

SUMMERSET CITY COMMISSION REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, June 15th, 2023 6:00 P.M.

Mayor Torno called the Regular Meeting to order at 6:00 p.m. Commissioners Kitzmiller, Reade and Butler were present. Absent: Hirsch. The City Attorney, City Administrator and Finance Officer were also present.

Mayor Torno led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by Butler, second by Reade to approve the agenda for the Regular Meeting of the Summerset City Commission for June 15th, 2023. Motion carried.

CONSENT CALENDAR

Motion by Kitzmiller, second by Butler to approve the minutes of the Regular Meeting of June 1st, 2023. Motion carried.

APPROVAL OF CLAIMS

Motion by Kitzmiller, second by Butler, to approve the claims and hand checks in the amount of \$729,719.91 from June 1st, 2023, through June 14th, 2023 as presented or amended. Motion carried.

AT&T MOBILITY	NM Mobility Premium Maint 25	\$1,499.40
BAUMEISTER, STEPHANY	Mileage/per diem Pierre	\$338.00
BIRGEN, NICHOLIN	Per diem Pierre	\$135.48
BLACK HAWK WATER USERS DIST.	utilities	\$42.50
CARDMEMBER SERVICES	May 2023 PD Vehicle cc statement	\$16,078.14
DELTA DENTAL	Employee Dental Insurance	\$880.90
DEMERSSEMAN JENSEN	Legal Services	\$1,615.00
ENGEL, AHRLIN	CR balance on account	\$18.40
GOLDEN WEST TECHNOLOGIES	Managed Srvs 6/01--6/31 2023	\$3,808.50
GREENAPSIS	Janitorial Govt Building	\$320.00
HDR ENGINEERING, INC	Task Order 2023-004	\$6,427.50
HEALTH POOL OF SD	Employee Medical Insurance	\$16,215.79
IBM	MaaS360 Essential Suite Client	\$26.84
MID-AMERICAN RESEARCH CHEMICAL	Thermo-Guard Grease	\$371.66
MIDCONTINENT COMMUNICATIONS	WWTP Telephone	\$176.48
MIDCONTINENT TESTING LABS	WWTP Chem testing	\$345.50
RAMKOTA HOTEL & CONFERENCE	Birgen Lodging FO School	\$575.00
RAPID CITY JOURNAL	Annual Report Dec 31 2023	\$1,123.28
RCS CONSTRUCTION INC	WWTP Expansion	\$671,850.00
SD ONE CALL	48 Notifications May 2023	\$50.40
SD Secretary of State	Notary - Nicholin Birgen	\$60.00
TYLER TECHNOLOGIES, INC	Configure UB with Gerri Fowler	\$4,648.75
USA BLUEBOOK	BOD Bottles 300mL qty 24; Caps	\$1,852.25
AFLAC REMITTANCE PROCESSING	Employee Insurance Premium	\$135.46
SOUTH DAKOTA STATE TREASURER	Sales Tax Collected May 2023	\$1,124.68

Motion by Butler, seconded by Reade to close discussion. Motion carried.

Motion by Butler, seconded by Reade to approve Tyler Payments quote. Motion carried.

APPLICATION AND CERTIFICATE FOR PAYMENT – WWTP EXPANSION

Motion by Butler, second by Reade to approve application and certificate #3 for payment. Motion carried.

SURPLUS PROPERTY

Motion by Kitzmiller, seconded by Reade to open discussion. Motion carried.

Mike Wheeler went over 3 options.

Motion by Reade, seconded by Butler to close discussion. Motion carried.

Motion by Butler, seconded by Reade to list the surplus property with licensed real estate agent. Motion carried.

EXIT 48 AND SDDOT INTERCHANGE STUDY DISCUSSION

Motion by Kitzmiller, seconded by Reade to open discussion. Motion carried.

Mayor Torno read a statement.

Motion by Butler, seconded by Reade to close discussion. Motion carried.

May 2023 REVENUE & EXPENDITURE REPORTS *INFORMATION ONLY

CITIZENS INPUT

None.

UPCOMING EVENTS:

June 19th - City Offices will be closed for Juneteenth Holiday.

June 20th, 5:30 pm to 7:30 pm - City of Summerset/Sturgis Economic Development Building a Community Together.

June 23rd & 24th, 7:30 am to 3:00 pm -- City-wide cleanup.

July 8th, 4:00 – 7:00 pm – Summerfest at City Hall

ITEMS FROM CITY ATTORNEY

Motion by Butler, second by Reade, to enter executive session at 6:52 p.m. per SDCL 1-25-2 for discussing legal, economic development, and personnel issues. Motion carried.

Motion by Kitzmiller, second by Reade to go out of executive session at 7:15 p.m. Motion carried.

ADJOURNMENT

Motion by Kitzmiller, second by Reade, to adjourn at 7:15 p.m. Motion carried.

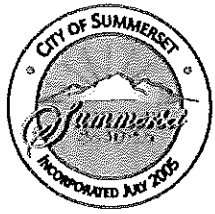
(SEAL)

ATTEST:

Stephany Baumeister
Finance Officer

Melanie Torno
Mayor

Published once _____ at a cost of \$ _____



City of Somerset, SD

Check Register

Packet: APPKT00002 - PYPKT00012 - June 25, 2023 Payroll

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BANKEFT-BANK WEST EFT						
0322	AFLAC REMITTANCE PROCESSING	06/26/2023	Bank Draft	0.00	34.45	DFT0000001
0322	AFLAC REMITTANCE PROCESSING	06/26/2023	Bank Draft	0.00	96.72	DFT0000002
0011	SDRS	06/26/2023	Bank Draft	0.00	4,477.90	DFT0000003
0011	SDRS	06/26/2023	Bank Draft	0.00	4,958.72	DFT0000004
0128	UNITED STATES TREASURY	06/26/2023	Bank Draft	0.00	5,077.79	DFT0000005
0128	UNITED STATES TREASURY	06/26/2023	Bank Draft	0.00	9,085.38	DFT0000006
0128	UNITED STATES TREASURY	06/26/2023	Bank Draft	0.00	2,124.82	DFT0000007
0322	AFLAC REMITTANCE PROCESSING	06/26/2023	Bank Draft	0.00	4.29	DFT0000009
0011	SDRS	06/26/2023	Bank Draft	0.00	-10.98	DFT0000014
0128	UNITED STATES TREASURY	06/26/2023	Bank Draft	0.00	-6.35	DFT0000015
0128	UNITED STATES TREASURY	06/26/2023	Bank Draft	0.00	-11.34	DFT0000016
0128	UNITED STATES TREASURY	06/26/2023	Bank Draft	0.00	-2.68	DFT0000017

Bank Code BANKEFT Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	12	12	0.00	25,828.72
EFT's	0	0	0.00	0.00
	12	12	0.00	25,828.72

Check Register

Packet: APPKT00002-PYPKT00012 - June 25, 2023 Payroll

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: BANKW-BANK WEST						
	Void	06/26/2023	Regular	0.00	0.00	26701
1022	SDRS-SUPPLEMENTAL RETIREMENT	07/07/2023	Regular	0.00	520.00	26702

Bank Code BANKW Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	520.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	2	0.00	520.00

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	520.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	12	12	0.00	25,828.72
EFT's	0	0	0.00	0.00
	13	14	0.00	26,348.72

Fund Summary

Fund	Name	Period	Amount
999	AP Clearing Fund	6/2023	25,828.72
999	AP Clearing Fund	7/2023	520.00
			<u>26,348.72</u>



City of Somerset, SD

Payable Register

Payable Detail by Vendor Name

Packet: APPKT00001 - Invoices for Commission Mtg July 6, 2023

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: 443.29
IN1062096	Invoice	7/6/2023	6/16/2023	7/6/2023	6/16/2023	45.00	0.00	0.00	0.00	45.00
Water Machine Mnthly Contract	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Water Machine Mnthly Contract	NA		0.00	0.00	45.00	0.00	0.00	0.00		45.00
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-43400	Equip Expense				45.00	100.00%				
Vendor: IN1063198										Vendor Total: 398.29
IN1063198	Invoice	7/6/2023	6/20/2023	7/6/2023	6/20/2023	398.29	0.00	0.00	0.00	398.29
Copy Machines	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Copy Machines	NA		0.00	0.00	398.29	0.00	0.00	0.00		398.29
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-43400	Equip Expense				398.29	100.00%				
Vendor: 1111 - AMBROSE, JONATHAN										Vendor Total: 50.00
July 2023	Invoice	7/6/2023	7/1/2023	7/6/2023	7/1/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend	BANKW - BANK WEST				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				
604-4000-42810	Phone				50.00	100.00%				
Vendor: 1808 - ANGLIN, MITCH										Vendor Total: 50.00
July 2023	Invoice	7/6/2023	7/1/2023	7/6/2023	7/1/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend	BANKW - BANK WEST				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: 1866 - BAUMEISTER, STEPHANY										Vendor Total: 124.00
INV0000011	Invoice	7/6/2023	6/30/2023	7/6/2023	6/30/2023	74.00	0.00	0.00	0.00	74.00
Per Diem - Budget Training	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Per Diem - Budget Training	NA		0.00	0.00	74.00	0.00	0.00	0.00		74.00
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42700	Travel/Conf Expense				74.00	100.00%				
Vendor: July 2023										Vendor Total: 50.00
July 2023	Invoice	7/6/2023	7/1/2023	7/6/2023	7/1/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend	BANKW - BANK WEST				No					

Payable Register

Packet: APPKT00001 - Invoices for Commission Mtg July 6, 2023

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	
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				
101-4140-42810	Phone				50.00	100.00%				

Vendor: [0808 - BH ENERGY](#) Vendor Total: 6,310.72

[05/11/23-6/13/23](#) Invoice 7/6/2023 6/20/2023 7/6/2023 6/20/2023 6,310.72 0.00 0.00 0.00 6,310.72
 Utilities BANKW - BANK WEST No

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Utilities	NA	0.00	0.00	6,310.72	0.00	0.00	0.00	6,310.72
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4192-42800	Utility Expense			658.15	10.43%			
101-4310-42800	Utility Expense			1,067.02	16.91%			
101-4520-42800	Utility Expense			61.13	0.97%			
604-4000-42800	Utility Expense			4,524.42	71.69%			

Vendor: [1906 - BIRGEN, NICHOLIN](#) Vendor Total: 50.00

[July 2023](#) Invoice 7/6/2023 7/1/2023 7/6/2023 7/1/2023 50.00 0.00 0.00 0.00 50.00
 Cell Phone Stipend BANKW - BANK WEST 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			
101-4140-42810	Phone			50.00	100.00%			

Vendor: [0095 - Butler, Dave](#) Vendor Total: 50.00

[July 2023](#) Invoice 7/6/2023 7/1/2023 7/6/2023 7/1/2023 50.00 0.00 0.00 0.00 50.00
 Cell Phone Stipend BANKW - BANK WEST 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: [1504 - CBH CO-OP](#) Vendor Total: 3,369.90

[423933](#) Invoice 7/6/2023 5/31/2023 7/6/2023 5/31/2023 3,369.90 0.00 0.00 0.00 3,369.90
 Govt Fuel BANKW - BANK WEST No

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Govt Fuel	NA	0.00	0.00	3,369.90	0.00	0.00	0.00	3,369.90
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4320-42600	Supply/Material Exp			1,480.82	43.94%			
101-4210-42610	Auto Expense			1,889.08	56.06%			

Vendor: [1813 - DAVIS, OWEN](#) Vendor Total: 50.00

[July 2023](#) Invoice 7/6/2023 7/1/2023 7/6/2023 7/1/2023 50.00 0.00 0.00 0.00 50.00
 Cell Phone Stipend BANKW - BANK WEST No

Payable Register

Packet: APPKT00001 - Invoices for Commission Mtg July 6, 2023

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		
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						
604-4000-42810	Phone		50.00	100.00%						

Vendor: [1931 - Freedom Investments LLC](#) Vendor Total: 150.00

refundsigs	Invoice	7/6/2023	6/30/2023	7/6/2023	6/30/2023	150.00	0.00	0.00	0.00	150.00
Refund Sign Dpst	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Refund Sign Dpst	NA	0.00	0.00	150.00	0.00	0.00	0.00	150.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4652-42900	Other Expense			150.00	100.00%			

Vendor: [0246 - GOLDEN WEST TECHNOLOGIES](#) Vendor Total: 87.50

412924	Invoice	7/6/2023	6/28/2023	7/6/2023	6/28/2023	87.50	0.00	0.00	0.00	87.50
Set up New user for Matt Macrander	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Set up New user for Matt Macrander	NA	0.00	0.00	87.50	0.00	0.00	0.00	87.50
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4210-42200	Prof Fees Expense			87.50	100.00%			

Vendor: [1369 - GREENAPSIS](#) Vendor Total: 320.00

70	Invoice	7/6/2023	6/30/2023	7/6/2023	6/30/2023	320.00	0.00	0.00	0.00	320.00
Janitorial Govt Bldg	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Janitorial Govt Bldg	NA	0.00	0.00	320.00	0.00	0.00	0.00	320.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4192-42200	Prof Fees Expense			320.00	100.00%			

Vendor: [1115 - HAVEMAN BUSINESS SERVICES LLC](#) Vendor Total: 2,212.50

529	Invoice	7/6/2023	6/26/2023	7/6/2023	6/26/2023	2,212.50	0.00	0.00	0.00	2,212.50
YTD Services	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
YTD Services	NA	0.00	0.00	2,212.50	0.00	0.00	0.00	2,212.50
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4140-42200	Prof Fees Expense			2,212.50	100.00%			

