

**SUMMERSET CITY COMMISSION REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, MAY 4th, 2023 6:00 P.M.**

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

Commission Butler led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by Hirsch, second by Reade to amend the agenda by tabling item #14 – Parcel #20.60.0M/Dakota Cable Solutions Inc., date to be determined. Motion carried.

CONSENT CALENDAR

Motion by Kitzmiller, second by Reade to approve the minutes of the regular meeting of April 20th, 2023. Motion carried.

APPROVAL OF CLAIMS

Motion by Hirsch, second by Kitzmiller to approve the claims and hand checks in the amount of \$535,048.41 from April 20th, 2023 through May 3rd, 2023 as presented or amended. Motion carried.

SIFERD, KALEB	June Uniform Allowance	\$	400.00
A&B BUSINESS SOLUTIONS	Monthly Contract	\$	364.65
AMBROSE, JONATHAN	Cell Phone Stipend	\$	50.00
ANGLIN, MITCH	Cell Phone Stipend	\$	50.00
AUTO OWNERS INSURANCE	2023-2024 Pub. Officials Bond	\$	100.00
BARTHOLOW, PAT	Deposit Refund	\$	50.00
BAUMEISTER, STEPHANY	Cell Phone Stipend	\$	50.00
BLACK HILLS ENERGY	April 2023	\$	6,151.67
Butler, Dave	cell phone stipend	\$	50.00
CLARITY TELECOM	Bluepeak	\$	1,125.64
COX, RYAN	Deposit Refund	\$	50.00
DANR-FISCAL OFFICE	Operator Certification - Owen	\$	60.00
DAVIS, JOSEPH	Deposit Refund	\$	50.00
DAVIS, OWEN	cell phone stipend	\$	50.00
FOOTHILLS FENCE	Chain Link Fence no gates	\$	20,804.45
GOLDEN WEST TECHNOLOGIES	AGSS Renewal for TZ400	\$	1,007.20
GREENAPSIS	April Cleaning & Pest Control	\$	475.00
HAGEN GLASS	Sun Valley Bus Stop	\$	857.14
HDR ENGINEERING, INC	WWTP Task Order 2022-02	\$	11,757.02
HEALTH POOL OF SD	April Medical Insurance	\$	14,714.62
HERMANSON EGGE ENGINEERING	2023-09-05A Framing Inspection	\$	110.00
HIRSCH, CLYDE	Cell Phone Stipend	\$	50.00
JJ'S ENGRAVING AND SALES	Name Plate Reade	\$	10.45
KITZMILLER, MICHAEL	Cell Phone Stipend	\$	50.00
Kayl, Anthony	Cell Phone Stipend	\$	50.00

MEADE COUNTY AUDITOR	February 2023 Dispatch Fees	\$	3,777.89
O'GRADY, BRENDA	Cell Phone Stipend	\$	50.00
OLSEN REAL ESTATE	Refund CUP sign dpst	\$	75.00
RCS CONSTRUCTION INC	WWTP Expansion 2nd Draw	\$	441,225.00
SANITATION PRODUCTS	Hooks and Straps	\$	173.52
SCHIEFFER, LISA	Cell Phone Stipend	\$	50.00
SD DEPARTMENT OF REVENUE	2023-2024 Malt Beverage License	\$	900.00
SDRS-SUPPLEMENTAL	Supplemental Retirement	\$	520.00
SERVALL UNIFORM & LINEN SUPPLY	April services	\$	162.89
SHOEMAKER, LARRY	Deposit Refund	\$	50.00
SMITH, JEFF	cell phone stipend	\$	50.00
TORNO, MELANIE	per diem Feb meeting in Pierre	\$	274.00
TYLER TECHNOLOGIES, INC	Configuration Financials	\$	2,520.00
SDRS	Apr 2023 Retirement Contrib.	\$	9,360.22
UNITED STATES TREASURY	Apr 2023 Payroll Taxes	\$	16,882.05

APPROVAL OF PAYROLL – MARCH 2023 – SDCL 6-1-10

Motion by Reade, second by Hirsch to approve the April 2023 payroll. Motion carried.

Dept. 4000 - \$22,664.70 Wastewater/Public Works

Dept. 4110 - \$2,333.32 Commission

Dept. 4120 - \$1,916.67 Mayor

Dept. 4140 - \$12,051.08 Finance

Dept. 4210 - \$37,889.29 Police

Dept. 4652 - \$1,050.00 Planning & Zoning

UTILITY BILLING ADJUSTMENTS

Motion by Kitzmiller, second by Reade to approve the billing adjustment of \$644.61.00 for the period of April 1st to April 30th, 2023.

COMMISSION REPORTS

Kitzmiller, Butler, Nasser, and Hirsch, gave monthly reports.

PAYROLL CHANGE – WASTEWATER OPERATOR OWEN DAVIS

Anniversary 1% increase to \$19.77 effective April 26, 2023.

Motion by Kitzmiller, second by Reade to approve the increase to \$19.77. Motion carried.

NEW HIRE – POLICE DEPARTMENT

Kaleb Siferd – certified police officer \$24.00 starting date April 26, 2023

Motion by Hirsch, second by Kitzmiller to approve new hire Kaleb Siferd at \$24.00 per/hr. Motion carried.

MALT BEVERAGE LICENSE RENEWALS 2023-2024 – RESOLUTION 2023-08

Retail On-Off Sale Malt Beverage License #RB-2318 with Sunday Service and ten video lottery machines, MG Oil Company, dba Happy Jacks - Summerset, 8076 Stagestop Road, Lot SC4 and SC5 Siouxland Estates, Sec 23, T3N, R6E, BHM, Summerset, Meade County, South Dakota.

Retail On-Off Sale Malt Beverage License #RB-18919 with Sunday Service and ten video lottery machines, MG Oil Company, dba Happy Jacks – Summerset 2, 8074 Stagestop Road, LotSC4 and SC5, Siouxland Estates, Sec 23, T3N, R6E, BHM, Summerset, Meade County, South Dakota.

Retail On-Off Sales Malt Beverage & SD Farm Wine License #RB-25545 with Sunday Service and eight video lottery machines, The Pit Stop LLC, 8034 Stagestop Road, OC.60.02R, Lot 2R. 23-3-6

Retail On-Off Sales Malt Beverage and SD Farm Wine License #RB-25543 with Sunday Service, JR's Rhodehouse BBQ Pit, 7201 Infinity Drive, Summerset, SD 57718, OC.68.04, Infinity Business Park, Sub Lot 4.

Retail On-Off Sale Malt Beverage and SD Farm Wine License #RB-25544 with Sunday Service, Dolgen Midwest LLC 100 Mission Ridge, Goodlettsville TN 37072. DBA Dollar General-12000 Sturgis Road, Summerset, SD 57718, OC.55.1R.0C, Sioux Land Estates Sub Lot C of Tract 1R.

