

**SUMMERSET CITY COMMISSION  
REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY, FEBRUARY 1st, 2024 6:00 P.M.**

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

Mayor Torno led in the Pledge of Allegiance.

Commissioner Butler gave the invocation.

**Motion** by Hirsch, second by Butler, to approve the agenda for the regular meeting of the Summerset City Commission for February 1st, 2024. Motion carried.

**CONSENT CALENDAR**

**Motion** by White, second by Butler, to approve the minutes of the regular meeting of January 18th, 2024, as presented or amended. (AMEND MINUTES – to reflect item #16 Resolution 2024-04 was amended with correct legal description). Motion carried.

**APPROVAL OF CLAIMS**

**Motion** by White, second by Hirsch, to approve the claims and hand checks in the amount of \$78,056.15 from January 18th, 2024, through January 31st, 2024, as presented or amended. Motion carried.

Cardmember Services	650.00
Cardmember Services	8,668.87
A&B Business Solutions	428.28
AFLAC Remittance Processing	96.72
Ambrose, Jonathan	50.00
Anglin, Mitch	50.00
Applied Concepts, Inc	437.50
Axon Enterprise, Inc.	12,453.60
Baumeister, Stephany	50.00
Birgen, Nicholin	50.00
Butler, Dave	50.00
Clarity Telecom	1,126.41
Child Support Payment Center	517.00
Davis, Owen	50.00
Delta Dental	990.60
Golden West Technologies	90.00
Health Pool of SD	15,818.65
Hermanson Egge Engineering, Inc.	110.00
Hirsch, Clyde	50.00
I&S Group, Inc.	3,350.00
Kayl, Anthony	50.00
Kitzmiller, Michael	50.00
MDU	1,592.29
Meade County Register of Deeds	90.00
Rapid Rooter	265.00
SDRS	10,855.80
SDRS Supplemental	575.00
Schieffer, Lisa	50.00
Smith, Jeff	50.00
Torno, Melanie	50.00

City Administrator Lisa Schieffer gave a brief overview regarding the voluntary annexation and that this is being run through with the final plat per ordinance.

**Motion** by Kitzmiller, second by White, to close discussion. Motion carried.

**Motion** by White, second by Kitzmiller, to approve the voluntary annexation of platted property of Thomas & Joseph Norman, as recommended by the Planning & Zoning Board. Motion carried.

**FEMA UPDATE HAZARD MITIGATION**

**Motion** by Kitzmiller, second by Butler, to open discussion. Motion carried.

Mayor Torno gave an overview, City Attorney Mike Wheeler will be looking at our ordinance.

**Motion** by White, second by Hirsch, to close discussion with no action taken. Motion carried.

**APPLICATION AND CERTIFICATE FOR PAYMENT #11 – WWTP EXPANSION**

**Motion** by Butler, second by White, to approve payment #11 for the Wastewater Treatment Plant expansion project. Motion carried.

**CITIZENS INPUT**

None

**UPCOMING EVENTS:**

City Offices will be closed Monday February 19th, 2024, in observance of President’s Day.

**ITEMS FROM CITY ATTORNEY**

**Motion** by Hirsch, second by Butler, to enter executive session at 6:43 p.m. per SDCL 1-25-2 for discussing legal, economic development, and personnel issues. Motion carried.

**Motion** by Hirsch, second by Butler, to go out of executive session at 7:15 p.m. Motion carried.

**ADJOURNMENT**

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

(SEAL)

ATTEST:

\_\_\_\_\_  
Stephany Baumeister  
Finance Officer

\_\_\_\_\_  
Melanie Torno  
Mayor

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



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

Vendor: [1414 - American Legal](#) Vendor Total: 525.00

<a href="#">31323</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	525.00	0.00	0.00	0.00	525.00
Internet Renewal 02/25/2024-02/02/2025	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Internet Renewal 02/25/2024-02/02/20	NA	0.00	0.00	525.00	0.00	0.00	0.00	525.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4652-42200</a>	Prof Fees Expense		525.00	100.00%

Vendor: [0617 - Aqua-Aerobic systems](#) Vendor Total: 1,364.84

<a href="#">1040586</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	1,364.84	0.00	0.00	0.00	1,364.84
Limit switch explosion proof	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Limit switch explosion proof	NA	0.00	0.00	1,364.84	0.00	0.00	0.00	1,364.84

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">604-4000-42500</a>	Repair/Maint Expense		1,364.84	100.00%

Vendor: [0181 - BH COUNCIL OF LOCAL GOVERNMENT](#) Vendor Total: 1,550.00

<a href="#">625</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	1,550.00	0.00	0.00	0.00	1,550.00
2024 Assessment Dues	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2024 Assessment Dues	NA	0.00	0.00	1,550.00	0.00	0.00	0.00	1,550.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4652-42201</a>	Dues/Subscriptions		1,550.00	100.00%

Vendor: [0021 - Black Hawk Water Users District](#) Vendor Total: 61.30

<a href="#">2024-02</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	61.30	0.00	0.00	0.00	61.30
Monthly Usage - 7055 Leisure Lane	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly Usage - 7055 Leisure Lane	NA	0.00	0.00	61.30	0.00	0.00	0.00	61.30

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4192-42800</a>	Utility Expense		61.30	100.00%

Vendor: [1665 - Cardmember Services](#) Vendor Total: 970.27

<a href="#">2024-01 PD</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	970.27	0.00	0.00	0.00	970.27
PD Vehicle Jan 2024 cc statement	BANKEFT - BANK WEST EFT				No	Payment Date: 2/15/2024				Bank Draft: DFT0000107

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
PD Vehicle cc statement	NA	0.00	0.00	970.27	0.00	0.00	0.00	970.27

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4210-42611</a>	Fuel Expense		85.97	8.86%
<a href="#">101-4210-42500</a>	Repair/Maint Expense		884.30	91.14%

Payable Register

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

Vendor: [1504 - CBH CO-OP](#) Vendor Total: 3,638.37

<a href="#">424853</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	1,444.60	0.00	0.00	0.00	1,444.60
Gov't Fuel	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Gov't Fuel	NA	0.00	0.00	1,444.60	0.00	0.00	0.00	1,444.60

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4210-42611</a>	Fuel Expense		718.22	49.72%
<a href="#">101-4320-42611</a>	Fuel Expense		726.38	50.28%

<a href="#">424917</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	1,655.31	0.00	0.00	0.00	1,655.31
Gov't Fuel	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Gov't Fuel	NA	0.00	0.00	1,655.31	0.00	0.00	0.00	1,655.31

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4210-42611</a>	Fuel Expense		769.54	46.49%
<a href="#">101-4320-42611</a>	Fuel Expense		885.77	53.51%

<a href="#">424963</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	538.46	0.00	0.00	0.00	538.46
Gov't Fuel	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Gov't Fuel	NA	0.00	0.00	538.46	0.00	0.00	0.00	538.46

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4210-42611</a>	Fuel Expense		538.46	100.00%

Vendor: [0036 - City of Rapid City](#) Vendor Total: 4,622.94

<a href="#">2402001</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	4,622.94	0.00	0.00	0.00	4,622.94
Solid Waste Disposal	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Solid Waste Disposal	NA	0.00	0.00	4,622.94	0.00	0.00	0.00	4,622.94

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4320-43230</a>	Solid Waste Collection		4,622.94	100.00%

Vendor: [1093 - Dakota Pump, Inc](#) Vendor Total: 4,100.95

<a href="#">17829</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	4,100.95	0.00	0.00	0.00	4,100.95
Cloud 9 Deffered Rev Contract 2024	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cloud 9 Deffered Rev Contract 2024	NA	0.00	0.00	4,100.95	0.00	0.00	0.00	4,100.95

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">604-4000-42201</a>	Dues/Subscriptions		4,100.95	100.00%

Vendor: [0765 - Demersseman Jensen Tellinghuisen & Huffman, LLP](#) Vendor Total: 3,242.50

<a href="#">37873</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	3,242.50	0.00	0.00	0.00	3,242.50
Professional Services	BANKW - BANK WEST				No					



Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Professional Services	NA		0.00	0.00	3,242.50	0.00	0.00	0.00	3,242.50	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4141-42200</a>	Prof Fees Expense				3,242.50	100.00%				

**Vendor:** [1125 - First National Trust & Investment Management Services](#) **Vendor Total:** 24,975.77

<a href="#">2024-01</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	24,975.77	0.00	0.00	0.00	24,975.77
Loan Payment & P&I	BANKFT - BANK WEST EFT				No	Payment Date: 2/15/2024		Bank Draft:	DFT0000108	

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Loan Payment & P&I	NA	0.00	0.00	24,975.77	0.00	0.00	0.00	24,975.77		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">604-4700-47100</a>	Swr SRF Principal				20,676.25	82.79%				
<a href="#">604-4700-47120</a>	Swr SRF Interest				4,299.52	17.21%				

**Vendor:** [0246 - Golden West Technologies](#) **Vendor Total:** 3,808.50

<a href="#">421129</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	559.00	0.00	0.00	0.00	559.00
Microsoft 365 E-3/E-1 Subscription License	BANKW - BANK WEST				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Microsoft 365 E-3/E-1 Subscription Lice	NA	0.00	0.00	559.00	0.00	0.00	0.00	559.00		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4192-42201</a>	Dues/Subscriptions				559.00	100.00%				

[421130](#) Invoice 2/15/2024 2/15/2024 2/15/2024 2/15/2024 3,249.50 0.00 0.00 0.00 3,249.50

Comprehensice Managed Services BANKW - BANK WEST No

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Comprehensice Managed Services	NA	0.00	0.00	3,249.50	0.00	0.00	0.00	3,249.50		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4192-42200</a>	Prof Fees Expense				3,249.50	100.00%				

**Vendor:** [1298 - GOSCOMA Great Open Spaces City Managem](#) **Vendor Total:** 150.00

<a href="#">0258</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	150.00	0.00	0.00	0.00	150.00
GOSCOMA Membership for L. Schieffer	BANKW - BANK WEST				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
GOSCOMA Membership for L. Schieffer	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				
<a href="#">101-4140-42201</a>	Dues/Subscriptions				150.00	100.00%				

**Vendor:** [1369 - Greenapsis](#) **Vendor Total:** 525.00

<a href="#">77</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	525.00	0.00	0.00	0.00	525.00
Gov't Blad Janitorial	BANKW - BANK WEST				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Gov't Blad Janitorial	NA	0.00	0.00	525.00	0.00	0.00	0.00	525.00		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4192-42200</a>	Prof Fees Expense				525.00	100.00%				

**Vendor:** [0544 - Gunderson & Palmer LLP](#) **Vendor Total:** 1,435.00

Payable Register

Packet: APPKT00047 - 02.15.2024 Invoices

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<a href="#">130687</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	1,435.00	0.00	0.00	0.00	1,435.00
Legal Services		BANKW - BANK WEST			On Hold No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Legal Services	NA	0.00	0.00	1,435.00	0.00	0.00	0.00	1,435.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4141-42200</a>	Prof Fees Expense		1,435.00	100.00%

Vendor: [1133 - HDR Engineering, Inc](#)

Vendor Total: 18,032.15

<a href="#">1200593812</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	13,979.65	0.00	0.00	0.00	13,979.65
2022-04 WWTP Expansion		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Expansion	NA	0.00	0.00	13,979.65	0.00	0.00	0.00	13,979.65

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">604-4000-42200</a>	Prof Fees Expense		13,979.65	100.00%

<a href="#">1200593815</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	4,052.50	0.00	0.00	0.00	4,052.50
2023-02 Southside Sewer Prelim Study		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2023-02 Southside Sewer Prelim Study	NA	0.00	0.00	4,052.50	0.00	0.00	0.00	4,052.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">604-4000-42200</a>	Prof Fees Expense		4,052.50	100.00%

Vendor: [1036 - Iron Outfitter Waste Services, Inc.](#)