Vendor: [0041 - HEALTH POOL OF SD](#) Vendor Total: 15,393.84

2023-5623	Invoice	7/6/2023	7/1/2023	7/6/2023	7/1/2023	15,393.84	0.00	0.00	0.00	15,393.84
Employee Medical Insurance	BANKW - BANK WEST	No								

Payable Register

Packet: APPKT00001 - Invoices for Commission Mtg July 6, 2023

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		
Employee Medical Insurance	NA	0.00	0.00	15,393.84	0.00	0.00	0.00	15,393.84		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4210-41700	Med Ins Expense				4,788.97	31.11%				
604-4000-41700	Med Ins Expense				3,155.69	20.50%				
211-4650-41700	Med Ins Expense				205.50	1.33%				
101-4310-41700	Med Ins Expense				2,407.99	15.64%				
998-0000-21830	Medical Ins Payable				2,767.31	17.98%				
101-4140-41700	Med Ins Expense				2,068.38	13.44%				

Vendor: [1506 - HERMANSON EGGE ENGINEERING](#) Vendor Total: 660.00

[2023.104](#) Invoice 7/6/2023 6/12/2023 7/6/2023 6/12/2023 660.00 0.00 0.00 0.00 660.00
Building Permit Inspections BANKW - BANK WEST No

Notes: 2020-15-06A Final 05-01-2023
2023-09-06A Final 05-01-2023
2023-12-06A Final 05-03-2023
2023-16-03A Footing 5-10-2023
2023-18-05A Framing 05-19-2023
2023-13-05A Framing Shed 05-26-2023

2025-15 USA Training Sheet 05-20-2025

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Building Permit Inspections	NA	0.00	0.00	660.00	0.00	0.00	0.00	660.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4232-42320	Building Inspection Expense			660.00	100.00%			

Vendor: [1513 - HIRSCH, CLYDE](#) Vendor Total: 50.00

[July 2023](#) Invoice 7/6/2023 7/1/2023 7/6/2023 7/1/2023 50.00 0.00 0.00 0.00 50.00
Cell Phone Stipend BANKW - BANK WEST 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: [1622 - JOHNSON, SCOTT](#) Vendor Total: 400.00

[INV0000018](#) Invoice 7/6/2023 6/30/2023 7/6/2023 6/30/2023 400.00 0.00 0.00 0.00 400.00
Uniform Allowance BANKW - BANK WEST No

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Uniform Allowance	NA	0.00	0.00	400.00	0.00	0.00	0.00	400.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4210-42850	Uniform Expense			400.00	100.00%			

Vendor: [1566 - JUSO, COLTON](#) Vendor Total: 554.00

[INV0000012](#) Invoice 7/6/2023 6/30/2023 7/6/2023 6/30/2023 154.00 0.00 0.00 0.00 154.00
Per Diem SRO Training BANKW - BANK WEST No

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Per Diem SRO Training	NA	0.00	0.00	154.00	0.00	0.00	0.00	154.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4210-42700	Travel/Conf Expense			154.00	100.00%			

Payable Register

Packet: APPKT00001 - Invoices for Commission Mtg July 6, 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
INV0000016	Invoice	7/6/2023	6/30/2023	7/6/2023	6/30/2023	400.00	0.00	0.00	0.00	400.00
Uniform Allowance	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Uniform Allowance	NA	0.00	0.00	400.00	0.00	0.00	0.00	400.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4210-42850	Uniform Expense			400.00	100.00%			

Vendor: [0324 - Kayl, Anthony](#) Vendor Total: 50.00

July 2023	Invoice	7/6/2023	7/1/2023	7/6/2023	7/1/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend	BANKW - BANK WEST				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: [0124 - KIEFFER SANITATION](#) Vendor Total: 225.00

13325282T035	Invoice	7/6/2023	6/1/2023	7/6/2023	6/1/2023	225.00	0.00	0.00	0.00	225.00
Portable Toilets	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Portable Toilets	NA	0.00	0.00	225.00	0.00	0.00	0.00	225.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4520-42500	Repair/Maint Expense			225.00	100.00%			

Vendor: [1103 - KITZMILLER, MICHAEL](#) Vendor Total: 50.00

July 2023	Invoice	7/6/2023	7/1/2023	7/6/2023	7/1/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend	BANKW - BANK WEST				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: [1787 - MACRANDER, MATTHEW](#) Vendor Total: 400.00

INV0000014	Invoice	7/6/2023	6/30/2023	7/6/2023	6/30/2023	400.00	0.00	0.00	0.00	400.00
Uniform Allowance	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Uniform Allowance	NA	0.00	0.00	400.00	0.00	0.00	0.00	400.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4210-42850	Uniform Expense			400.00	100.00%			

Vendor: [0937 - MDU](#) Vendor Total: 489.68

05/09/23 - 6/08/23 Generator	Invoice	7/6/2023	6/9/2023	7/6/2023	6/9/2023	53.31	0.00	0.00	0.00	53.31
WWTP Generator	BANKW - BANK WEST				No					

Payable Register

Packet: APPKT00001 - Invoices for Commission Mtg July 6, 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code		On Hold							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP Generator	NA		0.00	0.00	53.31	0.00	0.00	0.00	53.31	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42800	Utility Expense				53.31	100.00%				
05/09/23 - 6/08/23 GLS	Invoice	7/6/2023	6/9/2023	7/6/2023	6/9/2023	82.67	0.00	0.00	0.00	82.67
Glenwood Dr Lift Station	BANKW - BANK WEST		No							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Glenwood Dr Lift Station	NA		0.00	0.00	82.67	0.00	0.00	0.00	82.67	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42800	Utility Expense				82.67	100.00%				
05/09/23 - 6/08/23 GOV BLD	Invoice	7/6/2023	6/9/2023	7/6/2023	6/9/2023	81.55	0.00	0.00	0.00	81.55
Govt Building	BANKW - BANK WEST		No							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Govt Building	NA		0.00	0.00	81.55	0.00	0.00	0.00	81.55	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42800	Utility Expense				81.55	100.00%				
05/09/23 - 6/08/23 PWBLDG	Invoice	7/6/2023	6/9/2023	7/6/2023	6/9/2023	18.30	0.00	0.00	0.00	18.30
Public Works	BANKW - BANK WEST		No							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Public Works	NA		0.00	0.00	18.30	0.00	0.00	0.00	18.30	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42800	Utility Expense				18.30	100.00%				
5/09/23 - 06/08/23 FARMTAP	Invoice	7/6/2023	6/9/2023	7/6/2023	6/9/2023	253.85	0.00	0.00	0.00	253.85
FarmTap 4040 I-90 Exit 48	BANKW - BANK WEST		No							
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FarmTap 4040 I-90 Exit 48	NA		0.00	0.00	253.85	0.00	0.00	0.00	253.85	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42800	Utility Expense				253.85	100.00%				

Vendor: [1698 - MONTILEAUX, CASEY](#)

Vendor Total: 400.00

INV0000017	Invoice	7/6/2023	6/30/2023	7/6/2023	6/30/2023	400.00	0.00	0.00	0.00	400.00
Uniform Allowance	BANKW - BANK WEST		No							
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Uniform Allowance	NA	0.00	0.00	400.00	0.00	0.00	0.00	400.00		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
101-4210-42850	Uniform Expense				400.00	100.00%				

Vendor: [1730 - NASSER,RICH](#)

Vendor Total: 400.00

INV0000013	Invoice	7/6/2023	6/30/2023	7/6/2023	6/30/2023	400.00	0.00	0.00	0.00	400.00
Uniform Allowance	BANKW - BANK WEST	No								

Payable Register

Packet: APPKT00001 - Invoices for Commission Mtg July 6, 2023

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		
Uniform Allowance	NA	0.00	0.00	400.00	0.00	0.00	0.00	400.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
101-4210-42850	Uniform Expense		400.00	100.00%						

Vendor: [1413 - NORTHERN TRUCK EQUIPMENT CO](#) Vendor Total: 138.07

RCR00052	Credit Memo	7/6/2023	7/6/2023	7/6/2023	7/6/2023	-487.34	0.00	0.00	0.00	-487.34
Return Pin	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Return Pin	NA	0.00	0.00	-487.34	0.00	0.00	0.00	-487.34
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4320-42900	Other Expense			-487.34	100.00%			

RCRI02923	Invoice	7/6/2023	6/20/2023	7/6/2023	6/20/2023	625.41	0.00	0.00	0.00	625.41
Pin	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Pin	NA	0.00	0.00	625.41	0.00	0.00	0.00	625.41
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4320-42900	Other Expense			625.41	100.00%			

Vendor: [1930 - Precision Lawn & Hydroseed LLC](#) Vendor Total: 6,300.00

1277	Invoice	7/6/2023	6/28/2023	7/6/2023	6/28/2023	6,300.00	0.00	0.00	0.00	6,300.00
72" Direct Drive Jenkins Brush Cutter	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
72" Direct Drive Jenkins Brush Cutter	NA	0.00	0.00	6,300.00	0.00	0.00	0.00	6,300.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4310-42500	Repair/Maint Expense			6,300.00	100.00%			

Vendor: [1291 - RCS CONSTRUCTION INC](#) Vendor Total: 401,400.00

number 4	Invoice	7/6/2023	6/30/2023	7/6/2023	6/30/2023	401,400.00	0.00	0.00	0.00	401,400.00
WWTP Expansion Pay application #4	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Expansion Pay application #4	NA	0.00	0.00	401,400.00	0.00	0.00	0.00	401,400.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
502-4850-48500	Construction Costs			401,400.00	100.00%			

Vendor: [1097 - RUSHMORE EQUIPMENT LLC](#) Vendor Total: 150.00

25787	Invoice	7/6/2023	6/6/2023	7/6/2023	6/6/2023	150.00	0.00	0.00	0.00	150.00
Equipment Rental - Skidsteer	BANKW - BANK WEST	No								

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Equipment Rental - Skidsteer	NA	0.00	0.00	150.00	0.00	0.00	0.00	150.00
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
101-4310-42600	Supply/Material Exp			150.00	100.00%			

Vendor: [1732 - SCHIEFFER, LISA](#) Vendor Total: 50.00

Payable Register

Packet: APPKT00001 - Invoices for Commission Mtg July 6, 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
July 2023	Invoice	7/6/2023	7/1/2023	7/6/2023	7/1/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend	BANKW - BANK WEST				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				
101-4140-42810	Phone				50.00	100.00%				

Vendor: 1328 - SERVALL UNIFORM & LINEN SUPPLY								Vendor Total:		164.27
0787106	Invoice	7/6/2023	6/20/2023	7/6/2023	6/20/2023	164.27	0.00	0.00	0.00	164.27
Janitorial Govt Bldg		BANKW - BANK WEST			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Janitorial Govt Bldg	NA		0.00	0.00	164.27	0.00	0.00	0.00		164.27
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42200	Prof Fees Expense				164.27	100.00%				

Vendor: 1820 - SMITH, JEFF								Vendor Total:		50.00
July 2023	Invoice	7/6/2023	7/1/2023	7/6/2023	7/1/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend	BANKW - BANK WEST			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: 1729 - TORNO, MELANIE								Vendor Total:		50.00
July 2023	Invoice	7/6/2023	7/1/2023	7/6/2023	7/1/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend		BANKW - BANK WEST			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: 1023 - TYLER TECHNOLOGIES, INC								Vendor Total:		2,441.25
025-427947	Invoice	7/6/2023	6/14/2023	7/6/2023	6/14/2023	892.50	0.00	0.00	0.00	892.50
Utilities with Audrey & Geri		BANKW - BANK WEST			No					
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Utilities with Audrey & Geri		NA		0.00	0.00	892.50	0.00	0.00	0.00	892.50
Distributions										
Account Number		Account Name		Project Account Key		Amount	Percent			
101-4192-43400		Equip Expense				892.50	100.00%			

025-428533	Invoice	7/6/2023	6/21/2023	7/6/2023	6/21/2023	1,548.75	0.00	0.00	0.00	1,548.75
Utilities with Audrey and Go Live with Doug	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Utilities with Audrey and Go Live with Do	NA		0.00	0.00	1,548.75	0.00	0.00	0.00	1,548.75	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-43400	Equip Expense				1,548.75	100.00%				

Payable Register

Packet: APPKT00001 - Invoices for Commission Mtg July 6, 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 1843 - UEBEL, DEREK									Vendor Total:	400.00
INV0000015	Invoice	7/6/2023	6/30/2023	7/6/2023	6/30/2023	400.00	0.00	0.00	0.00	400.00
Uniform Allowance	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Uniform Allowance	NA	0.00	0.00	400.00	0.00	0.00	0.00	400.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42850	Uniform Expense		400.00	100.00%

Vendor: [1024 - USA BLUEBOOK](#)

Vendor: 1024 - USA BLUEBOOK									Vendor Total:	3,373.62
INV00038288	Invoice	7/6/2023	6/9/2023	7/6/2023	6/9/2023	3,333.33	0.00	0.00	0.00	3,333.33
BOD Incubator	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
BOD Incubator	NA	0.00	0.00	3,333.33	0.00	0.00	0.00	3,333.33

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42630	Chemicals and Lab Supplies		3,333.33	100.00%

Vendor: 1024 - USA BLUEBOOK									Vendor Total:	3,373.62
INV00041235	Invoice	7/6/2023	6/13/2023	7/6/2023	6/13/2023	40.29	0.00	0.00	0.00	40.29
Dust Cover for Hach	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Dust Cover for Hach	NA	0.00	0.00	40.29	0.00	0.00	0.00	40.29

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42630	Chemicals and Lab Supplies		40.29	100.00%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Credit Memo	1	-487.34	0.00	0.00	0.00	-487.34	0.00	-487.34
Invoice	45	447,344.98	0.00	0.00	0.00	447,344.98	0.00	447,344.98
Grand Total:		446,857.64	0.00	0.00	0.00	446,857.64	0.00	446,857.64