Retail On-Off Sales Malt Beverage and SD Farm Wine License #RB-288258 with Sunday Service, You-Nique Brew, 8092 Stagestop Road, Summerset, SD 57718, OC.60.4R, Sub Lot 4R.

RESOLUTION 2023-08-MALT BEVERAGE LICENSE RESOLUTION

Motion by Reade, second by Kitzmiller to approve Resolution 2023-08-Malt Beverage Licenses for the City of Summerset. Motion carried

PARKS & RECREATION BOARD APPOINTMENTS – REPLACEMENT OF SIDNEY READE

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

Commission President Butler stated that the City received an application from Domico Rodriguez.

Motion by Kitzmiller, second by Reade, to close discussion. Motion carried.

Motion by Kitzmiller, second by Hirsch, to appoint Domico Rodriguez to replace Sidney Reade on the Parks and Recreation Board. Motion carried.

CONDITIONAL USE PERMIT – SEEDTIME & HARVEST LLC

Said application for conditional use permit is submitted by the Applicant: Seedtime and Harvest LLC to allow a warehouse distribution building in General Commercial Zoning, on behalf of Hunt Brothers Pizza.

Motion by Hirsch, second by Reade to approve the conditional use permit application of Seedtime and Harvest LLC. Motion carried.

APPLICATION AND CERTIFICATE FOR PAYMENT – WWTP EXPANSION

Motion by Kitzmiller, second by Hirsch to approve application and certificate #2 for payment. Motion carried.

SET FIRST READING FOR ORDINANCE 2023-04 AMENDING LOCAL CAMPAIGN FINANCE ORDINANCES.

Motion by Kitzmiller, seconded by Reade to set the first reading for June 1st, 2023. Motion carried.

SET FIRST READING FOR ORDINANCE 2023-05 AMENDING FENCE ORDINANCE.

Motion by Hirsch, seconded by Kitzmiller to set the first reading for June 1st, 2023. Motion carried.

UPDATE ON TRAFFIC CONTROL GRANT

City Administrator Lisa Schieffer stated that we have received the grant and submitted our order.

CITIZENS INPUT

None.

UPCOMING EVENTS:

May 20th at 9:00 a.m. - Coffee with the Commission (Finance and Police Departments)

May 29th City Offices will be closed for Memorial Day.

ITEMS FROM CITY ATTORNEY

None.

ADJOURNMENT

Motion by Reade, second by Hirsch to adjourn the meeting at 6:22 p.m.

(SEAL)

ATTEST:

Stephany Baumeister
Finance Officer

Melanie Torno
Mayor

Published once _____, 2023 at a cost of \$_____.

Ref. No	Invoice Number	Invoice Date	Check Date	Check	Invoice Description 1	
		Payable Date	Bank Code	Number	Status	Invoice Description 2
						Invoice Amount
Vendor:	DELTA DENTAL		0468			
10764	1874792	05/10/2023	05/10/2023	26381	S	Employee Dental Ins Apr
		05/10/2023	BANKW			
					Total for: DELTA DENTAL	
						856.70
Total Invoices:	1				Grand Total:	856.70

Edit List of Invoices - Detail w/GL

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Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
10765	AFLAC REMITTANCE PROCESSING	05/18/2023	BEFT	Employee Ins Premium	135.46
3322	1932 WYNNTON ROAD	05/18/2023	N		0.00
	COLUMBUS	05/18/2023	N	N	0.00
	GA 31999	05/18/2023	N	0	0.00
	<Emailing Stub Disabled>	05/11/2023	748660		135.46

GL Number	Account Name	Pay Amount	Relieve Amount
998-0000-2184	Accident Insurance	135.46	0.00
Distribution Total		135.46	0.00

Vendor Total: 135.46

10766	AT&T MOBILITY	05/18/2023	BANKW	PD FirstNet	526.56
1816		05/18/2023	N		0.00
		05/18/2023	N	N	0.00
		05/18/2023	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	287320061570X04242023		526.56

GL Number	Account Name	Pay Amount	Relieve Amount
101-4210-4281	Phone	526.56	0.00
Distribution Total		526.56	0.00

Vendor Total: 526.56

10767	BLACK HAWK WATER USERS DIS	05/18/2023	BANKW	7055 Leisure Ln Monthly usage	38.75
0021	PO BOX 476	05/18/2023	N		0.00
	BLACK HAWK	05/18/2023	N	N	0.00
	SD 57718	05/18/2023	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023			38.75

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4280	Utility Expense	38.75	0.00
Distribution Total		38.75	0.00

Vendor Total: 38.75

10801	BLACK HILLS ENERGY	05/18/2023	BANKW	Utilities	5,399.14
0714	PO BOX 7966	05/18/2023	N		0.00
	CAROL STREAM	05/18/2023	N	N	0.00
	IL 60197-7966	05/18/2023	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023			5,399.14

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4280	Utility Expense	489.90	0.00
101-4310-4280	Utility Expense	1,124.36	0.00
101-4520-4280	Utility Expense	48.19	0.00
604-4000-4280	Utility Expense	3,736.69	0.00
Distribution Total		5,399.14	0.00

Vendor Total: 5,399.14

10807	CARDMEMBER SERVICES	05/18/2023	BEFT	April credit card transactions	6,384.08
1665	PO BOX 306005	05/18/2023	N		0.00
	NASHVILLE	05/18/2023	N	N	0.00
	TN 37230-6005	05/18/2023	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	April 2023		6,384.08

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4250	Repair/Maint Expense	348.74	0.00

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Ref. No.	Vendor Name	Post Date	PO Number	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Req. No.	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Disc. %	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Invoice No.	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date				
	604-4000-4260	Supply/Material Exp			335.03	0.00
	604-4000-4270	Travel/Conf Expense			100.00	0.00
	101-4210-4290	Other Expense			50.00	0.00
	101-4140-4260	Supply/Material Exp			254.77	0.00
	101-4210-4215	Postage			17.25	0.00
	101-4210-4260	Supply/Material Exp			264.85	0.00
	101-4210-4261	Auto Expense			47.45	0.00
	101-4210-4270	Travel/Conf Expense			185.35	0.00
	101-4210-4290	Other Expense			88.68	0.00
	101-4210-4340	Equip Expense			265.90	0.00
	101-4310-4250	Repair/Maint Expense			165.00	0.00
	101-4310-4260	Supply/Material Exp			669.31	0.00
	101-4310-4261	Auto Expense			102.20	0.00
	101-4310-4340	Equip Expense			969.53	0.00
	101-4320-4273	Training Expense			2,308.08	0.00
	101-4652-4220	Prof Fees Expense			211.94	0.00
	Distribution Total				6,384.08	0.00