Vendor Total: 30.72

<a href="#">43364013024</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	30.72	0.00	0.00	0.00	30.72
Gov't Bldg Shredding		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Gov't Bldg Shredding	NA	0.00	0.00	30.72	0.00	0.00	0.00	30.72

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4192-42200</a>	Prof Fees Expense		30.72	100.00%

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

Vendor Total: 60.00

<a href="#">Recording Norman</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	30.00	0.00	0.00	0.00	30.00
Recording Fee T. & J. Norman Annexation...		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Recording Fee T. & J. Norman Annexatio	NA	0.00	0.00	30.00	0.00	0.00	0.00	30.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4652-42300</a>	Publishing Exp		30.00	100.00%

<a href="#">Recording Norman Ranch</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	30.00	0.00	0.00	0.00	30.00
Recording Fee Norman Ranch Annexation...		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Recording Fee Norman Ranch Annexati	NA	0.00	0.00	30.00	0.00	0.00	0.00	30.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4652-42300</a>	Publishing Exp		30.00	100.00%

Vendor: [1110 - Mid-American Research Chemical](#)

Vendor Total: 1,474.87



Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<a href="#">0810418-IN</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	On Hold 2/15/2024	1,474.87	0.00	0.00	0.00	1,474.87
Discharge Gran Lft & Gloves		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Discharge Gran Lft & Gloves	NA	0.00	0.00	1,474.87	0.00	0.00	0.00	1,474.87

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">604-4000-42500</a>	Repair/Maint Expense		1,474.87	100.00%

Vendor: [1433 - Midcontinent Communications](#)

Vendor Total: 178.52

<a href="#">16731730113843</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	178.52	0.00	0.00	0.00	178.52
WWTP Telephone 605.787.6851		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Telephone 605.787.6851	NA	0.00	0.00	178.52	0.00	0.00	0.00	178.52

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">604-4000-42800</a>	Utility Expense		178.52	100.00%

Vendor: [1157 - Midcontinent Testing Laboratories, Inc.](#)

Vendor Total: 182.50

<a href="#">126205</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	182.50	0.00	0.00	0.00	182.50
Jan 2024 Testing		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Jan 2024 Testing	NA	0.00	0.00	182.50	0.00	0.00	0.00	182.50

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">604-4000-42620</a>	Tesing Expense		182.50	100.00%

Vendor: [1413 - Northern Truck Equipment Corporation](#)

Vendor Total: 1,860.00

<a href="#">RCI03602</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	1,860.00	0.00	0.00	0.00	1,860.00
Extened Shaft PTO for Heil Garbage Truck		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Extened Shaft PTO for Heil Garbage Tru	NA	0.00	0.00	1,860.00	0.00	0.00	0.00	1,860.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4320-43400</a>	Equip Expense		1,860.00	100.00%

Vendor: [1826 - On-Site First Aid & Safety](#)

Vendor Total: 90.95

<a href="#">3574</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	90.95	0.00	0.00	0.00	90.95
FO First Aid Refill		BANKW - BANK WEST		No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
FO First Aid Refill	NA	0.00	0.00	90.95	0.00	0.00	0.00	90.95

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4140-42600</a>	Supply/Material Exp		90.95	100.00%

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

Vendor Total: 987.50

<a href="#">62979</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	36.56	0.00	0.00	0.00	36.56
Resolution 2023-17 P&Z		BANKW - BANK WEST		No						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Resolution 2023-17 P&Z	NA		0.00	0.00	36.56	0.00	0.00	0.00	36.56	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4652-42300</a>	Publishing Exp				36.56	100.00%				
<a href="#">62985</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	132.99	0.00	0.00	0.00	132.99
Ordinance 2023-.20										
BANKW - BANK WEST										
No										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Ordinance 2023-.20	NA		0.00	0.00	132.99	0.00	0.00	0.00	132.99	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4140-42300</a>	Publishing Exp				132.99	100.00%				
<a href="#">63124</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	24.56	0.00	0.00	0.00	24.56
Hearing on petition to voluntary annex of...										
BANKW - BANK WEST										
No										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Hearing on petition to voluntary annex	NA		0.00	0.00	24.56	0.00	0.00	0.00	24.56	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4110-42300</a>	Publishing Exp				24.56	100.00%				
<a href="#">63125</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	26.28	0.00	0.00	0.00	26.28
Hearing on petition to annex of unplatted...										
BANKW - BANK WEST										
No										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Hearing on petition to annex of unplatt	NA		0.00	0.00	26.28	0.00	0.00	0.00	26.28	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4110-42300</a>	Publishing Exp				26.28	100.00%				
<a href="#">63127</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	33.13	0.00	0.00	0.00	33.13
12.27.2023 P&Z Minutes										
BANKW - BANK WEST										
No										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
12.27.2023 P&Z Minutes	NA		0.00	0.00	33.13	0.00	0.00	0.00	33.13	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4652-42300</a>	Publishing Exp				33.13	100.00%				
<a href="#">63128</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	90.82	0.00	0.00	0.00	90.82
12.21.2024 Comm Mtg Min.										
BANKW - BANK WEST										
No										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
12.21.2024 Comm Mtg Min.	NA		0.00	0.00	90.82	0.00	0.00	0.00	90.82	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4110-42300</a>	Publishing Exp				90.82	100.00%				
<a href="#">63129</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	57.12	0.00	0.00	0.00	57.12
12.11.2023 Special Mtg Min										
BANKW - BANK WEST										
No										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
12.11.2023 Special Mtg Min	NA		0.00	0.00	57.12	0.00	0.00	0.00	57.12	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4110-42300</a>	Publishing Exp				57.12	100.00%				



Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<a href="#">63175</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	38.84	0.00	0.00	0.00	38.84
Notice of Vacancy		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Notice of Vacancy	NA	0.00	0.00	38.84	0.00	0.00	0.00	38.84

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4130-42300</a>	Publishing Exp		38.84	100.00%

<a href="#">63226</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	51.98	0.00	0.00	0.00	51.98
Resolution 2024-01 Comm.		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Resolution 2024-01 Comm.	NA	0.00	0.00	51.98	0.00	0.00	0.00	51.98

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4110-42300</a>	Publishing Exp		51.98	100.00%

<a href="#">63366</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	230.19	0.00	0.00	0.00	230.19
01.04.2024 Comm Mtg Min		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
01.04.2024 Comm Mtg Min	NA	0.00	0.00	230.19	0.00	0.00	0.00	230.19

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4110-42300</a>	Publishing Exp		230.19	100.00%

<a href="#">63367</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	45.12	0.00	0.00	0.00	45.12
01.09.2024 P&Z minutes		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
01.09.2024 P&Z minutes	NA	0.00	0.00	45.12	0.00	0.00	0.00	45.12

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4652-42300</a>	Publishing Exp		45.12	100.00%

<a href="#">63458</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	45.12	0.00	0.00	0.00	45.12
Resolution 2024-02 P&Z		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Resolution 2024-02 P&Z	NA	0.00	0.00	45.12	0.00	0.00	0.00	45.12

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4652-42300</a>	Publishing Exp		45.12	100.00%

<a href="#">63459</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	138.23	0.00	0.00	0.00	138.23
01.18.2024 Comm Mtg Minutes		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
01.18.2024 Comm Mtg Minutes	NA	0.00	0.00	138.23	0.00	0.00	0.00	138.23

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
<a href="#">101-4110-42300</a>	Publishing Exp		138.23	100.00%

<a href="#">63517</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	36.56	0.00	0.00	0.00	36.56
Resolution 2024-04 P&Z		BANKW - BANK WEST			No					



Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Resolution 2024-04 P&Z	NA		0.00	0.00	36.56	0.00	0.00	0.00	36.56	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
<a href="#">101-4652-42300</a>	Publishing Exp				36.56	100.00%				

Vendor: [1291 - RCS Construction Inc](#) Vendor Total: 287,244.82

#11	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	287,244.82	0.00	0.00	0.00	287,244.82
WWTP Pay Application #11	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WWTP Pay Application #11	NA		0.00	0.00	287,244.82	0.00	0.00	0.00	287,244.82	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
<a href="#">502-4850-48500</a>	Construction Costs				287,244.82	100.00%				

Vendor: [1962 - RCS Storage LLC](#) Vendor Total: 1,000.00

<a href="#">Erosion Refund</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	1,000.00	0.00	0.00	0.00	1,000.00
Refund - erosion control RCS Storage	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Refund - erosion control RCS Storage	NA		0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
<a href="#">101-0000-32060</a>	Erosion Control Deposit Fee				1,000.00	100.00%				

Vendor: [0072 - SD PUBLIC ASSURANCE ALLIANCE](#) Vendor Total: 67,764.38

<a href="#">30189</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	62,142.90	0.00	0.00	0.00	62,142.90
2024 Insurance Renewal	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2024 Insurance Renewal	NA		0.00	0.00	62,142.90	0.00	0.00	0.00	62,142.90	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
<a href="#">101-4120-42100</a>	Other Ins Expense				16.73	0.03%				
<a href="#">101-4110-42100</a>	Other Ins Expense				66.92	0.11%				
<a href="#">101-4520-42100</a>	Other Ins Expense				384.46	0.62%				
<a href="#">101-4140-42100</a>	Other Ins Expense				4,768.46	7.67%				
<a href="#">101-4210-42100</a>	Other Ins Expense				22,344.97	35.96%				
<a href="#">604-4000-42100</a>	Other Ins Expense				13,492.08	21.71%				
<a href="#">101-4192-42100</a>	Other Ins Expense				4,896.66	7.88%				
<a href="#">101-4310-42100</a>	Other Ins Expense				16,088.97	25.89%				
<a href="#">101-4652-42100</a>	Other Ins Expense				83.65	0.13%				

<a href="#">30216</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	5,621.48	0.00	0.00	0.00	5,621.48
Add 2024 Refuse Truck	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Add 2024 Refuse Truck	NA		0.00	0.00	5,621.48	0.00	0.00	0.00	5,621.48	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
<a href="#">101-4310-42100</a>	Other Ins Expense				5,621.48	100.00%				

Vendor: [1245 - SD State Treasurer](#) Vendor Total: 967.39

<a href="#">2024-02</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	967.39	0.00	0.00	0.00	967.39
Sales Tax Jan 1-31, 2024	BANKLEFT - BANK WEST EFT				No	Payment Date: 2/15/2024		Bank Draft:	DFT0000109	

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description										
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Sales Tax Jan 1-31, 2024	NA		0.00	0.00	967.39	0.00	0.00	0.00	967.39	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-0000-21700</a>	Sales Tax Payable				967.39	100.00%				

<b>Vendor:</b> <a href="#">1328 - Servall Uniform &amp; Linen Supply</a>										<b>Vendor Total:</b>	<b>184.26</b>
<a href="#">0875527</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	184.26	0.00	0.00	0.00	184.26	
Gov't Bldg/PW monthly service		BANKW - BANK WEST			No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Gov't Bldg/PW monthly service	NA		0.00	0.00	184.26	0.00	0.00	0.00	184.26	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">101-4192-42200</a>	Prof Fees Expense				184.26	100.00%				

<b>Vendor:</b> <a href="#">1024 - USA Bluebook</a>										<b>Vendor Total:</b>	<b>2,300.92</b>
<a href="#">INV00251029</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	1,385.85	0.00	0.00	0.00	1,385.85	
Orion STAR pH Meter Bench Top Kit & Bo...		BANKW - BANK WEST			No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Orion STAR pH Meter Bench Top Kit &	NA		0.00	0.00	1,385.85	0.00	0.00	0.00	1,385.85	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">604-4000-42630</a>	Chemicals and Lab Supplies				1,385.85	100.00%				

<a href="#">INV00251062</a>	Invoice	2/15/2024	2/15/2024	2/15/2024	2/15/2024	915.07	0.00	0.00	0.00	915.07	
Glass Fiber, Buff Pillows TNT + Ammonia T...		BANKW - BANK WEST			No						

