

Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, April 2nd, 2026, 6:00 P.M.

Mayor Kitzmiller called the regular meeting to order at 6:01 p.m. Commissioners Hirsch and Markham were present, Commissioner Pulscher was absent. The City Administrator, City Finance Officer and City Attorney were also present.

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Markham gave the invocation.

Call for Changes

There were no declarations of conflict of interest.

Motion by Hirsch, second by Markham to approve the agenda of the regular meeting of the Summerset City Commission for April 2nd, 2026, as presented. Motion carried.

Citizen Input

Michael Pauling, introduced himself to the Board and gave a brief background on himself. Pauling is running for the Commissioner District 3 seat. If elected, he looks forward to working with the City of Summerset.

Consent Calendar

Approval of the Minutes

Motion by Markham, second by Hirsch to approve the minutes of the special board of equalization meeting held on March 16th, 2026, as presented or amended. Motion carried.

Motion by Markham, second by Hirsch to approve the minutes of the regular meeting held on March 19th, 2026, as presented or amended. Motion carried.

Approval of Claims

Motion by Hirsch, second by Markham to approve the claims to the amount of \$87,635.70 from March 19th, 2026, to April 1st, 2026. Motion carried.

A &B Business \$462.74; Ambrose, Jonathan \$50.00; Anglin, Mitch \$50.00; AT&T Mobility \$4.94; Birgen, Nicholin \$50.00; Black Hills Energy \$6,557.60; Black River Contracting \$5,580.00; Cardmember Services \$17,774.12; Jason Doty \$50.00; Fischer, Lisa \$50.00; Golden West \$750.00; Hermanson Egge \$130.00; Hills Septic Service \$3,297.00; Hirsch, Clyde \$50.00; Garcia, Jaeson \$50.00; Kayl, Anthony \$50.00; Kitzmiller, Michael \$50.00; Kotermanski, Kevin \$50.00; Madison National Life \$49.50; Markham, Gwenn \$50.00; Pulscher, Jordan \$50.00; Rapid Rooter \$495.00; RCS Construction \$2,144.00; Schieffer, Lisa \$50.00; Servall \$235.18; Street Image \$1844.78; USA Bluebook \$219.95; Delta Dental \$851.60; Health Pool of SD \$16,217.81; SDRS \$10,475.52; SDRS-Supplemental \$565.00; US Treasury \$19,330.96

Utility Billing Adjustments

Motion by Hirsch, second by Markham to approve the Utility Billing Adjustments in the amount of \$277.27 for the period of March 1st – March 31st, 2026. Motion Carried

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

Norman Ranch R3-Zoning on North 158' of Gov. Lots 3 & 4

Motion by Hirsch, second by Markham to open discussion. Motion carried. City Administrator, Lisa Schieffer explained that an application was submitted for zoning for the Norman Ranch project that was annexed in September. This is a request for everything to be R3.

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

Motion by Hirsch, second by Markham to accept the Norman Ranch R3-Zoning on the North 158' of Gov. Lots 3 & 4. Motion carried.

Ordinance TSO 2026-01 Changing the incorporated map for zoning

City Administrator, Lisa Schieffer explained that since we just approved the R3- Zoning, we need to update our incorporated map for zoning.

Motion by Markham, second by Hirsch to set the first reading of Ordinance TSO 2026-01 for Thursday, May 7th, 2026, at 6:00 p.m. Motion carried.

Second Reading of Ordinance 2026-01 (155.005 Regulations/155.009 Definitions) Mining Operations

Motion by Hirsch, second by Markham to open discussion. Motion carried. City Administrator, Lisa Schieffer stated that nothing changed with 155.005, and that in 155.009 there was additional language added.

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

Motion by Hirsch, second by Markham to approve the second reading of Ordinance 2026-01. Motion carried.

Motion by Markham, second by Hirsch to adopt Ordinance 2026-01. Motion carried.

State of South Dakota Joint Powers Maintenance and Encroachment Agreement

Motion by Markham, second by Hirsch to open discussion. Motion carried. City Administrator, Lisa Schieffer explained that the SDDOT had worked with the City of Summerset and Piedmont. Ours was okay, but there were some changes made to Piedmont regarding parking, so the agreement needs to be re-signed.

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

Motion by Markham, second by Hirsch to sign the amended State of South Dakota Joint Powers Maintenance and Encroachment Agreement. Motion carried.

Title Company Memorandum – SDDOT Property/Mike Wheeler

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

City Attorney Mike Wheeler explained that this pertains to some real estate that we are looking to acquire from Department of Transportation in connection with taking over some roads. Wheeler got a Title Commitment through the Title Company to make sure there were no issues with the property. Wheeler stated that he thinks we should get this on the agenda for consideration and approval of the transfer agreement.

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

Upcoming Events

City Offices will be closed Good Friday and Easter Monday per the Honorable Governor Larry Rhoden.

Executive Session - None

Adjournment

Motion by Markham, second by Hirsch to adjourn at 6:17 p.m. Motion carried.