	CARDMEMBER SERVICES	05/18/2023		BEFT	PD Vehicle cc statement	
	PO BOX 306005	05/18/2023		N		109.06
10808	NASHVILLE	05/18/2023		N	N	0.00
1665	TN 37230-6005	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	april 2023-2			109.06

GL Number	Account Name	Pay Amount	Relieve Amount
101-4210-4250	Repair/Maint Expense	109.06	0.00
Distribution Total		109.06	0.00

Vendor Total: 6,493.14

	CBH CO-OP	05/18/2023		BANKW	Gov't Fuel April	
	2030 MAIN STREET	05/18/2023		N		3,481.11
10768	STURGIS	05/18/2023		N	N	0.00
1504	SD 57785	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023				3,481.11

GL Number	Account Name	Pay Amount	Relieve Amount
101-4320-4260	Supply/Material Exp	1,554.38	0.00
101-4310-4260	Supply/Material Exp	1,926.73	0.00
Distribution Total		3,481.11	0.00

Vendor Total: 3,481.11

	CITY OF RAPID CITY	05/18/2023		BANKW	Solid Waste Disposal April	
	300 6TH STREET	05/18/2023		N		4,297.23
10769	RAPID CITY	05/18/2023		N	N	0.00
0036	SD 57701	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	2305098			4,297.23

GL Number	Account Name	Pay Amount	Relieve Amount
101-4320-4323	Solid Waste Collection	4,297.23	0.00
Distribution Total		4,297.23	0.00

Vendor Total: 4,297.23

	CMS SERVICES	05/18/2023		BANKW	replace heater elements	
	PO BOX 23	05/18/2023		N		1,364.86
10802	BLACK HAWK	05/18/2023		N	N	0.00
1783	SD 57718	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	5513			1,364.86

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Vendor No.	Vendor Address	Pay. Date	Req. No.	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Disc. %	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Invoice No.	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date				

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4250	Repair/Maint Expense	1,364.86	0.00
Distribution Total		1,364.86	0.00

Vendor Total: 1,364.86

0770	DEMERSSEMAN JENSEN	05/18/2023		BANKW	Legal Services	
	PO BOX 1820	05/18/2023		N		2,297.50
0765	RAPID CITY	05/18/2023		N	N	0.00
	SD 57709-1820	05/18/2023	0.00	Y	0	0.00
	<Emailing Stub Disabled>	05/18/2023	36750			2,297.50

GL Number	Account Name	Pay Amount	Relieve Amount
101-4141-4220	Prof Fees Expense	2,297.50	0.00
Distribution Total		2,297.50	0.00

Vendor Total: 2,297.50

10771	FIRST NATIONAL TRUST AND	05/18/2023		BEFT	ACH Payment P&I	
	100 SOUTH PHILLIPS AVENUE	05/18/2023		N		24,975.77
1125	SIOUX FALLS	05/18/2023		N	N	0.00
	SD 57117-5186	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	Feb 2023			24,975.77

GL Number	Account Name	Pay Amount	Relieve Amount
604-4700-4710	Swr SRF Principal	20,676.25	0.00
604-4700-4712	Swr SRF Interest	4,299.52	0.00
Distribution Total		24,975.77	0.00

10772	FIRST NATIONAL TRUST AND	05/18/2023		BEFT	ACH payment P&I	
	100 SOUTH PHILLIPS AVENUE	05/18/2023		N		24,975.77
1125	SIOUX FALLS	05/18/2023		N	N	0.00
	SD 57117-5186	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	May 2023			24,975.77

GL Number	Account Name	Pay Amount	Relieve Amount
604-4700-4710	Swr SRF Principal	20,676.25	0.00
604-4700-4712	Swr SRF Interest	4,299.52	0.00
Distribution Total		24,975.77	0.00

Vendor Total: 49,951.54

10774	GOLDEN WEST TECHNOLOGIES	05/18/2023		BANKW	Comprehensive Svcs 03/01-03/31	
	2727 N PLAZA DRIVE	05/18/2023		N		3,249.50
0246	RAPID CITY	05/18/2023		N	N	0.00
	SD 57702-9391	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	410882			3,249.50

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4220	Prof Fees Expense	3,249.50	0.00
Distribution Total		3,249.50	0.00

10775	GOLDEN WEST TECHNOLOGIES	05/18/2023		BANKW	Microsoft Office 365 Sub. Lice	
	2727 N PLAZA DRIVE	05/18/2023		N		559.00
0246	RAPID CITY	05/18/2023		N	N	0.00
	SD 57702-9391	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	410881			559.00

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Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4220	Prof Fees Expense	559.00	0.00
Distribution Total		559.00	0.00

Vendor Total: 3,808.50

10773	HAVEMAN BUSINESS SERVICES	05/18/2023		BANKW	YTD billing	
	PO BOX 2128	05/18/2023		N		2,287.50
1115	RAPID CITY	05/18/2023		N	N	0.00
	SD 57709	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	518			2,287.50

GL Number	Account Name	Pay Amount	Relieve Amount
101-4140-4220	Prof Fees Expense	2,287.50	0.00
Distribution Total		2,287.50	0.00

Vendor Total: 2,287.50

10805	HERMANSON EGGE ENGINEERING	05/18/2023		BANKW	2023-07-05A Basement Inspectio	
	5800 SOLDIER ROAD	05/18/2023		N		110.00
1506	RAPID CITY	05/18/2023		N	N	0.00
	SD 57702	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	2023.073			110.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4232-4232	Building Inspection Expense	110.00	0.00
Distribution Total		110.00	0.00

Vendor Total: 110.00

10776	IBM	05/18/2023		BANKW	MaaS360 Essential Suite	
	PO BOX 643600	05/18/2023		N		26.84
1694	PITTSBURGH	05/18/2023		N	N	0.00
	PA 15264-3600	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	4157108			26.84

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4220	Prof Fees Expense	26.84	0.00
Distribution Total		26.84	0.00

Vendor Total: 26.84

10777	IRON OUTFITTER WASTE SERVICE	05/18/2023		BANKW	shredding	
	PO BOX 1846	05/18/2023		N		31.95
1036	RAPID CITY	05/18/2023		N	N	0.00
	SD 57709	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	40741050923			31.95

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4220	Prof Fees Expense	31.95	0.00
Distribution Total		31.95	0.00

Vendor Total: 31.95

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Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
10804	MDU	05/18/2023	BANKW	Utilities	957.85
10937	PO BOX 5600	05/18/2023	N		0.00
	BISMARCK	05/18/2023	N	N	0.00
	ND 58506-5600	05/18/2023	0.00	0	957.85
	<Emailing Stub Disabled>	05/18/2023			

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4280	Utility Expense	74.60	0.00
101-4192-4280	Utility Expense	199.19	0.00
604-4000-4280	Utility Expense	684.06	0.00
Distribution Total		957.85	0.00