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Glass Fiber, Buff Pillows TNT + Ammoni	NA		0.00	0.00	915.07	0.00	0.00	0.00	915.07	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<a href="#">604-4000-42630</a>	Chemicals and Lab Supplies				915.07	100.00%				

### Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	49	433,329.42	0.00	0.00	0.00	433,329.42	26,913.43	406,415.99
<b>Grand Total:</b>		433,329.42	0.00	0.00	0.00	433,329.42	26,913.43	406,415.99

### Account Summary

Account	Name	Amount
<a href="#">101-0000-21700</a>	Sales Tax Payable	967.39
<a href="#">101-0000-32060</a>	Erosion Control Deposit Fee	1,000.00
<a href="#">101-4110-42100</a>	Other Ins Expense	66.92
<a href="#">101-4110-42300</a>	Publishing Exp	619.18
<a href="#">101-4120-42100</a>	Other Ins Expense	16.73
<a href="#">101-4130-42300</a>	Publishing Exp	38.84
<a href="#">101-4140-42100</a>	Other Ins Expense	4,768.46
<a href="#">101-4140-42201</a>	Dues/Subscriptions	150.00
<a href="#">101-4140-42300</a>	Publishing Exp	132.99
<a href="#">101-4140-42600</a>	Supply/Material Exp	90.95
<a href="#">101-4141-42200</a>	Prof Fees Expense	4,677.50
<a href="#">101-4192-42100</a>	Other Ins Expense	4,896.66
<a href="#">101-4192-42200</a>	Prof Fees Expense	3,989.48
<a href="#">101-4192-42201</a>	Dues/Subscriptions	559.00
<a href="#">101-4192-42800</a>	Utility Expense	61.30
<a href="#">101-4210-42100</a>	Other Ins Expense	22,344.97
<a href="#">101-4210-42500</a>	Repair/Maint Expense	884.30
<a href="#">101-4210-42611</a>	Fuel Expense	2,112.19
<a href="#">101-4310-42100</a>	Other Ins Expense	21,710.45
<a href="#">101-4320-42611</a>	Fuel Expense	1,612.15
<a href="#">101-4320-43230</a>	Solid Waste Collection	4,622.94
<a href="#">101-4320-43400</a>	Equip Expense	1,860.00
<a href="#">101-4520-42100</a>	Other Ins Expense	384.46
<a href="#">101-4652-42100</a>	Other Ins Expense	83.65
<a href="#">101-4652-42200</a>	Prof Fees Expense	525.00
<a href="#">101-4652-42201</a>	Dues/Subscriptions	1,550.00
<a href="#">101-4652-42300</a>	Publishing Exp	256.49
<b>Total:</b>		<b>79,982.00</b>

Account	Name	Amount
<a href="#">502-4850-48500</a>	Construction Costs	287,244.82
<b>Total:</b>		<b>287,244.82</b>

Account	Name	Amount
<a href="#">604-4000-42100</a>	Other Ins Expense	13,492.08
<a href="#">604-4000-42200</a>	Prof Fees Expense	18,032.15
<a href="#">604-4000-42201</a>	Dues/Subscriptions	4,100.95
<a href="#">604-4000-42500</a>	Repair/Maint Expense	2,839.71
<a href="#">604-4000-42620</a>	Tesing Expense	182.50
<a href="#">604-4000-42630</a>	Chemicals and Lab Supplies	2,300.92
<a href="#">604-4000-42800</a>	Utility Expense	178.52
<a href="#">604-4700-47100</a>	Swr SRF Principal	20,676.25
<a href="#">604-4700-47120</a>	Swr SRF Interest	4,299.52
<b>Total:</b>		<b>66,102.60</b>



City of Summerset, SD

# Refund Check Register

## Refund Check Detail

UBPKT00187 - Refunds 0 UBPKT00185 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-0066-03	Laplante, Dylan	2/15/2024	27186	63.43			63.43	Generated From Billing

Total Refunded Amount: 63.43

## Revenue Code Summary

Revenue Code	Amount
996 - 996 Unapplied Credits	63.43
<b>Revenue Total:</b>	<b>63.43</b>



# JANUARY 2024 CITY ADMINISTRATOR REPORT

## ECONOMIC DEVELOPMENT

- Visited with owners at Fancy Coffee located on Stagestop Road.

## GRANTS

- Completed the FEMA 1<sup>st</sup> quarter Grant report for the Generator.
- Visited with K. Snyder from BHCLG on applying for another FEMA grants regarding 2 generators for the lift stations.
- Visited with K. Snyder on the potential of changing the scope on the FEMA project and how long it would take to get approval.
- Visited with BHCLG on Hazard Mitigation Grant regarding ground water.
- Visited with A. Kavl on WC Grant Funding on Equipment.

## PLANNING & ZONING/BUILDING

- Visited with engineer S. Delbridge on roofing inspection.
- Received building permit on roof for Lynn's Dakotamart.
- In contact with D. Gilby on recording of her final plat and effective date.
- Contacted D. Scott, Surveyor, on final plat of T. Norman.
- Reached out to Meade County T. Vig, Planner on Developer's Agreement/TIF Information.
- Visited with Meade County ROD on legal description of property up for annexation to make sure it was recordable.
- Visited with D. Hirsch, Planning Board Member, about upcoming agenda items.
- Visited with M. Wheeler regarding property located on Recreation Drive and Astoria Drive for future infrastructure.
- Received a building permit from Clark Brothers regarding JR's BBQ expansion.
- Visited with L. Shagla regarding south sewer study and how to move forward with future plans.
- Received a layout plan from R. Holmes on property for open storage.
- Visited with individual that would like to put up mini storage possibly on his property.
- Met with B. Ackerman from WBI Transmission on future growth and standards.
- Visited with L. Shagla on building permit plans for JR's BBQ.
- Discussed with M. Wheeler annexation questions and legal descriptions.
- Visited with RC QC on needs for contractor licensing and truss plans.
- Contacted Hladky Construction on engineering plans needed for the remodel of Lynn's Dakotamart.
- Drafted agenda/attended Planning & Zoning meeting on 1/9/2024.
- Set up meeting to review the Developer's Agreement and get feedback on changes needed.
- Visited with T. Clark on findings of the building permit and what was still needed to complete the same.
- Visited with T. Norman on final plat matters and getting mylar.
- Visited with J. Zogorski about combining two lots – three mile jurisdiction.
- Reviewed R3 Ordinance and sent the same to M. Wheeler.
- Researched new legal description with ROD.
- Visited with R. Blakeman on commercial permits.
- Contacted Meade County regarding addresses within 250 feet of legal descriptions.

\*See next page

## MISC.

- Visited with M. Wranek on how to remove her number from Text My Gov, since she has moved.
- Zoom meeting – GOSCOMA conference
- Put draft agenda/packet together for 1/4/2024 and sent to Mayor for approval.
- Visited with SDDOT regarding using conference room and the public meeting regarding Exit 48.
- Visited with R. Nasser and C. Hirsch regarding agenda item.
- Visited with K. Chleborad regarding annexation clarification on unplatted property.
- Visited with J. Guthrie regarding election procedures and application for P&Z appointment.
- Received a call on notarizing documents.
- Received notification on SRA that needed to be completed from Golden West, sent that onto D. McComb for review.
- Visited with G. Markham regarding applications/petitions/and general governmental information.
- Visited with L. Hendricksen on upcoming open candidate positions.
- Visited with D. McComb on negotiating Blue Peak contract.
- Visited with S. White on application/petitions and election information.
- Received a complaint on snow removal. I forwarded it onto code enforcement and followed up on the same.
- Visited with G. Markham on Parks and Recreation Meeting and questions on quorums.
- Sent air quality permit to Gen Pro to have it finished up to send to the State.
- Attended the Christmas Party for the employees.
- Set up a Department Head Meeting and had each go over their topics for the new year.
- Sent out notices to local legislators, road districts and P&Z members to attend the Exit 48 meeting at Stagebarn School put on by the SDDOT.
- Sent FEMA Study to P. Brown and S. Gramm regarding the Exit 48 meeting.
- Visited with S. Baumeister regarding consistency on uniform allowance.
- Sat in on interviews for Commission candidates.
- Received a complaint from C. Osten and forwarded it to code enforcement and followed up on the same with A. Kayl.
- Reviewed laws/ordinances on fire hydrants and access to the same.
- Visited with M. Kitzmiller – needed a phone number.
- Visited with R. Nasser on police department matters.
- Visited with Freedom signs and set up a date to discuss matters on signage.
- M. Martin came into visit about Planning & Zoning Board and his term.
- Received a call from J. Lewis wanting to know the population of Summerset.
- Received a call about a light strobing due to the cold, I forwarded onto Public Works.

- Worked on 2024 Cyber Security Training.
- Reviewed W-2 laws and 1099M and 1099NEC.
- Visited with J. Ambrose about locates.
- Named to the SD Health Pool Task Force Study on Wellness.
- Visited with L. Shagla regarding upcoming scoping meeting/FEMA
- Reviewed draft 661 (HB1127) – talking points regarding the same.
- Visited with S. Reade regarding the pros and cons of draft 661.
- Received call from H. Lance regarding financial planning. I directed him to the Finance Officer.
- Visited with A. Kayl and M. Wheeler regarding fines and code enforcement.
- Posted election information on Facebook and Text My GOV
- ISG came in to do inspections on the City owned buildings.
- Worked on HB 1127.
- Visited with A. Kayl regarding manholes and camera needs.
- Completed 3 petitions for various offices.
- Traveled to Pierre to testify before House Local Government on HB1127
- Visited with M. Kitzmiller on handbook.
- Visited with R. Nasser on surplus vehicle and next steps.
- Visited with D. McComb to set up time for Blue Peak to come in and put in conference phone and increase internet speed.

# January 2024 Finance Department

## MEETINGS ATTENDED

- Attended two (2) Commission Meetings
- Attend one (1) Department head meeting

## MISC.

- Prepared and submitted SRO invoice to Meade School District
- Emailed Commission meeting minutes to Rapid City Journal to publish
- Published Commission meeting minutes on website
- Ordered office supplies
- Notary services for residents of Summerset
- Licensing, Permitting, Inspection upload to one drive
- Sat in on the Commissioner Interviews
- Communication with Meadowood Lanes for Christmas Party
- Door locks not working – restarted system
- Prepared and mailed out W-2 and 1099s
- Communication with D. Reiss, SDML Executive Director, regarding HB1127 affecting SDCL 9-3-1.1
- Communication with public works employee Jeff Smith regarding code enforcement
- Loaded 2024 Budget into System

## TRAININGS

- Attended Annual Report webinar

## Payroll & Accounts Payable

### Payroll

- Payroll processing, benefit's deduction review, process human resource updates for payroll, Filed corresponding reports for payroll and Processed ACH payments
  - 941 filed electronically
  - SDRS filed electronically
  - SD Health Pool, Aflac, Delta Dental
  - Quarterly State unemployment
- Emailed copy of check stubs to Casey Montileaux
- Input new P & Z Board members new hire information into ERP Pro 10
- Input appointed commissioner White's information into ERP Pro 10

### Accounts Payable

- Prepared and submitted South Dakota Sales Tax
- Invoice processing, process checks for corresponding invoices to be paid and mailed out.
- Journal entries in GL
- Bank reconciliation
- Credit Card statement reconciliation
- Looked into cost of Public Works Building from 2019

## **January 2024 Finance Department Continued**

### *Utility Billing*

- Daily
- Post payments in Cash Receipts, process online credit card payments through lockbox, reconcile all payments to report, print reports and wrap up your work so that all payments post to the individual accounts
  - Deposit checks with BankWest scanner
  - Take cash deposits to bank
  - Process new resident applications
  - Process residents move out paperwork and process deposit refunds once account is at a zero balance
  - General customer service
  - Adjustments to resident accounts
- Monthly
  - Post penalties to past due accounts
  - Process and mail out utility bills
  - Process ACH collection



# January 2024 Wastewater Department report

## Daily Operations

1-5 Submitted DMR to DANR  
1-10 Construction Meeting with RCS and HDR  
1-12 Meet with RCS, HDR, and Muth to discuss options for loadout station controls  
1-16 Rapid Rooter cleared clogged service line behind 6365 Leisure Ln  
1-18 Attended City Commission meeting  
1-23 Replaced limit switch on SBR #1 decanter.  
1-24 Replaced actuator on SBR #1 decanter  
1-25 Worked with Tony on Summerset force main.  
1-29 Meet with DPI to discuss replacing Main Lift station control panel.  
1-31 Performed scheduled maintenance on 5X blowers.  
Responded to 7 requests for utility locations  
Treated 5.6 million gallons of wastewater with an daily average of 180 thousand gallons

## Special Projects

## Misc

# January

## **Sanitation**

Hauled Solid Waste, Recycling, Cardboard and Yard waste. removed bins for Christmas trees.  
Repaired/cleaned/ and delivered cans as needed. Serviced and cleaned solid waste equipment.  
Received new garbage truck.