(SEAL)

ATTEST:

Lisa Fischer
Finance Officer

Michael Kitzmiller
Mayor

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



Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					

Vendor: 1979 - Black River Contracting **Vendor Total:** 55,917.00

<u>App. 7</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	55,917.00	0.00	0.00	0.00	55,917.00
WWTP-Reed Bed App. 7		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP-Reed Bed App. 7	NA	0.00	0.00	55,917.00	0.00	0.00	0.00	55,917.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>305-4325-42200</u>	Prof Fees Expense		55,917.00	100.00%

Vendor: 2104 - Block, Brenna **Vendor Total:** 1,678.00

<u>4</u>	Invoice	4/16/2026	4/16/2026	5/16/2026	4/16/2026	1,678.00	0.00	0.00	0.00	1,678.00
Economic Development Consulting		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Economic Development Consulting	NA	0.00	0.00	1,650.00	0.00	0.00	0.00	1,650.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>211-4650-42200</u>	Prof Fees Expense		1,650.00	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Economic Development Consulting	NA	0.00	0.00	28.00	0.00	0.00	0.00	28.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>211-4650-42700</u>	Travel/Conf Expense		28.00	100.00%

Vendor: 1861 - Butler Machinery Company **Vendor Total:** 11,392.95

<u>06W00233545</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	11,392.95	0.00	0.00	0.00	11,392.95
WWTP Telehandler repairs		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Telehandler repairs	NA	0.00	0.00	11,392.95	0.00	0.00	0.00	11,392.95

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>604-4000-42610</u>	Auto Expense		11,392.95	100.00%

Vendor: 1504 - CBH CO-OP **Vendor Total:** 4,765.38

<u>4.30.26-200372</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	4,765.38	0.00	0.00	0.00	4,765.38
Government Fuel		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Government Fuel	NA	0.00	0.00	2,078.33	0.00	0.00	0.00	2,078.33

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4310-42611</u>	Fuel Expense		2,078.33	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Government Fuel	NA	0.00	0.00	2,687.05	0.00	0.00	0.00	2,687.05

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4210-42611</u>	Fuel Expense		2,687.05	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					

Vendor: 0036 - City of Rapid City Vendor Total: 5,479.50

<u>2604005</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	5,479.50	0.00	0.00	0.00	5,479.50
Solid Waste Disposal		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Solid Waste Disposal	NA	0.00	0.00	5,479.50	0.00	0.00	0.00	5,479.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4320-43230</u>	Solid Waste Collection		5,479.50	100.00%

Vendor: 1093 - Dakota Pump, Inc Vendor Total: 3,503.13

<u>13043</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	3,503.13	0.00	0.00	0.00	3,503.13
Annual Contract-Cloud9-WWTP		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Annual Contract-Cloud9-WWTP	NA	0.00	0.00	3,503.13	0.00	0.00	0.00	3,503.13

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>604-4000-42201</u>	Dues/Subscriptions		3,503.13	100.00%

Vendor: 0765 - Demersseman Jensen Tellinghuisen & Huffman, LLP Vendor Total: 4,437.50

<u>40717</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	4,437.50	0.00	0.00	0.00	4,437.50
Legal Fees		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
General Advisory	NA	0.00	0.00	4,437.50	0.00	0.00	0.00	4,437.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4141-42200</u>	Prof Fees Expense		4,437.50	100.00%

Vendor: 0709 - Diamond Water Company Vendor Total: 45.00

<u>4.01.26-DW355</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	45.00	0.00	0.00	0.00	45.00
Monthly Usage		BANKW - BANK WEST			No					

Items

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

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4192-42800</u>	Utility Expense		45.00	100.00%

Vendor: 2014 - DOT Marketing Vendor Total: 1,575.00

<u>H13442</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	1,200.00	0.00	0.00	0.00	1,200.00
Hosting & Maintenance-monthly backups		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Hosting & Maintenance-monthly backu	NA	0.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4192-42200</u>	Prof Fees Expense		1,200.00	100.00%

<u>H13580</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	375.00	0.00	0.00	0.00	375.00
Website forms & updates		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										
<u>Item Description</u>	<u>Commodity</u>		<u>Units</u>	<u>Price</u>	<u>Amount</u>	<u>Tax</u>	<u>Shipping</u>	<u>Discount</u>	<u>Total</u>	
Website forms & updates	NA		0.00	0.00	375.00	0.00	0.00	0.00	375.00	
Distributions										
<u>Account Number</u>	<u>Account Name</u>		<u>Project Account Key</u>		<u>Amount</u>	<u>Percent</u>				
101-4192-42200	Prof Fees Expense				375.00	100.00%				

Vendor: 0116 - Evergreen Office Products **Vendor Total:** 10,322.98

<u>14311</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	10,322.98	0.00	0.00	0.00	10,322.98
New copiers-Finance and PD		BANKW - BANK WEST		No						

