

Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, August 20th, 2026, 6:00 P.M.

Mayor Kitzmiller called the regular meeting to order at 6:04 p.m. Commissioners Pulscher, and Markham were present, Commissioner Hirsch 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

Commissioner Markham disclosed a conflict of interest with Item #14, as she resides on High Meadows Road.

Motion by Pulscher, seconded by Kitzmiller to table item #14 – High Meadows Road Design HDR. Motion carried.

Motion by Markham, second by Pulscher to approve the remainder of the agenda of the regular meeting of the Summerset City Commission for August 20th, 2026, as presented. Motion carried.

Citizen Input

None

Consent Calendar

Approval of the Minutes

Motion by Pulscher, second by Markham to approve the minutes of the regular meeting held on August 6th, 2026, as presented or amended. Motion carried.

Approval of Claims

Motion by Markham, second by Pulscher to approve the claims to the amount of \$86,475.66 from August 6th, 2026, to August 19th, 2026. Motion carried.

American Legal \$784.21; Amy Roose-Boschker \$500.00; Black Hawk Water \$375.10; Black River Contracting \$44,684.50; CBH CO-OP \$5,035.68; City of Rapid City \$7,345.66; Complete HVAC \$12,512.00; Demersseman Jensen \$4,045.00; Diamond Water \$134.25; Golden West \$4,272.93; HDR Engineering \$4,028.60; Hermanson Egge \$260.00; Hills Toilet \$222.30; SD Dept. of Revenue \$1,169.10; SD One Call \$42.00; SDARWS \$815.00; Servall \$249.33

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

Brenna Block- Economic Development Update

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

Economic Development Director Brenna Block reported on several economic development activities during the summer, including workforce development initiatives, regional conferences, business events, and the Midwest International Agricultural Trade Summit. Block also discussed her upcoming role with the Rushmore Region Policy Committee, which will work to educate legislators on the importance of economic development to local communities.

Block reported that she had been promoting Summerset through the city's social media and regional websites and presented a social media proposal to the Commission for review. She also noted that the city had received several development leads and expressed optimism that some could result in new development in Summerset by the end of the following summer.

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

Hearing for Vacation of Section Line Right-of-Way – Resolution 2026-06

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

City Administrator Lisa Schieffer reported that the city had received a properly completed Vacation of Right-of-Way application and petition from Norman Ranch, which owns both sides of the section line. The required public notice was published in the Rapid City Journal, and the petition and map had been reviewed by the appropriate parties. The Register of Deeds reviewed the map for recording requirements, and utility companies provided the required letters. All necessary documentation was included in the meeting packet, and the application was in final form.

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

Motion by Pulscher, second by Markham to approve the Vacation of Section Line Right-of-Way – Resolution 2026-06. Motion carried.

Black Hills Energy Easement – City of Summerset

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

City Administrator Lisa Schieffer stated that the city had received a utility easement from Black Hills Energy. The city had requested a few changes, including changing the easement to five feet on either side and adding an additional map to provide a better description of the property. The easement is located on acreage currently owned by the City of Summerset that was received from the South Dakota Department of Transportation. It is Tract B, located near Norman Avenue. Schieffer explained that the easement crosses the approximately four-acre parcel in the corner, as shown on the map. Black Hills Energy would enter the property, install the utility underground, and then continue past Three Flags Lane.

Public Works Director Tony Kayl stated that the parcel connects two rights-of-way and that a portion of the property already has an existing easement.

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

Motion by Pulscher, second by Markham to approve the Electrical Easement from Black Hills Energy on the following legal property owned by the city:

Tract B in the SW1/4SE1/4 of Section 31, T3N, R7E, BHM

City of Summerset, Meade County, South Dakota.

Motion carried.

First Reading for Ordinance 2026-03 Amending 151.053 Final Plats

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

City Administrator Lisa Schieffer stated that the ordinance was being brought forward because, while working on the final plat for Phase 1A of Norman Ranch, the Register of Deeds reviewed the plat and identified some minor clerical changes. Schieffer stated that the Register of Deeds did not want a complete Certificate of Time and Place. The city is therefore revising Section #9 to provide an example of the required language, which includes "Certificate, Register of Deeds, State of South Dakota, County of Meade."

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

Motion by Markham, second by Pulscher to approve the first reading of Ordinance 2026-03 and set the second reading for September 3rd, 2026. Motion carried.

SDARWS Apprenticeship Program-Jon Ambrose

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

Wastewater Superintendent Jon Ambrose stated that South Dakota Association of Rural Water Systems (SDARWS) has an apprenticeship program for wastewater employees.

Kindra Wiese, with SDARWS, gave an overview of the apprenticeship program. She explained how the program works, the requirements of the city, the requirements of the mentor, and the requirements of the apprentice. Wiese explained the wage requirements for the program, noting that the apprentice must be paid a progressive wage that increases upon completion of each section. The program consists of four sections and takes approximately two to two and a half years to complete. The program is primarily completed through a self-paced online schedule to allow for flexibility. The City of Summerset would be eligible for a \$5,000 grant after the apprentice has been employed for six months. The grant could be used to pay for courses and help cover wages. Benefits of the program include providing training and potentially improving retention of the apprentice.

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

Application and Certification for Payment #10/Certificate of Substantial Completion

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

Wastewater Superintendent Jon Ambrose stated that the Reed Bed Project was complete. The project has a two-year warranty.

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

Motion by Pulscher, second by Markham to approve the Application and Certification for Payment #10/Certificate of Substantial Completion. Motion carried.

High Meadows Road – Design HDR

Tabled under Call for Changes.

Upcoming Events

- Summerset Police Department – Public Safety Day will be Saturday, August 22nd, 2026, from 11:00 a.m. –2:00 p.m.
- Planning & Zoning's Regular Meeting has been changed to Monday, August 24th, 2026 @ 6:00 p.m.
- Leisure Lane Park Playground Area will be closed on Monday, August 24th until further notice due to old equipment being taken down to get ready for the equipment. The rest of the park remains open.
- Summerset Commission has been invited to attend the City of Piedmont Commission Meeting on Tuesday, August 25th, 2026 @ 6:30 p.m.
- A special commission meeting will be held Wednesday, August 26th, 2026 @ 6:00 p.m. to review FY 2027 budget.

Executive Session

Motion by Markham, second by Pulscher to enter Executive Session per SDCL 1-25-2 for legal and economic development matters at 6:57 p.m. Requested to be in Executive Session were Public Works Director Anthony Kayl, City Administrator Lisa Schieffer, and Economic Development Director Brenna Block. Motion carried.

Motion by Pulscher, second by Markham to exit Executive Session and return to regular session at 7:48 p.m. Motion carried.

Adjournment

Motion by Markham, second by Pulscher to adjourn at 7:49 p.m. Motion carried.

(SEAL)

ATTEST:

Lisa Fischer
Finance Officer

Michael Kitzmiller
Mayor

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



City of Summerset, SD

Payable Register

Payable Detail by Vendor Name

Packet: APPKT00320 - Sept. 3 2026 AP

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 1098 - A&B Business Solutions										Vendor Total: 45.00
<u>IN1393230</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	45.00	0.00	0.00	0.00	45.00
Monthly Water Usage	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Monthly Water 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>101-4192-43400</u>	Equip Expense				45.00		100.00%			
Vendor: 2132 - Alliance Technical Group, llc										Vendor Total: 375.50
<u>RAP140428</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	375.50	0.00	0.00	0.00	375.50
Monthly Testing	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Monthly Testing	NA		0.00	0.00	375.50	0.00	0.00	0.00		375.50
Distributions										
Account Number	Account Name		Project Account Key		Amount		Percent			
<u>604-4000-42620</u>	Testing Expense				375.50		100.00%			
Vendor: 1111 - Ambrose, Jonathan										Vendor Total: 50.00
<u>2026.09</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend	BANKEFT - BANK WEST EFT				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Cell phone stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00		50.00
Distributions										
Account Number	Account Name		Project Account Key		Amount		Percent			
<u>604-4000-42810</u>	Phone				50.00		100.00%			
Vendor: 1414 - American Legal										Vendor Total: 195.00
<u>52968</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	195.00	0.00	0.00	0.00	195.00
Code Supplement Pages	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Code Supplement Pages	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			
<u>101-4192-42200</u>	Prof Fees Expense				195.00		100.00%			
Vendor: 1906 - Birgen, Nicholin										Vendor Total: 50.00
<u>2026.09</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend	BANKEFT - BANK WEST EFT				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Cell phone stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00		50.00
Distributions										
Account Number	Account Name		Project Account Key		Amount		Percent			
<u>101-4140-42810</u>	Phone				50.00		100.00%			
Vendor: 0808 - Black Hills Energy										Vendor Total: 7,684.86

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code		On Hold							
<u>5408768657-8.14.26</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	7,684.86	0.00	0.00	0.00	7,684.86
Monthly Usage	BANKEFT - BANK WEST EFT		No		Payment Date: 9/3/2026	Bank Draft:		DFT0000545		

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly Usage	NA	0.00	0.00	1,077.70	0.00	0.00	0.00	1,077.70
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4192-42800	Utility Expense			1,077.70	100.00%			

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly Usage	NA	0.00	0.00	1,149.13	0.00	0.00	0.00	1,149.13
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
<u>101-4310-42800</u>	Utility Expense			1,149.13	100.00%			

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly Usage	NA	0.00	0.00	63.24	0.00	0.00	0.00	63.24
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4520-42800	Utility Expense			63.24	100.00%			

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly Usage	NA	0.00	0.00	5,394.79	0.00	0.00	0.00	5,394.79
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
604-4000-42800	Utility Expense			5,394.79	100.00%			

Vendor: 2104 - Block, Brenna **Vendor Total:** **4,133.40**

<u>9</u>	Invoice	9/3/2026	9/3/2026	10/3/2026	9/3/2026	4,133.40	0.00	0.00	0.00	4,133.40
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	3,450.00	0.00	0.00	0.00	3,450.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
211-4650-42200	Prof Fees Expense			3,450.00	100.00%			

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Economic Development Consulting	NA	0.00	0.00	683.40	0.00	0.00	0.00	683.40
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
211-4650-42700	Travel/Conf Expense			683.40	100.00%			

Vendor: 2141 - Cahoy, David **Vendor Total:** **50.00**

<u>2026.09</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend	BANKEFT - BANK WEST EFT		No							

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4310-42810	Phone			50.00	100.00%			

Vendor: 1665 - Cardmember Services **Vendor Total:** **7,104.13**

<u>August 2026</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	7,104.13	0.00	0.00	0.00	7,104.13
Monthly Charges	BANKEFT - BANK WEST EFT		No		Payment Date: 9/15/2026	Bank Draft:		DFT0000555		