## **Public works**

Attended council meeting. Performed maintenance on public works equipment. repaired streetlights  
Had numerous conversations with the Public Works Commissioner, City Staff. Had meetings with Black Hills Power, Meeting with ISG concerning the CIP planning. Went to Pierre concerning HB 1127. Sanded streets and cleared sidewalks. Installed conduit on Infinity Drive for a streetlight.

## **Code enforcement**

Abated 19 sidewalks for failure to remove snow, issued 4 other violations.

## **Parks**

Cleared snow off of sidewalks.

## **Miscellaneous**

Performed maintenance at City Hall on doors, lights, and bathrooms.

Investigated manholes on wastewater force main. Discovered 2 additional manholes. Discovered air release valves in manholes. Flushed air valves. Determined that replacement is necessary. Located replacements and waiting on cost and availability for install.



# SUMMERSET POLICE DEPARTMENT

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## Monthly Report-January 2024

### Calls for service

- 331

### Special Events

- Attended ceremony where Officer Juso was awarded American Legion District 1 Officer of the Year & American Legion Piedmont Valley Post 311 Officer of the Year

### Daily

- Regular meetings with Commissioner Hirsch
- Covering patrol shifts and responding to calls for service
- Evidence.com management
- LEOS reports
- LexisNexis reports
- Police Applicant Interviews
- Submitted traffic safety report for highway safety grant
- Submitted reimbursement requests for highway safety grant
- DPS Grant for radios
- Squad meeting
- Meeting with Dispatch supervisor
- Meeting with Department Heads
- Meeting with Meade County Sheriff
- Background Investigation for new hire
- Meetings with citizens
- Installed radar after repair
- Fleet management and maintenance
- NIBRS submissions
- NCIC validations
- Multiple calls with Western Communications
- Communications with LET

## **Job Description**

Job Title: Investigator  
Department: Summerset Police Department  
Reports to: Sergeant and Chief of Police  
Location: 7055 Leisure Ln, Summerset, SD  
Dated: February 2024

## **Definition**

The Investigator is expected to perform comprehensive criminal investigation work; law enforcement and crime prevention work; to enforce state and local laws and ordinances; to train and mentor officers within the department.

## **Position Objective**

Under general supervision, conducts preliminary and supplementary investigations related to misdemeanor and felony crimes, and juvenile offenses within the Police Department. Employee shall interview victims, complainants, witnesses, and suspects, as well as identify, collect, analyze and preserve physical evidence, prepare reports, develop sources of information and testify in court. Work may involve general criminal investigation or highly specialized types of investigations, such as those involving gathering data and other information from various social media sources and outlets, as well as other types of crimes. This work is performed under minimum supervision and requires the application of modern investigative techniques, sound judgment, and independent initiative in pursuit of work objectives and carrying an independent case load. Work involves frequent public contact which requires tact, firmness, and decisiveness. Work is performed in accordance with departmental policy and state and federal law, supplemented with specific directions from Sergeant or Chief of Police.

## **Essential Functions**

1. Enforces criminal and traffic laws submitting charges and making arrests when warranted
2. Investigates suspicious or criminal activity and investigates criminal cases as assigned to a logical conclusion
3. Communicates accurately, truthfully and with proper demeanor
4. Maintaining records and files; preparing reports; preparing testimony; testifying in court
5. Interviews suspects, witnesses, complainants, and victims
6. Interrogates suspects, gathers evidence, conducts surveillance, apprehends violators, and testifies in court
7. Drafts and executes search warrants
8. Preserves crime scene, collects evidence, and processes that crime scene by taking photographs, processes latent prints, obtains tool, tire, and shoe impressions, collects hair, fiber and DNA evidence, collects other physical evidence, labels and packages evidence; analyzes all evidence and documents findings in investigative reports

9. Develops and meets with informants for purposes of gathering intelligence
10. Establishes and maintains contact with reliable and confidential sources of information
11. Conducts background investigations
12. Coordinates with the State's Attorney or assistants in the preparation of trial cases for the State of South Dakota or federal cases
13. Maintains relationships with other agencies and works jointly on mutual problems.
14. Assists co-workers when requested
15. Responds to complaints
16. Back-up other Officers as needed
17. Gathers intelligence on suspects
18. Maintains detailed and accurate logs of evidence
19. Completes requests for laboratory analysis of evidence
20. Maintains chain of custody
21. Handles evidence in accordance with department policy. Cross-training as evidence technician
22. Maintains and reports required NIBRS offenses
23. Performs related tasks, duties and assignments as required

### **Knowledge, Skills, and Abilities**

1. Knowledge of applicable city, county, state and federal statutes, ordinances, codes, regulations, administrative orders, and case law governing law enforcement
2. Knowledge of City and department policies and procedures
3. Knowledge of modern law enforcement trends and practices
4. Knowledge of the State criminal justice and court systems, procedures, and protocols
5. Knowledge of interviewing and interrogation principles, techniques, and methods
6. Knowledge of crime scene evidence handling and preservation techniques
7. Skill in interpreting laws and regulations, making decisions, maintaining composure, and working effectively under stressful conditions and emergency situations
8. Skill in documenting details of incidents and collecting and preserving crime scene evidence
9. Skill in oral and written communication.
10. Skill in establishing and maintaining effective working relationships

### **Requirements**

1. Must have at least five (5) years of prior law enforcement experience with the Summerset Police Department or outside law enforcement agency
2. Must attend specialized schools or training related to the job requirements of Investigator as soon as practical prior to or after becoming an Investigator
3. Investigator must possess a thorough understanding of criminal laws and procedures

### **Special Requirements**

1. Must be at least twenty-one (21) years of age
2. Must possess a valid South Dakota operator license and acceptable driving record



3. Must have completed the minimum requirements established by the South Dakota Law Enforcement Training Commission for Certified Law Enforcement Officers
4. Must be State Certified Law Enforcement Officer
5. Must be able to work weekends, mornings, nights and/ or non-predictable shifts.
6. Must be available for callouts

### **Physical Requirements**

1. Be physically able to perform the routine task required of a law enforcement officer
2. Regularly required to lift object weighing fifty (50) pounds
3. Drag or pull an object twenty-five (25) feet and weighing up to one hundred-eighty (180) lbs. in an emergency
4. Occasionally required to reach and pull oneself up a six-foot obstacle
5. Frequently use force to move or drag objects
6. Frequently required to stand, sit, run, bend, stoop, kneel, crouch, crawl, and squat
7. Frequently required to reach with hands and arms
8. Frequently required to use hands to finger, handle and feel
9. Vision's requirements include close vision, color vision, peripheral vision, depth perception, distance vision and ability to adjust focus
10. Occasionally must talk and hear in environments with high degree of background noise
11. Frequently must talk and hear in environments with medium degree of background noise
12. Constant utilization of telephone, radio, and/or pager for coordination of law enforcement and/or emergency services
13. Frequently required to sit in vehicle for 1 hour without break
14. Always able to safely operate a motor vehicle
15. Must be able to work in inclement weather conditions and other varied work conditions
16. Must be able to work in indoor, outdoor and/or undeveloped (natural) work environments; Outdoor environments can include all types of inclement weather, unstable footing, etc.

*\*All Investigator positions are considered job assignments and therefore subject to the discretion of the Chief of Police.*

