:00 a.m. to 10:00 p.m. each day except for extension granted for special events. Any exceptions for special events must be approved by the Park Board and the Summerset Board of Commissioners. Special events include, but are not limited to, weddings, fourth of July events, anniversary parties, and family reunions.

(B) Any pet within the city parks shall be on a leash no longer than 10 feet. Any person or persons bringing a pet within any city parks shall clean up after the pet. No horses or

livestock shall be allowed within any city parks except as authorized by the Board of Commissioners for special events.

(C) No fireworks shall be allowed within any city parks except as authorized by the Board of Commissioners.

(D) Any wildlife and/or vegetation, living or dead, located within any city parks shall not be disturbed by any person or any person's pet. All wildlife and vegetation shall be left where found unless removal or alteration has been approved by the ~~City Parks and Recreation Board by established rules or resolution~~ Board of Commissioners.

(E) No motorized vehicles allowed in the city parks unless authorized by the ~~City Parks and Recreation Board and approved by the~~ Board of Commissioners. City maintenance vehicles are exempt in the performance of their duties.

(F) There will be no open fires in the city parks except the use of the designated grills. No exceptions shall be allowed unless approved by the Board of Commissioners.

(G) There will be no overnight camping in the city parks. Exception may be granted by the ~~Park Board with the approval~~ and approved by the Board of Commissioners.

(H) There will be no alcohol allowed in the city parks unless authorized as a special event by the ~~City Parks and Recreation Board,~~ and approved by the Board of Commissioners and provided in compliance with city ordinance and state law.

(Ord. passed 7-31-2019)

### **§ 31.088 PENALTY.**

Any violation of the provisions of this chapter is a Class II misdemeanor punishable by the maximum punishment set forth by the laws of the state of South Dakota pursuant to SDCL 22-6-2. Said punishment may also include payment of any costs and/or restitution authorized by this subchapter and/or state law. See § 10.99.

(Ord. passed 7-31-2019)

### **§ 31.089 APPEAL PROCESS.**

Any person aggrieved by a decision made under this subchapter shall be entitled to have said decision reviewed by the ~~City Parks and Recreation Board, who rendered the decision~~ by the Public Works Commissioner. If after review, the person is unsatisfied, he or she may appeal the decision to the Board of Commissioners. The process shall be as follows:

(A) An aggrieved person shall first file a written request for review with the Board of Commissioner's representative Public Works Commissioner rendering the decision setting

forth the basis for which he or she believes the decision to be in error. The writing shall also include the person's name and mailing address.

(B) Upon receipt of a written request for review, the Board of Commissioner representative **Public Works Commissioner** shall review his or her decision and mail a written response to the aggrieved person within 20 days.

(C) If the aggrieved is not satisfied with the decision of the Board of Commissioner's representative **Public Works Commissioner** following review, he or she may file a notice of appeal with the Finance Officer. There shall be a \$25.00 fee assessed for filing an appeal, which shall be paid to the Finance Office at the time of filing the notice of appeal.

(D) Upon receipt of a notice of appeal, the Finance Officer shall notify the Board of Commissioners and a public meeting shall be held within 30 days after the date of the appeal was filed. The Board of Commissioners shall provide notice to the person specifying the time, date, and location of the hearing.

(E) The Board of Commissioners may notify the aggrieved person of its decision following the hearing, however, the Board of Commissioners shall issue a written decision to the person within 20 days of the hearing. The Board of Commissioners may affirm or reverse the decision of the ~~City Parks and Recreation Board~~ **Public Works Commissioner**.

(Ord. passed 7-31-2019)

**9-38-7. Governing body to control parks unless board created.**

Except as provided for first or second class municipalities under a commission form of government the public parks of every municipality, whether within or without the limits of the municipality, shall be under the control and supervision of the governing body thereof unless a park board shall have been created as provided in this chapter.

**Source:** RC 1919, § 6433; SDC 1939, § 45.2501; SL 1970, ch 63, § 2; SL 1992, ch 60, § 2.

**AMENDED  
CITY OF SUMMERSET - MEDIA POLICY**

From time to time during the course of your service for the City of Somerset you may receive unsolicited contact from representatives of the media including but not limited to newspaper reporters, television and radio reporters and news people, and others. The purpose of this policy is to inform you of the proper steps to follow when such contact occurs.