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

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	
Dial soap, purell advanced gel, paper to	NA		0.00	0.00	53.09	0.00	0.00	0.00	53.09	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4310-42600</u>	Supply/Material Exp		53.09	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
1" Roadstone- 5.24 ton	NA		0.00	0.00	78.86	0.00	0.00	0.00	78.86	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4310-42500</u>	Repair/Maint Expense		78.86	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
1" Roadstone - 5.11 ton	NA		0.00	0.00	76.91	0.00	0.00	0.00	76.91	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4310-42500</u>	Repair/Maint Expense		76.91	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2" Close Galv nipple, cutting pliers, drill	NA		0.00	0.00	155.31	0.00	0.00	0.00	155.31	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4520-42600</u>	Supply/Material Exp		155.31	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Coupling rubber push	NA		0.00	0.00	68.80	0.00	0.00	0.00	68.80	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4520-42500</u>	Repair/Maint Expense		68.80	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
shaped .095 3# Trim	NA		0.00	0.00	29.99	0.00	0.00	0.00	29.99	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4520-42600</u>	Supply/Material Exp		29.99	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PRT Berpack, cabin filter, air filter	NA		0.00	0.00	75.30	0.00	0.00	0.00	75.30	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4320-42610</u>	Auto Expense		75.30	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Oil Rotell T6-5W40, oil filter, bearing kit	NA		0.00	0.00	165.95	0.00	0.00	0.00	165.95	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4310-42610</u>	Auto Expense		165.95	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2x4-8 STud/#2-BTR SPRF, 1/2(1/2 CAT) 4	NA		0.00	0.00	126.71	0.00	0.00	0.00	126.71	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4310-42600</u>	Supply/Material Exp		126.71	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
V-Ribbed belt	NA		0.00	0.00	101.99	0.00	0.00	0.00	101.99	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4320-42600</u>	Supply/Material Exp		101.99	100.00%						

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

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		
Bearing kit, blades band saw, odor geni	NA	0.00	0.00	68.91	0.00	0.00	0.00	68.91		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4310-42610</u>	Auto Expense				68.91	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Blades band saw, bearing race & seal in	NA	0.00	0.00	59.99	0.00	0.00	0.00	59.99		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4320-42600</u>	Supply/Material Exp				59.99	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Paper towels, bottled water, oil filter, ha	NA	0.00	0.00	254.56	0.00	0.00	0.00	254.56		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>604-4000-42600</u>	Supply/Material Exp				254.56	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Clean spnonge, clorox spray	NA	0.00	0.00	15.06	0.00	0.00	0.00	15.06		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>604-4000-42600</u>	Supply/Material Exp				15.06	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Bottled water, powerade, super duty ho	NA	0.00	0.00	32.95	0.00	0.00	0.00	32.95		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>604-4000-42600</u>	Supply/Material Exp				32.95	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Oil change- 2021 Ford Interceptor	NA	0.00	0.00	63.66	0.00	0.00	0.00	63.66		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4210-42500</u>	Repair/Maint Expense				63.66	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Internet & phone-Glenwood	NA	0.00	0.00	188.50	0.00	0.00	0.00	188.50		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>604-4000-42800</u>	Utility Expense				188.50	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Commission minutes 7.16.26	NA	0.00	0.00	247.29	0.00	0.00	0.00	247.29		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4110-42300</u>	Publishing Exp				247.29	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Special budget meeting -7.22.26	NA	0.00	0.00	106.33	0.00	0.00	0.00	106.33		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4110-42300</u>	Publishing Exp				106.33	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Inline toggle switch, HP 67 & ink cartrid	NA	0.00	0.00	58.08	0.00	0.00	0.00	58.08		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4310-42600</u>	Supply/Material Exp				58.08	100.00%				

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

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	
Sort kwik	NA		0.00	0.00	6.31	0.00	0.00	0.00	6.31	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4140-42600</u>	Supply/Material Exp		6.31	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Internet- Steamboat Rd.	NA		0.00	0.00	101.31	0.00	0.00	0.00	101.31	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>604-4000-42800</u>	Utility Expense		101.31	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Phones & Radios- PD	NA		0.00	0.00	1,124.49	0.00	0.00	0.00	1,124.49	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4210-42810</u>	Phone		1,124.49	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Commission minutes 8.6.26	NA		0.00	0.00	263.09	0.00	0.00	0.00	263.09	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4110-42300</u>	Publishing Exp		263.09	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Phones & Internet services	NA		0.00	0.00	1,207.78	0.00	0.00	0.00	1,207.78	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4192-42800</u>	Utility Expense		1,207.78	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P & Z 7.14.26	NA		0.00	0.00	46.06	0.00	0.00	0.00	46.06	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4652-42300</u>	Publishing Exp		46.06	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Section line vacation	NA		0.00	0.00	20.91	0.00	0.00	0.00	20.91	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4652-42300</u>	Publishing Exp		20.91	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Ordinance 2026-03	NA		0.00	0.00	61.85	0.00	0.00	0.00	61.85	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4652-42300</u>	Publishing Exp		61.85	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
P & Z 7.27.26	NA		0.00	0.00	91.69	0.00	0.00	0.00	91.69	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4652-42300</u>	Publishing Exp		91.69	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Notice of sale cancellation	NA		0.00	0.00	-43.95	0.00	0.00	0.00	-43.95	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>101-4110-42300</u>	Publishing Exp		-43.95	100.00%						

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

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		
Notary stamp- PD	NA	0.00	0.00	49.00	0.00	0.00	0.00	49.00		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4210-42600</u>	Supply/Material Exp				49.00	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Resolution 2026-05	NA	0.00	0.00	53.07	0.00	0.00	0.00	53.07		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4110-42300</u>	Publishing Exp				53.07	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Desk Calendar-Lisa S.	NA	0.00	0.00	21.79	0.00	0.00	0.00	21.79		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4140-42600</u>	Supply/Material Exp				21.79	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
White large address numbers for City H	NA	0.00	0.00	152.16	0.00	0.00	0.00	152.16		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4192-42600</u>	Supply/Material Exp				152.16	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
P & Z 8.11.26	NA	0.00	0.00	47.82	0.00	0.00	0.00	47.82		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4652-42300</u>	Publishing Exp				47.82	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
2pc sticky note holder	NA	0.00	0.00	9.94	0.00	0.00	0.00	9.94		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4140-42600</u>	Supply/Material Exp				9.94	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Postage to Pierre-PD	NA	0.00	0.00	18.00	0.00	0.00	0.00	18.00		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4210-42150</u>	Postage				18.00	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Mailing envelopes, calendar	NA	0.00	0.00	28.67	0.00	0.00	0.00	28.67		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4192-42600</u>	Supply/Material Exp				28.67	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Bandsaw ruber tires replacements-Tony	NA	0.00	0.00	10.97	0.00	0.00	0.00	10.97		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4520-42600</u>	Supply/Material Exp				10.97	100.00%				
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Certified mailings	NA	0.00	0.00	45.82	0.00	0.00	0.00	45.82		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>101-4140-42150</u>	Postage				45.82	100.00%				

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

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	
Postage Due	NA		0.00	0.00	9.30	0.00	0.00	0.00	9.30	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>604-4000-42150</u>	Postage				9.30	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Subscription renewal- single user	NA		0.00	0.00	24.00	0.00	0.00	0.00	24.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4140-42201</u>	Dues/Subscriptions				24.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Motor vehicle fees	NA		0.00	0.00	17.00	0.00	0.00	0.00	17.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4210-43400</u>	Equip Expense				17.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Motor vehicle fees	NA		0.00	0.00	0.51	0.00	0.00	0.00	0.51	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4210-43400</u>	Equip Expense				0.51	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
3M VHB taoe 5952, multifold hand tow	NA		0.00	0.00	59.14	0.00	0.00	0.00	59.14	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4210-42600</u>	Supply/Material Exp				59.14	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
MTX-49H8 AT IBL MTX -23 Durango	NA		0.00	0.00	257.00	0.00	0.00	0.00	257.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4210-42500</u>	Repair/Maint Expense				257.00	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Clif bars, chips, nuts, gatorade	NA		0.00	0.00	344.30	0.00	0.00	0.00	344.30	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4192-42903</u>	Special Occasions				344.30	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Bottled water and sodas-Public Safety D	NA		0.00	0.00	140.22	0.00	0.00	0.00	140.22	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4210-42901</u>	Public Safety Day				140.22	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Postage to Pierre	NA		0.00	0.00	8.05	0.00	0.00	0.00	8.05	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4210-42150</u>	Postage				8.05	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Midwest Agricultural Export Summit-B.	NA		0.00	0.00	108.55	0.00	0.00	0.00	108.55	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>211-4650-42700</u>	Travel/Conf Expense				108.55	100.00%				

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

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	
Windshield replacement 7 Recalibratio	NA		0.00	0.00	791.04	0.00	0.00	0.00	791.04	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4210-42500</u>	Repair/Maint Expense				791.04	100.00%				

Vendor: 2046 - Doty, Jason**Vendor Total:** **50.00**

<u>2026.09</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend		BANKEFT - BANK WEST EFT		No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cell phone stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4310-42810</u>	Phone				50.00	100.00%				

Vendor: 2102 - Fischer, Lisa**Vendor Total:** **50.00**

<u>2026.09</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend		BANKEFT - BANK WEST EFT		No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cell phone stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4140-42810</u>	Phone				50.00	100.00%				

Vendor: 1133 - HDR Engineering, Inc**Vendor Total:** **1,000.00**

<u>1200851267a</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	1,000.00	0.00	0.00	0.00	1,000.00
2025 NormanRanch Subdivision		BANKW - BANK WEST		No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2025 NormanRanch Subdivision	NA		0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4196-42200</u>	Prof Fees Expense				1,000.00	100.00%				

Vendor: 1513 - Hirsch, Clyde**Vendor Total:** **50.00**

<u>2026.09</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend		BANKEFT - BANK WEST EFT		No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cell phone stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4110-42810</u>	Phone				50.00	100.00%				

Vendor: 1984 - Jamie Steele Construction**Vendor Total:** **1,756.65**

<u>INV-0115</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	1,756.65	0.00	0.00	0.00	1,756.65
Replace stone on Pillar		BANKW - BANK WEST		No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Replace stone on Pillar	NA		0.00	0.00	1,756.65	0.00	0.00	0.00	1,756.65	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4192-42500</u>	Repair/Maint Expense				1,756.65	100.00%				