Account Summary

Account	Name	Amount
101-4110-42810	Phone	150.00
101-4120-42810	Phone	50.00
101-4140-41700	Med Ins Expense	2,068.38
101-4140-42200	Prof Fees Expense	2,212.50
101-4140-42700	Travel/Conf Expense	74.00
101-4140-42810	Phone	150.00
101-4192-42200	Prof Fees Expense	484.27
101-4192-42800	Utility Expense	739.70
101-4192-43400	Equip Expense	2,884.54
101-4210-41700	Med Ins Expense	4,788.97
101-4210-42200	Prof Fees Expense	87.50
101-4210-42610	Auto Expense	1,889.08
101-4210-42700	Travel/Conf Expense	154.00
101-4210-42850	Uniform Expense	2,400.00
101-4232-42320	Building Inspection Expense	660.00
101-4310-41700	Med Ins Expense	2,407.99
101-4310-42500	Repair/Maint Expense	6,300.00
101-4310-42600	Supply/Material Exp	150.00
101-4310-42800	Utility Expense	1,085.32
101-4310-42810	Phone	150.00
101-4320-42600	Supply/Material Exp	1,480.82
101-4320-42900	Other Expense	138.07
101-4520-42500	Repair/Maint Expense	225.00
101-4520-42800	Utility Expense	61.13
101-4652-42900	Other Expense	150.00
Total:		30,941.27

Account	Name	Amount
211-4650-41700	Med Ins Expense	205.50
Total:		205.50

Account	Name	Amount
502-4850-48500	Construction Costs	401,400.00
Total:		401,400.00

Account	Name	Amount
604-4000-41700	Med Ins Expense	3,155.69
604-4000-42630	Chemicals and Lab Supplies	3,373.62
604-4000-42800	Utility Expense	4,914.25
604-4000-42810	Phone	100.00
Total:		11,543.56

Account	Name	Amount
998-0000-21830	Medical Ins Payable	2,767.31
Total:		2,767.31

Clyde

2022 Commissioner (C. Hirsch) Report

MEETING ATTENDED

* Attended ____ (1) Commission Meetings

* Attended ____ (____) Special Meeting

Liaison – Police Department

6-2 - Meeting with Mayor & Chief Nasser
6-14 EK in with Chief over Phone
6-19 Meeting with Chief
6-22 Visit with Lisa over Tree
6-23 Phone Conf. with Mr Wheeler
6-26 Meeting with Mr Wheeler about Tree

Required Report

June 2023 Commissioner Kitzmiller

MEETINGS

- Attended 2 Commission Meeting
- Attended 1 Special Meeting
-

PUBLIC WORKS

Almost daily calls or text messages with Public Works Supervisor.

- Public Works Supervisor notified me that the Summerset dump days went very well.
- Phone conversation regarding the abuse of yard waste containers. A discussion is needed regarding relocation or remain with our existing situation.
- Information provided to Public Works Supervisor regarding City Street lighting has been sent to all commissioners and mayor for review.
- Phone conversation with Public Works Supervisor regarding the completion of repairs of the Mack garbage truck. (Note: Repairs were done in house saving the city money for these repairs.)

Monitored my Facebook page. I made phone calls, or personally visited these areas.

Emails on complaints: Tree issue, Porch ornament, Buss Stop Weeds.

**Sid Reade
Finance Commissioner**

Month of: June, 2023

Meetings:

- Attended two regular commission meetings
- Budget discussion with the Mayor and Finance Officer
- Attended the Economic Development Forum

Contacts:

- Received inquiry from two Summerset resident
- Received comments from Summerset resident concerning traffic speeding management and road conditions
- Check-in with Finance Officer and Assistant Finance Officer
- Two contacts with City Administrator

JUNE 2023 MAYOR REPORT

COMMISSION MEETINGS

- * Attended Two (2) Commission Meetings

CITY DEVELOPMENT AND PLANNING

- * Phone conversation with local developer regarding possible sale of land
- * Discussions regarding surplus city land
- * Meeting with AAnglin from SEDC, members of Piedmont Valley Chamber of Commerce, LSchiefer to discuss future needs of economic development and collaboration
- * Discussions (ongoing) with City Administrator regarding current developments, including zoning, platting, and future growth
- * Discussions with LSchieffer regarding future developments
- * Follow up conversations with two possible businesses
- * Provided resources to a local business

DEPARTMENT AND PERSONNEL INTERACTION

- * Phone conversation with TWieczorek with follow up emails and drafting documents
- * Meeting with FEMA, LSchieffer, AKayl, and several engineers from HDR including LShagla with follow up emails for planning purposes
- * Discussion with MWheeler and LSchieffer regarding public comment forms and posters/notification for commission room
- * Reviewed invoices for the month of June
- * Reviewed financial information, including revenue and expenditure reports
- * Reviewed financial information of vendors since 2019
- * Reviewed emails sent by MWheeler regarding Black Hawk incorporation
- * Follow up conversations with LSchieffer and AKayl regarding FEMA
- * Assisted Public Works with City Wide Clean-up
- * Attended DOT meeting with DOT, LSchieffer, AKayl, LShagla from HDR, and local business owners regarding drainages

- * Discussion with MWheeler regarding personnel matters via multiple phone calls and emails
- * Email correspondence with LSchieffer, MWheeler and Commissioner Reade regarding social media
- * Discussion with MWheeler regarding agenda items
- * Completed LSchieffer's 90 day review and meeting to discuss annual review
- * Phone call with Commissioner Hirsch regarding police matters
- * Follow up discussions (multiple) with RNasser regarding ordinances, revisions, and methods of fines/tickets
- * Follow up discussion with MWheeler regarding ordinances and ticketing
- * Discussion with JSmith regarding code enforcement for permits and contractors licenses
- * Discussions with JSmith and AKayl regarding code enforcement violations on various ordinances and ticketing
- * Discussion with Chief Nasser regarding updating job description
- * Discussion with Chief Nasser regarding new hire offer/hourly rate
- * Discussion with Chief Nasser regarding Sergeant position
- * Email correspondence with DRodriguez from Parks and Rec Board
- * Discussions with LSchieffer and SBaumeister regarding Incode Training and Migration/Set up for new software
- * Discussions with LSchieffer and SBaumeister regarding ongoing financial matters, updates, and office matters
- * Phone call with Commissioner Hirsch regarding police department
- * Discussions with LSchieffer regarding grant opportunities and awards
- * Email correspondence with Commissioner Reade
- * Met with SBaumeister and Commissioner Reade to discuss budgetary items, corrections needed, and plan for future
- * Emails/discussions with SBaumeister, LSchieffer, and AKayl regarding Summerfest planning and grant application/award
- * Discussion with LSchieffer and SBaumeister parade submission for Summerset
- * Email discussion regarding equipment purchase with Public Works
- * Discussion with Chief Nasser on investigation with Meade Co/DCI
- * Reviewed MIR's from police department

- * Discussions via phone and email with MWheeler regarding personnel matters
- * Discussions with AKayl regarding garbage truck repairs and budgeting for new truck for 2024 year
- * Discussions with LSchieffer regarding steps and grades – ongoing/updates
- * Emails with LSchieffer, AAnglin, and BBjorum, and DBrenneman regarding future collaboration and funding for Chamber expansion
- * Discussed via phone regarding yard waste, cardboard, and recycling containers with AKayl and plan for City Wide Clean up
- * Approved and signed leave slips
- * Reviewed Planning & Zoning Committee meeting via facebook live
- * Reviewed Parks & Recreation Committee meeting
- * Reviewed major incident reports (MIR) from Police Department
- * Reviewed job descriptions and salary information
- * Discussion with JAmbrose regarding updates to waste water expansion project and current progress
- * Reviewed waste water meeting minutes provided by JAmbrose
- * Reviewed appealed complaint
- * Reviewed resignation of MMartin from the Parks & Rec Board
- * Reviewed information from various lighting professionals
- * Discussed lighting information from GenPro with AKayl, as well as the engineering study completed in the past and new developments

MISC.

- * Keynote speaker for the South Dakota Municipal League Human Resource and Finance Officer School in Pierre, SD
- * Drafted a response to address misinformation and presented it at the commission meeting on June 15th
- * Attended Food Truck Night in Summerset sponsored by Piedmont Valley Chamber of Commerce
- * Attended Food Truck Night in Piedmont sponsored by Piedmont Valley Chamber of Commerce
- * Attended Building The Community event sponsored by Sturgis Economic Development Council and City of Summerset

- * Attended the Family Social event sponsored by Piedmont Valley Chamber of Commerce
- * Met with DCI
- * Attended Piedmont Vally Chamber of Commerce monthly luncheon event
- * Reviewed citizen emails through cityinfo
- * Spoke with citizen regarding various topics related to the city
- * Email correspondence with a citizen regarding various topics
- * Email correspondence with a citizen regarding chickens
- * Email correspondence with a citizen regarding dogs
- * Email correspondence with a citizen regarding job opportunities
- * Email correspondence with a citizen regarding tenant/landlord issues and complaints
- * Phone call with a citizen regarding lot rent of local trailer court
- * Reviewed email from a citizen and attended scheduled meeting with citizen and Chief Nasser to discuss issues impacting Sun Valley Estates, Summerset, and possible solutions.
- * Phone call with a citizen regarding second exit for Sun Valley Estates
- * Email correspondence with a citizen regarding DOT expansion of Elk Creek overpass and traffic for Sun Valley Estates

NOTICE FOR PUBLICATION

Ordinance 2023-03

**AN ORDINANCE AMENDING ORDINANCE TITLE III ADMINISTRATION,
CHAPTER 30- GOVERNING BODY, SUBSECTION 33.22 -THREE BOARD OF
COMMISSIONERS CITY**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-03 Amending Title III - Chapter 30, Subsection 33.22 – Three Board of Commissioners City.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on June 15th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 18th day of May 2023.

City of Summerset

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

Ordinance 2023-03

AN ORDINANCE AMENDING ORDINANCE TITLE III ADMINISTRATION, CHAPTER 30-
GOVERNING BODY, SUBSECTION 33.22 – ~~THREE FIVE BOARD OF COMMISSIONERS~~
CITY

§ 30.22 ~~THREE-FIVE-BOARD OF COMMISSIONERS CITY.~~

The Mayor and Commissioners shall have the following responsibilities.

(A) Mayor's responsibilities.

(1) The Mayor may exercise all the powers and perform all the duties provided by the laws of this state or the ordinances of the municipality not in conflict with the laws of the state.

(2) The Mayor is the chief executive officer of the municipality, presides at all meetings of the Board of Commissioners, and has general supervision over all departments and officers.

(3) In the absence or inability of a Commissioner, the Mayor shall temporarily take charge of the department of that Commissioner.

(4) The Mayor shall enforce all the laws of the municipality and require that the conditions of the grant of any franchise or privilege are faithfully complied with and performed.

(5) The Mayor shall grant all licenses or permits, except as are required by ordinance to be granted by the Board of Commissioners or by some other department or officer.

~~(6) She or he shall have under her or his special charge the supervision of the Police and Fire Departments, the Public Health Department, and all matters relating to the public welfare of the municipality.~~

[6] The Mayor shall supervise each public building of the municipality and each city park except in any municipality that has a park board, and the lighting of the streets, alleys, and public buildings of the municipality.

Commented [LS1]: Addition in the law 9-9-20

(7) The Mayor shall annually and from time to time give the Board of Commissioners information relative to the affairs of the municipality and shall recommend for the Board's of Commissioners' consideration any measure the Mayor deems expedient.

(B) Commissioner's responsibilities.

~~All matters not designated to the Mayor shall be assigned or apportioned as equally as may be between the Commissioners by resolution of the Board of Commissioners adopted by a majority vote at the first meeting of the Board of Commissioners in the month following the election each year.~~

Commissioner of public safety in five-commissioner municipality. If any municipality is governed by a board consisting of five commissioners, the commissioner of public safety shall supervise the police and fire departments and the departments' officers and employees. The commissioner of public safety is also in charge of animal control within the municipality, including animal impoundments and shelter.

Commissioner of public works in five-commissioner municipality. If a municipality is governed by a board consisting of five commissioners, the commissioner of public works shall supervise the streets, alleys, public grounds, and municipal improvements, and all public property, except as otherwise specially provided. The commissioner shall maintain the property in a clean and sanitary condition and enforce all contracts, rules, and regulations necessary.

Commissioner of utilities in five-commissioner municipality. If a municipality is governed by a board consisting of five commissioners, the commissioner of utilities shall supervise the construction, maintenance, and operation of the waterworks, sewerage, and any other utility departments of the municipality. The commissioner of utilities shall enforce all regulations with respect to that department and its revenue.

Commissioner of finance and revenue in five-commissioner municipality. If a municipality is governed by a board consisting of five commissioners, the commissioner of finance and revenue shall enforce all laws for the assessment and collection of taxes of every kind and collection of all revenues belonging to the municipality from whatever source derived. The finance and revenue commissioner shall examine into and keep the board informed on the finances of the municipality and its assets and property.

Commented [LS2]: Addition of roles

Statutory reference:

Related provisions, see SDCL §§ 9-9-20, 9-9-21, 9-9-22, 9-9-23, and 9-9-24.

Passed and adopted this ____ day of _____ 2023.

Melanie Torno, Mayor

ATTEST:

Stephany Baumeister, Finance Officer

VOTE:

Torno:

Kitzmiller:

Butler:

Hirsch:

Reade:

First Reading: June 15, 2023

Second Reading: July 6, 2023

Adoption:

Publication:

Effective:

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

NOTICE FOR PUBLICATION

Ordinance 2023-06

AN ORDINANCE AMENDING ORDINANCE TITLE IX GENERAL REGULATIONS,

CHAPTER 91- ANIMALS, SUBSECTION 91.024 -KENNELS.