1. ~~Mayor Melanie Tornø~~ **The City of Somerset Mayor** has been designated as the authorized spokesperson for City of Somerset in the event of communications with the media. Therefore, if you receive contact from the media, advise them that you cannot comment but will take their name, phone number, and employer. This information will then be forwarded to **the Mayor Tornø** to evaluate. **The Mayor Tornø** has the authority to delegate a spokesperson in the case of his/her absence or in the case of it being department specific.
2. In addition to referring members of the media to our designated contact person, notify your immediate supervisor immediately of any media contact.
3. Media representatives will understand that you cannot comment. They will appreciate a referral to someone who may be able to answer their questions.
4. When an incident occurs that could give rise to a claim against you or others of your fellow employees, please notify everyone that they may receive contact from the media and that they must be aware of and follow this media policy – e.g. not comment on any occurrence and refer the media to the designated contact person.
5. Never give into what is a natural urge to be helpful if you are contacted by the media. You must follow this policy and the procedures described herein.
6. You should be friendly and not defensive or evasive when advising members of the media that you are not able to comment. As noted above, they will understand this position.
7. No comment means no comment. Do not explain or discuss any occurrence or event with the media unless you are authorized to do so as the designated spokesperson.
8. Keep in mind that whatever you say will be viewed as an official statement on behalf of your employer and your co-workers. This is yet another reason to follow the policy, make no comment, and direct the media representatives to the designated contact person.
9. If you are present during Executive Session of the City of Somerset Commission where litigation or claims are discussed, keep in mind that executive sessions are privileged, that no record is made of these discussions, and that anyone present is absolutely forbidden to discuss the content of conversations which occur during the course of executive session.

Adopted this 19th day of March, 2026.

(SEAL)

APPROVED:

ATTEST:

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

\_\_\_\_\_  
BY: Lisa Fischer, Finance Officer

## **2.20 Blogging and Social Networking:**

The City recognizes that Social Networking (such as personal web sites, blogs, Facebook, MySpace, Twitter, online group discussions, text messaging, message boards, chat rooms, etc.) can be used by employees for personal reasons as well as business purposes. The City also understands how the use of internet social network sites and blogs can shape the way the public views our products or services, employees, vendors, partners and clients. The City respects the right of any employee to maintain a blog or post a comment on social networking sites. However, the City is also committed to ensuring that the use of such communications serves the needs of our business by maintaining the City's identity, integrity, and reputation in a manner consistent with our values and policies. Therefore, the City has established the following rules and guidelines for communicating City-related information via Social Networking forums whether used in or outside the workplace:

### 2.20.1 Personal Blogging or Social Networking on City Time

Employees may not post on a personal blog or web page or participate in a personal social networking site during working time or at any time with City equipment or property, unless updating the City Facebook Page. Working time is your scheduled time of work not including lunch time, breaks or time prior to or after your shift.

### 2.20.2 Disclaimer

If from your post in a blog or elsewhere in social media it is clear you are a City employee, or if you mention the City, or it is reasonably clear you are referring to the City or a position taken by the City, and also express a political opinion or an opinion regarding the City's positions or actions, the post must specifically note that the opinion expressed is your personal opinion and not the City's position. This is necessary to preserve the City's good will in the marketplace.

### 2.20.3 Restriction on Customers, Clients, Vendors, Products and Services

Employees are prohibited from soliciting City customers, vendors, or clients to be "friends" or contacts on any social or professional networking site except when the contact has also been divulged to the City or in cases where there is a pre-established relationship outside the City which has been disclosed to and approved by the Supervisor/Department Head at the time of employment or institution of this policy. Employees are not to advertise or sell any of the City's products or services on any website or social network.

### 2.20.4 Right to Monitor

The City reserves the right to monitor all public blogs and social networking forums for the purpose of protecting its interests and monitoring compliance with City policies. The City reserves the right to access any City computers and electronic communication devices to monitor blogs and on-line websites. Employees should not maintain any expectation of privacy with respect to information transmitted over, received by, or posted on such sites.