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description						Bank Code	On Hold			
Vendor: 0324 - Kayl, Anthony									Vendor Total:	50.00
2026.09	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend						BANKEFT - BANK WEST EFT	No			
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stipend		NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00
Distributions										
Account Number		Account Name		Project Account Key		Amount	Percent			
101-4310-42810		Phone				50.00	100.00%			
Vendor: 1103 - Kitzmiller, Michael									Vendor Total:	50.00
2026.09	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend						BANKEFT - BANK WEST EFT	No			
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stipend		NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00
Distributions										
Account Number		Account Name		Project Account Key		Amount	Percent			
101-4120-42810		Phone				50.00	100.00%			
Vendor: 2124 - Kotermanski, Kevin									Vendor Total:	50.00
2026.09	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend						BANKEFT - BANK WEST EFT	No			
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stipend		NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00
Distributions										
Account Number		Account Name		Project Account Key		Amount	Percent			
101-4310-42810		Phone				50.00	100.00%			
Vendor: 2119 - Madison National Life Ins. Co., Inc.									Vendor Total:	52.00
1794277	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	52.00	0.00	0.00	0.00	52.00
Life Insurance						BANKW - BANK WEST	No			
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Life Insurance		NA		0.00	0.00	52.00	0.00	0.00	0.00	52.00
Distributions										
Account Number		Account Name		Project Account Key		Amount	Percent			
998-0000-21850		Life Ins Payable				52.00	100.00%			
Vendor: 1970 - Markham, Gwenn									Vendor Total:	50.00
2026.09	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend						BANKEFT - BANK WEST EFT	No			
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stipend		NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00
Distributions										
Account Number		Account Name		Project Account Key		Amount	Percent			
101-4110-42810		Phone				50.00	100.00%			
Vendor: 0937 - MDU									Vendor Total:	224.22
14393310009-8.10.26	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	57.76	0.00	0.00	0.00	57.76
Recreational Dr						BANKEFT - BANK WEST EFT	No	Payment Date: 9/1/2026		Bank Draft: DFT0000554

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

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	
Recreational Dr	NA		0.00	0.00	57.76	0.00	0.00	0.00	57.76	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
604-4000-42800	Utility Expense		57.76	100.00%						
19146935150-8.10-26	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	21.90	0.00	0.00	0.00	21.90
PW Bldg.	BANKEFT - BANK WEST EFT				No	Payment Date: 9/1/2026		Bank Draft:		DFT0000553
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PW Bldg.	NA		0.00	0.00	21.90	0.00	0.00	0.00	21.90	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4310-42800	Utility Expense		21.90	100.00%						
33374310002-8.10.26	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	59.20	0.00	0.00	0.00	59.20
Sewer Lift Station	BANKEFT - BANK WEST EFT				No	Payment Date: 9/1/2026		Bank Draft:		DFT0000552
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Sewer Lift Station	NA		0.00	0.00	59.20	0.00	0.00	0.00	59.20	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
604-4000-42800	Utility Expense		59.20	100.00%						
44803668274-8.10.26	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	30.11	0.00	0.00	0.00	30.11
City Hall	BANKEFT - BANK WEST EFT				No	Payment Date: 9/1/2026		Bank Draft:		DFT0000552
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
City Hall	NA		0.00	0.00	30.11	0.00	0.00	0.00	30.11	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4192-42800	Utility Expense		30.11	100.00%						
70173310007-8.10.26	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	55.25	0.00	0.00	0.00	55.25
Farm Tap	BANKEFT - BANK WEST EFT				No	Payment Date: 9/1/2026		Bank Draft:		DFT0000551
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Farm Tap	NA		0.00	0.00	55.25	0.00	0.00	0.00	55.25	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
604-4000-42800	Utility Expense		55.25	100.00%						

Vendor: 0664 - Meade County Register of Deeds **Vendor Total:** 30.00

REC-082026	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	30.00	0.00	0.00	0.00	30.00
Vacation Sec. Line/Norman Ranch	BANKW - BANK WEST				No	Payment Date: 9/1/2026		Bank Draft:		DFT0000551
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Vacation Sec. Line/Norman Ranch	NA		0.00	0.00	30.00	0.00	0.00	0.00	30.00	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4652-42200	Prof Fees Expense		30.00	100.00%						

Vendor: 1469 - MIDWEST PLAYSCAPES INC **Vendor Total:** 77,649.80

11570	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	77,649.80	0.00	0.00	0.00	77,649.80
Playground Equipment/Leisure Lane	BANKW - BANK WEST				No	Payment Date: 9/1/2026		Bank Draft:		DFT0000551

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

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	
Playground Equipment/Leisure Lane	NA		0.00	0.00	77,649.80	0.00	0.00	0.00	77,649.80	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
<u>101-4520-42900</u>	Other Expense				77,649.80	100.00%				

Vendor: 2047 - Pulscher, Jordan

Vendor Total: 50.00

<u>2026.09</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend		BANKEFT - BANK WEST EFT			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4110-42810</u>	Phone		50.00	100.00%

Vendor: 2167 - Ryan, Kailie

Vendor Total: 50.00

<u>2026.09</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend		BANKEFT - BANK WEST EFT			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>604-4000-42810</u>	Phone		50.00	100.00%

Vendor: 1732 - Schieffer, Lisa

Vendor Total: 50.00

<u>2026.09</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	50.00	0.00	0.00	0.00	50.00
Cell phone stipend		BANKEFT - BANK WEST EFT			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4140-42810</u>	Phone		50.00	100.00%

Vendor: 2131 - Thomas Flamboe

Vendor Total: 600.00

<u>08162026</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	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
<u>101-4210-42200</u>	Prof Fees Expense		600.00	100.00%

Vendor: 0085 - TRUFORM CONSTRUCTION

Vendor Total: 56,879.96

<u>#26-CSCSCA-F</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	56,879.96	0.00	0.00	0.00	56,879.96
Concrete Pad/Sanitation trucks		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Concrete Pad/Sanitation trucks	NA	0.00	0.00	56,879.96	0.00	0.00	0.00	56,879.96

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4320-42200</u>	Prof Fees Expense		56,879.96	100.00%

Payable Register

Packet: APPKT00320 - Sept. 3 2026 AP

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

Vendor: 1024 - USA Bluebook

Vendor Total: 2,702.20

<u>INV01130735</u>	Invoice	9/3/2026	9/3/2026	9/3/2026	9/3/2026	915.00	0.00	0.00	0.00	915.00
WWTP-BW clip 4 gas detector	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP-BW clip 4 gas detector	NA	0.00	0.00	915.00	0.00	0.00	0.00	915.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>604-4000-42630</u>	Chemicals and Lab Supplies		915.00	100.00%

<u>INV01330798</u>	Invoice	9/4/2026	9/4/2026	9/4/2026	9/4/2026	1,787.20	0.00	0.00	0.00	1,787.20
WWTP-LBOD Probe	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP-LBOD Probe	NA	0.00	0.00	1,787.20	0.00	0.00	0.00	1,787.20

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>604-4000-42630</u>	Chemicals and Lab Supplies		1,787.20	100.00%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	33	161,082.72	0.00	0.00	0.00	161,082.72	14,954.01	146,128.71
Grand Total:		161,082.72	0.00	0.00	0.00	161,082.72	14,954.01	146,128.71

Account Summary

Account	Name	Amount
<u>101-4110-42300</u>	Publishing Exp	625.83
<u>101-4110-42810</u>	Phone	150.00
<u>101-4120-42810</u>	Phone	50.00
<u>101-4140-42150</u>	Postage	45.82
<u>101-4140-42201</u>	Dues/Subscriptions	24.00
<u>101-4140-42600</u>	Supply/Material Exp	38.04
<u>101-4140-42810</u>	Phone	150.00
<u>101-4192-42200</u>	Prof Fees Expense	195.00
<u>101-4192-42500</u>	Repair/Maint Expense	1,756.65
<u>101-4192-42600</u>	Supply/Material Exp	180.83
<u>101-4192-42800</u>	Utility Expense	2,315.59
<u>101-4192-42903</u>	Special Occasions	344.30
<u>101-4192-43400</u>	Equip Expense	45.00
<u>101-4196-42200</u>	Prof Fees Expense	1,000.00
<u>101-4210-42150</u>	Postage	26.05
<u>101-4210-42200</u>	Prof Fees Expense	600.00
<u>101-4210-42500</u>	Repair/Maint Expense	1,111.70
<u>101-4210-42600</u>	Supply/Material Exp	108.14
<u>101-4210-42810</u>	Phone	1,124.49
<u>101-4210-42901</u>	Public Safety Day	140.22
<u>101-4210-43400</u>	Equip Expense	17.51
<u>101-4310-42500</u>	Repair/Maint Expense	155.77
<u>101-4310-42600</u>	Supply/Material Exp	237.88
<u>101-4310-42610</u>	Auto Expense	234.86
<u>101-4310-42800</u>	Utility Expense	1,171.03
<u>101-4310-42810</u>	Phone	200.00
<u>101-4320-42200</u>	Prof Fees Expense	56,879.96
<u>101-4320-42600</u>	Supply/Material Exp	161.98
<u>101-4320-42610</u>	Auto Expense	75.30
<u>101-4520-42500</u>	Repair/Maint Expense	68.80
<u>101-4520-42600</u>	Supply/Material Exp	196.27
<u>101-4520-42800</u>	Utility Expense	63.24
<u>101-4520-42900</u>	Other Expense	77,649.80
<u>101-4652-42200</u>	Prof Fees Expense	30.00
<u>101-4652-42300</u>	Publishing Exp	268.33
Total:		147,442.39

Account	Name	Amount
<u>211-4650-42200</u>	Prof Fees Expense	3,450.00
<u>211-4650-42700</u>	Travel/Conf Expense	791.95
Total:		4,241.95

Account	Name	Amount
<u>604-4000-42150</u>	Postage	9.30
<u>604-4000-42600</u>	Supply/Material Exp	302.57
<u>604-4000-42620</u>	Testing Expense	375.50
<u>604-4000-42630</u>	Chemicals and Lab Supplies	2,702.20
<u>604-4000-42800</u>	Utility Expense	5,856.81
<u>604-4000-42810</u>	Phone	100.00
Total:		9,346.38

Account	Name	Amount
<u>998-0000-21850</u>	Life Ins Payable	52.00
Total:		52.00



UBPKT00782 - Refunds 0 UBPKT00780 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-0174-01	Tegantvoort, Larry	8/6/2026	28675	7.00			7.00	Generated From Billing
02-0794-01	Nye, Stephanie	8/6/2026	28676	37.28			37.28	Generated From Billing
Total Refunds: 2				Total Refunded Amount:	44.28			

Revenue Code Summary

Revenue Code	Amount
996 - 996 Unapplied Credits	44.28
Revenue Total:	44.28

General Ledger Distribution
Posting Date: 07/23/2026

Account Number	Account Name	Posting Amount	IFT
Fund: 604 - Sanitary Sewer Fund			
604-0000-10100	Cash	-44.28	Yes
604-0000-38800	Swr Misc Revenue	44.28	
604 Total:		0.00	
Fund: 999 - AP Clearing Fund			
999-0000-10100	Cash	-44.28	
999-0000-23000	Due to Other Funds	44.28	Yes
999 Total:		0.00	
Distribution Total:		0.00	



City of Summerset, SD

Payable Register

Payable Detail by Vendor Name

Packet: APPKT00319 - Aug. 11 2026 AP

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

Vendor: 1984 - Jamie Steele Construction **Vendor Total:** **13,022.98**

<u>INV-0111</u>	Invoice	8/11/2026	8/11/2026	8/11/2026	8/11/2026	13,022.98	0.00	0.00	0.00	13,022.98
Deposit-Room Addition/Remodel	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Deposit-Room Addition/Remodel	NA	0.00	0.00	13,022.98	0.00	0.00	0.00	13,022.98

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<u>101-4192-42500</u>	Repair/Maint Expense		13,022.98	100.00%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	1	13,022.98	0.00	0.00	0.00	13,022.98	0.00	13,022.98
Grand Total:		13,022.98	0.00	0.00	0.00	13,022.98	0.00	13,022.98

Account Summary

Account	Name	Amount
<u>101-4192-42500</u>	Repair/Maint Expense	13,022.98
Total:		<u>13,022.98</u>

Commissioner Pulscher

August 2026 Commission Report

- Attended 2 Commission Meetings
- Check-ins with City Administrator
- Check-ins with Finance Officer
- Held employee review for the Finance Officer
- Followed up with Finance Officer with budget FY 2027
- Created Marketing/PSA material for Public Safety Day

Required Report

Aug. 2026 Mayor Kitzmiller

MEETINGS

- Attended required Commission Meetings
- Attended all Special Meetings

Almost daily calls or text messages with our City Administrator. Weekley visits with department heads and Commissioners.