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-06 Amending Title IX - Chapter 91, Subsection 91.024 – Kennels.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 6th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 15th day of June 2023.

City of Summerset

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

§ 91.024 KENNELS.

(A) License required. Any person owning, possession, keeping, or desiring to keep or maintain with the city a kennel composed of ~~three~~ four or more animals of any one species shall obtain from the city a license therefor before such kennel may be kept or maintained. For purpose of this provision, anyone keeping ~~three~~ four or more of any animal species shall be deemed to operate a kennel and shall comply with specifically all provisions of this chapter relating to and in addition to all requirements of this section.

(B) License fee for kennel. License or animal renewal inspection fee shall be \$25 per year. The Animal Control Officer shall do annual inspection and renewals.

Commented [LS1]: Would the Board like to change the fee. It has not been changed since 2010.

(C) License maintained. Every person desiring to obtain a kennel license provided for herein shall make application on a form by the city. Along with the application, the applicant shall also provide to the city the written consent of the majority of the persons of full age residing within 400 feet of the exterior boundaries of the premises where such kennel is proposed to be located and kept. The city's designee shall make a site inspection and submit in writing the site inspection report, application, and written consent to the Board of Commissioners. The report shall state the name and place where such kennel is to be located and the size of the kennel proposed to be kept. Then, upon payment of the license fee as herein provided and upon the approval of the Board of Commissioners, the license shall be issued. The approval of Board of Commissioners shall be conditional upon compliance with all applicable zoning laws, all provisions of this chapter relating to the keeping of animals generally, and all other properly promulgated rules and regulations of the state and the city relating to the keeping of animals.

(Ord. 33, passed 7-8-2010)

§ 91.024 KENNELS.

(A) *License required.* Any person owning, possession, keeping, or desiring to keep or maintain with the city a kennel composed of three or more animals of any one species shall obtain from the city a license therefor before such kennel may be kept or maintained. For purpose of this provision, anyone keeping three or more of any animal species shall be deemed to operate a kennel and shall comply with specifically all provisions of this chapter relating to and in addition to all requirements of this section.

(B) *License fee for kennel.* License or animal renewal inspection fee shall be \$25 per year. The Animal Control Officer shall do annual inspection and renewals.

(C) *License maintained.* Every person desiring to obtain a kennel license provided for herein shall make application on a form by the city. Along with the application, the applicant shall also provide to the city the written consent of the majority of the persons of full age residing within 400 feet of the exterior boundaries of the premises where such kennel is proposed to be located and kept. The city's designee shall make a site inspection and submit in writing the site inspection report, application, and written consent to the Board of Commissioners. The report shall state the name and place where such kennel is to be located and the size of the kennel proposed to be kept. Then, upon payment of the license fee as herein provided and upon the approval of the Board of Commissioners, the license shall be issued. The approval of Board of Commissioners shall be conditional upon compliance with all applicable zoning laws, all provisions of this chapter relating to the keeping of animals generally, and all other properly promulgated rules and regulations of the state and the city relating to the keeping of animals.

(Ord. 33, passed 7-8-2010)

§ 91.027 NUMBER OF PETS LIMITED.

It is unlawful for any person to have or to keep more than four domestic pets over the age of six months old, except birds or fish or indoor cats on any lot or premises in the city, unless such person residing in or on the premises has a valid kennel license issued by the city. The humane society, Veterinarian Officer, and retail pet stores are exempt from the provisions of this section.

(Ord. 33, passed 7-8-2010) Penalty, see § 91.999

NOTICE FOR PUBLICATION

Ordinance 2023-07

AN ORDINANCE AMENDING ORDINANCE TITLE IX GENERAL REGULATIONS,

CHAPTER 91- ANIMALS, SUBSECTION 91.007 -DANGEROUS ANIMALS.

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-07 Amending Title IX - Chapter 91, Subsection 91.007 – Dangerous Animals.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 6th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 15th day of June 2023.

City of Summerset

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

§ 91.007 DANGEROUS ANIMALS.

(A) It shall be unlawful for any person to allow or maintain, run at large, or display in a crowded area within the city any animal of a venomous, vicious, ferocious, or dangerous habit, nature, or disposition. Any such found running at large within the city may be impounded or disposed of by the Animal Control Officer. All persons or organizations authorized by the city are excluded from this provision.

(B) An animal may be declared to be a vicious animal by the Police Chief under the following:

(1) An animal which, in a vicious or terrorizing manner, approaches in apparent attitude of attack, or bites, inflicts, injury, assaults, or otherwise attacks a person or other animal upon any public ground or place;

(2) An animal which on private property in a vicious or terrifying manner approaches in apparent attitude of attack, or bites, inflicts injury, or otherwise attacks a person or other animal who is on private property by reason of permission of the owner or occupant of such property or who is on private property by reason of course of dealing with the owner or occupant of such property; or

(3) Any animal of a known propensity, tendency, or otherwise threaten the safety of human beings or animals.

(4) No animal may be declared vicious if the injury or damage is sustained to any person or animal who was tormenting, abusing, or assaulting the animal or who was trespassing on the property by committing or attempting to commit a crime.

(5) When the Police Chief declares an animal to be vicious, the officer shall notify the owner of such declaration in writing that such animal must be registered as a vicious animal. Said notice shall be served either in person or by mailing such notice by certified mail.

(C) The owner of an animal that has been declared vicious shall make application to Police Chief to register said vicious animal and shall comply with the following:

(1) Annually renew a vicious animal application at a fee of \$75 ~~and addition to the regular license;~~

(2) Maintain \$250,000 in liability insurance;

(3) The owner of the animal shall notify the Police Department of any changes in the following:

(a) Ownership of the animal;

(b) Name, address, and telephone number of a new owner;

(c) Address change of the owner or any change in where the animal is housed;

(d) Any change in the health status of the animal or death of the animal.

(4) If the animal is outdoors and attended, the animal shall be muzzled, on a leash no longer than four feet, and under the control of a person over the age of 18 years of age; and

(5) If the animal is outdoors and unattended, the animal must be locked in an escape-proof kennel approved by the city with the following conditions.

(a) Fencing material shall not have openings with a diameter of more than two inches.

(b) Any gates within such pen or structure shall be lockable and such design to prevent the entry of children or escape of the animal.

(c) The pen or structure shall have secure sides and top. If the pen or structure has no bottom secured to the sides, the sides shall be embedded in the ground or concrete.

(d) The pen or structure shall protect the animal from the elements.

(e) The pen or structure may be required to have a double exterior wall to prevent the insertion of fingers or other objects.

(f) A universal sign denoting a vicious animal shall be displayed on the pen or structure visible from the sidewalk/street.

(g) The kennel or structure shall be inspected annually by the Police Department. A fee of \$50 for the inspection will be responsibility of the owner.

(h) The owner of the animal shall present proof to the Police Department that the animal has been altered to prevent reproduction.

(I) The vicious animal shall be impounded at the owner's expense until such time as the provisions of this chapter are complied with.

{Ord. 33, passed 7-8-2010} Penalty, see § 91.999

NOTICE FOR PUBLICATION

Ordinance 2023-08

**AN ORDINANCE AMENDING ORDINANCE TITLE IX GENERAL REGULATIONS,
CHAPTER 92- HEALTH AND SANITATION; NUISANCES, SUBSECTION 92.019 -NOTICE OF
REVIEW BY LEGAL AND FINANCE COMMITTEE.**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-08 Amending Title IX - Chapter 92, Subsection 92.019 – Review by Legal and Finance Committee. Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 6th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 15th day of June 2023.

City of Summerset

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

§ 92.019 NOTICE OF REVIEW ~~BY LEGAL AND FINANCE COMMITTEE.~~

(A) Any person who disagrees with the determination of a violation by the Code Enforcement Coordinator or Code Enforcement Officer and/or agent shall have the right to have the Public Safety Commissioner review the decision.

(B) The process shall be as follows.

(1) An aggrieved person shall first file a written request for review with the Code Enforcement Coordinator setting forth the basis for which he or she believes the decision that a violation exists to be in error. The writing shall also include the person's name and mailing address.

(2) Upon receipt of the written request for review, the Code Enforcement Coordinator shall notify the Public Safety Commissioner.

(3) The Public Safety Commissioner shall have 30 days to review the case and give his or her decision in writing to the landowner.

~~{Ord. 1.90A, passed 5-15-2014}~~

NOTICE FOR PUBLICATION

Ordinance 2023-09

**AN ORDINANCE AMENDING ORDINANCE TITLE IX GENERAL REGULATIONS,
CHAPTER 92- HEALTH AND SANITATION; NUISANCES, SUBSECTION 92.037 -NOTICE TO
CUT VEGETATION**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-09 Amending Title IX - Chapter 92, Subsection 92.037 – Notice to Cut Vegetation.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 6th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 15th day of June 2023.

City of Summerset

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

§ 92.037 NOTICE TO CUT VEGETATION.

(A) The Code Enforcement Officer, at any time during the growing season, shall notify landowners in writing by certified mail or in person with a return of service. Upon service, the landowner shall have ten days in which to remove the violation, unless the city determines that a shorter period of time is necessary, in which case the notice shall so state.

(B) This notice shall, in addition, inform the landowner that she or he is required to keep all vegetation cut and in compliance with the city's ordinances throughout the growing season.

(C) After receiving the initial notice to cut any grass, overhanging limbs, weeds, trees, and the like, then landowner shall be required to abate any similar nuisance within five days of written notification. Nothing in this subchapter shall be construed as requiring the city to give subsequent notices and the city may proceed to abate similar nuisances without giving subsequent notices if cleaned appropriate in its discretion.

(D) Notices shall include the following information:

- (1) Landowner's name and address;
- (2) Address of property in violation;
- (3) Legal description of property;
- (4) Ordinance section violated;
- (5) Requirements of the ordinance; and
- (6) Required completion date.

(E) The landowner may appeal the case in writing to the Finance Officer ~~as stated in § 92.038 with one exception: the landowner must make said appeal~~ within the time frame set for removal of the nuisance. If the landowner fails to make a written appeal within this time frame, the nuisance may be abated as stated in § 92.038.

{Ord. 1.90A, passed 5-15-2014}

NOTICE FOR PUBLICATION

Ordinance 2023-10

**AN ORDINANCE AMENDING ORDINANCE TITLE IX GENERAL REGULATIONS,
CHAPTER 91- ANIMALS, 91.999 PENALTY.**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-10 Amending Title IX - Chapter 91, Subsection 91.999 – Penalty.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 6th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 15th day of June 2023.

City of Summerset

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

Ordinance 2023-__

AN ORDINANCE AMENDING ORDINANCE TITLE IX, GENERAL REGULATIONS,
CHAPTER 91, ANIMALS, SUBSECTION 91.999 - PENALTY

§ 91.999 PENALTY.

(A) Any violation of the provisions of this chapter is a Class II misdemeanor ~~punishable and is subject to the maximum punishment by the maximum punishment~~ set forth by the laws of the state pursuant to SDCL § 22-6-2. Citations and fines will be issued in accordance with the General Penalty provision at Ordinance Section 10.99 or as established by Resolution of the Board of Commissioners. Said punishment may also include payment of any costs and/or restitution authorized by this chapter and/or state law.

(B) (1) In addition to the remedies provided in this chapter, any person violating any provision of this chapter shall be subject to the general penalty provision as set forth in division (A) above unless otherwise specifically provided, and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

(2) Any citation for an ordinance issued by the city pursuant to the terms of the city's ordinances may be appealed to the Board of Commissioners in writing and within 15 days of the issuance of the citation. Such written notice of appeal shall be submitted to the city's Finance Office. All appeals shall be heard and decided by the Board of Commissioners.

~~(C) Any person, firm, or corporation violating any provision of §§ 91.070 through 91.072 shall be guilty of a second degree misdemeanor and punished by a fine of not more than \$500 or by confinement not to exceed 30 days in the county jail, or both fine and imprisonment.~~

NOTICE FOR PUBLICATION

Ordinance 2023-11

**AN ORDINANCE AMENDING ORDINANCE TITLE IX GENERAL REGULATIONS,
CHAPTER 93- INOPERABLE, ABANDONED VEHICLES, 93.01 DEFINITIONS.**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-11 Amending Title IX - Chapter 93, Subsection 93.01 – Definitions.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 6th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 15th day of June 2023.

City of Summerset

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

Ordinance 2023 – 11

AN ORDINANCE AMENDING TITLE IX, GENERAL REGULATIONS, CHAPTER 93,
INOPERABLE, ABANDONED VEHICLES, SUBSECTION 93.01 - DEFINITIONS

§ 93.01 DEFINITIONS.

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

ABANDONED MOTOR VEHICLE. Any motor vehicle as deemed hereinafter which is left unattended on any public street, alley, other public right of way, place, or parking lot within the municipality for a longer period than 24 hours five (5) consecutive days without notifying local law enforcement and making arrangements for the parking of such motor vehicle.

JUNKED MOTOR VEHICLE. Any car bodies, wrecked cars, abandoned and unusable cars, car bodies, or equipment of any type, except in authorized junk vehicles.

MOTOR VEHICLE. Any vehicle which is self-propelled and designed to travel along the ground and shall include, but not be limited to, automobiles, buses, motorbikes, motorcycles, motor scooters, trucks, tractors, go-carts, golf-carts, campers, trailers, construction equipment, and agricultural equipment.

PERSON. Any person, firm, partnership, association, corporation, company, or organization of any kind.

PRIVATE PROPERTY. Any real property within the municipality which is privately owned and which is not public property as defined herein.

PUBLIC PROPERTY. Any street, alley, or highway, or boulevard which shall include the entire width between the boundary lines of every way publicly maintained for the purposes of vehicular travel, and also means any other publicly owned property or facility.