City of Summerset 2024  
Grade & Step Scale

CPI 3.00%

GRADE	Minimum Step														Maximum Step													
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T								
1	23,886.01	24,483.15	25,095.23	25,722.61	25,722.61	25,722.61	26,365.68	26,365.68	27,024.82	27,024.82	27,024.82	27,700.44	27,700.44	28,392.95	28,392.95	28,392.95	29,102.77	29,102.77	29,102.77	29,830.35								
	11.48	11.77	12.07	12.37	12.37	12.37	12.68	12.68	12.99	12.99	12.99	13.32	13.32	13.65	13.65	13.65	13.99	13.99	13.99	14.34								
2	25,095.23	25,722.61	26,365.68	27,024.82	27,024.82	27,024.82	27,700.44	27,700.44	28,392.95	28,392.95	28,392.95	29,102.77	29,102.77	29,830.35	29,830.35	29,830.35	30,576.11	30,576.11	30,576.11	31,340.51								
	12.07	12.37	12.68	12.99	12.99	12.99	13.32	13.32	13.65	13.65	13.65	13.99	13.99	14.34	14.34	14.34	14.70	14.70	14.70	15.07								
3	26,365.68	27,024.82	27,700.44	28,392.95	28,392.95	28,392.95	29,102.77	29,102.77	29,830.35	29,830.35	29,830.35	30,576.11	30,576.11	31,340.51	31,340.51	31,340.51	32,124.02	32,124.02	32,124.02	32,927.12								
	12.68	12.99	13.32	13.65	13.65	13.65	13.99	13.99	14.34	14.34	14.34	14.70	14.70	15.07	15.07	15.07	15.44	15.44	15.44	15.83								
4	27,700.44	28,392.95	29,102.77	29,830.35	29,830.35	29,830.35	30,576.11	30,576.11	31,340.51	31,340.51	31,340.51	32,124.02	32,124.02	32,927.12	32,927.12	32,927.12	33,750.30	33,750.30	33,750.30	34,594.05								
	13.32	13.65	13.99	14.34	14.34	14.34	14.70	14.70	15.07	15.07	15.07	15.44	15.44	15.83	15.83	15.83	16.23	16.23	16.23	16.63								
5	29,102.77	29,830.35	30,576.11	31,340.51	31,340.51	31,340.51	32,124.02	32,124.02	32,927.12	32,927.12	32,927.12	33,750.30	33,750.30	34,594.05	34,594.05	34,594.05	35,458.90	35,458.90	35,458.90	36,345.38								
	15.07	15.44	15.83	16.23	16.23	16.23	16.63	16.63	17.05	17.05	17.05	17.47	17.47	17.91	17.91	17.91	18.36	18.36	18.36	18.82								
6	30,576.11	31,340.51	32,124.02	32,927.12	32,927.12	32,927.12	33,750.30	33,750.30	34,594.05	34,594.05	34,594.05	35,458.90	35,458.90	36,345.38	36,345.38	36,345.38	37,254.02	37,254.02	37,254.02	38,185.37								
	17.05	17.47	17.91	18.36	18.36	18.36	18.82	18.82	19.29	19.29	19.29	19.77	19.77	20.26	20.26	20.26	20.77	20.77	20.77	21.29								
7	32,124.02	32,927.12	33,750.30	34,594.05	34,594.05	34,594.05	35,458.90	35,458.90	36,345.38	36,345.38	36,345.38	37,254.02	37,254.02	38,185.37	38,185.37	38,185.37	39,140.00	39,140.00	39,140.00	40,118.50								
	18.82	19.29	19.77	20.26	20.26	20.26	20.77	20.77	21.29	21.29	21.29	21.82	21.82	22.37	22.37	22.37	22.93	22.93	22.93	23.50								
8	33,750.30	34,594.05	35,458.90	36,345.38	36,345.38	36,345.38	37,254.02	37,254.02	38,185.37	38,185.37	38,185.37	39,140.00	39,140.00	40,118.50	40,118.50	40,118.50	41,121.46	41,121.46	41,121.46	42,149.50								
	16.23	16.63	17.05	17.47	17.47	17.47	17.91	17.91	18.36	18.36	18.36	18.82	18.82	19.29	19.29	19.29	19.77	19.77	19.77	20.26								
9	35,458.90	36,345.38	37,254.02	38,185.37	38,185.37	38,185.37	39,140.00	39,140.00	40,118.50	40,118.50	40,118.50	41,121.46	41,121.46	42,149.50	42,149.50	42,149.50	43,203.24	43,203.24	43,203.24	44,283.32								
	17.05	17.47	17.91	18.36	18.36	18.36	18.82	18.82	19.29	19.29	19.29	19.77	19.77	20.26	20.26	20.26	20.77	20.77	20.77	21.29								
10	37,254.02	38,185.37	39,140.00	40,118.50	40,118.50	40,118.50	41,121.46	41,121.46	42,149.50	42,149.50	42,149.50	43,203.24	43,203.24	44,283.32	44,283.32	44,283.32	45,390.40	45,390.40	45,390.40	46,525.16								
	17.91	18.36	18.82	19.29	19.29	19.29	19.77	19.77	20.26	20.26	20.26	20.77	20.77	21.29	21.29	21.29	21.82	21.82	21.82	22.37								
11	39,140.00	40,118.50	41,121.46	42,149.50	42,149.50	42,149.50	43,203.24	43,203.24	44,283.32	44,283.32	44,283.32	45,390.40	45,390.40	46,525.16	46,525.16	46,525.16	47,688.29	47,688.29	47,688.29	48,880.49								
	18.82	19.29	19.77	20.26	20.26	20.26	20.77	20.77	21.29	21.29	21.29	21.82	21.82	22.37	22.37	22.37	22.93	22.93	22.93	23.50								
12	41,121.46	42,149.50	43,203.24	44,283.32	44,283.32	44,283.32	45,390.40	45,390.40	46,525.16	46,525.16	46,525.16	47,688.29	47,688.29	48,880.49	48,880.49	48,880.49	50,102.51	50,102.51	50,102.51	51,355.07								
	19.77	20.26	20.77	21.29	21.29	21.29	21.82	21.82	22.37	22.37	22.37	22.93	22.93	23.50	23.50	23.50	24.09	24.09	24.09	24.69								
13	43,203.24	44,283.32	45,390.40	46,525.16	46,525.16	46,525.16	47,688.29	47,688.29	48,880.49	48,880.49	48,880.49	50,102.51	50,102.51	51,355.07	51,355.07	51,355.07	52,638.95	52,638.95	52,638.95	53,954.92								
	20.77	21.29	21.82	22.37	22.37	22.37	22.93	22.93	23.50	23.50	23.50	24.09	24.09	24.69	24.69	24.69	25.31	25.31	25.31	25.94								
14	45,390.40	46,525.16	47,688.29	48,880.49	48,880.49	48,880.49	50,102.51	50,102.51	51,355.07	51,355.07	51,355.07	52,638.95	52,638.95	53,954.92	53,954.92	53,954.92	55,303.80	55,303.80	55,303.80	56,686.39								
	21.82	22.37	22.93	23.50	23.50	23.50	24.09	24.09	24.69	24.69	24.69	25.31	25.31	25.94	25.94	25.94	26.59	26.59	26.59	27.25								
15	47,688.29	48,880.49	50,102.51	51,355.07	51,355.07	51,355.07	52,638.95	52,638.95	53,954.92	53,954.92	53,954.92	55,303.80	55,303.80	56,686.39	56,686.39	56,686.39	58,103.55	58,103.55	58,103.55	59,556.13								
	22.93	23.50	24.09	24.69	24.69	24.69	25.31	25.31	25.94	25.94	25.94	26.59	26.59	27.25	27.25	27.25	27.93	27.93	27.93	28.63								
16	50,102.51	51,355.07	52,638.95	53,954.92	53,954.92	53,954.92	55,303.80	55,303.80	56,686.39	56,686.39	56,686.39	58,103.55	58,103.55	59,556.13	59,556.13	59,556.13	61,045.04	61,045.04	61,045.04	62,571.17								
	24.09	24.69	25.31	25.94	25.94	25.94	26.59	26.59	27.25	27.25	27.25	27.93	27.93	28.63	28.63	28.63	29.35	29.35	29.35	30.08								
17	52,638.95	53,954.92	55,303.80	56,686.39	56,686.39	56,686.39	58,103.55	58,103.55	59,556.13	59,556.13	59,556.13	61,045.04	61,045.04	62,571.17	62,571.17	62,571.17	64,135.44	64,135.44	64,135.44	65,738.83								
	25.31	25.94	26.59	27.25	27.25	27.25	27.93	27.93	28.63	28.63	28.63	29.35	29.35	30.08	30.08	30.08	30.83	30.83	30.83	31.61								
18	55,303.80	56,686.39	58,103.55	59,556.13	59,556.13	59,556.13	61,045.04	61,045.04	62,571.17	62,571.17	62,571.17	64,135.44	64,135.44	65,738.83	65,738.83	65,738.83	67,382.30	67,382.30	67,382.30	69,066.87								
	28.59	27.25	27.93	27.93	28.63	28.63	29.35	29.35	30.08	30.08	30.08	30.83	30.83	31.61	31.61	31.61	32.40	32.40	32.40	33.21								







# INTERNET AUCTION AGREEMENT

This Internet Auction Agreement ("Agreement") is made by and between the Seller identified below and Purple Wave, Inc. ("Auctioneer"), together, ("Parties"). For good and valuable consideration, Auctioneer authorizes Seller's use of Auctioneer's website, www.purplewave.com, as an online auction platform where Auctioneer will list Seller's property ("Property") as Seller makes available to Auctioneer on any valid Exhibit 1 (or any other Property made available to Auctioneer for sale on a subsequent Property list) as set forth below:

Auction Date(s) / Title: \_\_\_\_\_

### SELLER INFORMATION

Customer No. (if known): 442620 Segment/Industry: Government

Company Name: City of Summerset

Representative Name: Rich Nasser Representative Title: \_\_\_\_\_

Street: 7055 Leisure Ln

City: Summerset State: SD Zip: 57718

Phone: 6057216806 Alt. Phone: \_\_\_\_\_ Email: rnasser@summersetpd.org

**SETTLEMENT:** Auctioneer will distribute Auction Proceeds to Seller within 15 business days of the Auction date as instructed by the Seller in the Settlement Payment Instructions.

**SELLER FEES:** Seller will pay a listing fee of \$100 per lot. If applicable, Seller will also pay a service fee(s) of 0% of the winning bid(s). Other Listing Fee Waived



**ENCUMBRANCES:** Does any of the Property have a lien filed against it (or a secured line of credit)?

No:  Yes (If yes, list below):

Lending Institution	Lender Contact	Phone

Seller has listed all known encumbrances above and authorizes the Auctioneer to work directly with the encumbering party to clear the encumbrance. Auctioneer, at its discretion, may perform title, lien, or UCC searches to confirm encumbrance status on the Property or Seller. Seller owns and has the authority to sell the Property without consent of any third party and without condition except as noted above. Seller will ensure Property is or will be free and clear of encumbrances or liens before conclusion of the Auction. Seller agrees to defend and indemnify the Auctioneer for any claim made against the Property if a third party claims to have any interest in the Property.

The Seller has a recent, current, or pending bankruptcy, lawsuit, tax lien, SBA Covid-19 EIDL loan, or any other circumstance that could result in another party making a claim against the Property or the Auction Proceeds.  No:  Yes:

**SIGNATURES:**The Parties execute this Agreement effective the last date written below. This Agreement, including the accompanying Exhibit 1, Listing Sheets, updated Property List, Settlement Payment Instructions or other addendums, if any, is the whole agreement between the parties and all prior discussions, agreements or understandings are completely merged into and superseded by this Agreement. Seller's representative below has authority to commit the Seller contractually and agrees to the Agreement including the Terms & Conditions on Page 2.

Seller \_\_\_\_\_ Rich Nasser  
*Signature Printed Title Date*

Auctioneer \_\_\_\_\_ Pat Hoffman  
*Signature Printed Title Date*



## Internet Auction Agreement Terms and Conditions

### THE AUCTIONEER WILL DO THE FOLLOWING:

1. Exercise best professional judgement and effort to lot, market, and auction the Property in a manner most likely to yield the best net sales prices under the circumstances
2. Use best efforts to qualify bidders and collect payments
3. Collect and remit sales taxes according to state regulations
4. Coordinate transfer of title between Seller and Buyer
5. Send Auction Proceeds to Seller within 15 business days of Auction, less any Compensation due to the Auctioneer
6. Follow applicable laws and regulations and obtain any necessary permits, bonds, and insurance

**EXCLUSIVE LISTING** Seller will withdraw the Property from any other selling service. The Seller will list the Property for sale exclusively with the Auctioneer. Seller will not withdraw any portion of the Property from the Auction except with (a) prior written consent of the Auctioneer and only after (b) reimbursing Auctioneer for Compensation described below based on a 3rd party appraisal and all expenses for advertising retractions and similar expenditures to cancel the Auction.

**USE OF WEBSITE** The Property will sell in an Internet-only auction on Auctioneer's website [www.purplewave.com](http://www.purplewave.com). The Auctioneer will manage the website listing based on the information Seller provides to the Auctioneer. If Seller notices missing or incorrect information in the Property description on the website or auction advertising, the Seller will notify Auctioneer promptly. Seller agrees Auctioneer will post the Auction results on Auctioneer's website.

**TITLES** Seller authorizes Auctioneer, as Seller's agent and power of attorney, to execute any documents necessary to transfer, or document the transfer, of the Property sold at this Auction including bills of sale, titles, or requests for duplicate titles.

**RIGHT TO POSTPONE** In event of a technical failure, bidding error, or other unforeseen emergency, Auctioneer may, at its discretion, cancel or postpone any item(s) in the Auction and may take actions, such as re-listing items in a future Auction, to allow a natural conclusion to the sale.

**PROPERTY CONDITION** The Property will be represented and sold in its "as is, where is" condition, without warranties of any kind by Seller or Auctioneer. Seller will complete all Property information and condition disclosure forms requested by Auctioneer. Seller will accurately disclose all Property information and condition and represents that equipment is in safe and working order unless specifically disclosed otherwise in the description. Seller represents the Property has not been modified or tampered with in violation of any laws, including tampering with emission control devices. If there is a dispute with a winning bidder over the condition of the Property, Auctioneer will attempt to resolve the issue on behalf of Seller but may, if necessary, seek Seller's assistance in the resolution. Seller agrees that Auctioneer shall not be liable for any losses or claims related to the condition of the Property except in situations where Auctioneer is at fault and the Seller shall otherwise assume full responsibility for such losses or claims. Seller should maintain casualty insurance (including self-insurance) for the Property until possession is transferred to the winning bidder.

**UNRESERVED AUCTION** The Property will be sold "absolute" and "without reserve." Once Auctioneer has placed the Property on [www.purplewave.com](http://www.purplewave.com) and received a bid on it, the Auction has begun and the Property must and will be sold for the highest bid received at the end of the Auction. Auctioneer will use words indicating the absolute nature of the auction in event advertising. Although Auctioneer will use its best efforts, no guarantees or representations regarding the level of bidder interest the Property may attract, number of bids or ultimate price that may be received are made by Auctioneer. Seller will accept for the Property the highest winning bid accepted by the Auctioneer (also called the hammer price), less the Compensation due Auctioneer.