- DOT: Roads, revisit the agreement for Piedmont and Summerset
- Norman Ranch: Sewer Pipe for City property.
- DOT Crosswalk: Paint on the road....just waiting for the signs.
- Public Works: Lighting, Park, Water for dogs at the parks, HDR info for road, and hiring.
- Police: Hiring, Office space
- Simon Lots
- Waste Water: Payment of reed beds and new hire. Possible intern
- City Building: Office Space
- Budget

Monitored my Facebook page providing information and taking phone calls from our citizens

Required Report

Aug 2026 Commissioner Clyde Hirsch

MEETINGS

- Attended 1 () Commission Meetings
- Attended 1 () Special Meetings.

WASTEWATER DEPARTMENT

Weekly Contact with Jon
Attended 1 interview for waste water

AUGUST COMMISSION REPORT

COMMISSIONER MARKHAM

MEETINGS:

- 2 – COMMISSION MEETINGS
- MEETING WITH COMMISSIONER BLOTSKE - PIEDMONT
- PUBLIC SAFETY DAY
- PIEDMONT COMMISSIONERS MEETING
 - MAYOR KITZMILLER
 - CHIEF NASSER
 - PIEDMONT COMMISSIONERS
- VITALANT MEETING – PUBLIC SAFETY DAY
- ARBY'S MEETING – PUBLIC SAFETY DAY
- TOUCH BASE MEETING WITH MAYOR KITZMILLER

POLICE DEPARTMENT:

- WEEKLY/ DAILY TOUCH BASE WITH CHIEF NASSER
 - DAY TO DAY OPERATIONS
 - REVIEW SCHEDULE
 - OFFICER HIRING UPDATE
 - BUDGET REVIEW AND PLANNING
 - PUBLIC SAFETY DAY UPDATE

OTHER BUSINESS:

- WORKING IN THE OFFICE:
 - L. SCHIFFER
 - OFFICE OPERATIONS
 - N. BIRGEN
 - STAY IN OFFICE SO THE MAIL CAN BE CHECKED IN SUN VALLEY
 - STAY IN OFFICE WHEN DEPOSIT IS DELIVERED TO BANK

PHONE CONVERSATIONS:

- CHIEF NASSER
- VITALANT – PUBLIC SAFETY DAY
- ARBYS - PUBLIC SAFETY DAY

VARIOUS EMAILS WITH:

- CHIEF NASSER
- LISA SCHIFFER
- VITALANT
- COMMISSIONER PULSCHER

MASTER SHORT FORM AGREEMENT FOR PROFESSIONAL SERVICES
AGREEMENT NUMBER 2026-02

THIS AGREEMENT is made as of this _____ day of _____, 20____, between City of Summerset, hereinafter referred to as "OWNER", and HDR Engineering, Inc., hereinafter referred to as "ENGINEER" or "CONSULTANT," for engineering services as described in this Agreement.

WHEREAS, OWNER desires to retain ENGINEER, a professional engineering firm, to provide professional engineering, consulting and related services ("Services") on one or more projects in which the OWNER is involved; and

WHEREAS, ENGINEER desires to provide such services on such projects as may be agreed, from time to time, by the parties;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

SECTION I. SCOPE OF SERVICES

ENGINEER will provide Services for the Project, which consists of the Scope of Services as outlined on the attached Exhibit A.

SECTION II. TERMS AND CONDITIONS OF ENGINEERING SERVICES

The HDR Engineering, Inc. Terms and Conditions, which are attached hereto in Exhibit B, are incorporated into this Agreement by this reference as if fully set forth herein.

SECTION III. RESPONSIBILITIES OF OWNER

In addition to the responsibilities described in paragraph 6 of the attached "HDR Engineering, Inc. Terms and Conditions for Professional Services," OWNER shall have the responsibilities described in Part 3 of each Task Order.

SECTION IV. COMPENSATION

Compensation for ENGINEER's Services shall be in accordance with Part 5 of each Task Order, and in accordance with paragraph 11 of the attached HDR Engineering, Inc. Terms and Conditions.

SECTION V. TERMS AND CONDITIONS OF ENGINEERING SERVICES

The HDR Engineering, Inc. Terms and Conditions, which are attached hereto in Exhibit B, are incorporated into this Agreement by this reference as if fully set forth herein.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

"OWNER"

BY: _____

NAME: _____

TITLE: _____

ADDRESS: _____

HDR ENGINEERING, INC.
"ENGINEER"

BY: _____

NAME: _____

TITLE: _____

ADDRESS: _____

EXHIBIT A
SCOPE OF WORK

This Task Order pertains to an Agreement by and between _____, ("OWNER"), and HDR Engineering, Inc. ("ENGINEER"), dated _____, 20____, ("the Agreement"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER:
PROJECT NAME: High Meadows Paving

PART 1.0 PROJECT DESCRIPTION:

City of Summerset owns the beginning of High Meadows and Sturgis Road until approximately Norpek Ct. Currently the road is gravel and the City would like to have asphalt paving placed from Sturgis Rd to around Norpek Ct.

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

The scope of services proposed for this project include preliminary to final design, bidding phase services, and construction phase services. The anticipated work tasks to be complete the project are as follows:

WORK TASKS

TASK 1.0 PROJECT MANAGEMENT

This task includes ongoing project management including project setup, monthly invoicing, and team coordination. HDR will develop a brief work plan that will be used throughout the project to provide access to important information, including contact Information, activities, preliminary design criteria, and a host of other information.

TASK 2.0 DESIGN SERVICES

Design services will include all efforts required to work on a preliminary design submittal through final design. This will include all plans and specifications required for public bidding.

Task 2.1: 30% Design Drawings

Gather topographical data and create control data and the model for the roadway. Develop sheet set manager.

Task 2.2: 60% Design Drawings

The 60% design drawings will include an index, general notes, typical section, and a title sheet. This will include an owner review to develop the 100% design submittal.

Task 2.2: 60% Design, Owner Review

Conduct a meeting with the City of Summerset to go over basis of design. This meeting will make sure both parties agree on final design outlook. HDR to incorporate comments and resolutions as needed.

Task 2.3: Bidding Documents

HDR will gather EJCDC forms together to create the front end bidding documents for the project manual.

Task 2.4: 100% Design Drawings

The 100% design drawings will be further updating the 60% design drawings to include owner comments, finalized bidding quantities, and additional details to implement in the final design drawings.

Task 2.5: 100% Design, Probable Cost Estimate

Create a probable cost estimate based on the 100% design drawings.

Task 2.6: 100% Design Submittal to Owner

Submit 100% plan set to owner for review and final comments to incorporate prior to bidding.

Task 2.7: 100% Issue for Bid Submittal

Update 100% design submittal with owners final comments. Stamp and seal plan set for public bidding.

Assumed items are as follows:

1. Meetings
 - a. 60% design meeting
 - b. 100% design meeting
2. Deliverables
 - a. 60% submittal
 - i. Responses to 60% comments
 - b. 100% submittal
 - i. Responses to 100% comments

- c. 100% probable cost estimate
3. HDR will utilize EJCDC for general conditions and bidding documents, and will utilize Rapid City Technical Specifications.
4. Deliverables will be provided via electronic sharing
5. No drainage studies will be conducted.

TASK 3.0 BIDDING SERVICES

Bidding phase services by HDR include activities such as printing, document distribution, clarifications, addenda development and distribution, attend bid opening, and making a recommendation of award.

TASK 3.1: Bid Advertising and Bid Documentation

HDR will work with the City of Summerset to have the project manual bid for construction. HDR will utilize QuestCDN for electronic document distribution and recording plan holders.

TASK 3.2: Addenda and Bidding Assistance

HDR will receive and respond to contractor questions during the bid phase of the contract. HDR will assemble addenda as appropriate to interpret, clarify or expand the Contract Documents and distribute addenda to plan holders via Quest CDN.

Task 3.3: Bid Opening, Bid Tabulation and Contract Award

HDR will attend the bid opening, prepare bid tabulation sheets, and assist the City in evaluating bids and awarding the construction contract.

Meetings:

- Bid Opening

Deliverables included:

- Addendum responses
- Bid Tabulation
- Recommendation of Award

Assumptions:

- HDR will coordinate with the local newspaper for advertising
- Any meeting will be held at Summerset City Administrative Building
- All plans and specifications will be distributed electronically through QuestCDN, no printing is assumed.

TASK 4.0: Construction Administration

Construction Administration services by HDR include activities such as project management during construction, construction meetings, reviewing submittals and RFIs, developing field orders, preparing as-builts, and on-site inspection.

Task 4.1: Project Management and Administration

This task includes ongoing project management including monthly invoicing and team coordination.

Task 4.2: Construction Meetings

HDR will lead an in-person preconstruction conference and attend one in person construction progress meeting.

Task 4.3: Engineering Review Services

- Review, comment on, and return shop drawings, submittals, test results, and samples. HDR will not be held responsible for comments, errors, and omissions for submittals which were not reviewed by HDR. Assumes 7 submittals and 3 resubmittals.
- Initiate field orders when questions and concerns arise that cannot be resolved through a close and thorough examination of the Contract Documents, or which an interpretation may result in a material change in the design or operational intent of the facility. Assumes 2 field orders.
- Provide written clarification regarding drawing and specification questions in response to Requests for Information (RFIs). Assumes 3 RFIs.

Task 4.4: Prepare As-Builts

HDR will prepare as-built plans and specs via contractor provided final surfaces.

Task 4.5: Inspection

Assumes three half-days of onsite inspection services throughout the construction period, with full time inspection during paving operations.

Meetings:

- Preconstruction Conference
- Construction Progress Meeting (5) Bi-weekly

Deliverables will include:

- Preconstruction Conference Meeting Minutes
- Responses to submittals and RFIs. Field Order deliverables
- As-Built Plans and Specs

PART 3.0 PERIODS OF SERVICE:

Upon receipt of written authorization to proceed, ENGINEER shall perform the services described in Exhibit A within a reasonable period of time.

Unless otherwise stated in this Agreement, the rates of compensation for ENGINEER'S services have been agreed to in anticipation of the orderly and continuous progress of the project through completion. If any specified dates for the completion of ENGINEER'S services are exceeded through no fault of the ENGINEER, the time for performance of those services shall be automatically extended for a period which may be reasonably required for their completion and all rates, measures and amounts of ENGINEER'S compensation shall be equitably adjusted.