REMOVAL AGENCY. Any public body, private, or nonprofit organization authorized by the municipality to remove and salvage abandoned or inoperable motor vehicles.

VEHICLE. Any conveyance which is designed to travel along the ground, in the air, or in the water, either powered or non-powered, and shall include, but not be limited to, automobiles, buses, motorbikes, motorcycles, motor scooters, trucks, tractors, pull trailers, go-carts, golf carts, boats, campers, trailers, construction equipment, and agricultural equipment.

(Prior Code, § 91.01)

NOTICE FOR PUBLICATION

Ordinance 2023-12

AN ORDINANCE AMENDING ORDINANCE TITLE I - GENERAL PROVISIONS,

CHAPTER 10- GENERAL PROVISIONS, 10.99 GENERAL PENALTY.

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-12 Amending Title I - Chapter 10, Subsection 10.99 – Definitions.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 6th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 15th day of June 2023.

City of Summerset

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

Ordinance 2023-__

AN ORDINANCE AMENDING ORDINANCE TITLE I, CHAPTER 10, GENERAL
PROVISIONS, CHAPTER 10, SUBSECTION 10.99 – GENERAL PENALTY

§ 10.99 GENERAL PENALTY.

Municipalities are authorized to provide for the punishment of each violation of an ordinance, resolution, or regulation with a fine not to exceed \$500 or by imprisonment not exceeding 30 days or by both such fine and imprisonment. In issuing citations and fines for various offenses, the City adopts the Fourth Judicial Circuit Court Fine and Bond Schedule for use by Magistrate Courts. The Board of Commissioners may set fines for offenses not included on the Fourth Judicial Circuit Court Fine Schedule by Resolution.

Cross-reference:

Administrative penalties, see §§ [10.28](#) and [10.30](#)

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NOTICE FOR PUBLICATION

Ordinance 2023-13

**AN ORDINANCE AMENDING ORDINANCE TITLE IX - GENERAL REGULATIONS,
CHAPTER 93- INOPERABLE ABANDONED VEHICLES, 93.02 STORING, PARKING, OR
LEAVING VEHICLES AS A NUISANCE.**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-13 Amending Title IX - Chapter 93, Subsection 93.02 – Storing, Parking or Leaving Vehicles as a Nuisance.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 6th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 15th day of June 2023.

City of Summerset

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

Ordinance 2023-13

AN ORDINANCE AMENDING TITLE IX, GENERAL REGULATIONS, CHAPTER 93,
INOPERABLE ABANDONED VEHICLES, SUBSECTION 93.02 – STORING,
PARKING, OR LEAVING VEHICLES AS A NUISANCE

§ 93.02 STORING, PARKING, OR LEAVING VEHICLES AS A NUISANCE.

(A) The presence of an unlicensed, abandoned, discarded, wrecked, burned, dismantled, inoperable, junked, or partially dismantled vehicle or parts thereof on private or public property is hereby declared a nuisance, which may be abated as such in accordance with the provisions of this chapter.

(B) It is unlawful to keep or place any of such vehicles or vehicle parts:

(1) Upon public streets or property except on an emergency basis; or

(2) Upon private property of any person owning, in charge of, or in control of any real property in the municipality, whether as an owner, tenant, occupant, lessee, or otherwise, for longer than 14 days unless it is within a carport or fully enclosed building or structure. A tarpaulin, tent, or other similar temporary structure shall not be deemed to satisfy the requirements of this section.

(C) In no event shall an inoperable vehicle that constitutes an imminent health, safety, or fire hazard be kept located on any premises.

(D) The City may issue fines for a violation of this Chapter in accordance with the General Penalty provision at section 10.99 of these Ordinances.

(Prior Code, § 91.02) Penalty, see § [10.99](#)

NOTICE FOR PUBLICATION

Ordinance 2023-14

**AN ORDINANCE AMENDING ORDINANCE TITLE VII – TRAFFIC CODE, CHAPTER
71- TRAFFIC REGULATIONS, SUBSECTION 71.085 STORAGE ON PUBLIC PROPERTY
PROHIBITED**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-14 Amending Title VII - Chapter 71, Subsection 71.085 – Storage on Public Property Prohibited. Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 6th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 15th day of June 2023.

City of Summerset

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

NOTICE FOR PUBLICATION

Ordinance 2023-15

**AN ORDINANCE AMENDING ORDINANCE TITLE VII – TRAFFIC CODE, CHAPTER
71- TRAFFIC REGULATIONS, SUBSECTION 71.999 PENALTY**

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on amended Ordinance #2023-15 Amending Title VII - Chapter 71, Subsection 71.999 – Penalty.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on July 6th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 15th day of June 2023.

City of Summerset

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

Ordinance 2023 – 15

AN ORDINANCE AMENDING TITLE VII, TRAFFIC CODE, CHAPTER 71 TRAFFIC REGULATIONS, SUBSECTION 71.999 - PENALTY

§ 71.999 PENALTY.

(A) Any violation of the provisions of this chapter is a Class II misdemeanor punishable by the maximum punishment set forth by the laws of the state pursuant of SDCL § 22-6-2. Fines for violations of the provisions of this chapter will be issued by the City in accordance with the General Penalty provision at section 10.99 of these Ordinances. Said punishment may also include payment of any costs and/or restitution authorized by this chapter and/or state law.

(B) A person convicted of violating § 71.081 shall be punished by a mandatory fine of not less than \$100. The Police Department is hereby authorized to remove any vehicle at the expense of the owner of the vehicle from stall or a space designated for physically handicapped persons, if the vehicle is parked in violation of the above provisions.

(C) (1) In addition to the cost of removal and/or storage and assessment of any charges related thereto, any person who violates this chapter, except in the event where the violation involves parking a vehicle in a stall or space designated for physically handicapped persons, shall, within 72 hours from the time when the notice of violation was attached to the vehicle, pay to the city the sum of \$10. If any person fails to pay sum within 72 hours, he or she shall pay to the city the sum of \$20.

(2) Any person who parks a vehicle in a stall or space designated for physically handicapped persons as prohibited by the chapter shall, within 72 hours from the time when the notice of violation was attached to the vehicle, pay to the city the sum \$100. If any person fails to pay the sum within 72 hours, he or she shall pay to city the sum of \$110.

(Ord. 22, passed 7-8-2010)

May 22, 2023

RECEIVED
JUN 23 2023
BY: _____

To: Summerset Parks and Recreation Board

I, Michael Martin, will resign from the Parks and Recreation Board effective immediately. This is due to scheduling issues I have with other clubs and my music interests.

If at some later time I can be of assistance please call me.

Thank you.

Michael Martin



COMMUNITY PLANNING & DEVELOPMENT SERVICES

City of Summerset

7055 Leisure Lane, Summerset, SD 57718

Phone: (605) 718-9858

Fax: (605) 718-9883

Web: www.summerset.us

APPLICATION FOR DEVELOPMENT REVIEW

REQUEST (please check all that apply)

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

Subdivision

- ☐ Layout Plan
- ☐ Preliminary Plat
- ☐ Final Plat
- ☐ Minor Plat

- ☐ Rezoning
- ☐ Road Name Change

Conditional Use Permit

- ☐ Major Amendment
- ☐ Minimal Amendment

Vacation

- ☐ Utility / Drainage Easement
- ☐ R.O.W. / Section Line Highway
- ☐ Access / Non-Access
- ☐ Planting Screen Easement

☒ OTHER (specify) Sign

LEGAL DESCRIPTION (Attach additional sheets as necessary)

EXISTING

Tract 1 of Richardson Subdivision less Lot H1, less Lot H2, and less Lot H3, SW1/4 and SW1/4 of SE1/4 of Section 31, Township 3 North, Range 7 East, Black Hills Meridian, City of Summerset, Meade County SD.

PROPOSED

Plat of Lots 1-6 & Dedicated Heather Lane Right-of-Way, New Leaf Subdivision (formerly Tract 1 of Richardson Subdivision less Lot H1, less Lot H2 & less Lot H3 of Tract 1 of Richardson Subdivision) located in Section 31, Township 3 North, Range 7 East, Black Hills Meridian, City of Summerset, Meade County, SD

LOCATION

New Leaf LLC - address 718/D

Size of Site-Acres

Square Footage

Proposed Zoning C1

DESCRIPTION OF REQUEST: Conditional use permit
per ordinance 155.275 (B)

Utilities: Private / Public

Water n/a

Sewer n/a

APPLICANT

Name Freedom Investments LLC Phone 605 359 7432
 Address PO Box 1001 E-mail freedomsigns@outlook.com
 City, State, Zip Rapid City SD 57409 Signature [Signature] Date 5/23/23

PROJECT PLANNER - AGENT

Name _____ Phone _____
 Address _____ E-mail _____
 City, State, Zip _____ Signature _____ Date _____

OWNER OF RECORD (If different from applicant)

Name Matt Leon - New Leaf LLC Phone 605 787-5187
 Address PO Box 742 E-mail _____
 City, State, Zip Black Hawk SD 57718

Matt

Property Owner Signature _____ Date _____ Property Owner Signature _____ Date _____

Signature _____ Date _____ Signature _____ Date _____
 Print Name: _____ Title*: _____ Print Name: _____ Title*: _____

*required for Corporations, Partnerships, etc.

FOR STAFF USE ONLY

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

- ☐ Sewer Utility
- ☐ Fire Department
- ☐ Public Works
- ☐ Planning
- ☐ Building Inspector
- ☐ Engineering
- ☐ City Code Enforcement
- ☐ Police
- ☐ City Attorney
- ☐ BHP&L
- ☐ Finance Officer
- ☐ Register of Deeds
- ☐ County - Planning
- ☐ SD DOT
- ☐ SD DENR
- ☐ Auditor - Annexation
- ☐ Drainage
- ☐ Parks & Recreation

- ☐ Diamond D Water
- ☐ Black Hills Water
- ☐ Quaal Road District
- ☐ Other: _____
- ☐ Other: _____
- ☐ Other: _____
- ☐ Other: _____
- ☐ Other: _____

Planning and Zoning Meeting Date: _____
 Commission Meeting Date: _____
 Date Paid: _____

Payment Type: Cash ☐ Check ☐ Credit Card ☐

NOTICE OF PUBLIC HEARING

NOTICE OF HEARING APPLICATION FOR CONDITIONAL USE PERMIT BEFORE THE CITY OF SUMMERSET PLANNING AND ZONING BOARD

Notice is hereby given that the following petitioner has applied to the City of Summerset Planning and Zoning Board under the provisions of the City of Summerset Zoning Ordinances as follows:

Applicant: Freedom Investments LLC

Address: T/B/D, Summerset SD (preliminary plat)

Existing: Tract 1 of Richardson Subdivision less Lot H1, less Lot H2, and less Lot H3, SW1/4 and SW1/4 of SE1/4 of Section 31, Township 3 North, Range 7 East, Black Hills Meridian, City of Summerset, Meade County SD.

Preliminary Plat: Plat of Lots 1-6 & Dedicated Heather Lane Right-of-Way, New Leaf Subdivision (formerly Tract 1 of Richardson Subdivision less Lot H1, less Lot H2 & less Lot H3 of Tract 1 of Richardson Subdivision) located in Section 31, Township 3 North, Range 7 East, Black Hills Meridian, City of Summerset, Meade County, SD

The applicant has requested a permitted conditional use for the following:

155.275 New Signs

(B) *Off-premises sign requirements.* All off-premises signs shall require a conditional use permit and shall meet all the provisions of §§ [155.335](#) through [155.341](#). In addition, due consideration shall be given to the relationship between the sign(s) and the natural horizon/view shed in the area of the proposed sign location.

Property is currently zoned C-1 General Commercial:

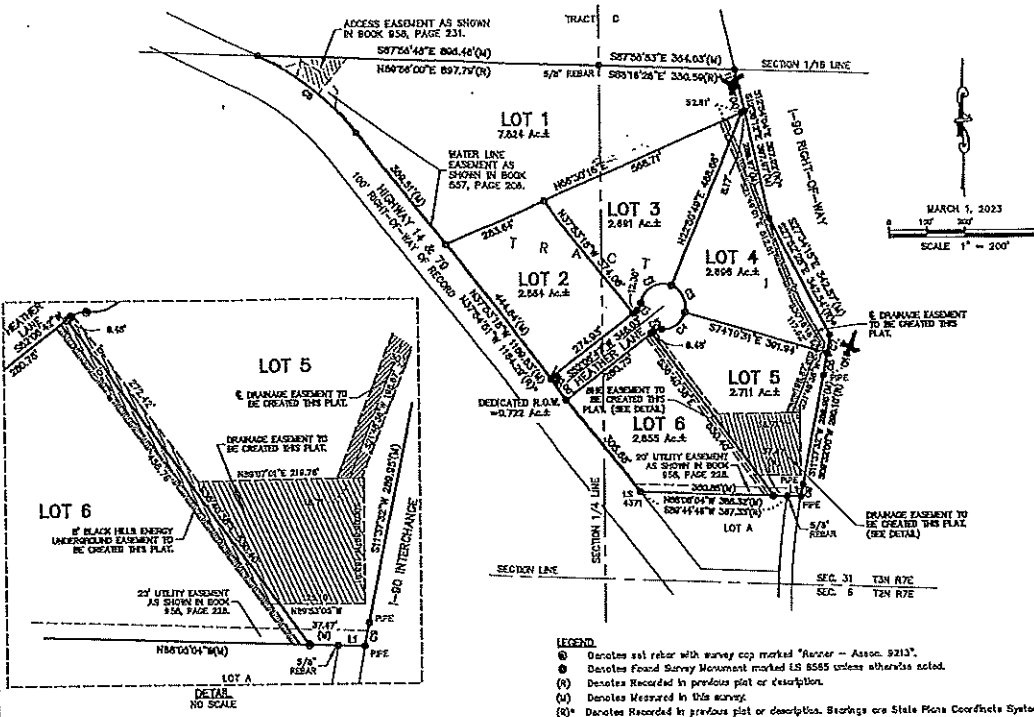
Notice is further given that said application will be heard and considered by the City of Summerset Planning and Zoning Commission at Summerset Municipal Building, 7055 Leisure Lane, Summerset, South Dakota at 6:00 p.m. on the 27th day of June 2023. At that time, any person, persons, or their attorney who are interested in the approval or rejection of said application may appear and be heard at said scheduled public hearing.