Vendor Total: 957.85

10803	MID-AMERICAN RESEARCH CHEMICALS	05/18/2023	BANKW	WWTP supplies	796.66
1110	PO BOX 927	05/18/2023	N		0.00
	COLUMBUS	05/18/2023	N	N	0.00
	NE 68602-0927	05/18/2023	0.00	0	796.66
	<Emailing Stub Disabled>	05/18/2023	0789916-IN		

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4263	Chemicals and Lab Supplies	796.66	0.00
Distribution Total		796.66	0.00

Vendor Total: 796.66

10778	MIDCONTINENT COMMUNICATIONS	05/18/2023	BANKW	WWTP Telephone	176.50
1433	PO BOX 5010	05/18/2023	N		0.00
	SIOUX FALLS	05/18/2023	N	N	0.00
	SD 57117-0510	05/18/2023	0.00	0	176.50
	<Emailing Stub Disabled>	05/18/2023			

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4280	Utility Expense	176.50	0.00
Distribution Total		176.50	0.00

Vendor Total: 176.50

10779	MIDCONTINENT TESTING LABS	05/18/2023	BANKW	WWTP Testing	175.50
1157	PO BOX 3388	05/18/2023	N		0.00
	RAPID CITY	05/18/2023	N	N	0.00
	SD 57709	05/18/2023	0.00	0	175.50
	<Emailing Stub Disabled>	05/18/2023	122218		

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4262	Testing Expense	175.50	0.00
Distribution Total		175.50	0.00

Vendor Total: 175.50

10780	NBS CALIBRATIONS	05/18/2023	BANKW	Calibrate Lab Equipment	488.00
0081	9556 W BLOOMINGTON FREEWAY	05/18/2023	N		0.00
	BLOOMINGTON	05/18/2023	N	N	0.00
	SD 55431	05/18/2023	0.00	0	488.00
	<Emailing Stub Disabled>	05/18/2023	0135230		

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4263	Chemicals and Lab Supplies	488.00	0.00

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Ref. No.	Vendor Name	Post Date	PO Number	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date		Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.			

Distribution Total	488.00	0.00
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Vendor Total: 488.00

NEW LEAF LLC	05/18/2023		BANKW	Variance sign refund	
	05/18/2023		N		75.00
10781	05/18/2023		N	N	0.00
1905	05/18/2023	0.00	N	0	0.00
<Emailing Stub Disabled>	05/18/2023				75.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4652-4290	Other Expense	75.00	0.00
Distribution Total		75.00	0.00

Vendor Total: 75.00

NORTHERN TRUCK EQUIPMENT	05/18/2023		BANKW	H-Bean and Pins	
PO BOX 563	05/18/2023		N		6,026.95
10806	05/18/2023		N	N	0.00
1413	05/18/2023	0.00	N	0	0.00
<Emailing Stub Disabled>	05/18/2023	RCI02861			6,026.95

GL Number	Account Name	Pay Amount	Relieve Amount
101-4320-4290	Other Expense	6,026.95	0.00
Distribution Total		6,026.95	0.00

Vendor Total: 6,026.95

ON-SITE FIRST AID & SAFETY	05/18/2023		BANKW	First Aid Supplies	
3222 CHAPEL LANE	05/18/2023		N		58.70
10782	05/18/2023		N	N	0.00
1826	05/18/2023	0.00	N	0	0.00
<Emailing Stub Disabled>	05/18/2023	2433			58.70

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4250	Repair/Maint Expense	58.70	0.00
Distribution Total		58.70	0.00

Vendor Total: 58.70

PRINT MARKET	05/18/2023		BANKW	4X8 sign by WWTP	
404 SAINT ONGE ST	05/18/2023		N		601.25
10783	05/18/2023		N	N	0.00
0007	05/18/2023	0.00	N	0	0.00
<Emailing Stub Disabled>	05/18/2023	83542			601.25

GL Number	Account Name	Pay Amount	Relieve Amount
101-4320-4250	Repair/Maint Expense	601.25	0.00
Distribution Total		601.25	0.00

PRINT MARKET	05/18/2023		BANKW	Business Cards Reade & Birgen	
404 SAINT ONGE ST	05/18/2023		N		61.40
10784	05/18/2023		N	N	0.00
0007	05/18/2023	0.00	N	0	0.00
<Emailing Stub Disabled>	05/18/2023	84136			61.40

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4260	Supply/Material Exp	30.70	0.00
101-4140-4260	Supply/Material Exp	30.70	0.00

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Ref. No.	Vendor Name	Post Date	PO Number	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Req. No.	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Disc. %	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Invoice No.	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date				

Distribution Total					61.40	0.00
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Vendor Total: 662.65

10785	RAPID CITY JOURNAL	05/18/2023		BANKW	Notice of Election Municipalit	
0008	P O BOX 80528	05/18/2023		N		73.70
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	54920			73.70

GL Number	Account Name	Pay Amount	Relieve Amount
101-4130-4230	Publishing Exp	73.70	0.00
Distribution Total		73.70	0.00

10786	RAPID CITY JOURNAL	05/18/2023		BANKW	Election Ballott 2023	
0008	P O BOX 80528	05/18/2023		N		91.65
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	55290			91.65

GL Number	Account Name	Pay Amount	Relieve Amount
101-4130-4230	Publishing Exp	91.65	0.00
Distribution Total		91.65	0.00

10787	RAPID CITY JOURNAL	05/18/2023		BANKW	Comm Meeting Minutes 3/16	
0008	P O BOX 80528	05/18/2023		N		179.36
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	55605			179.36

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4230	Publishing Exp	179.36	0.00
Distribution Total		179.36	0.00

10788	RAPID CITY JOURNAL	05/18/2023		BANKW	Notice of hearing CUP	
0008	P O BOX 80528	05/18/2023		N		57.13
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	55863			57.13

GL Number	Account Name	Pay Amount	Relieve Amount
101-4652-4230	Publishing Exp	57.13	0.00
Distribution Total		57.13	0.00

10789	RAPID CITY JOURNAL	05/18/2023		BANKW	P&Z mtg 3/28	
0008	P O BOX 80528	05/18/2023		N		58.27
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	55866			58.27

GL Number	Account Name	Pay Amount	Relieve Amount
101-4652-4230	Publishing Exp	58.27	0.00
Distribution Total		58.27	0.00

10790	RAPID CITY JOURNAL	05/18/2023		BANKW	Resolution 2023-06	
0008	P O BOX 80528	05/18/2023		N		420.41
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	56050			420.41

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Vendor No.	Vendor Address	Pay. Date		Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Sep. Ch.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.			