PART 4.0 ENGINEER'S FEE:



HDR Engineering, Inc.
2026 Hourly Billing Rates

Billing Title	Billing Rate	Billing Title	Billing Rate
Managing Principal	310	Environmental/Hydrologist/Geologist 8	240
Project Manager 7	290	Environmental/Hydrologist/Geologist 7	225
Project Manager 6	260	Environmental/Hydrologist/Geologist 6	210
Project Manager 5	240	Environmental/Hydrologist/Geologist 5	195
Project Manager 4	225	Environmental/Hydrologist/Geologist 4	170
Project Manager 3	210	Environmental/Hydrologist/Geologist 3	150
Project Manager 2	195	Environmental/Hydrologist/Geologist 2	130
Project Manager 1	180	Environmental/Hydrologist/Geologist 1	110
Engineer 11	290	Economist 4	220
Engineer 10	260	Economist 3	190
Engineer 9	240	Economist 2	160
Engineer 8	225	Economist 1	130
Engineer 7	210	Surveyor 5	190
Engineer 6	195	Surveyor 4	170
Engineer 5	180	Surveyor 3	150
Engineer 4	165	Surveyor 2	130
Engineer 3	150	Surveyor 1	110
Engineer 2	135	Construction Manager 6	260
Engineer 1	125	Construction Manager 5	245
System Integrator 4	230	Construction Manager 4	235
System Integrator 3	195	Construction Manager 3	215
System Integrator 2	175	Construction Manager 2	205
System Integrator 1	155	Construction Manager 1	185
CADD/GIS Technician 6	185	Strategic Comm/Graphic Designer 4	165
CADD/GIS Technician 5	165	Strategic Comm/Graphic Designer 3	145
CADD/GIS Technician 4	150	Strategic Comm/Graphic Designer 2	130
CADD/GIS Technician 3	135	Strategic Comm/Graphic Designer 1	105
CADD/GIS Technician 2	120	Commercial Mgmt/Project Controls 6	310
CADD/GIS Technician 1	110	Commercial Mgmt/Project Controls 5	280
Technician 5	170	Commercial Mgmt/Project Controls 4	250
Technician 4	150	Commercial Mgmt/Project Controls 3	220
Technician 3	135	Commercial Mgmt/Project Controls 2	190
Technician 2	115	Commercial Mgmt/Project Controls 1	160
Technician 1	105	Project Controller	150
Right of Way 5	195	Project Accountant	120
Right of Way 4	180	Project Assistant	115
Right of Way 3	155	Admin Assistant	85
Right of Way 2	135		
Right of Way 1	120		
Right of Way Coordinator	115		



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

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

REIMBURSABLE EXPENSES

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

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

EXHIBIT B

TERMS AND CONDITIONS

HDR Engineering, Inc. Terms and Conditions for Professional Services

1. STANDARD OF PERFORMANCE

The standard of care for all professional engineering, consulting and related services performed or furnished by ENGINEER and its employees under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under the same or similar circumstances at the same time and in the same locality. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

2. INSURANCE/INDEMNITY

ENGINEER agrees to procure and maintain, at its expense, Workers' Compensation insurance as required by statute; Employer's Liability of \$250,000; Automobile Liability insurance of \$1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired vehicles, owned and non-owned vehicles; Commercial General Liability insurance of \$1,000,000 combined single limit for personal injury and property damage; and Professional Liability insurance of \$1,000,000 per claim for protection against claims arising out of the performance of services under this Agreement caused by negligent acts, errors, or omissions for which ENGINEER is legally liable. If flying an Unmanned Aerial System (UAS or drone), ENGINEER will procure and maintain aircraft unmanned aerial systems insurance of \$1,000,000 per occurrence.

OWNER shall be made an additional insured on Commercial General and Automobile Liability insurance policies and certificates of insurance will be furnished to the OWNER. ENGINEER agrees to indemnify OWNER for third party personal injury and property damage claims to the extent caused by ENGINEER's negligent acts, errors or omissions. However, neither Party to this Agreement shall be liable to the other Party for any special, incidental, indirect, or consequential damages (including but not limited to loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; and/or fines or penalties), loss of profits or revenue arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to any such damages caused by the negligence, errors or omissions, strict liability or breach of contract. The employees of both parties are intended third party beneficiaries of this waiver of consequential damages.

3. OPINIONS OF PROBABLE COST

Any opinions of probable project cost or probable construction cost provided by ENGINEER are made on the basis of information available to ENGINEER and on the basis of ENGINEER's experience and qualifications, and represents its judgment as an experienced and qualified professional engineer. However, since ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s)' methods of determining prices, or over competitive bidding or market conditions, ENGINEER does not guarantee that proposals, bids or actual project or construction cost will not vary from opinions of probable cost ENGINEER prepares.

4. CONSTRUCTION PROCEDURES

ENGINEER's observation or monitoring portions of the work performed under construction contracts shall not relieve the contractor from its responsibility for performing work in accordance with applicable contract documents. ENGINEER shall not control or have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction. ENGINEER shall not be responsible for the acts or omissions of the contractor or other parties on the project. ENGINEER shall be

entitled to review all construction contract documents and to require that no provisions extend the duties or liabilities of ENGINEER beyond those set forth in this Agreement. OWNER agrees to include ENGINEER as an indemnified party in OWNER's construction contracts for the work, which shall protect ENGINEER to the same degree as OWNER. Further, OWNER agrees that ENGINEER shall be listed as an additional insured under the construction contractor's liability insurance policies.

5. CONTROLLING LAW

This Agreement is to be governed by the law of the state where ENGINEER's services are performed.

6. SERVICES AND INFORMATION

OWNER will provide all criteria and information pertaining to OWNER's requirements for the project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations. OWNER will also provide copies of any OWNER-furnished Standard Details, Standard Specifications, or Standard Bidding Documents which are to be incorporated into the project.

OWNER will furnish the services of soils/geotechnical engineers or other consultants that include reports and appropriate professional recommendations when such services are deemed necessary by ENGINEER. The OWNER agrees to bear full responsibility for the technical accuracy and content of OWNER-furnished documents and services.

In performing professional engineering and related services hereunder, it is understood by OWNER that ENGINEER is not engaged in rendering any type of legal, insurance or accounting services, opinions or advice. Further, it is the OWNER's sole responsibility to obtain the advice of an attorney, insurance counselor or accountant to protect the OWNER's legal and financial interests. To that end, the OWNER agrees that OWNER or the OWNER's representative will examine all studies, reports, sketches, drawings, specifications, proposals and other documents, opinions or advice prepared or provided by ENGINEER, and will obtain the advice of an attorney, insurance counselor or other consultant as the OWNER deems necessary to protect the OWNER's interests before OWNER takes action or forebears to take action based upon or relying upon the services provided by ENGINEER.

7. SUCCESSORS, ASSIGNS AND BENEFICIARIES

OWNER and ENGINEER, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the covenants of this Agreement. Neither OWNER nor ENGINEER will assign, sublet, or transfer any interest in this Agreement or claims arising therefrom without the written consent of the other. No third party beneficiaries are intended under this Agreement.

8. RE-USE OF DOCUMENTS

All documents, including all reports, drawings, specifications, computer software or other items prepared or furnished by ENGINEER pursuant to this Agreement, are instruments of service with respect to the project. ENGINEER retains ownership of all such documents. OWNER may retain copies of the documents for its information and reference in connection with the project; however, none of the documents are intended or represented to be suitable for reuse by OWNER or others on extensions of the project or on any other project. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to ENGINEER, and OWNER will defend, indemnify and hold harmless ENGINEER from all claims, damages, losses and expenses, including attorney's fees,

arising or resulting therefrom. Any such verification or adaptation will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

9. TERMINATION OF AGREEMENT

OWNER or ENGINEER may terminate the Agreement, in whole or in part, by giving seven (7) days written notice to the other party. Where the method of payment is "lump sum," or cost reimbursement, the final invoice will include all services and expenses associated with the project up to the effective date of termination. An equitable adjustment shall also be made to provide for termination settlement costs ENGINEER incurs as a result of commitments that had become firm before termination, and for a reasonable profit for services performed.

10. SEVERABILITY

If any provision of this agreement is held invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term or condition shall not be construed by the other party as a waiver of any subsequent breach of the same provision, term or condition.

11. INVOICES

ENGINEER will submit monthly invoices for services rendered and OWNER will make payments to ENGINEER within thirty (30) days of OWNER's receipt of ENGINEER's invoice.

ENGINEER will retain receipts for reimbursable expenses in general accordance with Internal Revenue Service rules pertaining to the support of expenditures for income tax purposes. Receipts will be available for inspection by OWNER's auditors upon request.

If OWNER disputes any items in ENGINEER's invoice for any reason, including the lack of supporting documentation, OWNER may temporarily delete the disputed item and pay the remaining amount of the invoice. OWNER will promptly notify ENGINEER of the dispute and request clarification and/or correction. After any dispute has been settled, ENGINEER will include the disputed item on a subsequent, regularly scheduled invoice, or on a special invoice for the disputed item only.

OWNER recognizes that late payment of invoices results in extra expenses for ENGINEER. ENGINEER retains the right to assess OWNER interest at the rate of one percent (1%) per month, but not to exceed the maximum rate allowed by law, on invoices which are not paid within thirty (30) days from the date OWNER receives ENGINEER's invoice. In the event undisputed portions of ENGINEER's invoices are not paid when due, ENGINEER also reserves the right, after seven (7) days prior written notice, to suspend the performance of its services under this Agreement until all past due amounts have been paid in full.

12. CHANGES

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement. Adjustments in the period of services and in compensation shall be in accordance with applicable paragraphs and sections of this Agreement. Any proposed fees by ENGINEER are estimates to perform the services required to complete the project as ENGINEER understands it to be defined. For those projects involving conceptual or process development services, activities often are not fully definable in the initial planning. In any event, as the project progresses, the facts developed may dictate a change in the services to be performed, which may alter the scope. ENGINEER will inform OWNER of such situations so that changes in scope and adjustments to the time of performance and compensation can be made as required. If such change, additional services, or suspension of services results in an increase or decrease in the cost of or time required for performance

of the services, an equitable adjustment shall be made, and the Agreement modified accordingly.

13. CONTROLLING AGREEMENT

These Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document.

14. EQUAL EMPLOYMENT AND NONDISCRIMINATION

In connection with the services under this Agreement, ENGINEER agrees to comply with the applicable provisions of federal and state Equal Employment Opportunity for individuals based on color, religion, sex, or national origin, or disabled veteran, recently separated veteran, other protected veteran and armed forces service medal veteran status, disabilities under provisions of executive order 11246, and other employment, statutes and regulations, as stated in Title 41 Part 60 of the Code of Federal Regulations § 60-1.4 (a-f), § 60-300.5 (a-e), § 60-741 (a-e).