Dated this 23rd day of May 2023.

Lisa Schieffer
Summerset City Administrator

Published once at the total approximate cost of _____.

PLAT OF
LOTS 1-6 & DEDICATED HEATHER LANE RIGHT-OF-WAY, NEW LEAF SUBDIVISION
 (formerly Tract 1 of Richardson Subdivision less Lot H1, less Lot H2 & less Lot H3 of Tract 1 of Richardson Subdivision)
 LOCATED IN SECTION 31, T3N, R7E, BHM,
 CITY OF SUMMERSET, MEADE COUNTY, SOUTH DAKOTA



LINE	BEARING	DISTANCE
L1(U)	N35°11'22\"	35.57
L1(B)	S89°44'40\"	35.57

SURVEY	ARC LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH
C1(U)	22.25'	30.00'	N30°54'00\"	22.03'
C2(U)	108.91'	38.00'	N50°58'12\"	82.87'
C3(U)	83.33'	38.00'	S33°34'15\"	73.17'
C4(U)	81.73'	38.00'	S33°30'12\"	75.35'
C5(U)	22.50'	30.00'	N73°36'15\"	22.03'
C6(U)	60.15'	1760.00'	01°37'27\"	60.14'
C7(U)	71.73'	1760.00'	01°17'50\"	71.72'
C8(U)	331.98'	724.07'	N31°31'23\"	328.08'
C9(U)	343.98'	724.07'	S11°34'17\"	313.84'
C10(U)	31.35'	1583.50'	01°58'00\"	31.34'
C11(U)	31.35'	1583.50'	03°30'47\"	31.34'
C12(U)	107.91'	1760.00'	S09°57'48\"	102.89'
C13(U)	108.05'	1760.00'		

CERTIFICATE OF OWNERSHIP

I, the undersigned, do hereby certify that I am the owner of the tract of land shown and described herein, that said land is free from any encumbrances, that I do authorize and do hereby approve the survey and within plot of said land for the purposes indicated herein. I further certify that the development of this land shall conform to all existing applicable zoning, subdivision, erosion and sediment control regulations.

Any land shown on the within plot as dedicated to public right-of-way is hereby dedicated to public use and public utility use as such forever, but such dedication shall not be construed to be a donation of the fee of such land.

In witness whereof, I have set my hand and seal.

OWNER: NEW LEAF, LLC

BY: Matthew J. Leon, Member

ACKNOWLEDGMENT OF OWNERSHIP

State of South Dakota
 County of Pennington S.S.

On the ____ day of _____, 20____, before me, a Notary Public, personally appeared Matthew J. Leon, Member of NEW LEAF, LLC, known to me to be the person described in the foregoing instrument and acknowledged to me that he signed the same.

NOTARY PUBLIC:

My commission expires _____

CERTIFICATE OF PLANNING COMMISSION

The City of SummerSet Planning and Zoning Commission certifies it has reviewed the final plat and hereby recommends approval to the City Commission of the City of SummerSet, South Dakota.

Dated this ____ day of _____, 20____

Planning Commission Member

CERTIFICATE OF DIRECTOR OF EQUITIZATION

I, Director of Equitization of Meade County, South Dakota, do hereby certify that I have on record in my office a copy of the within described plat.

Dated this ____ day of _____, 20____

Meade County Director of Equitization

CERTIFICATE OF CITY FINANCE OFFICER

I, Finance Officer of the City of SummerSet, South Dakota, do hereby certify that the foregoing instrument is a true and correct copy of the resolution adopted by the City Commission of City of SummerSet, South Dakota, at a meeting held on the ____ day of _____, 20____.

Finance Officer

CERTIFICATE OF CITY FINANCE OFFICER

I, Finance Officer of the City of SummerSet, South Dakota, do hereby certify that all special assessments which are then upon the within described lands are fully paid according to the records in my office.

Dated this ____ day of _____, 20____

Finance Officer

LEGEND

- (S) Denotes set rebar with survey cap marked "Survey - Asson. 9213".
- (F) Denotes Found Survey Monument marked LS 8585 unless otherwise noted.
- (R) Denotes Recorded in previous plat or description.
- (M) Denotes Measured in this survey.
- (Q) Denotes Recorded in previous plat or description. Bearings are State Plane Coordinate System.

NOTES

Especially that (S) utility and other drainage easement is hereby granted on the interior of all lot lines, except where drainage easements exist. Removal or modification of any obstruction or impediment to such an easement shall be the financial responsibility of the landowner.

Major drainage easements shall be kept free of all obstructions, including fences, and that the major drainage easement provides the SummerSet Public Works Department, or their designee(s) the rights of entry, construction, and maintenance in order to facilitate drainage through these easements.

BASES OF BEARINGS

SOUTH DAKOTA STATE PLANE COORDINATE SYSTEM, NORTH ZONE, NAD83(2011). DISTANCES ARE GRID. SCALE FACTOR = 1.0000586 GRID TO GROUND CONVERGENCE ANGLE OF -0°21'01" GRID TO GEOCENTRIC NORTH.

FLOODPLAIN STATEMENT

BASED ON THE FLOOD INSURANCE RATE MAP NUMBER 45083C1787, EFFECTIVE DATE SEPTEMBER 18, 2011, INDICATES THE SUBJECT PROPERTY IS LISTED IN ZONE X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD PLAIN.

DUE TO THE PRESENCE OF CYCLISM IN THE SUBDIVISION, A GEOTECHNICAL INVESTIGATION WILL NEED TO BE COMPLETED AT BUILDING LOCATIONS AND ALL FOUNDATIONS, UNLESS DETERMINED OTHERWISE, SHALL BE DESIGNED BY A LICENSED GEOTECHNICAL ENGINEER.



CERTIFICATE OF SURVEYOR
 State of South Dakota
 County of Pennington S.S.

I, Eric D. Howard, Registered Land Surveyor No. 9213 in the State of South Dakota, do hereby certify that at the request of the owners listed herein, I have surveyed the tract of land shown, and to the best of my knowledge and belief, the within plat is a representation of said survey. Easements or restrictions of record are shown or private easements that are not shown to me are not shown herein.

In witness whereof, I have hereunto set my hand and seal.

Eric D. Howard, Registered Land Surveyor

RESOLUTION OF CITY COMMISSION
 Whereas there has been presented to the City Commission of the City of SummerSet, South Dakota, the within plat of the above described lands, and it appears to this Council of Commissioners that:

- a. The system of streets set forth therein conforms to the system of streets of the existing plat of the City.
- b. All provisions of the City subdivision regulations have been complied with.
- c. All taxes and special assessments upon the tract or subdivision have been fully paid.
- d. Each plat and survey thereof have been executed according to law.

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

Dated at SummerSet, South Dakota this ____ day of _____, 20____

Mayor

Date

APPROVAL BY HIGHWAY OR STREET AUTHORITY

The location of the proposed access to the Highway or Street as shown herein is hereby approved. Any change in the location of the proposed access shall require additional approval.

Dated this ____ day of _____, 20____

Highway or Street Authority

Department of Transportation

CERTIFICATE OF COUNTY TREASURER

I, Treasurer of Meade County, South Dakota, do hereby certify that all taxes, which are then upon the within described lands are fully paid according to the records in my office.

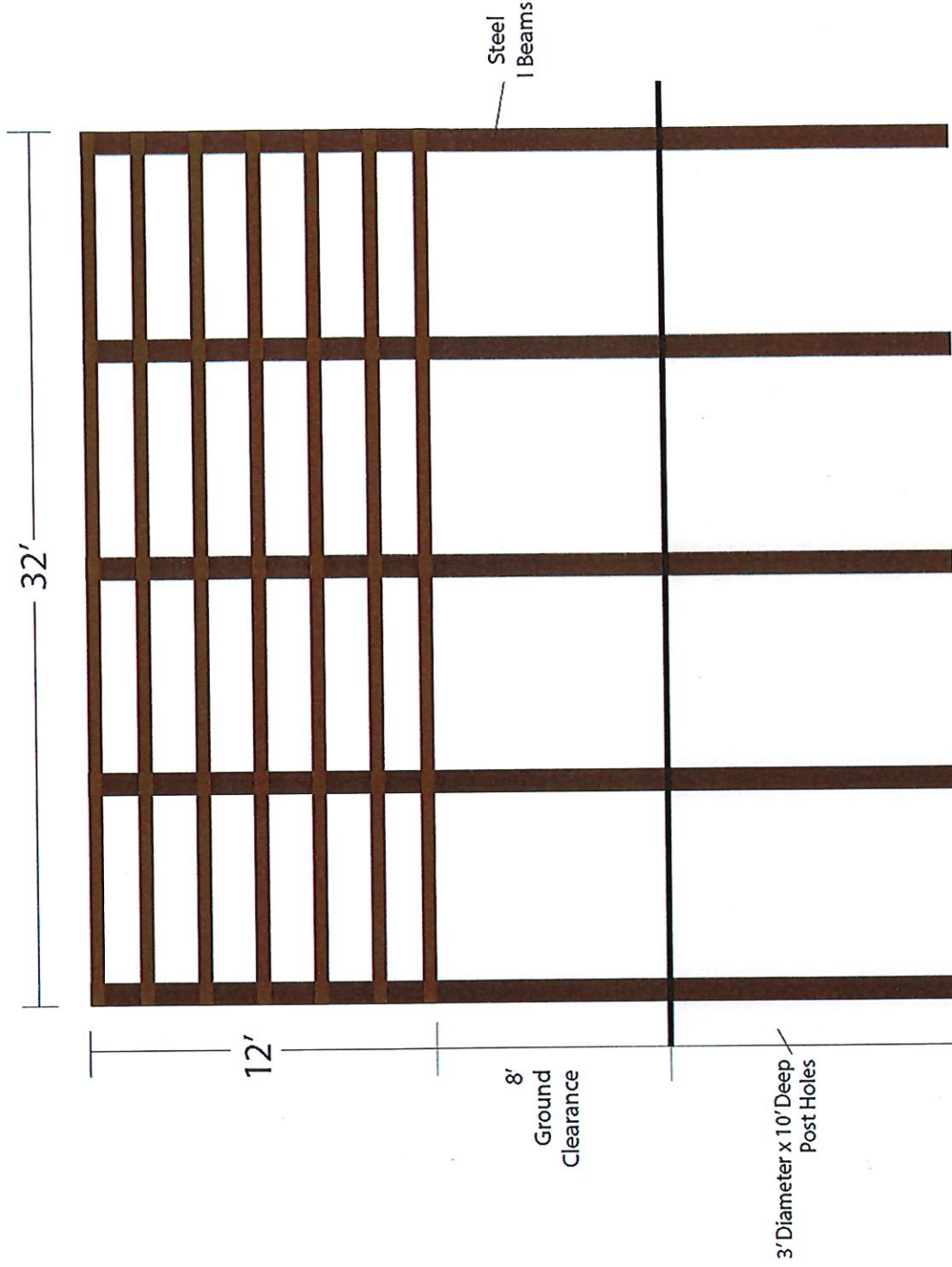
Dated this ____ day of _____, 20____

Meade County Treasurer

CERTIFICATE OF REGISTER OF DEEDS

State of South Dakota
 County of Meade S.S.