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4230	Publishing Exp	420.41	0.00
Distribution Total		420.41	0.00

0791	RAPID CITY JOURNAL	05/18/2023		BANKW	P&Z Meeting 4/12	
0008	P O BOX 80528	05/18/2023		N		55.41
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	56194			55.41

GL Number	Account Name	Pay Amount	Relieve Amount
101-4652-4230	Publishing Exp	55.41	0.00
Distribution Total		55.41	0.00

10792	RAPID CITY JOURNAL	05/18/2023		BANKW	Special Comm Mtg 4/13	
0008	P O BOX 80528	05/18/2023		N		48.56
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	56195			48.56

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4230	Publishing Exp	48.56	0.00
Distribution Total		48.56	0.00

10793	RAPID CITY JOURNAL	05/18/2023		BANKW	Comm Mtg 4/06	
0008	P O BOX 80528	05/18/2023		N		273.61
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	56266			273.61

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4230	Publishing Exp	273.61	0.00
Distribution Total		273.61	0.00

10794	RAPID CITY JOURNAL	05/18/2023		BANKW	Variance before Board of Adust	
0008	P O BOX 80528	05/18/2023		N		52.56
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	56357			52.56

GL Number	Account Name	Pay Amount	Relieve Amount
101-4652-4230	Publishing Exp	52.56	0.00
Distribution Total		52.56	0.00

10795	RAPID CITY JOURNAL	05/18/2023		BANKW	resolution 2023-06	
0008	P O BOX 80528	05/18/2023		N		53.13
	LINCOLN	05/18/2023		N	N	0.00
	NE 68501	05/18/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	56442			53.13

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4230	Publishing Exp	53.13	0.00
Distribution Total		53.13	0.00

Vendor Total: 1,363.79

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Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
0796	SD ONE CALL	05/18/2023	BANKW	29 Notifications April 2023	
1018	PO BOX 1605	05/18/2023	N		30.45
	SIOUX FALLS	05/18/2023	N	N	0.00
	SD 57101	05/18/2023	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	SD23-01076		30.45

GL Number	Account Name	Pay Amount	Relieve Amount
101-4232-4290	Other Expense	30.45	0.00
Distribution Total		30.45	0.00

Vendor Total: 30.45

10797	SOUTH DAKOTA STATE TREASURY	05/18/2023	BEFT	April 2023 Sales Tax Collected	
1245		05/18/2023	N		1,153.79
		05/18/2023	N	N	0.00
		05/18/2023	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	april2023		1,153.79

GL Number	Account Name	Pay Amount	Relieve Amount
101-0000-2170	Sales Tax Payable	1,153.79	0.00
Distribution Total		1,153.79	0.00

Vendor Total: 1,153.79

10798	TYLER TECHNOLOGIES, INC	05/18/2023	BANKW	Configuration with Doug	
1023	PO BOX 203556	05/18/2023	N		1,233.75
	DALLAS	05/18/2023	N	N	0.00
	TX 75320-3556	05/18/2023	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	025-422242		1,233.75

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4340	Equip Expense	1,233.75	0.00
Distribution Total		1,233.75	0.00

10799	TYLER TECHNOLOGIES, INC	05/18/2023	BANKW	configuration with Doug	
1023	PO BOX 203556	05/18/2023	N		2,598.75
	DALLAS	05/18/2023	N	N	0.00
	TX 75320-3556	05/18/2023	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	025-421516		2,598.75

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4340	Equip Expense	2,598.75	0.00
Distribution Total		2,598.75	0.00

Vendor Total: 3,832.50

10800	USA BLUEBOOK	05/18/2023	BANKW	manhole cover lifter & caps	
1024	PO BOX 9004	05/18/2023	N		761.05
	GURNEE	05/18/2023	N	N	0.00
	IL 60031-9004	05/18/2023	N	0	0.00
	<Emailing Stub Disabled>	05/18/2023	346151		761.05

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4263	Chemicals and Lab Supplies	761.05	0.00
Distribution Total		761.05	0.00

Vendor Total: 761.05

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Ref. No.	Vendor Name	Post Date	PO Number	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date		Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.			

Grand Total: 96,809.47

Less Credit Memos: 0.00

Net Total: 96,809.47

Less Hand Check Total: 0.00

Outstanding Invoice Total: 96,809.47

Total Invoices: 44

April 2023 Finance Department Monthly Recap

- Concluded Assistant Finance Officer interview, offer was accepted and she will start May 8, 2023
- Two full weeks of Finance Configuration with Doug from 7:30am to 3:30pm, also assigned homework
- Zoom meeting with Doug to Test new check stock
- Reviewed standard forms for Incode 10, sent my thought to Lisa, we both agreed and let Nancy Brady know.
- Bi-weekly status call with Nancy Brady on migration timelines
- Processed payroll for 15 employees, 1 Mayor, 5 Commissioners and 5 P&Z Board members
 - 941 filed electronically
 - SDRS filed electronically
 - SD Health Pool, Aflac, Delta Dental
 - Quarterly State unemployment
 - Quarterly 941
- Submitted South Dakota Sales Tax
- Processed 97 invoices to be paid totaling \$1,065,901.11, this included WWTP expansion payment that we will get reimbursed for.
- Processed 942 Utility Bills for April
 - Mailed out May 1, 2023
- Applied payments to accounts, created deposit and ran checks through bank scanner, took cash deposit into bank
- 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
- Building permits for basement finish; uploaded to one drive for Shane to access
- Contractor Licenses
- Newsletter
- Submitted information for Cops Grant draw
- Adjustments to resident accounts
 - Lockbox didn't post to account, didn't find this out until billing went out. Called Fund balance and they showed me how to correct all of them and remove the penalty
- Election held at City Hall
- SDML Directory updates
- Contacted Vast to update Finance Dept. Phones with updated info

April 2023 Wastewater Department report

Daily Operations

4-5 Construction meeting.
4-11 Construction halted due to materials on 2-week delay
4-11 Submitted monthly report to DANR
4-20 RESPEC tour of the plant
4-24 Reinstalled UV system
4-24 Completed Owen's annual evaluation
4-25 Attended Pre-Concrete meeting with HDR, Pete Lein, and RCS
4-26-27 Attended West River Water Expo
Responded to 24 requests for location services

Special Projects

Misc

April

Sanitation

Hauled Solid Waste, Recycling, Cardboard and Yard waste. Repaired/cleaned/ and delivered cans as needed. Serviced and cleaned solid waste equipment. Placed yard waste containers for the season.

Mack is down awaiting repairs to the arm. Repaired Sun Valley yard waste sign.

Public works

Plowed Snow. Sanded intersections. Repaired plow equipment. Attended council meeting. Prepped Snow removal equipment. Performed maintenance on public works equipment. Completed instructor training for Defensive driving. Attended a department head meeting. Has Numerous conversations with the Public Works Commissioner, Mayor and City Staff. Cleaned city hall parking lot, Swept streets with street sweeper. Patched a couple of pot holes.

Code enforcement

Issued notices of violation that were reported to the Code Enforcement Officer.

Parks

Plowed parking lot and sidewalks. Edged parks. Repaired basketball nets.