Items										
<u>Item Description</u>	<u>Commodity</u>		<u>Units</u>	<u>Price</u>	<u>Amount</u>	<u>Tax</u>	<u>Shipping</u>	<u>Discount</u>	<u>Total</u>	
New copiers-Finance and PD	NA		0.00	0.00	10,322.98	0.00	0.00	0.00	10,322.98	
Distributions										
<u>Account Number</u>	<u>Account Name</u>		<u>Project Account Key</u>		<u>Amount</u>	<u>Percent</u>				
101-4192-43400	Equip Expense				10,322.98	100.00%				

Vendor: 0246 - Golden West Technologies **Vendor Total:** 4,255.43

<u>40002541</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	4,255.43	0.00	0.00	0.00	4,255.43
Comprehensive Services		BANKW - BANK WEST		No						

Items										
<u>Item Description</u>	<u>Commodity</u>		<u>Units</u>	<u>Price</u>	<u>Amount</u>	<u>Tax</u>	<u>Shipping</u>	<u>Discount</u>	<u>Total</u>	
Comprehensive Services	NA		0.00	0.00	4,255.43	0.00	0.00	0.00	4,255.43	
Distributions										
<u>Account Number</u>	<u>Account Name</u>		<u>Project Account Key</u>		<u>Amount</u>	<u>Percent</u>				
101-4192-42201	Dues/Subscriptions				4,255.43	100.00%				

Vendor: 1369 - Greenapsis **Vendor Total:** 367.30

<u>103</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	367.30	0.00	0.00	0.00	367.30
Cleaning Service Fee		BANKW - BANK WEST		No						

Items										
<u>Item Description</u>	<u>Commodity</u>		<u>Units</u>	<u>Price</u>	<u>Amount</u>	<u>Tax</u>	<u>Shipping</u>	<u>Discount</u>	<u>Total</u>	
Monthly Cleaning	NA		0.00	0.00	367.30	0.00	0.00	0.00	367.30	
Distributions										
<u>Account Number</u>	<u>Account Name</u>		<u>Project Account Key</u>		<u>Amount</u>	<u>Percent</u>				
101-4192-42200	Prof Fees Expense				367.30	100.00%				

Vendor: 0698 - Hawkins Inc. **Vendor Total:** 398.25

<u>7379636</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	398.25	0.00	0.00	0.00	398.25
WWTP Supplies		BANKW - BANK WEST		No						

Items										
<u>Item Description</u>	<u>Commodity</u>		<u>Units</u>	<u>Price</u>	<u>Amount</u>	<u>Tax</u>	<u>Shipping</u>	<u>Discount</u>	<u>Total</u>	
WWTP Supplies	NA		0.00	0.00	398.25	0.00	0.00	0.00	398.25	
Distributions										
<u>Account Number</u>	<u>Account Name</u>		<u>Project Account Key</u>		<u>Amount</u>	<u>Percent</u>				
604-4000-42630	Chemicals and Lab Supplies				398.25	100.00%				

Vendor: 1133 - HDR Engineering, Inc **Vendor Total:** 8,755.04

<u>1200814760</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	4,619.46	0.00	0.00	0.00	4,619.46
WWTP-Reed Bed Expansion		BANKW - BANK WEST		No						

Items										
<u>Item Description</u>	<u>Commodity</u>		<u>Units</u>	<u>Price</u>	<u>Amount</u>	<u>Tax</u>	<u>Shipping</u>	<u>Discount</u>	<u>Total</u>	
WWTP-Reed Bed Expansion	NA		0.00	0.00	4,619.46	0.00	0.00	0.00	4,619.46	
Distributions										
<u>Account Number</u>	<u>Account Name</u>		<u>Project Account Key</u>		<u>Amount</u>	<u>Percent</u>				
604-4000-42200	Prof Fees Expense				4,619.46	100.00%				

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<u>1200816355</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	3,087.50	0.00	0.00	0.00	3,087.50
2026 Summerset General Engineering Svcs.		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2026 Summerset General Engineering S	NA	0.00	0.00	3,087.50	0.00	0.00	0.00	3,087.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4196-42200</u>	Prof Fees Expense		3,087.50	100.00%

<u>1200816358</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	1,048.08	0.00	0.00	0.00	1,048.08
2025 Norman Ranch CA		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2025 Norman Ranch CA	NA	0.00	0.00	1,048.08	0.00	0.00	0.00	1,048.08

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4196-42200</u>	Prof Fees Expense		1,048.08	100.00%

Vendor: <u>1506 - Hermanson Egge Engineering, Inc.</u>	Vendor Total:									260.00
---	----------------------	--	--	--	--	--	--	--	--	---------------

<u>2026.066</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	260.00	0.00	0.00	0.00	260.00
Construction Inspections & Code Review		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Construction Inspections & Code Revie	NA	0.00	0.00	260.00	0.00	0.00	0.00	260.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4232-42320</u>	Building Inspection Expense		260.00	100.00%

Vendor: <u>1287 - Hills Septic Service Go Pro</u>	Vendor Total:									6,594.00
--	----------------------	--	--	--	--	--	--	--	--	-----------------

<u>22034</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	3,297.00	0.00	0.00	0.00	3,297.00
WWTP-pumped 6 loads		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP-pumped 6 loads	NA	0.00	0.00	3,297.00	0.00	0.00	0.00	3,297.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>604-4000-42650</u>	Sludge Hauling		3,297.00	100.00%