12' x 32' Billboard Structure



(605) 342-0481
Fax: (605) 342-9474
1650 Samco Rd.
Rapid City, SD 57701

ROSENBAUM'S
SIGNS

Customer:

Freedom Advertising

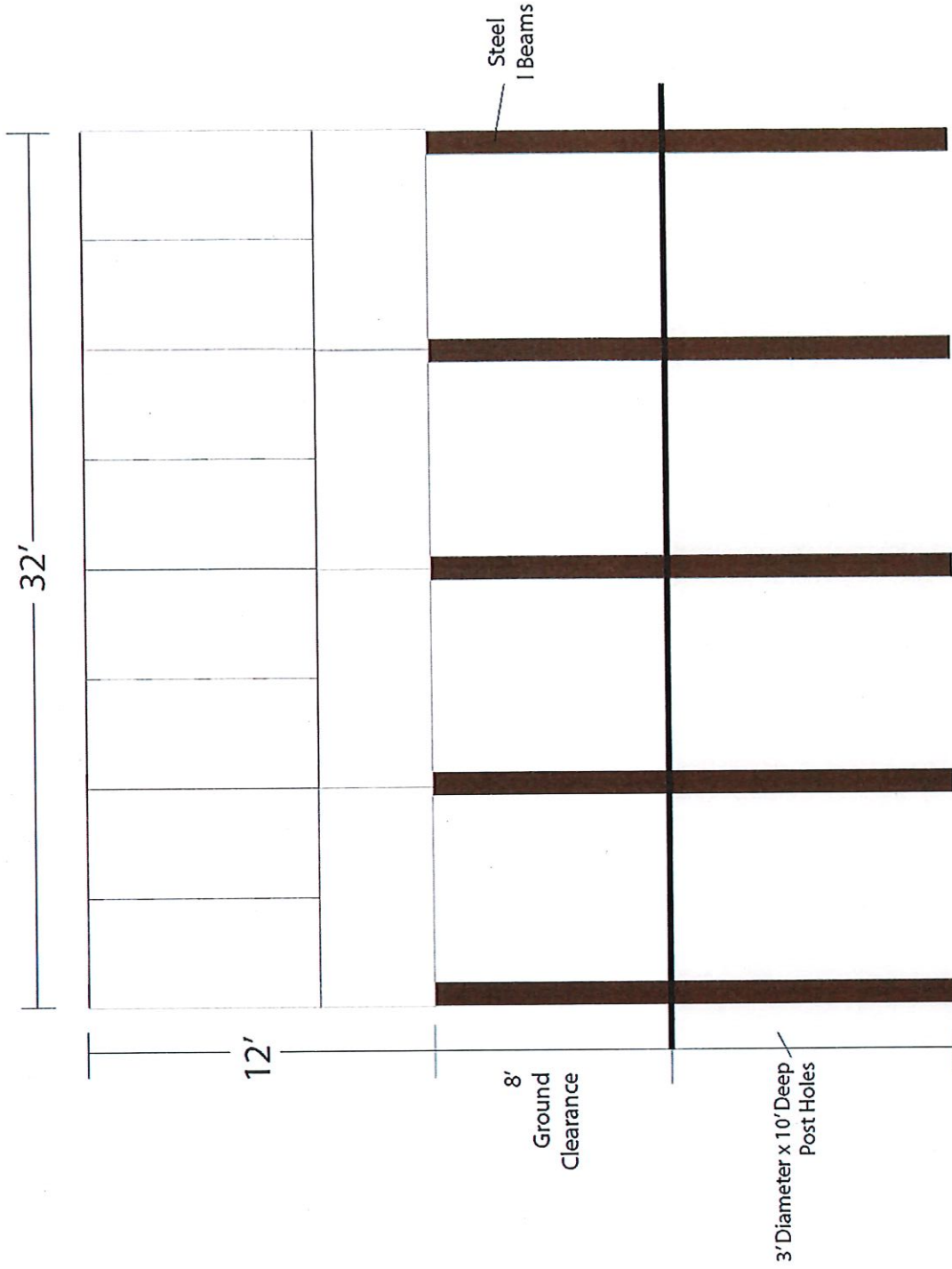
Drawn By: Jonni

Date: 6/8/2023

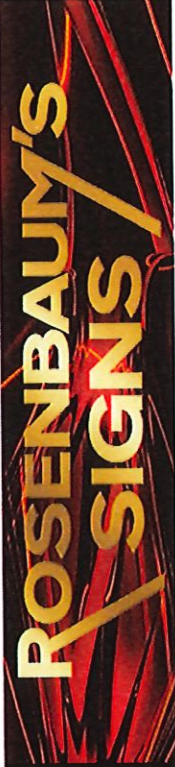
Customer Signature: _____

Date: _____

12' x 32' Billboard Structure (Panels)



(605) 342-0481
 Fax: (605) 342-9474
 1650 Samco Rd.
 Rapid City, SD 57701



Customer:

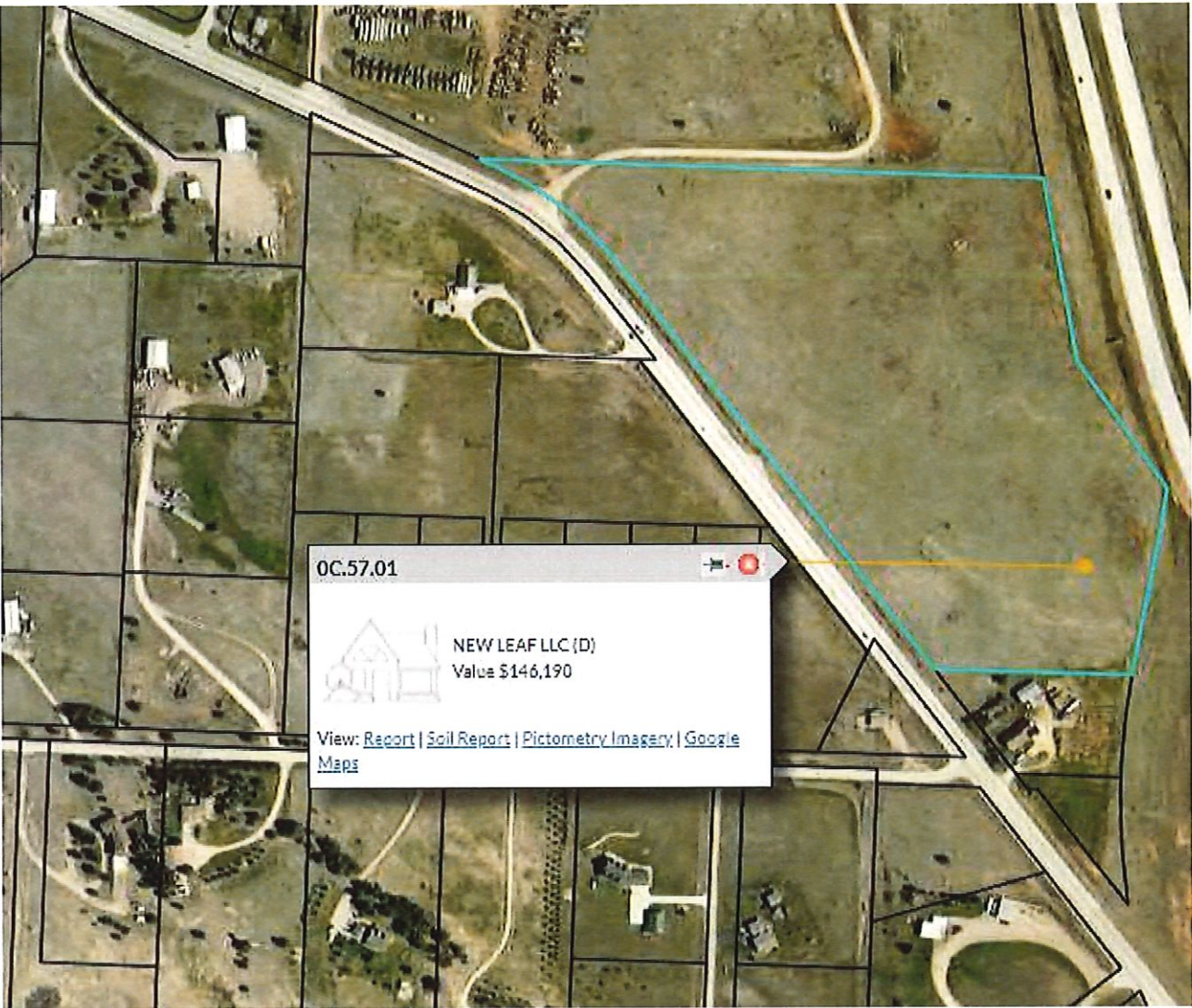
Freedom Advertising

Drawn By: Jonni

Date: 6/8/2023

Customer Signature: _____

Date: _____



0C.57.01



NEW LEAF LLC (D)
Value \$146,190

View: [Report](#) | [Soil Report](#) | [Pictometry Imagery](#) | [Google Maps](#)

§ 155.275 NEW SIGNS.

A sign permit shall be required for any new on-premises or off-premises sign installation, including temporary signs. At the time of installation, the new sign must conform to all requirements of this subchapter at the time of installation.

(A) *General provisions.*

(1) All signs shall be placed or erected in conformity with all applicable side and rear yard setback requirements for structures. The minimum front yard setback requirement for signs shall be five feet from any property line.

(2) No sign, including political signs, are allowed to be located in any public right-of-way or public or private access easement. All signs issued by the city for public notice of proposed land use changes are exempt from this requirement.

(3) There shall be a 250-foot separation between a new ground/pole on-premises sign and an existing ground/pole on-premises sign.

(4) All sign structures shall be painted and maintained in muted colors as to blend into the natural surroundings. Colors shall include, but not be limited to, brown, black, or tan. Wood sign structures may remain unpainted and be allowed to have a natural patina. At no time shall bright or neon colors be used for either wood or metal sign structures.

(5) No debris, including but not necessarily limited to, wood material, posts, metal, paper, plastic, cardboard, or other materials from the construction or maintenance of a sign shall be left at the location or vicinity of a sign. Any violation of this section is hereby declared a nuisance and subject to abatement.

(6) No sign shall be constructed which resembles any official marker erected by a governmental entity or which by reason of position, shape, or color would conflict with the proper functioning of any official traffic control device, sign, or marker.

(7) No sign shall exceed two sides. Signs shall have no more than one frontal face (front) and one back face (back) as viewed from one static position.

(8) Sign and sign structure design shall be reviewed and inspected by the Building Official for compliance with the following:

(a) Building Code, as adopted; and

(b) Electric Code, as adopted.

(B) *Off-premises sign requirements.* All off-premises signs shall require a conditional use permit and shall meet all the provisions of §§ 155.335 through 155.341. In addition, due consideration shall be given to the relationship between the sign(s) and the natural horizon/view shed in the area of the proposed sign location. In addition to the general provisions of this chapter, the following regulations shall apply to all off-premises signs.

(1) No off-premises sign shall be erected or placed closer than 500 feet from any residential district and/or dwelling unit.

(2) Off-premises signs shall be located no closer than 1,500 feet from all other off-premises signs.

(3) No illuminated sign shall be permitted within 1,500 feet of any dwelling unit or residential district without an approved conditional use permit. All illuminated signs shall be installed and

maintained in accordance with §§ 155.195 through 155.204 so as to minimize spillage of light outside of the sign face.

(4) Off-premises signs shall not exceed a height of 40 feet. Height shall be measured from grade level directly below the face of the sign to the highest part of the sign.

(5) The maximum display area of any off-premises sign located adjacent to a two or more-lane street or highway shall not exceed 250 square feet on each face. The maximum display area of any off-premises sign located on the interstate shall not exceed 400 square feet on each face.

(6) All off-premises signs shall be placed or erected in conformity with all applicable side and rear yard setback requirements for structures. The minimum front yard setback requirement for on-premises or off-premises signs shall be five feet from any property line.

(7) A vehicle or trailer of any form or type, whether licensed or not, or in working condition or not, intended to be used as or in conjunction with an on-premises or off-premises sign, shall not be located adjacent to any public right-of-way or on private or public property so as to be visible from the public right-of-way. Vehicles or trailers whose primary use is other than outdoor advertising shall be exempt from this section.

(C) *On-premises sign requirements.*

(1) *Number of signs per premises.* Notwithstanding anything else in this section, no more than two signs may be erected or maintained on any one premises at any one time, except that when a premises is located on a corner lot and has public entrances on two or more public ways, or that a building has both a front and rear public entrance, one additional sign may be erected and maintained. In calculating the total number of signs on a premises, both permanent and temporary signs shall be combined in the total. A multi-faced sign shall count as a single sign. Signs enumerated in § 155.274 shall not be counted in calculating the total.

(2) *Sign area.* Notwithstanding anything else in this section, the total sign area per premises, including both permanent and temporary signs, shall not exceed the following:

(a) *Wall, roof, canopy, and projecting signs.* The total square feet of all walls, roof, and/or projecting signs shall be a sign area of two square feet for each one linear foot of street frontage shall be allowed not to exceed 50 square feet. Every premises shall be allowed a minimum of 50 square feet of sign area. Allowable sign area is not transferable from one frontage to another. An additional 50 square feet of sign area shall be allowed for every 100 feet of street frontage over first 250 feet of street frontage. On corner lots, each frontage shall be considered unique and separate in calculation sign area. Multi-faced signs shall be computed as one sign if the signs are parallel and are part of the same sign structure.

(b) *Ground/pole signs.* The total square feet of all ground/pole signs shall be a sign area of one square foot for each one linear foot of street frontage shall be allowed not to exceed 250 square feet. Every premises shall be allowed a minimum of 50 square feet of sign area. Allowable sign area is not transferable from one frontage to another. On corner lots, each frontage shall be considered unique and separate in calculation sign area. Multi-faced signs shall be computed as one sign if the signs are parallel and are part of the same sign structure.

(3) *Sign height.* Ground/pole signs shall not exceed a height of 30 feet. Height shall be measured from grade level directly below the face of the sign to the highest part of the sign.

(4) *Projecting signs.* In addition to the other provisions of this chapter, the following regulations shall apply to all projecting signs.

(a) No projecting sign shall project more than seven feet beyond the property line in the direction of the street. No portion of any projecting sign shall be closer than three feet to the face of the street curb or curb line as measured by a horizontal line from the curb or curb line to a vertical line



COMMUNITY PLANNING & DEVELOPMENT SERVICES

City of Summerset

12150 Siouxland Dr., Summerset, SD 57718

Phone: (605) 718-9858

Fax: (605) 718-9883

Web: www.summerset.us

APPLICATION FOR DEVELOPMENT REVIEW

REQUEST (please check all that apply)

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

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

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

LEGAL DESCRIPTION (Attach additional sheets as necessary)

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PROPOSED

Plat of Lots 1-6 & Dedicated Heather Lane Right-of-Way, New Leaf Subdivision (formerly Tract 1 of Richardson Subdivision less Lot H1, less Lot H2 & less Lot H3 of Tract 1 of Richardson Subdivision) located in Section 31, Township 3 North, Range 7 East, Black Hills Meridian, City of Summerset, Meade County, SD

LOCATION

New Leaf LLC - address 713P

Size of Site-Acres

Square Footage

Proposed Zoning

C1

DESCRIPTION OF REQUEST:

Placement of 2 signs w/in 15' of St

Utilities: Private / Public

Water

n/a

Sewer

n/a

HARDSHIP:

APPLICANT

Name

Freedom Investments LLC Gutter Boyer

Phone

605 359 7032

Address

PO Box 1001

E-mail

FreedomSigns@aol.com

City, State, Zip

Popo city SD 57709

PROJECT PLANNER - AGENT

Name

Phone

Address

E-mail

City, State, Zip

OWNER OF RECORD (If different from applicant)

Name

Matt Leora - New Leaf LLC

Phone

605 787 5187

Address

PO Box 742

E-mail

City, State, Zip

Black Hills SD 57718

Property Owner Signature

Date

Property Owner Signature

Date

Signature

Date

Signature

Date

Print Name:

Print Name:

Title*:

Title*:

*required for Corporations, Partnerships, etc.