### THE SELLER WILL DO THE FOLLOWING:

1. Provide representative to host inspections, answer bidder questions, and coordinate release of Property to Buyer
2. Ensure Property is in safe working order or if not, disclose working condition of Property in disclosures and to the Auctioneer
3. Ensure Property has no encumbrances/liens prior to Auction
4. Provide transferable title or ownership documentation
5. Report to Auctioneer promptly missing or incorrect information on [www.purplewave.com](http://www.purplewave.com) or auction advertising
6. Refrain from shill-bidding (bidding on your own assets)
7. Release Property to Buyers providing 'paid-in-full' invoice

**SHILL BIDDING PROHIBITED** It is illegal and against Auctioneer's policies for the Seller, Auctioneer (acting as Seller's agent), or anyone else acting on Seller's behalf to bid on the Property. If an innocent third party is the declared winner bidder, the Auctioneer may complete the sale to that innocent third party and adjust the purchase price to reflect the last good faith bid. In the event the Auctioneer determines the Seller or someone bidding on Seller's behalf, bids on the Property, the Seller will pay Auctioneer an additional administrative fee of two-times the combined Seller Fees and Buyer's Premium the Auctioneer would have otherwise collected from the final winning bid for the Property as compensation for the expense and effort of any related corrective action taken by the Auctioneer, regardless of whether Seller, Seller's agent or an innocent third party is the declared winner of the Property.

**COLLECTIONS** Auctioneer will use its best efforts to qualify bidders and collect payments from winning bidders however, Auctioneer does not guarantee collection of payment. Auctioneer will collect and remit sales taxes in accordance with state and local regulations. Auctioneer will pay all banking fees and retain any interest or credits earned related to collection of the Auction Proceeds.

**COMPENSATION** Seller agrees to pay Auctioneer the Seller Fees previously stated, if any, applied against the winning bid(s) received and collected for the Property. Seller also agrees Auctioneer may collect and retain from winning bidders a standard buyer's premium of 10% of the winning bid(s) for the Property. Lastly, Seller agrees that Auctioneer may charge and collect late payment or similar reasonable administrative fees from winning bidders when warranted and retain those fees as compensation for additional efforts to address such issues.

**RELEASE TO BUYERS** Auctioneer will send a copy of the "paid invoice" to the Seller upon collection of payment and Seller will release Property to the winning bidder once invoice has been paid in full. When requested by Seller, Auctioneer will provide best efforts to resolve Property removal issues between winning bidder(s) and Seller.

**NON-DISPARAGEMENT** Seller agrees not to disparage Auctioneer, its employees or agents, in any way, through verbal, written, or digital formats. The non-disparagement includes, but is not limited to, negative Google reviews, reviews on other websites, and public or private comments on any social media platforms. To the extent allowed by law, Seller agrees to reimburse Auctioneer's attorney fees, costs, and damages for any violation of this non-disparagement provision. Seller authorizes immediate removal from any platform in the event this paragraph is violated.

**JURISDICTION** This Agreement shall be governed by the law of the auction location. The auction location shall be the location where the asset is sold from. Auctioneer may waive any provision of this Agreement that benefits the Auctioneer at any time, but no such waiver shall affect any other provisions nor shall it amount to a permanent waiver of that particular provision. This Agreement may be executed in duplicate and in counterparts, but all counterpart signatures shall constitute one original. Facsimile signatures scanned or electronic signatures on this Agreement shall be as sufficient as original ink signatures.



# Settlement Payment Instructions

Customer Number 442620 Auction Date \_\_\_\_\_  
 Company Name City of Summerset \_\_\_\_\_  
 Representative Name: Rich Nasser Representative Title: \_\_\_\_\_

## INSTRUCTIONS:

In accordance with the Internet Auction Agreement, Auctioneer to distribute the Auction Proceeds to the Seller within 15 business days of the Auction date as follows:

### Payee #1

Payable by: Check To City of Summerset

Address: 7055 Leisure Ln Summerset, SD 57718

To the attention: \_\_\_\_\_

Check Memo: \_\_\_\_\_

Beneficiary Bank: \_\_\_\_\_

Routing No: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Routing No: \_\_\_\_\_

Account No: \_\_\_\_\_

Portion: All Auction Proceeds

**This Settlement Payment Instruction form replaces all previous forms.**

Seller Signature \_\_\_\_\_

Date \_\_\_\_\_



◀ [Back to the community \(/search/all.asp?bst=traffic+control+grant\)](/search/all.asp?bst=traffic+control+grant)

[Contact Us \(/general/?type=CONTACT\)](/general/?type=CONTACT) [My Profile \(/members/\)](/members/) [Sign Out \(/Logout.aspx\)](/Logout.aspx)

Enter search criteria...



MENU

# Street Maintenance Traffic Control Device Grant



# Street Maintenance Traffic Control Device Grant

The South Dakota Municipal Street Maintenance Association provides funds to offset the costs of Traffic Control Devices such as speed display units, traffic count units, and flashing warning signs. Grant applications are due April 1 each year.

## Applicant Eligibility

- Applicant must be a member of the South Dakota Municipal Street Maintenance Association (SDMSMA).
- The SDMSMA will award up to four \$2,5000 grant to help offset the cost of traffic control devices, such as speed display units, traffic count units, and flashing warning signs for pedestrians.
- A letter of approval from the applicant's city council or a copy of the meeting minutes showing approval for the purchase of traffic control device must be received following application submission.
- Funds will be paid to recipients through reimbursement; recipient must submit all receipts. Reimbursement subject to SDMSMA Board approval.

**Municipality \***

**Applicant Name \***

**Position \***

**Email Address \***

lschieffer@summerset.us

**Phone \***

718-9858

**Description of the traffic control device \***

**Description of need for device in community \***

**Amount requested for device \***

**Amount requested for other expenses \***

Describe other expenses

Total Requested \*

Supporting Documentation \*

 No file chosen

SUBMIT

---

## CONNECT WITH US

South Dakota Municipal League  
208 Island Drive  
Fort Pierre, SD 57532  
(605) 224-8654

(mailto:email@email.com)info@sdmunicipalleague.org

(mailto:info@sdmunicipalleague.org)

 (<https://www.facebook.com/sdmunileague>)   
(<https://twitter.com/sdmunileague>)

## QUICK LINKS

(/general/?type=CONTACT)Career Center (<https://sdmunicipalleague.site-ym.com/networking/>)

(/general/?type=CONTACT) (/login.aspx)Directory Updates  
(<https://sdmunicipalleague.site-ym.com/page/Services-DirectoryUpdates>)

(/login.aspx)Online Store (<https://sdmunicipalleague.site-ym.com/store/>)

## Lisa Schieffer

---

**From:** Axlund, Cody <Cody.Axlund@state.sd.us>  
**Sent:** Tuesday, February 6, 2024 10:02 AM  
**To:** Lisa Schieffer; City Info  
**Subject:** 2024 Bridge Inspection Resolution  
**Attachments:** City Inspection Resolution Only 2024.doc; Local Bridge Inspection.pdf

You don't often get email from cody.axlund@state.sd.us. [Learn why this is important](#)

Good morning - Attached is the bridge inspection resolution for consultant selection for 2024. Also included is the list of prequalified consultants SDDOT has on retainer to perform this work. **Please get this added to the agenda for your next possible county commission meeting.** I will be sending you the draft bridge list within the next few weeks for you to review. When complete, you can email me back the resolution. Let me know if you have any questions.

Thanks



Cody Axlund | *LGA Lead Bridge Engineer*  
South Dakota Department of Transportation  
Better Lives Through Better Transportation  
700 E. Broadway Avenue | Pierre SD 57501  
O: 605.773-3390 [dot.sd.gov](http://dot.sd.gov)

**BRIDGE REINSPECTION  
PROGRAM RESOLUTION  
FOR USE WITH SDDOT RETAINER CONTRACTS**

**WHEREAS**, 23 CFR 650, Subpart C, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

**THEREFORE**, the City of \_\_\_\_\_ is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The City requests SDDOT to hire \_\_\_\_\_ (Consulting Engineers) for the inspection work. SDDOT will secure Federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the City for 20% of the cost. The City will be responsible for the required 20% matching funds.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024, at \_\_\_\_\_, South Dakota.  
(city)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Auditor/Clerk

## LGA - SELECTED Bridge Inspections

### Name

AECOM TECHNICAL SERVICES, INC.

BANNER ASSOCIATES, INC.

BROSZ ENGINEERING, INC.

CIVIL DESIGN, INC.

COLLINS ENGINEERS, INC.

CONSOR ENGINEERS, LLC.

FICKETT STRUCTURAL SOLUTIONS, INC.

HDR ENGINEERING, INC.

HOUSTON ENGINEERING, INC. (HEI)

IMEG CONSULTANTS CORP. formerly known as IMEG, CORP.

INTERSTATE ENGINEERING, INC.

JEO CONSULTING GROUP, INC.

KIRKHAM, MICHAEL & ASSOCIATES, INC.

KLJ

SHORT ELLIOTT HENDRICKSON, INC. (SEH)

STANTEC CONSULTING SERVICES, INC.

THE SCHEMMER ASSOCIATES, INC.

ULTEIG OPERATIONS, LLC formerly ULTEIG ENGINEERS, INC.

WISS, JANNEY, ELSTNER ASSOCIATES, INC.



# Change Proposal Request

**No. 4**  
(Not a Change Order)

Revised

Project Name: Wastewater Treatment Plant Capacity Expansion	Owner's Project No. (if applicable): NA
Project Owner: City of Somerset	Regulatory Agency Project No. (if applicable): NA
HDR Project No. 10333843	Initiated by: <input checked="" type="checkbox"/> Engineer <input type="checkbox"/> Contractor
Contractor: R.C.S. Construction, Inc.	Date: October 31, 2023

**Attention:** The following change in the contract on this project is proposed. Please provide your proposed price for the cost of this change.

- A breakdown of cost shall be provided upon request by the Owner or Engineer.
- Work shall not commence until authorized by the Owner.

Description of the Proposed Change:

Sheet 00X100 – See attached revisions to the demo plan to address necessary changes to the sludge loadout piping to accommodate new site grading.

Sheet 00C105 – See attached revisions to site work to address necessary changes to the sludge loadout piping to accommodate new site grading.

By Chris Robinson

All work shall be in accordance with the terms, stipulations, and conditions of the original Contract Documents. If the work herein provided for is Approved by Change Order, the time of completion will be:

Increased  Decreased  Unchanged

by 0 calendar days.

This change will:  Add  Deduct  No Change

\$ 8,699.51

**Bob Conway - Project Manager**

General Contractor

Date 2-07-2024

HDR Recommendation:

Recommend Acceptance  
 Do Not Recommend Acceptance

By: HDR Engineering, Inc.