<u>22151</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	3,297.00	0.00	0.00	0.00	3,297.00
WWTP-pumped 6 loads		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP-pumped 6 loads	NA	0.00	0.00	3,297.00	0.00	0.00	0.00	3,297.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>604-4000-42650</u>	Sludge Hauling		3,297.00	100.00%

Vendor: <u>2052 - Hills Toilet Service</u>	Vendor Total:									48.75
---	----------------------	--	--	--	--	--	--	--	--	--------------

<u>21897</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	32.50	0.00	0.00	0.00	32.50
Temp toilets-Leisure lane		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Temp toilets-Leisure lane	NA	0.00	0.00	32.50	0.00	0.00	0.00	32.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4520-42830</u>	Temporary Toilets		32.50	100.00%

<u>21898</u>	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	16.25	0.00	0.00	0.00	16.25
Temp toilets-Steamboat		BANKW - BANK WEST		No						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
		Bank Code			On Hold					
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Temp toilets-Steamboat	NA		0.00	0.00	16.25	0.00	0.00	0.00	16.25	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4520-42830	Temporary Toilets				16.25	100.00%				

Vendor: 2094 - Jacobs Auto Repair **Vendor Total:** 589.61

16550	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	589.61	0.00	0.00	0.00	589.61
Spark plugs- '21 Ford Explorer		BANKW - BANK WEST		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Spark plugs- '21 Ford Explorer	NA	0.00	0.00	589.61	0.00	0.00	0.00	589.61		
Distributions										
Account Number	Account Name		Project Account Key	Amount	Percent					
101-4210-42500	Repair/Maint Expense			589.61	100.00%					

Vendor: 0324 - Kayl, Anthony **Vendor Total:** 436.96

04.2026-001	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	436.96	0.00	0.00	0.00	436.96
Health Ins. Refund		BANKEFT - BANK WEST EFT		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Health Ins. Refund	NA	0.00	0.00	436.96	0.00	0.00	0.00	436.96		
Distributions										
Account Number	Account Name		Project Account Key	Amount	Percent					
101-4310-41700	Med Ins Expense			436.96	100.00%					

Vendor: 0937 - MDU **Vendor Total:** 1,390.60

4.9.26-14393310009	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	57.21	0.00	0.00	0.00	57.21
Recreational Dr.		BANKEFT - BANK WEST EFT		No		Payment Date: 5/1/2026		Bank Draft:	DFT0000481	

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Recreational Dr.	NA	0.00	0.00	57.21	0.00	0.00	0.00	57.21		
Distributions										
Account Number	Account Name		Project Account Key	Amount	Percent					
604-4000-42800	Utility Expense			57.21	100.00%					

4.9.26-19146935150	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	96.03	0.00	0.00	0.00	96.03
PW Bldg.		BANKEFT - BANK WEST EFT		No		Payment Date: 5/1/2026		Bank Draft:	DFT0000480	

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PW Bldg.	NA	0.00	0.00	96.03	0.00	0.00	0.00	96.03		
Distributions										
Account Number	Account Name		Project Account Key	Amount	Percent					
101-4310-42800	Utility Expense			96.03	100.00%					

4.9.26-33374310002	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	61.45	0.00	0.00	0.00	61.45
Sewer Lift Station		BANKEFT - BANK WEST EFT		No		Payment Date: 5/1/2026		Bank Draft:	DFT0000479	

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Sewer Lift Station	NA	0.00	0.00	61.45	0.00	0.00	0.00	61.45		
Distributions										
Account Number	Account Name		Project Account Key	Amount	Percent					
604-4000-42800	Utility Expense			61.45	100.00%					

4.9.26-44803668274	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	225.37	0.00	0.00	0.00	225.37
City Hall		BANKEFT - BANK WEST EFT		No		Payment Date: 5/1/2026		Bank Draft:	DFT0000478	

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
		Bank Code			On Hold					
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
City Hall	NA		0.00	0.00	225.37	0.00	0.00	0.00	225.37	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42800	Utility Expense				225.37	100.00%				
4.9.26-70173310007	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	950.54	0.00	0.00	0.00	950.54
Farm Tap		BANKEFT - BANK WEST EFT			No	Payment Date: 5/1/2026		Bank Draft:	DFT0000477	
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Farm Tap	NA		0.00	0.00	950.54	0.00	0.00	0.00	950.54	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42800	Utility Expense				950.54	100.00%				

Vendor: 1101 - Meade County Auditor **Vendor Total:** 1,694.70

March 2026	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	1,694.70	0.00	0.00	0.00	1,694.70
March Dispatch Expense		BANKW - BANK WEST			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
March Dispatch Expense	NA		0.00	0.00	1,694.70	0.00	0.00	0.00	1,694.70	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42820	Dispatch Expense				1,694.70	100.00%				