FOR STAFF USE ONLY

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

- ☐ Sewer Utility
☐ Fire Department
☐ Public Works
☐ Planning
☐ Building Inspector
☐ Engineering
☐ City Code Enforcement
☐ Police
☐ City Attorney

- ☐ BHP&L
☐ Finance Officer
☐ Register of Deeds
☐ County - Planning
☐ SD DOT
☐ SD DENR
☐ Auditor - Annexation
☐ Drainage
☐ Parks & Recreation

- ☐ Diamond D Water
☐ Black Hills Water
☐ Other: _____
☐ Other: _____
☐ Other: _____
☐ Other: _____

Board of Adjustments Meeting Date:

Date Paid:

Sign Deposit Received:

Amount:

Sign returned:

Payment Type:

Cash

☐

Credit

☐

Check

☐

06/2015

NOTICE OF PUBLIC HEARING

NOTICE OF HEARING APPLICATION FOR VARIANCE BEFORE THE CITY OF SUMMERSET BOARD OF ADJUSTMENTS

Notice is hereby given that the following petitioner has applied to the City of Summerset Board of Adjustments under the provisions of the City of Summerset Zoning Ordinance as follows:

Applicant: FREEDOM INVESTMENTS LLC

Legal Description:

Existing: Tract 1 of Richardson Subdivision less Lot H1, less Lot H2, and less Lot H3, SW1/4 and SW1/4 of SE1/4 of Section 31, Township 3 North, Range 7 East, Black Hills Meridian, City of Summerset, Meade County SD.

Preliminary Plat: Plat of Lots 1-6 & Dedicated Heather Lane Right-of-Way, New Leaf Subdivision (formerly Tract 1 of Richardson Subdivision less Lot H1, less Lot H2 & less Lot H3 of Tract 1 of Richardson Subdivision) located in Section 31, Township 3 North, Range 7 East, Black Hills Meridian, City of Summerset, Meade County, SD

Variance:

Request for two off-premises signs less than 1,500 feet apart. Non-illuminated

155.275 New Signs

(B) Off-premises signs

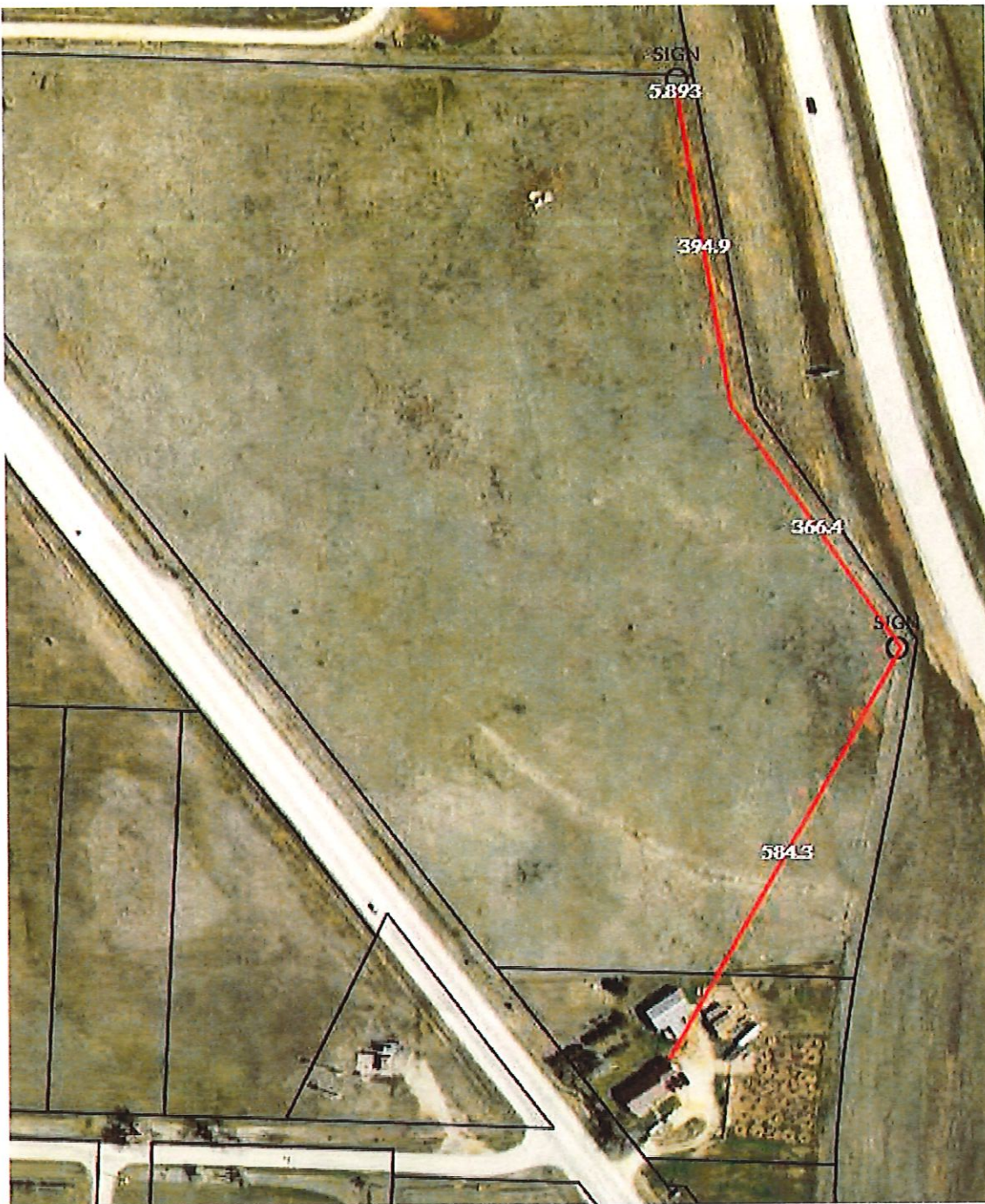
(2) Off-premises signs shall be located no closer than 1,500 feet from all other off-premises signs.

Notice is further given that said applications will be heard and considered by the City of Summerset Planning & Zoning Board at Summerset City Hall, 7055 Leisure Lane, Summerset, SD 57718 at 6:00 p.m. on the 27th day of June 2023. At that time, any person, persons, or their attorney who are interested in the approval or rejection of said application may appear and be heard at said scheduled public hearing.

Dated this 23rd day of May, 2023.

City of Summerset

Published once _____, at an approximate cost of \$ _____.



PUBLIC COMMENT FORM

Individuals requesting to speak or address the City Commission during the meeting on a specific agenda item shall do so under the discussion portion of a motion of said agenda item. Citizen Input posted on the agenda is reserved for members of the public who would like to address the City Commission regarding non-agenda items. Speakers shall be required to fill out a Public Comment Form and present it, along with any material, handouts or information for Commission, to the City Administrator prior to commencement of the Commission meeting.

Speaker comments are limited to three (3) minutes. No formal action can be taken by the City Commission on items not posted on the agenda. Items requiring a Public Hearing will allow a member of the public an opportunity to speak during the Public Hearing and does not require a Public Comment Form.

Speakers must address their comments to the Mayor and Commissioners. All speakers must limit their comments to the specific subject matter noted on the Public Comment Form and refrain from any personal attacks or derogatory comments directed at any Commission Member, Staff Member, and other individuals or groups.

DATE: _____

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

AGENDA ITEM NUMBER(S): _____

SUBJECT OF COMMENTS: _____

ARE YOU A RESIDENT IN THE CITY OF SUMMERSET: YES ____ NO ____

INSTRUCTIONS

PUBLIC COMMENT – AGENDA ITEM

PURPOSE: To provide citizens the ability to address items on the meeting agenda before action by the City Commission.

- All citizens wanting to speak on an agenda item will submit to the City Administrator a card with their name, address, along with any documents and item to be discussed prior to the start of the meeting.
- Citizens coming forward will speak into the microphone at the podium so all can hear.
- Before speaking citizens will state their name and address for the record.
- No individual may speak more than once on the same topic.
- Irrelevant, repetitious, or disruptive comments will NOT be allowed. Speakers shall refrain from personal attacks or derogatory comments.
- Comments will be limited to 3 minutes (time may be extended at the discretion of the Mayor). Citizens may not yield any remaining time they may have to another speaker.
- Board members may, interrupt a speaker during their remarks, but only for the purpose of clarification or information.
- All remarks shall be addressed to the Board as a body and not to any member thereof.

CITIZEN INPUT – NON AGENDA ITEM

- Citizens coming forward will speak into the microphone at the podium so all can hear.
- Before speaking citizens will state their name and address for the record.
- Comments will be limited to 3 minutes (time may be extended at the discretion of the Mayor). Citizens may not yield any remaining time they may have to another speaker.
- Speakers shall refrain from personal attacks or derogatory comments.

SCHOOL RESOURCE OFFICER PROGRAM AGREEMENT

This Agreement is made and entered into this 20th day of June, 2023, by and between the MEADE SCHOOL DISTRICT 46-1 of 1230 Douglas Street, Sturgis, SD 57785 (hereinafter "School District") and the CITY OF SUMMERSET, a South Dakota municipal corporation, of 7055 Leisure Lane, Summerset, SD 57718.

RECITALS

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

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

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

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

AGREEMENT

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

1. Cost of the SRO Program.

- A. The Parties hereto acknowledge that there is a financial agreement between the Parties. The School District will reimburse the Summerset Police Department ("SSPD") for 50% of the actual wages of the SSPD employee for a nine-month school year. This wage will include any overtime worked by the SRO for each period. This will include the wages of the SRO. The invoices for payment will be submitted monthly by the SSPD for a nine-month period starting in September and ending in May of each fiscal year. Said salary shall be \$63,163.19.
- B. Continuing education in the areas of school-based law enforcement topics, child development, adolescent psychology, trauma, conflict resolution, mental health and addiction, children with disabilities, juvenile and education law and policy, and cultural competence are cornerstones of an effective SRO. The School District will reimburse Law Enforcement for up to a total of \$1,000 annually for training costs when the SRO participate in school-related training and professional development. The training will be mutually agreed upon between the Parties to this Agreement. The costs shall include, but are not limited to, travel, lodging, per diem, and tuition.

2. Employment of School Resource Officers.

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

3. Duty Hours.

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

4. Goals of the SRO Program.

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

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

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

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

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

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

5. Duties of School Resource Officers.

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

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

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

6. Chain of Command.

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

7. Access to Education Records.

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

8. Term of Agreement.

The initial term of this Agreement is one year commencing on the 28th day of August, 2023 and ending on the 22nd day of May, 2024. However, should any Party encounter budgetary constraints that make the continuation of this Agreement impractical, then any Party may cancel this Agreement upon sixty days' notice to the others. Following the initial three-year term, this Agreement shall be automatically renewed for successive one-year periods unless any Party requests termination or modification of this Agreement. This request must be made in writing.

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

MEADE SCHOOL DISTRICT 46-1

By: _____

Its: _____

SUMMERSET POLICE DEPARTMENT



Chief Rich Nasser

CITY OF SUMMERSET



Mayor Melanie Torno

ATTEST:



Lisa Schieffer, City Administrator

(SEAL)



APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: City of Summerset

PROJECT:

7055 Leisure Lane
Summerset, SD 57718

Summerset WWTP Expansion

APPLICATION No. #4

DISTRIBUTION TO:

PERIOD TO: 06/29/23
PROJECT NOS.: 202257

OWNER
ARCHITECT
CONTRACTOR

FROM

CONTRACTOR: RCS Construction, Inc
PO Box 9337
Rapid City, SD 57709

ARCHITECT:

FED ID # 46-0418677

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

CONTRACT DATE: 1/6/2023

X

ENGINEER

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1 ORIGINAL CONTRACT SUM	\$ 10,322,000.00
2 Net Change by Change Orders	\$ -
3 CONTRACT SUM TO DATE (Line 1 +/- 2)	\$ 10,322,000.00
4 TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 2,521,750.00
5 RETAINAGE on COMPLETED WORK:	

10% Retainage

\$ 252,175.00

6 TOTAL EARNED LESS RETAINAGE
(Line 4 less Line 5 Total)

\$ 2,269,575.00

7 LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate)

\$ 1,868,175.00

8 CURRENT PAYMENT DUE

\$ 401,400.00

9 BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6)

\$ 8,052,425.00

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

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

CONTRACTOR:

By: *Re Skulski*

Date: June 29, 2023

State of: South Dakota
County of: Pennington
Subscribed and sworn to before me this 29th day of June, 2023.
Notary Public: *Notary Public*
My Commission expires: April 7, 2027

Payment of:

\$ 401,400.00

(Line 8 or other - attach explanation of the other amount)

is recommended by:

(Engineer)

Chellal 6/30/23

Payment of:

\$

(Line 8 or other - attach explanation of the other amount)

is approved by:

(Owner)

(Date)

Approved by:

Funding or Financing Entity (if applicable)

(Date)

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

PAGE 2 OF 2 PAGES

APPLICATION NUMBER: #4
APPLICATION DATE: 6/29/2023

APPLICATION DATE: 6/29/2023
PERIOD TO: 6/29/2023

[illegible]