### 2.20.5 Reporting

If an employee believes that a blog or other online communication violates any City policy, the employee should immediately report the blog or online communication to his or her Supervisor. The City will investigate the matter, determine whether such blog, posting, website, or communication violates City policies, and take appropriate action.



# Change Order No. 2

Project Name: Wastewater Treatment Plant Reed Bed Expansion	HDR Project No.: 10432213
Project Owner: City of Summerset, SD	Owner's Project No.:
	Date of Issuance: March 16, 2025
Project Contractor: Black River Inc 8201 Norman Ave Summerset, SD 57718	Date of Contract: October 14, 2025

CPR #	ITEM AND DESCRIPTION OF CHANGES	CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
2	Re-Grade Drainage Ditch	\$1,650.00	NA
	Difference Net	\$1,650.00	

**Summary: It is agreed to modify the Contract referred to above as follows:**

Contract Price prior to this Change Order	Contract Time prior to this Change Order
\$ 812,040.00	July 31, 2026 final completion
Net Increase (decrease) of this Change Order	Net Increase (decrease) of this Change Order
\$1,650.00	NA
Revised Contract Price with all approved Change Orders	Revised Contract Time with all approved Change Orders
\$813,690.00	July 31, 2026 final completion

The changes included in this Change Order are to be accomplished in accordance with the terms, stipulations and conditions of the original Contract as though included therein.

Accepted for Contractor by: 	Date: 3-16-26
Recommended for Approval by (HDR Engineering, Inc.): 	Date: 3/16/2026
Approved for Owner by: 	Attest: Date:

Distribution:  Owner  Contractor  Office  Field  Other

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Region 4 ESC - TX | R190304

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VIEW CONTRACT  
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Region 4 Education Service Center has awarded a cooperative purchasing agreement for office and school supplies. This competitively solicited and publicly awarded contract is available to agencies nationwide via OMNIA Partners, Public Sector, OMNIA Partners, Public Sector. Public Sector is the largest and most experienced cooperative purchasing organization dedicated to public sector procurement. Shaping the future of procurement through power, access, and trust.

### PARTNERSHIP

Quill has pioneered the growth of direct marketing in the business products industry and has been a leader in discount pricing and outstanding customer service. Our major business lines include office supplies, school supplies, furniture, customer imprints and office technology. Quill operates 25 regional distribution centers located in strategic areas of the United States which allows us to provide 1-2 day delivery. Our customers that are OMNIA Partners members value the program and your goals. Your contracts are important to the OMNIA members therefore are important to us. We both commit to bringing value to the members and collectively want to help the public sector find that value in the purchasing process working with Quill.com.

### CONTRACT DETAILS

Office Supplies, Related Products and Services  
Contract Term: June 1, 2019 - May 31, 2024

Contract Highlights:

- Office Supplies
- School Supplies
- Janitorial
- Food and Breakroom
- Safety and Health
- Technology
- Furniture
- Ink and Toner

# Empowering Schools & Public Agencies with Smarter Purchasing

Through our cooperative contract with OMNIA Partners, Quill makes it easy for **K-12 schools, higher education institutions, government agencies, and**

**nonprofits** to save on everyday essentials—while staying compliant and efficient.

## Exclusive Contract Benefits

**Public sector organizations can unlock deep discounts and value-added services:**

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- **10% off** ink, toner, furniture, breakroom, cleaning, and maintenance supplies
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- **Special pricing** on 1700+ items
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Shop Quill directly through **OMNIA Partners OPUS** to access contract pricing, streamline procurement, and eliminate the need to bid.

Whether you're restocking classrooms or outfitting a government office, OPUS simplifies the buying process from start to finish.

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Quill provides you with purchasing assistance, fast shipping, flexible terms, and more to set your organization up for success.

## **Punchout Integration**

Seamlessly connect Quill to your procurement system with real-time contract pricing.

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Order now, schedule delivery later—perfect for budget planning and saving storage space.

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 <p>PACIFIC BLUE 33587</p>	 <p>SofPull. 1 Towel Dispenser, 1 Towel Roll</p>	 <p>30 Boxes</p>

For questions on bulk deals please contact Eden | eden.wright@quill.com

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