Vendor: 2110 - Midwest Assistance Program **Vendor Total:** 195.00

MAP-2026-0025	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	195.00	0.00	0.00	0.00	195.00
Infrastructure mapping		BANKW - BANK WEST			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Infrastructure mapping	NA		0.00	0.00	195.00	0.00	0.00	0.00	195.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42200	Prof Fees Expense				195.00	100.00%				

Vendor: 2131 - Race Wheels Consulting, LLC **Vendor Total:** 600.00

04122026	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	600.00	0.00	0.00	0.00	600.00
PD Candidate Evaluation		BANKW - BANK WEST			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PD Candidate Evaluation	NA		0.00	0.00	600.00	0.00	0.00	0.00	600.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4210-42200	Prof Fees Expense				600.00	100.00%				

Vendor: 0167 - SD Department of Revenue **Vendor Total:** 1,159.34

March 26	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	1,159.34	0.00	0.00	0.00	1,159.34
March 26 Sales Tax		BANKEFT - BANK WEST EFT			No	Payment Date: 4/27/2026		Bank Draft:	DFT0000482	
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
March 26 Sales Tax	NA		0.00	0.00	1,159.34	0.00	0.00	0.00	1,159.34	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-0000-21700	Sales Tax Payable				1,159.34	100.00%				

Vendor: 0018 - SD One Call **Vendor Total:** 34.65

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
SD26-00687	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	34.65	0.00	0.00	0.00	34.65
Message Fees-March		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Message Fees-March	NA	0.00	0.00	34.65	0.00	0.00	0.00	34.65

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4232-42900	Other Expense		34.65	100.00%

Vendor: 0072 - SD PUBLIC ASSURANCE ALLIANCE

Vendor Total: 753.50

32304-4221	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	753.50	0.00	0.00	0.00	753.50
Ins. 2026 Chevy Tahoe-PD		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Ins. 2026 Chevy Tahoe-PD	NA	0.00	0.00	753.50	0.00	0.00	0.00	753.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42100	Other Ins Expense		753.50	100.00%

Vendor: 1023 - Tyler Technologies

Vendor Total: 25,067.65

025-548364	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	655.00	0.00	0.00	0.00	655.00
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	655.00	0.00	0.00	0.00	655.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42920	Tyler Technologies Tranaction Fees		655.00	100.00%

Vendor: 1024 - USA Bluebook

Vendor Total: 24,412.65

CI100-00259380	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	24,412.65	0.00	0.00	0.00	24,412.65
Annual Fees		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Annual Fees	NA	0.00	0.00	5,451.47	0.00	0.00	0.00	5,451.47

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42201	Dues/Subscriptions		5,451.47	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Annual Fees	NA	0.00	0.00	18,961.18	0.00	0.00	0.00	18,961.18

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4140-42201	Dues/Subscriptions		18,961.18	100.00%

Vendor: 1024 - USA Bluebook

Vendor Total: 174.89

INV01005333	Invoice	4/16/2026	4/16/2026	4/16/2026	4/16/2026	174.89	0.00	0.00	0.00	174.89
WWTP Supplies		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Supplies	NA	0.00	0.00	174.89	0.00	0.00	0.00	174.89

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42630	Chemicals and Lab Supplies		174.89	100.00%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	38	151,892.11	0.00	0.00	0.00	151,892.11	2,549.94	149,342.17
Grand Total:		151,892.11	0.00	0.00	0.00	151,892.11	2,549.94	149,342.17

Account Summary

Account	Name	Amount
<u>101-0000-21700</u>	Sales Tax Payable	1,159.34
<u>101-4140-42201</u>	Dues/Subscriptions	18,961.18
<u>101-4141-42200</u>	Prof Fees Expense	4,437.50
<u>101-4192-42200</u>	Prof Fees Expense	1,942.30
<u>101-4192-42201</u>	Dues/Subscriptions	4,255.43
<u>101-4192-42800</u>	Utility Expense	270.37
<u>101-4192-43400</u>	Equip Expense	10,322.98
<u>101-4196-42200</u>	Prof Fees Expense	4,135.58
<u>101-4210-42100</u>	Other Ins Expense	753.50
<u>101-4210-42200</u>	Prof Fees Expense	600.00
<u>101-4210-42500</u>	Repair/Maint Expense	589.61
<u>101-4210-42611</u>	Fuel Expense	2,687.05
<u>101-4210-42820</u>	Dispatch Expense	1,694.70
<u>101-4232-42320</u>	Building Inspection Expense	260.00
<u>101-4232-42900</u>	Other Expense	34.65
<u>101-4310-41700</u>	Med Ins Expense	436.96
<u>101-4310-42200</u>	Prof Fees Expense	195.00
<u>101-4310-42611</u>	Fuel Expense	2,078.33
<u>101-4310-42800</u>	Utility Expense	96.03
<u>101-4320-43230</u>	Solid Waste Collection	5,479.50
<u>101-4520-42830</u>	Temporary Toilets	48.75
Total:		60,438.76

Account	Name	Amount
<u>211-4650-42201</u>	Dues/Subscriptions	1,650.00
<u>211-4650-42700</u>	Travel/Conf Expense	28.00
Total:		1,678.00