15. HAZARDOUS MATERIALS

OWNER represents to ENGINEER that, to the best of its knowledge, no hazardous materials are present at the project site. However, in the event hazardous materials are known to be present, OWNER represents that to the best of its knowledge it has disclosed to ENGINEER the existence of all such hazardous materials, including but not limited to asbestos, PCB's, petroleum, hazardous waste, or radioactive material located at or near the project site, including type, quantity and location of such hazardous materials. It is acknowledged by both parties that ENGINEER's scope of services do not include services related in any way to hazardous materials. In the event ENGINEER or any other party encounters undisclosed hazardous materials, ENGINEER shall have the obligation to notify OWNER and, to the extent required by law or regulation, the appropriate governmental officials, and ENGINEER may, at its option and without liability for delay, consequential or any other damages to OWNER, suspend performance of services on that portion of the project affected by hazardous materials until OWNER: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the hazardous materials; and (ii) warrants that the project site is in full compliance with all applicable laws and regulations. OWNER acknowledges that ENGINEER is performing professional services for OWNER and that ENGINEER is not and shall not be required to become an "arranger," "operator," "generator," or "transporter" of hazardous materials, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA), which are or may be encountered at or near the project site in connection with ENGINEER's services under this Agreement. If ENGINEER's services hereunder cannot be performed because of the existence of hazardous materials, ENGINEER shall be entitled to terminate this Agreement for cause on 30 days written notice. To the fullest extent permitted by law, OWNER shall indemnify and hold harmless ENGINEER, its officers, directors, partners, employees, and subconsultants from and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from hazardous materials, provided that (i) any such cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property (other than completed Work), including the loss of use resulting therefrom, and (ii) nothing in this paragraph shall obligate OWNER to indemnify any individual or entity from and against the consequences of that individual's or entity's sole negligence or willful misconduct.

16. EXECUTION

This Agreement, including the exhibits and schedules made part hereof, constitute the entire Agreement between ENGINEER and

OWNER, supersedes and controls over all prior written or oral understandings. This Agreement may be amended, supplemented or modified only by a written instrument duly executed by the parties.

17. ALLOCATION OF RISK

OWNER AND ENGINEER HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING ENGINEER'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE RISKS, SO, TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF ENGINEER (AND ITS RELATED CORPORATIONS, SUBCONSULTANTS AND EMPLOYEES) TO OWNER AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE LESSER OF \$1,000,000 OR ITS FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF ENGINEER'S SERVICES OR THIS AGREEMENT REGARDLESS OF CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. ENGINEER'S AND SUBCONSULTANTS' EMPLOYEES ARE INTENDED THIRD PARTY BENEFICIARIES OF THIS ALLOCATION OF RISK.

18. LITIGATION SUPPORT

In the event ENGINEER is required to respond to a subpoena, government inquiry or other legal process related to the services in connection with a legal or dispute resolution proceeding to which ENGINEER is not a party, OWNER shall reimburse ENGINEER for reasonable costs in responding and compensate ENGINEER at its then standard rates for reasonable time incurred in gathering information and documents and attending depositions, hearings, and trial.

19. NO THIRD PARTY BENEFICIARIES

Except as otherwise provided in this Agreement, no third party beneficiaries are intended under this Agreement. In the event a reliance letter or certification is required under the scope of services, the parties agree to use a form that is mutually acceptable to both parties.

20. UTILITY LOCATION

If underground sampling/testing is to be performed, a local utility locating service shall be contacted to make arrangements for all utilities to determine the location of underground utilities. In addition, OWNER shall notify ENGINEER of the presence and location of any underground utilities located on the OWNER's property which are not the responsibility of private/public utilities. ENGINEER shall take reasonable precautions to avoid damaging underground utilities that are properly marked. The OWNER agrees to waive any claim against ENGINEER and will indemnify and hold ENGINEER harmless from any claim of liability, injury or loss caused by or allegedly caused by ENGINEER's damaging of underground utilities that are not properly marked or are not called to ENGINEER's attention prior to beginning the underground sampling/testing.

21. UNMANNED AERIAL SYSTEMS

If operating UAS, ENGINEER will obtain all permits or exemptions required by law to operate any UAS included in the services. ENGINEER's operators have completed the training, certifications and licensure as required by the applicable jurisdiction in which the UAS will be operated. OWNER will obtain any necessary permissions for ENGINEER to operate over private property, and assist, as necessary, with all other necessary permissions for operations.

22. OPERATIONAL TECHNOLOGY SYSTEMS

OWNER agrees that the effectiveness of operational technology systems and features designed, recommended or assessed by ENGINEER (collectively "OT Systems") are dependent upon OWNER's continued operation and maintenance of the OT Systems

in accordance with all standards, best practices, laws, and regulations that govern the operation and maintenance of the OT Systems. OWNER shall be solely responsible for operating and maintaining the OT Systems in accordance with applicable laws, regulations, and industry standards (e.g. ISA, NIST, etc.) and best practices, which generally include but are not limited to, cyber security policies and procedures, documentation and training requirements, continuous monitoring of assets for tampering and intrusion, periodic evaluation for asset vulnerabilities, implementation and update of appropriate technical, physical, and operational standards, and offline testing of all software/firmware patches/updates prior to placing updates into production. Additionally, OWNER recognizes and agrees that OT Systems are subject to internal and external breach, compromise, and similar incidents. Security features designed, recommended or assessed by ENGINEER are intended to reduce the likelihood that OT Systems will be compromised by such incidents. However, ENGINEER does not guarantee that OWNER's OT Systems are impenetrable and OWNER agrees to waive any claims against ENGINEER resulting from any such incidents that relate to or affect OWNER's OT Systems.

23. FORCE MAJEURE

ENGINEER shall not be responsible for delays caused by factors beyond ENGINEER's reasonable control, including but not limited to delays because of strikes, lockouts, work slowdowns or stoppages, government ordered industry shutdowns, power or server outages, acts of nature, widespread infectious disease outbreaks (including, but not limited to epidemics and pandemics), failure of any governmental or other regulatory authority to act in a timely manner, failure of the OWNER to furnish timely information or approve or disapprove of ENGINEER's services or work product, or delays caused by faulty performance by the OWNER's or by contractors of any level or any other events or circumstances not within the reasonable control of the party affected, whether similar or dissimilar to any of the foregoing. When such delays beyond ENGINEER's reasonable control occur, the OWNER agrees that ENGINEER shall not be responsible for damages, nor shall ENGINEER be deemed in default of this Agreement, and the parties will negotiate an equitable adjustment to ENGINEER's schedule and/or compensation if impacted by the force majeure event or condition.

24. EMPLOYEE IMMUNITY

The parties to this Agreement acknowledge that an individual employee or agent may not be held individually liable for negligence with regard to services provided under this Agreement. To the maximum extent permitted by law, the parties intend i) that this limitation on the liability of employees and agents shall include directors, officers, employees, agents and representatives of each party and of any entity for whom a party is legally responsible, and ii) that any such employee or agent identified by name in this Agreement shall not be deemed a party. Specifically, in the event that all or a portion of the services is performed in the State of Florida, the following provision shall be applicable:



CT

HIGHMEADOWS RD

STURGIS RD

POWERED
esri

1092015.44, 146504.7



CITY OF SUMMERSET UTILITY WORK IN THE RIGHT-OF-WAY APPLICATION

Please complete all applicable fields. Required information is marked with an asterisk.

Applicant Information

*** Applicant Name:**

*** Applicant Cell Phone:**

*** Applicant Email:**

Property and Contractor Information

Property Information:

Contractor Information:

Application Details

It shall be unlawful for any association, corporation, firm, partnership, or person to tunnel under or to make any excavation in any City of Summerset Right-of-Way without first agreeing to the following: consideration of granting the right to make any excavation in a City of Summerset Right-of-Way.

*** Right-of-Way Address/Name/Description:**

The City of Summerset and the applicant agree that the contemplated work shall be conducted according to the following conditions:

1. The proposed utility will be located on the following roads as shown on the plans, drawing or sketch accompanying this request.
2. The public right-of-way will be left at the completion of the work in a neat and sightly condition to the satisfaction of the City of Summerset representative. Excavation and trenching work is to be completed as soon as possible, and to cause a minimum of inconvenience to the general public.
3. The City of Summerset representative, or designee, shall be permitted to make investigations/observations of the work in progress and can require changes in procedure as may be deemed necessary to best serve the interests of the City and the public.

*** List/describe all roads included in the project:**

*** Work is to commence on:** *** and be completed by:**

Unless the City of Summerset representative is notified in writing for a request for more time.

4. The method of installing the utility under any public or City of Summerset roadway shall be by bore and jack only. If the utility crossing is a water line it is required to be in a steel casing approved by the City of Summerset representative. If impossible to make the installation by this method, then before any other methods are to be employed, it shall become compulsory for the above-mentioned company to procure written permission from the City of Summerset representative before proceeding. Said application must identify the type and/or purpose of utility that the permit is addressing.
5. Saw cutting of the pavement structure ahead of excavation operations shall be required to confine pavement damage to the limits of the trench or excavation. All removed and or damaged pavement will be repaired by the contractor in kind at no cost to the city.
6. The backfilling of ditches or other excavation shall be performed in such a manner as not to permit any settling, erosion, or other damages to the public road or right-of-way. Further, in the event of any settling occurring in or under the surface or pavement within two (2) years, it shall be presumed that the project was not done properly. The City of Summerset representative will send a notice by registered mail to the person, firm, or corporation having obtained the permit for said work. The permittee will have ten (10) days upon receipt of the notification to correct the deficiencies, or the City shall cause to have the work done. If the City must cause to have the work done, the permittee will be assessed a fee equal to the cost incurred. This assessment shall be paid prior to issuance of any additional permits, and in no case later than thirty (30) calendar days after project completion.
7. Utility line will be moved or rearranged, if required in the future, at no expense to the City.
8. City of Summerset signposts are placed a minimum of 36" deep. Utility company shall be responsible for any and all installations less than 36" in depth.
9. A minimum of 1 foot shall be maintained from the edge of the road surface, except at crossings. At least a 2-foot lateral clearance shall be maintained from drainage structures and culverts, with the ability of the Applicant to make a design exception request if needed.
10. The company installing the utility shall be responsible for any and all safety/work zone signs, which shall meet the requirements of the Manual on Uniform Traffic Control Devices (MUTCD).
11. Plans, drawings or sketches shall be provided showing exact location, alignment and depth of utility placed in the public right-of-way.

Signature

I do hereby certify that the information contained herein is true and correct.

*** Applicant E-Signature:**

Company Name:

Company Address:

Company Phone:

Company Email:

Surety Bond

A surety bond in the sum of five thousand dollars (\$5,000.00) for faithful performance of all duties required by the City of Summerset and for repayment to the City for all damages done growing out of the carelessness or negligence of such license. When any CONTRACT is let which will involve City of Summerset right-of-way, a performance BOND will be furnished by the Contractor in the amount of 20% of the total contract. BOND may be waived or reduced at the discretion of the Summerset City Commission.

If you have your BOND documentation ready now, attach it below or submit it with the application.