Miscellaneous

Installed Battery Backup for the Finance Officer, and trouble shot and repaired the Speed trailer for the police department.



SUMMERSET POLICE DEPARTMENT

SummerSet Police Department Monthly Report-April 2023

Grants: Currently operating under the COPS and Highway Safety Grant-In compliance.

Submitted the Highway Safety Grants for Speed/Seatbelt and DUI enforcement monies and two Stalker Radars and two Preliminary Breath Testers.

Calls for Service: 353

Traffic stops: 110

Breakdown for some calls of service:

DUI- 2

Drugs- 8

Assaults- 7

Deaths- 2

Suicide attempts- 3

Motor vehicle crashes- 5

Sexual offenses- 3

Thefts- 2

Vandalism- 1

Burglary alarms- 5

Medical responses- 10

Assist-other-agency- 43

Animal complaints- 12

Assist persons- 13

Sex offender registrations- 2

Warrants served- 2

Community Service: Officer Uebel participated in 2 community service events at Our Lady of the Black Hills

Department Training: Officer Macrander and Chief Nasser attended Legal Pitfalls In Background Investigations, Leadership During Crisis, Creating & Maintaining A High Reliability Operation, Individual + Joint Association Business Meeting-SD Sheriff's & Chiefs Conference

Officer Siferd completed the State Handgun Qualification

Officer Uebel attended Street Cop Training Conference

APRIL 2023 CITY ADMINISTRATOR REPORT

ECONOMIC DEVELOPMENT

- Signed up for GOED Event on Financing.
- Visited with H. Sage regarding upcoming video on Summerset economic development.
- Met with M. Torno and A. Anglin on vision committee and getting citizen involved.
- Attended GOED Presentation on CEDS Revision.

GRANTS

- Followed up on SAMS. Gov to make sure our annual renewal went through.
- Set up user roles in Just Grants for R. Nasser and S. Baumeister.
- Reviewed SWP Grant Funding, SRF Funding, LWCF Funding and CDBG Funding and their due dates.

PLANNING & ZONING

- T. Rudensleben – fencing, easement, and engineering questions.
- D. Hirsch visited with me regarding upcoming Planning & Zoning meeting.
- T. Morris visited with me regarding the status on Norman Ranch and whether or not City had received a master plan.
- Sent out review on P. Olsen on Lots and revised layout plan on 11 acres.
- Visited with B. Cantalano on building permit and inspections.
- Visited M. Roherdom on building permit – outside our jurisdiction, sent them to Meade County.
- P. Olsen called and we went over the review together and what items still needed to be completed.
- Sent J. Hanson his second layout plat review.
- Completed two agendas for Planning & Zoning Meetings on 4/12 and 4/25.
- Visited engineer L. Shagla on upcoming Planning & Zoning meeting items.
- Visited with citizens regarding property adjacent to their land. Questions on right of way, erosion and building – I called M. Rooke/B. Rich on questions and passed information back to citizens.
- Answered questions on building permit, not our jurisdiction – they were sent to City of Piedmont.
- Visited J. Tucker on subdividing.
- Received a call regarding roofing permits and what is needed.
- Returned call to J. Semmler on building and permitting.
- Visited with A. Kayl on Gingras property. Gave him a layout application to give to Mr. Gingras.
- Visited T. Wagner on building permit.
- Went over review with L. Shagla on Hanson Layout Plan.
- Visited S. Vasknetz – Baseline Surveying on preliminary/final plat of Seedtime & Harvest LLC.
- Completed two sets of Planning & Zoning Minutes – sent to paper for publication.
- Visited with J. Rhodes on layout and building permit.
- Visited W. Fredrickson on property lines.
- Met with M. Leon regarding variance on property.
- Drafted Notice on New Leaf Variance and sent it to the paper for publication.

*See next page

MARCH 2023 CITY ADMINISTRATOR REPORT CONT.

PLANNING & ZONING CONT.

- Visited with T. Norman on preliminary plat information.
- Visited with R. Wammon on maps on Telluride of drainage.
- Visited with E. Klucksdahl on variance notice received.
- Visited with T. Cornielson on variance notice received.
- Met with L. Shagla on WBI on utility right of ways.

MISC. CONT

- Answered questions from N. Hilding
- Visited with M. Torno on upcoming storm preparedness and teleworking from home if the interstate gets closed.
- Sound Pro came out to Summerset and did a visit on install. We visited on where we wanted everything to be set up at.
- Put updates on City events on Facebook.
- Checked on Cyber Security emails with B. Crawford.
- Visited with H. Lamont on City Services provided.
- Followed up with SDPAA on incorrect invoice for City of Summerset insured.
- Reviewed Interrogatories and Request for Production of Documents in CIV-23-20.
- Visited with T. Wieczorek regarding CIV-23-20 – insurance coverage.
- Visited with A. Kayl regarding Arbor Day and planting of trees.
- Finished ARPA Funding Audit Report due April 1st.
- Reset D. Hirsch email – trouble getting emails.
- Visited with J. Ambrose regarding tour of facilities with RESPEC.
- Set up a meeting with J. Krambeck on insurance renewals.
- Visited with T. Morris regarding follow-up resolution and publication of the same.
- Visited with Ken from Black Hawk Water on contract and follow-up.
- Followed-up with M. Wheeler on status of Black Hawk Water contract.
- Compiled messages from text my gov to give to the police department.
- Updated City website with correct forms.
- Zoom meeting on FEMA, attended by M. Torno, L. Shagla and myself.
- Helped Y. Carter with Parks & Rec. Board Agenda and Posting.
- Visited with M. Torno regarding draft agenda items.
- Received a call from P. Olsen regarding proposed Black Hawk annexation.
- Did set up for Parks and Rec. Meeting.
- Visited with S. Reade regarding security and doors.
- Visited with A. Kayl on illegal dumping of trash.
- Visited with C. Shoemaker and City Wide Clean up.

- Attended staff meeting called by the Mayor
- Attended BH Council of Local Governments Meeting.
- Listened to speakers J. Becker SDDOT and K. Penney KLJ Engineering on airports/zoning.

APRIL 2023 CITY ADMINISTRATOR REPORT CONT.

FINANCE DEPT

- Answered questions from N. Hilding on date and time of City Election.
- Rescheduled meeting with M. Cedino from Incode on Tyler Payments.
- Visited with N. Brady from Incode on sample checks, follow up done with BankWest.
- Held an election school for the election workers to train them in best practices for the upcoming City Election.
- Completed set up for election day, along with election supplies, and information.
- Visited with M. Kullbohm on liquor licensing and casino machines.
- Completed minutes for April 6th Commission meeting.
- Visited with N. Hilding on polling places for the upcoming City Election.
- Incode 10 – Configuration training and set up on payroll.
- Visited with Incode on credit card payments, online payments and system currently used.
- Reviewed cashiering codes that will be configured into the new software.
- Working with Casey Peterson and Associates on what they will need for upcoming audit.
- Visited with J. Rhodes on liquor licensing.
- Incode 10 training on Time-Entry.
- Continued working on pay scales and grades.
- Compiled numbers with S. Baumeister for SRO budget funding with Meade 46-1.
- Trained S. Baumeister on malt beverage licensing.
- Training on Incode 10 for check printing and testing of checks.