Account	Name	Amount
<u>305-4325-42200</u>	Prof Fees Expense	55,917.00
Total:		55,917.00

Account	Name	Amount
<u>604-4000-42200</u>	Prof Fees Expense	4,619.46
<u>604-4000-42201</u>	Dues/Subscriptions	8,954.60
<u>604-4000-42610</u>	Auto Expense	11,392.95
<u>604-4000-42630</u>	Chemicals and Lab Supplies	573.14
<u>604-4000-42650</u>	Sludge Hauling	6,594.00
<u>604-4000-42800</u>	Utility Expense	1,069.20
<u>604-4000-42920</u>	Tyler Technologies Tranaction Fees	655.00
Total:		33,858.35



City of Summerset, SD

Refund Check Register
Refund Check Detail

UBPKT00721 - Refunds 0 UBPKT00719 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-0102-02	Kirk, Clinton	4/2/2026	28503	41.01			41.01	Generated From Billing
02-0769-01	Hagen, Laura	4/2/2026	28504	10.92			10.92	Generated From Billing
Total Refunds: 2								
				Total Refunded Amount:	51.93			

Revenue Code Summary

Revenue Code	Amount
996 - 996 Unapplied Credits	51.93
Revenue Total:	51.93

General Ledger Distribution

Posting Date: 03/24/2026

Fund:	Account Number	Account Name	Posting Amount	IFT
604 - Sanitary Sewer Fund	604-0000-10100	Cash	-51.93	Yes
	604-0000-38800	Swr Misc Revenue	51.93	
	604 Total:		0.00	
999 - AP Clearing Fund	999-0000-10100	Cash	-51.93	
	999-0000-23000	Due to Other Funds	51.93	Yes
	999 Total:		0.00	
Distribution Total:			0.00	

March

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. Applied crack seal with new equipment. Plowed snow.

Code enforcement

Mitigated property for snow removal and wrote violation for trailer

Parks

Park inspections, Met with playground equipment company on new equipment. Mulched and watered trees in parks. Aerated and fertilized parks.

Miscellaneous

Inspected sewer service repair. Meetings on Lift station Generator upgrades. Conducted Norman Ranch inspections concerning core holes and mill on Norman Ranch roads.

Training on New GIS asset mapping, geo located manholes, streetlights, and hydrants.

March 2026 Finance Department

Meetings Attended

- ❖ Check in with Commissioner Pulscher
- ❖ Communication with Nicky
- ❖ Communication with Lisa
- ❖ Communication with the Mayor
- ❖ Attended two Commission meetings

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
- ❖ Finished Bank Reconciliation for 2025-Yay!!

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

March 2026 City Administrator Report

ECONOMIC DEVELOPMENT

- Visited with B. Block on business visits in Summerset.
- Weekly updates with B. Block and meetings attended.
- Signed B. Block up for the Energize Conference – Wall.
- B. Block sent for review - retail and quality of live business recruitment.
- B. Block sent for review – Planning Zoning media options.

GRANTS

- Sent notice out on grant award for FEMA generators.
- Reviewed the qualifications for the HDR Foundation Grant.
- Reviewed the Community Forestry Grant for planting of trees in Leisure Park.
- Zoom call with FEMA, K. Snyder, A. Kayl and myself on next steps for lift station generators.
- SDANR Inflation Reduction Act Grant review.
- Met with A. Kayl on specs for FEMA Grant Generators to get out for bid.
- Reviwed FY Safe Streets and Roads for All Grant.

PLANNING & ZONING

- E. Apland confirmation on fire monitoring for the building – knox box
- Visited with J. Steele regarding plat in three-mile jurisdiction.
- Visited with T. Vig at Meade County regarding Syverson plat within three-mile jurisdiction.
- Received call from A. Eldridge SD Housing on development project.
- Visited with T. Vig regarding one-mile jurisdiction and mining ordinance.
- Agenda and attendance for three P&Z meetings.
- Visited with M. Wheeler regarding bi-weekly call and setting up conference call regarding Norman Ranch.
- Sent agenda item to M. Kingbury regarding zoning and covenants.
- Zoom call with Engineer, M. Kitzmiller, A. Kayl regarding drafting a response/documentation on project.
- Bi-weekly zoom call Norman Ranch.
- J. Hale inquiry on disposal property of the City of Summerset/Agreement SDDOT.
- Reviewed culvert notes and remedy on Norman Ranch.
- Met with J. Steele on preliminary plat.
- Visited with E. Jasper regarding Niche Sanitary hook on with City of Summerset/Green House Task Order
- Visited with P. Olsen on mining ordinance.
- Two meetings with B. Bowran on paperwork for Niche Sanitary District.
- Visited with M. Jasper on Exception Form for Niche Sanitation.
- Emails with M. Towey on hared detention pond.
- Received timelines on Norman Ranch and review.
- Visited with Metal Bldg. Outlet on snow loads and IBC.
- Met with A. Kayl and E. Jasper on exception request for Niche. Approved.
- A. Cleary needing the AFI Average Freeze Index – sent to engineer S. Delbridge.
- Received a concern from J. Norman on covenants on Norman Ranch for P&Z.
- Grading permit done for Norman Rnach.
- I. Francis on water going up to Norman Ranch.
- B. Hagg on Summerset Business Plaza and plans/A. Rydquist – Cleary Buldings on plans.