Date \_\_\_\_\_

Owner's Action:

Accepted  Not Accepted

By: Owner

Date \_\_\_\_\_



# R.C.S. CONSTRUCTION, INC. PROPOSAL COST SUMMARY

**Subject: Summerset WWTP Expansion**

**Cost Proposal #04R - Modifications to the Sludge Loadout Area**

2/7/2024

General Contractor:	MATERIAL	LABOR	EQUIP.	SUBS.
1 Demolition of Existing		\$450.00	\$50.00	
2 Install New Piping	\$50.00	\$300.00		
3 Place Concrete Pad	\$165.00	\$350.00		
4 Pipe Bollards	\$1,415.00	\$375.00	\$70.00	
<b>Subcontractors/ Suppliers:</b>				
1 Muth Electric				\$3,328.00
2 Core and Main	\$169.38			
3				
Taxes - Material - Equip 6.2%	\$116.96		\$7.80	
Labor Markup 26%		\$383.50		
<b>TOTALS:</b>	<b>\$1,916.34</b>	<b>\$1,858.50</b>	<b>\$127.80</b>	<b>\$3,328.00</b>

<b>Overhead</b>		
Material	10%	\$191.63
<b>Subtotal</b>		<b>\$2,107.97</b>
Labor	10%	\$185.85
<b>Subtotal</b>		<b>\$2,044.35</b>
Equipment	10%	\$12.78
Subs		\$3,328.00
<b>Subtotal</b>		<b>\$3,468.58</b>
GC - Profit	10%	\$762.09
<b>Subtotal</b>		<b>\$8,382.99</b>
Insurance	1.70%	\$142.51
<b>Subtotal</b>		<b>\$8,525.50</b>
Excise Tax	2.04%	\$174.01
Other	0.00%	\$0.00
<b>Total Net Increase or Decrease</b>		<b>\$8,699.51</b>

<b>RECAP - Totals</b>		
Contractor Costs		\$5,371.51
Subcontractor Costs		\$3,328.00
Net <u>Increase</u> or Decrease		<b>\$8,699.51</b>
Change in Working days		0

Signed: Bob Conway, Project Manager

Bob Conway, Project Manager  
R.C.S. Construction

## Bob Conway

---

**From:** Hansen, Mark <Mark.Hansen@coreandmain.com>  
**Sent:** Thursday, January 18, 2024 10:23 AM  
**To:** Bob Conway  
**Subject:** RE: Summerset WWTP - AIS Certification

Bob,  
Finally got an answer back  
Looks like \$582ea  
4" x 8' PExPE Sch80 Galvanized AIS Domestic  
Pricing good for 7 days

Thanks,  
Mark

}

Run Date: 11/08/23

Quote



Sold To:  
RCS CONSTRUCTION INC  
PO BOX 9337  
RAPID CITY, SD 57709 9337

Ship To:  
RCS CONSTRUCTION INC  
14240 GLENWOOD DRIVE  
SUMMERSET, SD 57769

Customer # 136819  
Order # T920070  
Date Ordered 11/08/23  
Job # 202257  
Job Name SUMMERSET WWTP  
Customer Reference  
Purchase Order #  
Method of Shipment OUR TRUCK  
Contract Order # S165880  
Ordered By BOB  
Ship Via CORE & MAIN LP

Branch:  
RAPID CITY SD  
Branch - 132  
2808 E Hwy 44  
Rapid City, SD 57703  
Phone: 605-716-9427

Bid Seq#	Product Code	Description	Qty Ordered	Qty Shipped	Qty B/O	Net Price	UOM	Ext Price
	/05017567081	4" FLGXFIB DI SPOOL-36" PR	1			<del>696.70000</del>	EA	<del>696.70</del>
	59VE58USA	AIS CERTIFIED #58 SCREW VLV BOX 14" EXT USA	1			76.98000	EA	76.98
	59VE2460USA	THRD DOMESTIC ALSO 18B/#6860 #60 SCREW VLV BOX 24" EXT USA THRD DOMESTIC EXTENSION ONLY	1			92.40000	EA	92.40

Terms in accordance with shipping manifest.

Special Instructions/Comments:

BID # 2682659 C/O # S165880  
BID NM: SUMMERSET WWTP EXPANSION-REVISED

Total Ordered:  
Total with Sales  
Tax = \$179.88



# Muth Electric Inc.



1825 Samco Road • Rapid City, SD 57702  
PHONE (605) 341-3554 • FAX (605) 348-9762  
www.muthelectric.com

December 1, 2023  
Revision Date: February 6, 2024

R.C.S. Construction, Inc.  
1314 Fountain Plaza Drive  
Rapid City, SD 57702

Attn: Evan Walterman

REVISED

RE: Summerset WWTP Expansion  
Summerset, SD  
Muth Job# 3730

Field Order No. 5  
Muth CO# C002

Dear Evan,

Muth Electric, Inc. would like to propose the following change order pricing for Field Order No. 5 for CPR 004. This pricing is for the moving of the sludge loadout control panel. This price does not include material or labor to extend the wired remote control cord. If that cord needs to be extended, it will need to be priced in a future change order. The total cost for this change order request is \$3,328.00.

This change order pricing is good for 30 days.

If you have any questions regarding the pricing of this change order, please call me at 605-341-3554. Thank you for working with us on the project, we greatly appreciate your business.

Sincerely,  
Muth Electric, Inc.

*Scott Hall*

Division Manager  
Change Order  
SH/kc

**Acceptance of Proposal:** The above prices, specifications  
And conditions are satisfactory and are hereby accepted.  
You are authorized to do the work as specified.

Date of Acceptance: \_\_\_\_\_

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

"Professional Answers For All Your Electrical Needs"

CORPORATE (605) 996-3983	MITCHELL, SD (605) 996-7300	SIoux FALLS, SD (605) 338-6586	WATERTOWN, SD (605) 882-2680	HURON, SD (605) 352-8579	ABERDEEN, SD (605) 226-8424	BROOKINGS, SD (605) 692-0800	OMAHA, NE (402) 551-7780
-----------------------------	--------------------------------	-----------------------------------	---------------------------------	-----------------------------	--------------------------------	---------------------------------	-----------------------------

# Muth Electric, Inc.

## Bid Summary Sheet

Estimate #: 58728      Location: Rapid City      Muth Job Number: 3730  
 Customer: R.C.S. Construction, Inc.      Address: 1314 Fountain Plaza Drive, Rapid City, SD 57702  
 Description: FieldOrder No. 5 - Move Sludge Loadout Panel  
 Estimated By: SH      Checked By:      Estimate Date: 11/17/2023      Revision Date:  
 Submission Date      Change Order       Approved       Proposed      GC C/O #  
 Approval Date      Status       Executed       Void      Muth C/O #:

Coordination Time	Hours
Superintendent Time:	0.00
Travel Time:	0.00
Miscellaneous Time:	0.00
<b>Total (A)</b>	<b>0.00</b>

	Material Cost	Labor Hours
Total from Estimate Item Detail	\$1,080.11	13.42
Misc Material and Labor: 3.00 %	\$32.40	0.40
Coordination Time		0.00
<b>TOTAL MATERIAL (C) AND LABOR (D)</b>	<b>\$1,112.51</b>	<b>13.82</b>

Job Expense		
Tools, Scaffolds -	10 % of Labor Total	\$100.74
Safety -	6 % of Labor Total	\$60.44
Clean Up -	4 % of Labor Total	\$40.29
Warranty -	3 % of Labor Total	\$30.22
BIM Coordination -	4 % of Labor Total	\$40.29
Temporary Power		\$0.00
Cutting, Patching, Painting		\$0.00
Misc. Equipment Used		\$10.36
Use/Sales Tax 6.20 %		\$68.98
Inspection and Permit Fees		\$0.00
Field Incentive \$0.75 per hour		\$10.36
Material Storage		\$0.00
Freight		\$0.00
Mileage 0 Miles @ \$1.05 per Mile		\$0.00
Muth Equipment (Trench/Plow/Bhoe)		\$0.00
Equipment/Tools - Rental		\$0.00
mini excavator 4 Units x \$100.00		\$400.00
Muth Equipment #2 0 Units x \$0.00		\$0.00
Meals/ Lodging		\$0.00
<b>Total Job Expenses (B)</b>		<b>\$761.69</b>

13.82 Regular Labor Hours @ \$54.00	\$746.20
0.00 Overtime Hours @ \$0.00	\$0.00
Labor Burden 35 %	\$261.17
Labor Total	\$1,007.37
Subcontracts	\$0.00
Job Expense (B)	\$761.69
Material Cost	\$1,112.51
Total Direct Cost	\$2,881.57
Overhead 10 %	\$288.16
Sub Total	\$3,169.73
Profit 5 %	\$158.49
Sub Total	\$3,328.22
SD Contractors Excise Tax 0 %	\$0.00
Sub Total	\$3,328.22
Performance Bond	\$0.00
Total	\$3,328.22

### SubContractor Report

Subcontractor Name:	PO Number:	Phase:	Amount:
none	0	0	\$0.00
			\$0.00

# Muth Electric - Estimate Detail Report

Muth Job Number: 3730

Estimate#: 58728 Estimated By: SH

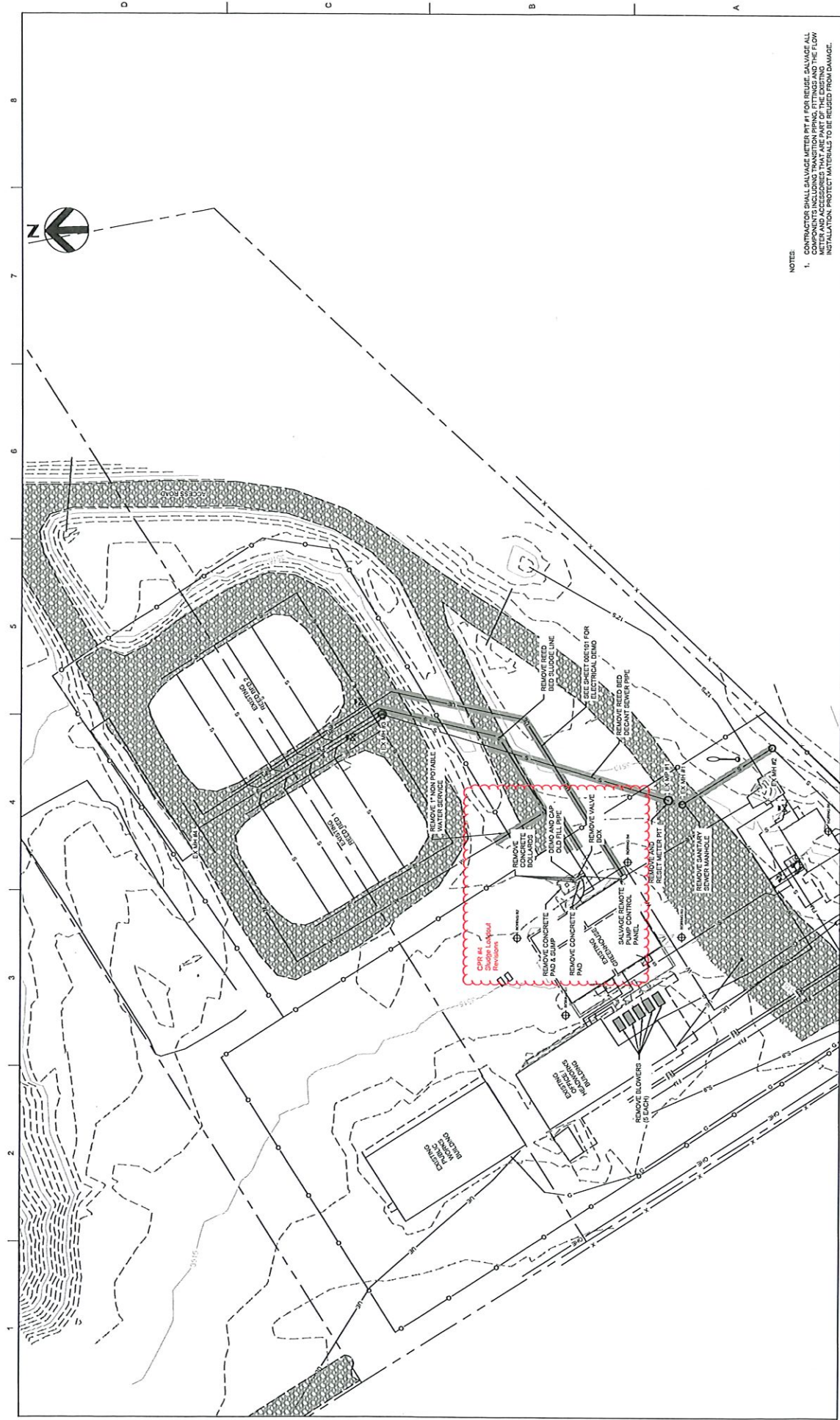
Customer: R.C.S. Construction, Inc.