Required Files for Utility Work in the ROW Application

Required documentation: Route Map (File Types: .docx, .jpeg, .jpg, .png, or .pdf).

Route Map File / Description:

Sensitive File(s) / Bond Documentation:

TO BE COMPLETED BY CITY OF SUMMERSET STAFF:

FEE: \$

CHECK_____ CASH_____ CREDIT CARD_____

APPROVED BY: _____

DATE: _____

Prepared By: City of Summerset
7055 Leisure Lane
Summerset SD, 57718
(605) 718-2189



CITY OF SUMMERSET RIGHT-OF-WAY EASEMENT

THIS EASEMENT is made and entered into this _____ day of _____, 20____, by and between **City of Summerset** ("GRANTOR"), and _____ ("GRANTEE").

Grantor, in consideration of the sum of _____ (\$_____.00) and other valuable consideration, the receipt of which is hereby acknowledged, hereby grants, bargains, sells and conveys to Grantee, its lessees, licensees, successors and assigns, the right, privilege and perpetual easement, to enter upon the lands of Grantor to survey, construct, operate and maintain, repair, alter, inspect, remove, upgrade, enhance and replace over, under, across and through the property described below for the purposes set forth in this agreement.

PROPERTY OWNER: _____

PROPERTY ADDRESS: _____

LEGAL DESCRIPTION: _____

EASEMENT AREA DESCRIPTION: _____

SEE EXHIBIT "A" (completed by surveyor) attached hereto and incorporated by this reference, which specifically depicts the width, length, and location of the easement created hereby. This easement shall run with the land.

TYPE OF APPLICABLE UTILITY

- Water lines and related facilities
- Sanitary sewer lines and related facilities
- Storm sewer and drainage facilities
- Electrical utilities
- Natural gas utilities
- Telecommunications and fiber-optic facilities
- Utility service connections
- Utility poles, conduits, vaults, manholes, and related structures
- Other improvements approved by the City of Summerset

RIGHT OF ACCESS

This easement shall include the right of ingress and egress over adjacent lands of Grantor as necessary to access the easement; and the right to use so much of the adjoining premises of Grantor for the purposes of surveying, construction, maintenance, repair, removal, replacement of said utilities and related fixtures and devices as may be required to permit the operation of standard utility construction or repair machinery. In exercising its rights of ingress or egress Grantee shall, whenever practicable, use existing roads or lanes and shall repair any damage caused by its use thereof.

The easement may also include reasonable access for City personnel, contractors, and utility providers as necessary to exercise the rights granted herein.

CONSTRUCTION AND RESTORATION

It is the intention of the parties hereto that Grantor is hereby conveying the uses herein specified without divesting himself, his heirs or assigns, of the right to use and enjoy the above-described premises: PROVIDED, however, such use shall not, in the judgment of said Grantee, interfere with or endanger the construction, safety, operation, maintenance or facilities located within the easement.

The foregoing right is granted upon the express condition that Grantee will assume liability for all damage to the hereinbefore described property caused by its failure to use due care in the exercise of the right granted hereunder.

IN WITNESS WHEREOF, this instrument has been executed as of the day and year first written above.

GRANTOR:

GRANTEE:

CITY OF SUMMERSET

XXXXXXXXXXXXXXXXXXXX

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

ACKNOWLEDGEMENT GRANTOR

STATE OF _____)
COUNTY OF _____)

On this _____ day of _____, 20____, before me a Notary Public, duly commissioned and qualified in and for said county and state, personally came _____, the _____ of _____, and acknowledged the said instrument to be their free and voluntary act and deed and the free and voluntary act and deed of said company.

WITNESS my hand and official seal at _____, in said county and state, the date aforesaid.

Notary Public: _____ (SEAL)

My Commission Expires: _____

ACKNOWLEDGEMENT GRANTEE

STATE OF _____)
COUNTY OF _____)

On this _____ day of _____, 20____, before me a Notary Public, duly commissioned and qualified in and for said county and state, personally came _____, the _____ of _____, and acknowledged the said instrument to be their free and voluntary act and deed and the free and voluntary act and deed of said company.

WITNESS my hand and official seal at _____, in said county and state, the date aforesaid.

Notary Public: _____ (SEAL)

My Commission Expires: _____

EXHIBIT "A"

Building Valuation Data – AUGUST 2024

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. The BVD will be updated at six-month intervals, with the next update in February 2025. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the “average” construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2024 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again it should be noted that, when using this data, these are “average” costs based on typical construction methods for each occupancy group and type of construction. The average costs include foundation work, structural and nonstructural

building components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
- 3.

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget x (\%)}}{\text{Total Annual Construction Value}}$$

Example

The building department operates on a \$300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is \$30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300,000 \times 75\%}{\$30,000,000} = 0.0075$$

Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

$$\text{Permit Fee} = \text{Gross Area} \times \text{Square Foot Construction Cost} \times \text{Permit Fee Multiplier}$$

Example

Type of Construction: IIB

Area: 1st story = 8,000 sq. ft.

2nd story = 8,000 sq. ft.

Height: 2 stories

Permit Fee Multiplier = 0.0075

Use Group: B

1. Gross area:
Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:
B/IIB = \$260.46/sq. ft.
3. Permit Fee:
Business = 16,000 sq. ft. x \$260.46/sq. ft x 0.0075
= \$31,255

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

Square Foot Construction Costs ^{a, b, c}

Group (2024 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	333.98	322.10	312.59	300.28	280.58	272.46	290.01	261.47	251.46
A-1 Assembly, theaters, without stage	306.63	294.75	285.24	272.92	253.47	245.34	262.66	234.35	224.35
A-2 Assembly, nightclubs	264.07	256.33	248.28	238.82	223.69	217.61	230.62	203.42	195.71
A-2 Assembly, restaurants, bars, banquet halls	263.07	255.33	246.28	237.82	221.69	216.61	229.62	201.42	194.71
A-3 Assembly, churches	311.21	299.32	289.82	277.50	258.18	250.05	267.24	239.06	229.06
A-3 Assembly, general, community halls, libraries, museums	261.35	249.47	238.96	227.64	207.19	200.06	217.38	188.07	179.07
A-4 Assembly, arenas	305.63	293.75	283.24	271.92	251.47	244.34	261.66	232.35	223.35
B Business	292.48	282.09	271.97	260.46	237.85	229.40	250.46	212.56	202.84
E Educational	279.20	269.50	260.98	250.17	233.48	221.55	241.57	204.55	198.00
F-1 Factory and industrial, moderate hazard	162.52	154.68	144.93	139.48	124.19	118.17	132.99	102.98	95.90
F-2 Factory and industrial, low hazard	161.52	153.68	144.93	138.48	124.19	117.17	131.99	102.98	94.90
H-1 High Hazard, explosives	151.65	143.81	135.05	128.61	114.61	107.60	122.11	93.40	N.P.
H234 High Hazard	151.65	143.81	135.05	128.61	114.61	107.60	122.11	93.40	85.33
H-5 HPM	292.48	282.09	271.97	260.46	237.85	229.40	250.46	212.56	202.84
I-1 Institutional, supervised environment	264.93	255.57	246.84	238.11	217.64	211.63	238.15	195.82	189.67
I-2 Institutional, hospitals	459.84	449.45	439.33	427.82	403.26	N.P.	417.81	377.98	N.P.
I-2 Institutional, nursing homes	319.21	306.86	296.74	285.23	264.10	N.P.	275.22	238.82	N.P.
I-3 Institutional, restrained	341.48	331.09	320.97	309.46	288.34	278.89	299.46	263.05	251.33
I-4 Institutional, day care facilities	264.93	255.57	246.84	238.11	217.64	211.63	238.15	195.82	189.67
M Mercantile	197.08	189.34	177.79	171.82	156.33	151.25	163.63	136.06	129.35
R-1 Residential, hotels	267.42	258.06	249.33	240.60	220.62	214.60	240.64	198.79	192.64
R-2 Residential, multiple family	223.61	214.25	205.52	196.79	177.77	171.76	196.82	155.95	149.80
R-3 Residential, one- and two-family ^d	211.77	205.84	200.99	197.13	190.36	183.32	193.75	177.67	167.37
R-4 Residential, care/assisted living facilities	264.93	255.57	246.84	238.11	217.64	211.63	238.15	195.82	189.67
S-1 Storage, moderate hazard	150.65	142.81	133.05	127.61	112.61	106.60	121.11	91.40	84.33
S-2 Storage, low hazard	149.65	141.81	133.05	126.61	112.61	105.60	120.11	91.40	83.33
U Utility, miscellaneous	115.27	108.48	100.93	96.59	86.02	80.36	91.94	68.09	64.85

- Private Garages use Utility, miscellaneous
- For shell only buildings deduct 20 percent
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$31.50 per sq. ft.

RESOLUTION 2026-07

A RESOLUTION SETTING CERTAIN FEES AND CHARGES FOR SERVICES PROVIDED BY
THE CITY OF SUMMERSET FOR 2026

BE IT RESOLVED that the following schedule of rates shall be effective for the following services provided by the City of Summerset 20 days after the last publication date.

DESCRIPTION OF FEE:	AMOUNT OF FEE:	
Adult Orientated Business License Application Annual License Additional Fees	\$500 \$300 \$50\Employee Annual Fee	
Amusement Ride Licensing Fee	\$50 per day \$150 per week \$300 per month	
<u>Building Permits: Residential Valuation</u> \$0 – 500 \$501 - 2,000 \$2,001 - 40,000 \$40,001 - 100,000 \$100,001 - 500,000 \$500,001 – 1,000,000 \$1,000,001 – 5,000,000 \$5,000,001 and up	\$24 \$24 + 3/\$100 over 500 \$69 + \$11/\$1,000 over \$2,000 \$487 + \$9/\$1,000 over \$40,000 \$1,027 + \$7/\$1,000 over \$100,000 \$3,827 + \$5/\$1,000 over \$500,000 \$6,327 + \$3/\$1,000 over \$1,000,000 \$18,327 + 1/\$1000 over 5,000,000	
<u>Building Permits: Commercial Valuation</u> \$1 - 500 \$501 - 2,000 \$2,001 - 40,000 \$40,001 - 100,000 \$100,001 - 500,000 \$500,001 - 1,000,000 \$1,000,001 - 5,000,000 \$5,000,001 and up	\$50 \$50 + 4/\$100 over 500 \$110.00 + \$18/\$1,000 over \$2,000 \$794.00 + \$12/\$1,000 over \$40,000 \$1,514 + \$8/\$1,000 over \$100,000 \$4,714 + \$6/\$1,000 over \$500,000 \$7,714 + \$5/\$1,000 over \$1,000,000 \$27,714 + \$4/\$1,000 over \$5,000,000	
*153.999 any person who commences work and does not obtain the Necessary permit shall be subject to additional fee equal to the amount of the permit fee required by Chapter 153.		
<u>Building Permit Flat Fees</u> Accessory Structures over 120sf Basement Remodels Decks* Sheds* Driveways/Sidewalks/platforms Retaining Walls (over 4 feet) engineered Doors and Windows (causing alterations only) 153.051 Reroofing ~~Siding~~ Swimming Pools Fences Erosion Control Deposit Failure to obtain inspection Occupancy prior to final inspection Street Light Fee Commercial Plan Review Building Investigation Fee	Determined upon review Determined upon review Determined upon review minimum 260.00 Determined upon review minimum 260.00 \$385 for 3 inspections* \$130 penalty of \$130 if not obtained before const. \$200 penalty of \$200 if not obtained before const. \$130 penalty of \$130 if not obtained before const. \$130 penalty of \$130 if not obtained before const. ~~\$130.00 penalty of \$130 if not obtained before const.~~ \$130 penalty of \$130 if not obtained before const. \$ 50 penalty of \$50 if not obtained before const. \$1000 \$500 per violation \$500 \$250 50% of Permit \$65/hr.	
Business License New Renewal Late Fee	\$100 per year \$50 per year \$100 if not paid by January 1 st	
Code Enforcement Fees: First Violation Second Violation Third Violation Abatement Rates Nuisance Violations Code Enforcement Appeal Fee	\$100 in any rolling 12-month period \$200 in any rolling 12-month period \$300 in any rolling 12-month period Per latest FEMA equipment/labor rates on file w/City Civil Penalty of \$200 per day may be imposed \$100	