*See next page

MISC.

- Sent out employee evaluations for March.
- Contacted Rapid City 51-4 School District and Meade 46-1 for local boards of equalization.
- Weekly updates with Mayor.
- Drafted Parks and Recreation Repeal of Ordinance sent to M. Wheeler
- Visited with J. Olson on local boards of equalization and one appeal.
- Met with A. Kayl to go over park/playground equipment and budget.
- Quarterly zoom meeting with Golden West.
- Met with G. Deering – Meade County Commissioner.
- Met with M. Pauling candidate for County Commissioner.
- Sent Joint Powers Agreement back to SDDOT.
- Worked with USGS on tracking down funding paid to them.
- Reviewed I.T. Policies and procedures.
- Visited with R. Nasser on revised letter to Meade 46-1.
- Accepted a first report of injury and turned it over to Finance to send in.
- Visited with M. Wheeler and J. Ambrose on bulk water.
- Visited with A. Kayl on snow plowing and sanding.
- Visited with J. Ambrose on J. Garcia certification letter.
- Visited with G. Markham on social media policy.
- Golden West – set up new employee email.
- A. Kayl and I set up emergency sirens to do testing for City of Summerset.
- Visited with Finance Officer from Hermosa – regarding Capital Improvement Projects.
- Answered a request for information from S. Shuman.
- Visited with R. Nasser and G. Markham on SRO and remaining school year.
- Reviewed title insurance on disposal property of SDDOT.
- Attended the local Board of Equalization Meeting.
- Attended two Commission Meetings.
- Completed the 1st District association Maps for City of Summerset.
- Sent corrected boundaries and transfer of roads to the State.
- Visited with M. Wheeler regarding the definitions of mining.
- Visited with J. Parks on mining ordinance.
- Visited with S. Blotske on mining ordinance.
- W. Wormstadt contacted me on whether to get on the agenda for the city.
- Zoom meeting with Tyler Tech – My Gov.
- Put notices out on yard waste bins.
- Met with representative from SDPAA on our insurance needs.
- Completed survey on City Administrators/attended City Administrator meeting.

March 2026 Wastewater Department report

Daily Operations

3-2 Read water meter for Pit Stop final sewer billing.
3-2 Influent valve #1 failed to close.
3-3 Submitted DMR to DENR.
3-3 Telephone conference with Commissioner Hirsch.
3-5 Attended City Commission meeting.
3-10 Found shaft for inlet valve #2 broken. Replaced.
3-10 Attended Reedbed construction meeting.
3-11 Reviewed final draft of new NPDES permit.
3-18 Cleaned Filters in filter building.
3-23 Completed meter readings for sewer billing.
3-24 Took plant truck to Street Image to install spay on bed liner, safety light, and Tonneau cover.
3-27 RCS replaced inlet valve #1.
3-30 Phone conference with Mayor Kitzmiller.
3-31 Phone conference with Commissioner Hirsch.
Treated 4.8 million gallons of sewer with an average of 150 thousand gallons per day.
Responded to 27 requests for utility location.

Special Projects

Misc



SUMMERSET POLICE DEPARTMENT

Monthly Report-March 2026

Calls for service

- 357

Court appearances

- Inv Regan
- Officer McSherry
- Officer Johnson

Training

- Nasser-Flock Networks, Modernizing Public Safety Operations
- Juso-CJIS Security & Privacy
- Regan-Advanced Sexual Assault Investigations

Grants

- Submitted Homeland Security Grant-Portable Radios

Special Events

Daily

- Regular meetings with Commissioner Markham
- Covering patrol shifts and responding to calls for service
- Evidence.com management
- Citizen meetings
- Records requests
- NIBRS submissions
- Payroll
- Expenses
- Personnel matters
- Employee performance evaluation
- SAM.gov
- Backgrounds
- Policy updates
- Website edits
- DCI meeting
- Fleet maintenance
- Highway Safety statistics
- Trainings

- Axon video requests
- NCIC certifications
- CJIS updates
- Optic/sight repairs
- IT troubleshooting
- LEOS

NOTICE FOR PUBLICATION

Ordinance 2026-02

**AN ORDINANCE AMENDING TITLE III- ADMINISTRATION, CHAPTER 31
OFFICIALS AND ORGANIZATIONS, PARKS AND RECREATION.**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on Ordinance #2026-02 Amending Title III - Chapter 31, Repealing Subsections 31.080, 31.082, 31.083, 31.084 and 31.085, and Amending Subsections 31.087 and 31.089.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on April 16th, 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 March 2026.

City of Summerset

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

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)

ORDINANCE 2026-01

§ 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 and includes sand, gravel construction aggregate mining, 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;

Dated 16th day of April, 2026.