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
 - ☐ Major Amendment
 - ☐ 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) _____

RECEIVED
APR 18 2023
BY: _____

LEGAL DESCRIPTION (Attach additional sheets as necessary)

EXISTING TRACT 1 of Richardson Sub. less lot H1, LESSOR H2 & LESS Lot H3 SW 1/4 AND SW 1/4 OF SE 1/4 of SECTION 31, T3N, R7E BHM MEADE CO. SD

PROPOSED HEATHER LANE, SUMMERSET SD.

LOCATION

Size of Site-Acres <u>20+/-</u>	Square Footage	Proposed Zoning
DESCRIPTION OF REQUEST: <u>ELIMINATE SIDEWALK & HL Ramps</u>		Utilities: Private / Public
HARDSHIP: <u>INCREASE DEVELOPMENT FEE BURDEN TO COMPLETION LEAD SIDEWALK NOWHERE UNNECESSARY EXPENSE THAT WOULD</u>		Water
		Sewer

APPLICANT

Name NEW LEAF LLC Phone 605-787-5187
 Address 7875 Black Hawk Road P.O. Box 742 E-mail MJLEON67@hotmail.com
 City, State, Zip Black Hawk, SD. 57718

PROJECT PLANNER - AGENT

Name RENNER AND ASSOC. Phone 605-721-7310
 Address 3231 TEWINOT DR. E-mail IAN@FENNEPASSOC.COM
 City, State, Zip Rapid City SD. 57703

OWNER OF RECORD (If different from applicant)

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

Matthew J. Leon 4/18/23
 Property Owner Signature Date

Signature _____ Date _____
 Print Name: MATTHEW J. LEON
 Title*: MEMBER

*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: NEW LEAF 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:

Variance request for sidewalk and handicapped ramps.

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 9th day of May 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 19th day of April, 2023.

City of Summerset

Published once 4/25/2023, at an approximate cost of \$52.56.

Customer Ad Proof

132-60017480

SUMMERSET FINANCE OFFICE

Order Nbr 56357

Publication	Rapid City Journal	PO Number	Lisa Schieffer
Contact	SUMMERSET FINANCE OFFICE	Rate	Open
Address 1	7055 LEISURE LANE	Order Price	52.56
Address 2		Amount Paid	0.00
City St Zip	SUMMERSET SD 57718	Amount Due	52.56
Phone	6057189858	Start/End Dates	04/25/2023 - 04/25/2023
Fax	6051789883	Insertions	1
Section	Legal	Size	57
SubSection		Salesperson(s)	Legals 90
Category	0072 Public Notices	Taken By	Shawn Killinger
Ad Key	56357-1		
Keywords	Notice of Public Hearing of APPLICATION FOR		
Notes			

Ad Proof

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Variance:

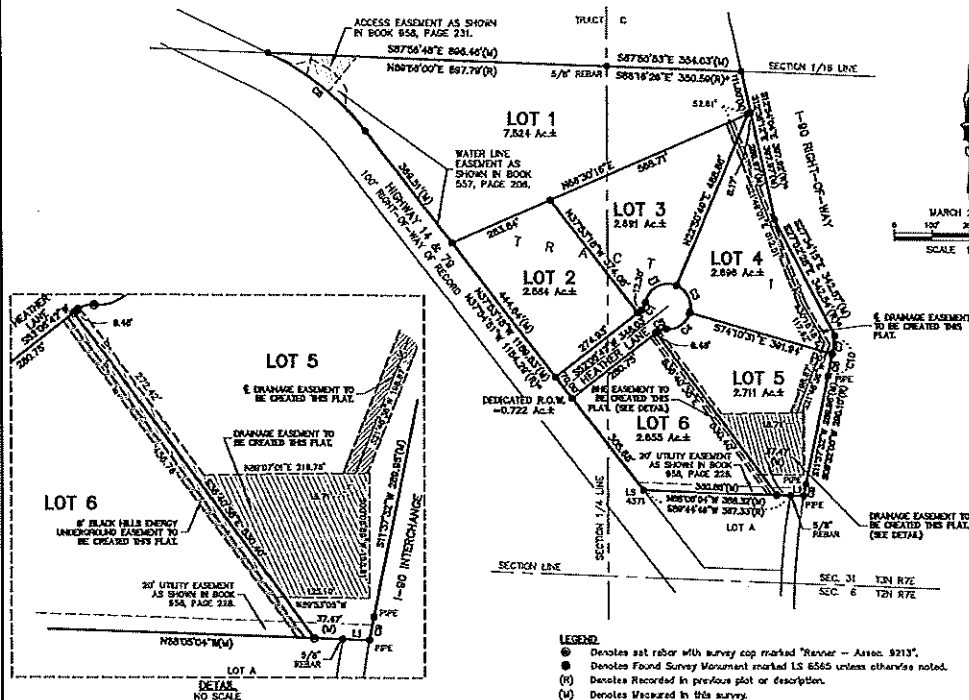
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Dated this 19th day of April, 2023.
City of Summerset

(Published April 25, 2023, at the total approximate cost of \$52.56 and may be viewed free of charge at www.sdpublicnotices.com)
Legal No: 56357

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
1	N89°17'23"W	35.57'
2	S89°44'49"W	35.53'

CHORD	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
CH1	22.50'	30.00'	43.00°07'	N30°34'06"E	22.02'
CH2	106.61'	28.00'	103°49'15"	N05°52'12"E	92.87'
CH3	65.45'	68.00'	87°56'40"	S25°39'31"E	78.17'
CH4	81.72'	26.00'	77°22'20"	N55°52'58"E	75.30'
CH5	22.50'	30.00'	43.00°07'	N73°39'15"E	22.03'
CH6	62.15'	1760.00'	01°57'27"	S10°44'29"W	62.13'
CH7	47.75'	1760.00'	01°57'20"	S26°57'02"W	47.72'
CH8	331.85'	724.87'	28°18'10"	N51°51'23"W	329.08'
CH9	345.55'	724.07'			
CH10	31.39'	1188.50'	01°07'53"	S11°04'17"W	31.34'
CH11	31.50'	1582.50'	01°08'08"		
CH12	107.61'	1760.00'	03°30'47"	S09°57'49"W	107.59'
CH13	106.00'	1760.00'			

- LEGEND**
- Denotes set rebar with survey cap marked "Banner - Assoc. 9213".
 - Denotes Found Survey Monument marked LS 6565 unless otherwise noted.
 - (H) Denotes Recorded in previous plat or description.
 - (M) Denotes Measured in this survey.
 - (H)* Denotes Recorded in previous plat or description. Bearings are State Plane Coordinate System.