Contractors Licensing Fee		\$100/Annual based on calendar year	
Copies		\$.25 each	
Circuses, Carnivals or other such shows Licensing Fee		\$25 per day	
Convenience Fee – Credit and Debit card payments		No more than 2% of transaction	
Drainage Permit	Application Application WBoard Action Routine Maintenance Work Performed w/o application	\$50 \$100 \$25 \$500 fine	
Fax		\$2	
Filing Fees		As per Meade County	
Grading Permit Fee		As per Table 100-D	
Grading Permit Review Fee		As per Table 100-E	
Liquor Licenses Special One Day On-Sale Malt Beverage and Wine License Application Transfer Fee 24 Hour Brown Bag Permit-City Parks Sidewalk Café/Beer Garden Permit		Fees Set by State Statute \$5 per day up to 15 days plus publication fee \$30 per State Statute \$25 per day \$100	
Notary Fee		\$5 *free for City of Summerset residents	
Police Support	Accident Reports Fee False Alarm 1-5 Incidents 6-7 Incidents 8 or more incidents	\$5.00 \$50.00 \$75.00 \$100.00	
	Case Reports Arrest Reports Log Entries Reconstruction Report	\$8.00 including tax \$8.00 including tax \$1.00 including tax \$275.00	
Pawnbrokers Licensing Fee		\$50 per Year due on 1 st of January	
Peddler Licensing Fee		\$25 per day \$75 per week \$200 per month	
Planning and Zoning Fees			
	Section Line Vacation Rezoning Conditional Use Permit Conditional Use Appeals Variances Planned Development Tax Incremental District	\$300 \$300 \$300 \$100 \$300 \$300 \$2,500 non-refundable application fee/\$7,500 Administration fee after approval	
Minimum Plat Fees	Layout Plat Fee Minor Preliminary Plat Fee (under 50 lots) Major Preliminary Plat Fee (over 50 lots) Minor Plat Fee Final Fee Minor Boundary Change	\$ 0.00 \$1,000 \$1,500 + \$50.00 per lot \$250.00 + \$90.00 recording fee \$750 + \$90 recording fee \$250 + \$90.00 recording fee	
Plat and Resolution Filing Fees		\$90	
Sewer:	Sewer Tap Fee-Residential Sewer Tap Fee Commercial Multi-family (3 or more) Stagebarn Bulk Users	\$3,000 \$6,000 \$7,500 Per Commission/Contract Per Commission/Contract	

Pine Hills Bulk Users	\$160.00	
Septic Permit		
Residential:		
Sewer Service Charge	\$37.80 per month	
Sewer Maintenance Reserve Fee	\$4.75 per month	
Sewer Debt Reserve	\$2.30 per month	
CWSRF Surcharge	\$8.30 per month	
Deposit	\$50 owner/\$100 renter	
Commercial and Residential Apartment Dwelling 5 or More Units:		
Sewer Service Charge	Base Fee \$ 37.80	
Surcharge	.0551 per 1000	
Sewer Maintenance Reserve Fee	\$4.75 per Month	
Sewer Debt Reserve	\$2.30 per Month	
CWSRF Surcharge	\$8.30 per month	
Deposit	\$100	
Private Wastewater Disposal System:		
Permit and Inspection Fee-Tap Fee	\$1,000	
Sewer Late Payment Penalty	\$15	
Sewer Delinquent Account Deposit	\$100	
Industrial Waste Permit	\$ 500 Annual Administrative Fee	
Wastewater Treatment System Service Fee	Set by resolution to fund expansion and emergency need-none currently	
Sign Permit-New	IRC Ordinance Table 100-A	
Temporary Sign Permit	\$35	
Off Premise Sign Permit – Renewal	\$100	
Annual Banner Sign Renewal	\$100	
Sign Permit Extension Fee	½ the cost of initial permit fee	
*Penalty for work before obtaining permit 155.999	Fine of up to \$500.00	
Solid Waste Collection – Residential	\$ 18.00\month\resident plus sales tax	
Extra Garbage Totes	\$10 per tote per month plus sales tax	
Overage of Garbage in tote	\$5.00 plus sales tax	
Return to Residents for pickup Fee	\$10.00 plus sales tax	
Garbage Container Return Fee	\$250	
Collection Charges excess garbage	Charge as billed by solid waste hauler plus sales tax	
Mattress	\$10.00 plus sales tax	
Solid Waste Haulers License (annual fee)	\$250.00	
Illegal Dumping Fee per ordinance 92.999	\$500.00	
Storm Sewer Maintenance Fees	Set by resolution-currently none	
Utility Work in the ROW Application	\$ _____	
Easement Application	\$ _____	
Wireless Telecommunication Siting Fees		
Administrative Review Fee	\$300	
Special Permit Fee	\$300	
Appeal Fee	\$100	
Amendment Application Fee	\$300	
Vendor-Temporary	\$100 Two Days \$500 Twelve Days	
Vendor on Commercial Property-Temporary	\$100 per Year	
Video Lottery License	\$50 per machine per year	
Wind Generation Facilities-Commercial Permit Fee	\$85	

Note: Sales tax may be required on some of the fees within this resolution.

BE IT FURTHER RESOLVED that these fees shall remain in place until changed by an act of the City Commission. Dated this 3rd day of September 2026.

ATTEST:

Lisa Fischer, City Finance Officer

Michael Kitzmiller, Mayor

NOTICE FOR PUBLICATION

Ordinance 2026-03

AN ORDINANCE AMENDING TITLE XV- LAND USAGE, CHAPTER 151

SUBDIVISIONS

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on Ordinance #2026-03 Amending Title XV - Chapter 151, Subdivisions; Amending 151.053 Final Plats.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on August 20th, 2026 @ 6:00 p.m. The purpose of the public hearing is to accept public comments 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 16th day of July 2026.

City of Summerset

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

ORDINANCE 2026-03

§ 151.053 FINAL PLATS.

The following information is required on final plats.

(A) *Size and material.* The original final plat shall be drawn in waterproof black ink upon a 15- by 26-inch Mylar sheet.

(B) *Final plat title.* The title of the final plat shall be the same as that approved for the preliminary plat, except for modifications approved by the Board of Commissioners for phased development of the proposed subdivision.

(C) *Congruency with preliminary plat.* The final plat shall include the information shown on the approved preliminary plat (as described in § 151.051) except for modifications approved by the Board of Commissioners for phased development of the proposed subdivision.

(D) *Certifications and resolution.* The following certifications and resolutions shall appear on the final plat followed by lines for the appropriate signature(s) and date.

(1) *Landowner.* The landowner, or his or her duly authorized agent, shall certify that the plat has been made at the request and under the direction of the landowner for the purposes indicated therein, that he or she is the owner of all land included therein, and that development of this land shall conform to all existing applicable zoning, subdivision, and erosion and sediment control regulations. This certification shall be acknowledged before some officer authorized to take the acknowledgment of deeds, and this acknowledgment shall be endorsed on the plat.

(2) *Registered land surveyor.* The registered land surveyor who actually performed the survey or had the survey performed under his or her direct supervision shall certify that the plat is in all respects correct and shall attach thereto his or her official seal as specified in SDCL § 36-18A-45.

(3) *City Finance Officer.* The City Finance Officer shall certify that all special assessments that are liens upon any land included within such plat, as shown by the records of her or his office, have been fully paid.

(4) *County Treasurer.* The County Treasurer shall certify that all taxes that are liens upon any land included within such plat, as shown by the records of her or his office, have been fully paid.

(5) *County Official of Equalization.* The County Official of Equalization shall certify that he or she has received a copy of such plat.

(6) *Street or Highway Authority.*

(a) The appropriate Street or Highway Authority shall certify that the location of the proposed access to an abutting subdivision street(s) from the existing public street or highway is hereby approved and any change in the location of said access street(s) shall require additional approval.

(b) The signature lines for this certification may be required multiple times on the plat to accommodate the signatures of the City Street Authority, the County Highway Authorities, the Rapid City Region Engineer for the State Department of Transportation, and/or the President of the applicable Road District.

(7) *Planning Commission.* A Planning Commission member shall certify that the city's Planning and Zoning Board has reviewed such final plat on (date) and has provided a recommendation to the Board of Commissioners.

(8) *Board of Commissioners resolution.*

(a) Every plat shall bear of copy of the resolution approving the plat by the Board of Commissioners, which shall state:

WHEREAS there has been presented to the Board of Commissioners, the within plat of the above-described lands, and it appears to this Board of Commissioners that:

(A) The system of streets set forth therein conforms to the system of streets of the existing plats of the city;

(B) All provisions of the city's subdivision regulations have been complied with;

(C) All taxes and special assessments upon the tract or subdivision have been fully paid; and

(D) Such plat and the survey thereof have been executed according to law.

NOW THEREFORE, BE IT RESOLVED that said plat is hereby approved in all respects.

(b) This resolution shall be signed and dated by the Mayor and certified by the Finance Officer.

~~—(9) *Register of Deeds*. Every plat shall bear a certificate of the County Register of Deeds indicating the date and time of recording. This certification shall also indicate the location of filing by plat book and page number.~~

(9) *Register of Deeds*. Every plat shall bear a certification for the County Register of Deeds.

Example: Certificate of Register of Deeds

State of South Dakota

County of Meade S.S.

(Remainder Blank)

(Ord. #115, passed 2-16-2017)

Statutory reference:

Related provisions, see SDCL §§ 11-3-4, 11-3-6, 11-3-9, 11-3-10, and 11-6-26

August 28, 2026

Lisa Schieffer
City Administrator
City of Summerset
7055 Leisure Lane
Summerset, SD 57718

Re: P&Z Resignation

Ms. Schieffer:

Please accept this as my resignation from the City of Summerset Planning & Zoning Board.

Sincerely,

Brittni Bjorum

BRITTNI A. BJORUM