Job Desc: FieldOrder No. 5 - Move Sludge Loadout Panel

Location: Rapid City

Muth Item #	Description	Quantity	Material Cost	Material Extension	Labor Units	Labor Units Extension
PVC200	2" SCH 40 PVC CONDUIT	100	3.1174	\$311.74	0.0364	3.64
PVC20090	2" PVC 90 DEGREE SWEEP ELL	2	5.76875	\$11.54	0.2093	0.42
PVCCP100	1" PVC COUPLING	8	0.455	\$3.64	0.0663	0.53
ST200	2" SEALTIGHT CONDUIT	6	10.1088	\$60.65	0.0663	0.40
STCN200	2" SEALTITE CONNECTOR DC	2	27.39555	\$54.79	0.2015	0.40
PVCFCN200	2" PVC FEMALE ADAPT/CONN	2	1.56	\$3.12	0.1664	0.33
SSSTRUT150	1-5/8 STAINLESS STEEL STRUT	20	19.2504	\$385.01		
THHN12	#12 THHN COPPER WIRE SOLID	1300	0	\$0.00	0.0023	3.04
THHN6	#6 THHN COPPER WIRE STRD	300	0	\$0.00	0.0074	2.22
	GEL SPLICE KIT	16	15.6	\$249.60	0.0260	0.42
	DIG AND INTERCEPT	1	0	\$0.00	2.0000	2.00
<b>Totals</b>				<b>\$1,080.09</b>		<b>13.40</b>





NOTES:  
 1. CONTRACTOR SHALL SALVAGE METTER PIT #1 FOR REUSE. SALVAGE ALL COMPONENTS INCLUDING TRANSITION PIPING, FITTINGS AND THE FLOW CONTROL VALVE. ALL REMOVED MATERIALS SHALL BE REUSED FROM DAMAGE. INSTALLATION. PROTECT MATERIALS TO BE REUSED FROM DAMAGE.

**SITE REMOVAL PLAN**

CITY OF SUMMERSSET  
 WWTP EXPANSION



PROJECT NUMBER 10333043

SCALE 1" = 30'

FILENAME D:\C100 REMOVALS.dwg

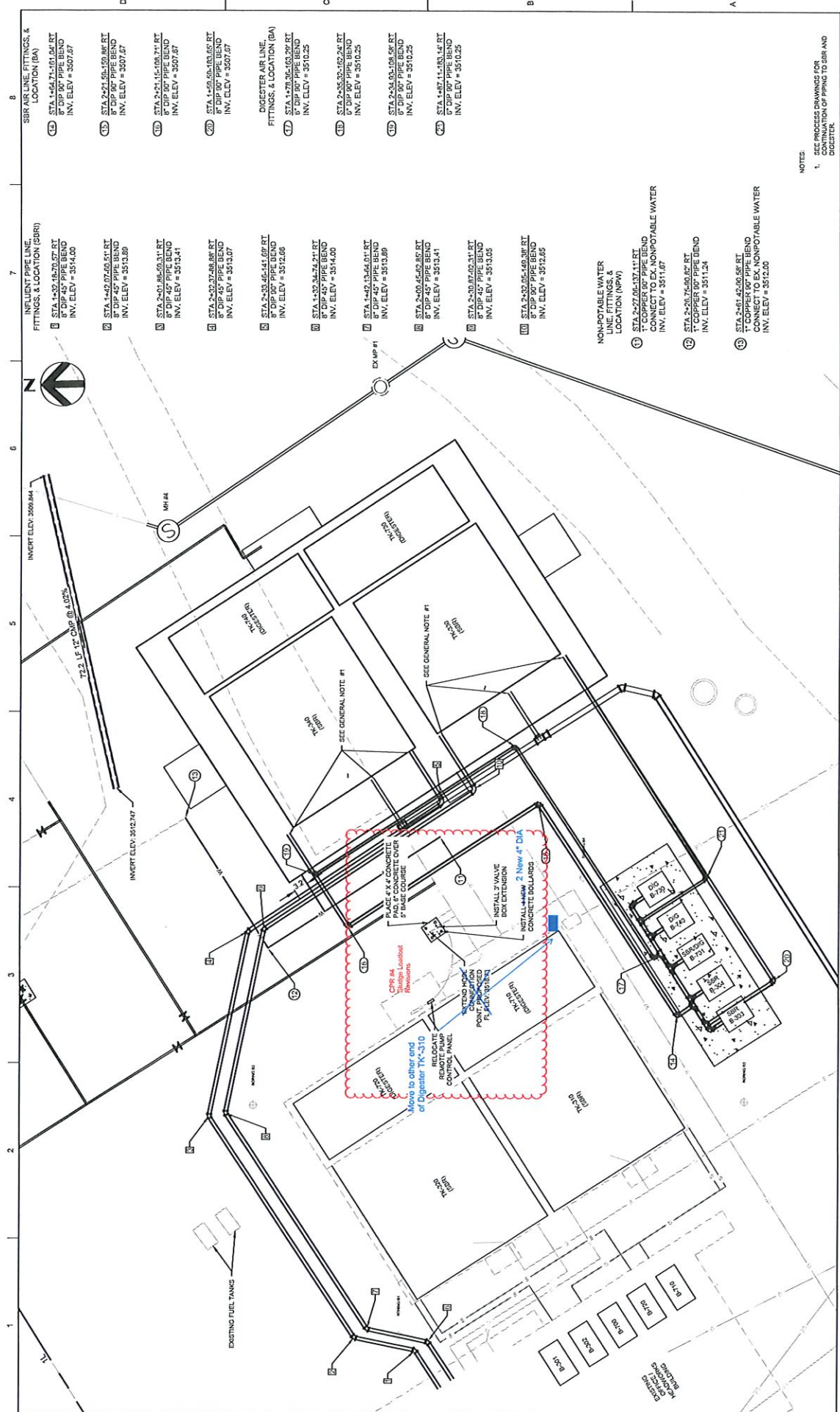
SHEET OXC100

ISSUE	DATE	DESCRIPTION
B	09/05/03	CHANGE PROPOSAL #4
A	09/02/02	ISSUED FOR BIDS

DISCIPLINE	NAME
CIVIL	CHRIS ROBINSON
MECHANICAL	J. LINDS
ELECTRICAL	J. MURPHY
MECHANICAL	J. LINDS
ARCHITECTURAL	J. ROBERT
MECHANICAL	J. LINDS
ELECTRICAL	J. MURPHY
MECHANICAL	J. LINDS
ARCHITECTURAL	J. ROBERT
CIVIL	CHRIS ROBINSON





- INFLUENT PIPE LINE, FITTINGS, & LOCATION (SA)**
- 139 STA. 1+42.71-1+101.04 RT  
8" DIP 80' PIPE BEND  
INV. ELEV = 3507.67
  - 140 STA. 2+21.63-4+109.85 RT  
8" DIP 80' PIPE BEND  
INV. ELEV = 3507.67
  - 141 STA. 2+21.15-1+08.71 RT  
8" DIP 80' PIPE BEND  
INV. ELEV = 3507.67
  - 142 STA. 1+49.43-1+10.85 RT  
8" DIP 80' PIPE BEND  
INV. ELEV = 3507.67
- DIGESTER AIR LINE, FITTINGS, & LOCATION (SA)**
- 143 STA. 1+78.36-1+53.26 RT  
8" DIP 80' PIPE BEND  
INV. ELEV = 3510.25
  - 144 STA. 0+26.35-0+49.24 RT  
8" DIP 80' PIPE BEND  
INV. ELEV = 3510.25
  - 145 STA. 2+24.03-1+08.58 RT  
8" DIP 80' PIPE BEND  
INV. ELEV = 3510.25
  - 146 STA. 1+47.11-1+18.14 RT  
8" DIP 80' PIPE BEND  
INV. ELEV = 3510.25

- NON-POTABLE WATER LINE, FITTINGS, & LOCATION (NPW)**
- 147 STA. 2+27.06-3+71.41 RT  
8" DIP 80' PIPE BEND  
CONNECT TO EX. NONPOTABLE WATER  
INV. ELEV = 3511.67
  - 148 STA. 2+20.74-5+50.82 RT  
T COPPER 80' PIPE BEND  
INV. ELEV = 3511.24
  - 149 STA. 2+45.42-2+58.87 RT  
T COPPER 80' PIPE BEND  
CONNECT TO EX. NONPOTABLE WATER  
INV. ELEV = 3512.00

NOTES:  
1. SEE PROCESS DRAWINGS FOR CONTINUATION OF PIPING TO SBR AND DIGESTER.

**SITE LAYOUT**

FILENAME: 1001 SITE LAYOUT.dwg  
SCALE: 1" = 10'  
SHEET: 00C-103

**CITY OF SUMMERSET  
WWTP EXPANSION**

PROJECT MANAGER	CHRIS JOHNSON
CIVIL / PROJECT	C. EDWARDS
STRUCTURAL	P. MARICIC
MECHANICAL	J. RICHARD
ELECTRICAL	J. LEWIS
MEC	P. BUNKERS
PROJECT NUMBER	1003343

ISSUE	DATE	DESCRIPTION
B	10/20/23	CHANGE PROPOSAL #
A	10/20/22	ISSUED FOR BIDS



**AN ORDINANCE TO AMEND THE  
MIDCONTINENT FRANCHISE AGREEMENT (ORDINANCE 3.4)**

WHEREAS Midcontinent Communications (“Midco”) holds a communications franchise (“Franchise”) for the construction and operation of a communications system within the City of Summerset, South Dakota (“Grantor”); and

WHEREAS, the Franchise (Ordinance #3.4) expires on or about June 1, 2024; and

WHEREAS, Grantor and Midco have mutually agreed to extend the term of the franchise by adopting this Ordinance Amendment No. 1 (“Amendment”) and to make such other changes as are mutually agreed upon herein.

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

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

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF SUMMERSET

BY: \_\_\_\_\_  
Melanie Torno, Mayor

ATTEST:

BY: \_\_\_\_\_  
Stephany Baumeister, Finance Officer

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





## 2024 South Dakota Legislature

# House Bill 1127

Introduced by: *Representative Cammack*

**An Act to modify requirements for incorporating municipalities that are within three miles of another incorporated municipality.**

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF SOUTH DAKOTA:

**Section 1. That § 9-3-1.1 be AMENDED:**

~~9-3-1.1.~~ 9-3-1.1. A municipality may not be incorporated if any part of ~~such~~ the proposed municipality lies within three miles of any point on the perimeter of the corporate limits of any incorporated municipality, unless ~~the~~:

~~(1) The~~ (1) The incorporated municipality refuses or fails to annex a territory ~~which that~~ is contiguous to ~~said the~~ the incorporated municipality, and ~~said the~~ the contiguous territory has properly petitioned ~~said the~~ the municipality to be annexed thereto, as provided by § ~~9-4-1.~~ 9-4-1. ~~However, a proposed municipality may be incorporated that is within three miles of an incorporated municipality if~~ the; or

~~(2) The~~ (2) The territory to be incorporated ~~is~~ has a post office and:

~~(a) Is~~ (a) Is in a different county ~~and has a post office prior to incorporation than~~ the incorporated municipality; or

~~(b) The~~ (b) The incorporated municipality has a population of less than five thousand.

Underscores indicate new language.

Overstrikes indicate deleted language.



## 2024 South Dakota Legislature

# House Bill 1251

Introduced by: *Representative May*

**An Act to modify provisions related to the annexation of unplatted territory or agricultural land.**

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF SOUTH DAKOTA:

**Section 1. That § 9-4-5 be AMENDED:**

9-4-5. No such resolution describing unplatted territory—therein, or describing a parcel or contiguous parcels owned by a common landowner that are greater than twenty acres and used for agricultural purposes, may be adopted until it has been approved by the board of county commissioners of the county wherein such unplatted territory is situate without the consent of the landowner.

For the purposes of this section, the term "unplatted territory-is" means any land—which that has not been platted by a duly recorded plat—or any agricultural land as defined in § 10-6-110.

For the purposes of this section, land is used for agricultural purposes if:

(1) At least fifty percent of the land is devoted, for intended profit, to:

(a) The raising and harvesting of crops, timber, or fruit trees;

(b) The rearing, feeding, or management of farm livestock, poultry, fish, or nursery stock;

(c) The production of bees and apiary products; or

(d) Horticulture; or

(2) The land is woodland, wasteland, or pastureland and is held and operated in conjunction with land used for one of the purposes set forth in subsections (1)(a) to (1)(d), inclusive, of this Act, and is under the same ownership.