CITY OF SUMMERSET

BY: _____

Michael Kitzmiller, Mayor

ATTEST:

BY: _____

Lisa Fischer, Finance Officer

VOTE:

Kitzmiller:

Markham:

Hirsch:

Pulscher:

First Reading: March 19, 2026

Second Reading: April 2nd, 2026

Adopted: April 2nd, 2026

Revisited: Motion rescinded April 16th, 2026 – second reading continued.

Second Reading: April 16, 2026

Adopted: April 16, 2026

Published:

Effective:

Published once at the approximate cost of _____.

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 2 PAGES

TO OWNER PROJECT: WWTP Reed Bed
 City of Sumnerset

FROM CONTRACTOR: HDR Engineering, Inc.
 Black River Inc
 623 Dakota Dr
 Rapid City SD, 57702

APPLICATION NO: 7
 PERIOD TO: 3/31/2026
 PROJECT NOS:
 CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT


Application is made for payment, as shown below, in connection with the Contract.
 Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 745,300.00
 2. Net change by Change Orders \$ 66,740.00
 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 812,040.00
 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 544,770.00

5. RETAINAGE: a. 10% % of Completed Work \$ 54,477.00
 (Column D + E on G703)
 b. 0 % of Stored Material \$
 (Column F on G703)
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 54,477.00
 6. TOTAL EARNED LESS RETAINAGE \$ 490,293.00
 (Line 4 Less Line 5 Total)
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 434,376.00
 8. CURRENT PAYMENT DUE \$ 55,917.00
 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 267,270.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$66,740.00	\$0.00
TOTALS	\$66,740.00	\$0.00
NET CHANGES by Change Order	\$66,740.00	

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 current payment shown herein is now due.

CONTRACTOR: Black River Inc.
 By:  Date: 3-20-2026


State of: South Dakota County of: Pennington
 Subscribed and sworn to before me this day of , 2018
 Notary Public:
 My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 55,917.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:
 By:  Date: 4-2-2026



AIA Document G703-1992

Continuation Sheet

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column 1 on Contracts where variable retainage for line items may apply.

Project: WWTP Reed Bed

APPLICATION NO: 7
 APPLICATION DATE: 3/18/2026
 PERIOD TO: 3/31/2026

ARCHITECTS PROJECT NO:

PAGE 2 OF 2 PAGES

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H % (G + C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATIONS (D+E)							
1	Bond and Insurance	11,180.00	11,180.00	-	-	-	11,180.00	100%	-	1,118.00
2	Mobilization	14,900.00	14,900.00	-	-	-	14,900.00	100%	-	1,490.00
3	Erosion Control and Hydro Seeding (Subcontracted "Crow Peak Contracting LLC")	13,500.00	2,025.00	-	-	-	2,025.00	15%	11,475.00	202.50
4	Strip Topsoil	10,000.00	10,000.00	-	-	-	10,000.00	100%	-	1,000.00
5	Cut/Fill	120,000.00	120,000.00	-	-	-	120,000.00	100%	-	12,000.00
6	Digested Solids Install	62,000.00	62,000.00	-	-	-	62,000.00	100%	-	6,200.00
7	Digested Solids Material	60,700.00	60,700.00	-	-	-	60,700.00	100%	-	6,070.00
8	Reed Bed Drain Install	49,900.00	47,405.00	-	-	-	47,405.00	95%	2,495.00	4,740.50
9	Reed Bed Drain Material	30,000.00	30,000.00	-	-	-	30,000.00	100%	-	3,000.00
10	Bed Preparation Material	39,000.00	27,300.00	-	-	-	27,300.00	70%	11,700.00	2,730.00
11	Bed Preparation Install	17,100.00	-	-	-	-	-	0%	17,100.00	-
12	Phragmites Australls Plugs	20,000.00	-	-	-	-	-	0%	20,000.00	-
13	Road Base around Beds	88,500.00	-	-	-	-	-	0%	88,500.00	-
14	Shotcrete (Subcontracted "WD Masonry & Concrete")	72,000.00	-	-	-	-	-	0%	72,000.00	-
15	Shotcrete Install (Subcontracted "WD Masonry & Concrete")	42,000.00	-	-	-	-	-	0%	42,000.00	-
16	ViaFlex Membrane (Subcontracted "Colorado Lining International")	40,520.00	30,390.00	10,130.00	-	-	40,520.00	100%	-	4,052.00
17	ViaFlex Install (Subcontracted "Colorado Lining International")	52,000.00	-	52,000.00	-	-	52,000.00	100%	-	5,200.00
18	Demobilization	2,000.00	-	-	-	-	-	0%	2,000.00	-
19	*Change Order 1 "Pipe Quantity Adjustment"	66,740.00	66,740.00	-	-	-	66,740.00	100%	-	6,674.00
19	*Change Order 2 "Ditch regrading"	1,650.00	-	-	-	-	-	0%	1,650.00	-
GRAND TOTALS		\$ 812,040.00	\$ 482,640.00	\$ 62,130.00		0.00	\$ 544,770.00	67.1%	\$ 267,270.00	\$ 54,477.00