NOTES

Eight foot (8') utility and minor drainage easement is hereby granted on the interior of all lot lines, except where drainage easements already shown and/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.

DUE TO THE PRESENCE OF CYPRUS 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.

BASIS OF BEARINGS
 SOUTH DAKOTA STATE PLANE COORDINATE SYSTEM, NORTH ZONE, NAD83(2011), DISTANCES ARE GRID; SCALE FACTOR = 1.00005588 GRID TO GROUND CONVERGENCE ANGLE OF -02°21'01" GRID TO GEODETIC NORTH.

FLOODPLAIN STATEMENT
 BASED ON THE FLOOD INSURANCE RATE MAP NUMBER 46093C1787E, EFFECTIVE DATE SEPTEMBER 16, 2011, INDICATES THE SUBJECT PROPERTY IS LISTED IN ZONE X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD PLAIN.

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 encumbrance, 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, uniform and sediment control regulations.

Any land shown on the within plat 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 this fee of such land.

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

OWNER: NEW LEAF, LLC.

BY: Melvin J. Leach, Member



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 miscellaneous record or private easements that are not known to me are not shown herein.

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

Eric D. Howard, Registered Land Surveyor Date: _____

ACKNOWLEDGMENT OF CONVEYANCE

State of South Dakota
 County of Pennington S.S.

On this _____ day of _____, 20____, before me, a Notary Public, personally appeared Melvin J. Leach, 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: _____

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 the Council of Commissioners that:

- The system of streets set forth therein conforms to the system of streets of the existing plat of the City.
- All provisions of the City subdivision regulations have been complied with.
- All taxes and special assessments upon the tract or subdivision have been fully paid, and
- such 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 _____ City Clerk _____

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 _____

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 DIRECTOR OF EQUALIZATION

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

Dated this _____ day of _____, 20____.

Meade County Director of Equalization _____

CERTIFICATE OF COUNTY TREASURER

I, Treasurer of Meade County, South Dakota, do hereby certify that all taxes, which are due 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 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 _____ Date _____

CERTIFICATE OF REGISTER OF DEEDS

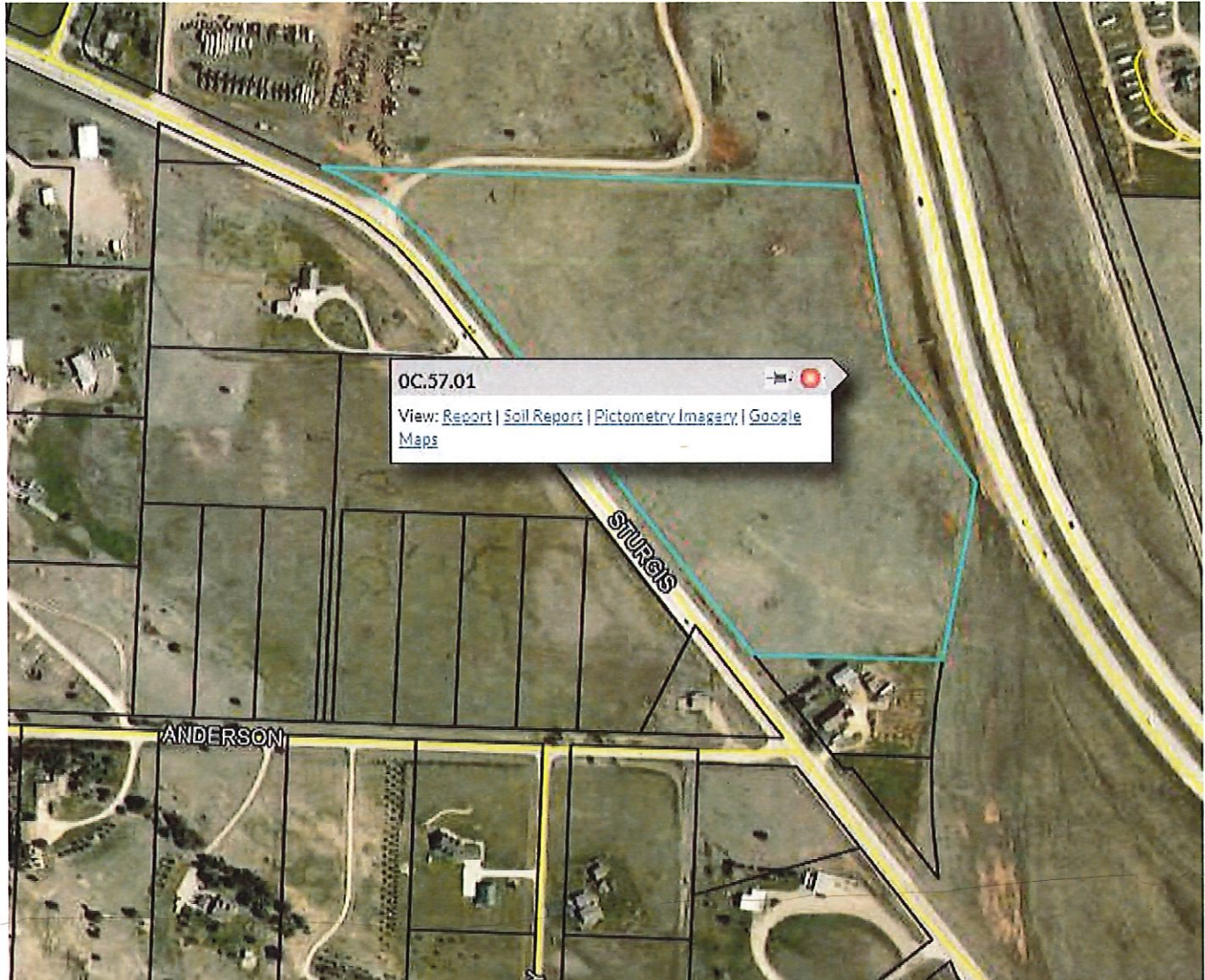
State of South Dakota
 County of Meade S.S.

CERTIFICATE OF CITY FINANCE OFFICER

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

Dated this _____ day of _____, 20____.

Finance Officer _____



OC.57.01



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

STURE'S

ANDERSON

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:

Second Reading:

Adoption:

Publication:

Effective:

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

9-9-20. Mayor's area of responsibility in five-commissioner municipality.

If any municipality is governed by a board consisting of five commissioners, 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. The mayor is the chief executive officer of the municipality, presides at all meetings of the board, and has general supervision over all departments and officers. In the absence or inability of a commissioner, the mayor shall temporarily take charge of the department of that commissioner. 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. The mayor shall grant all licenses or permits, except as are required by ordinance to be granted by the board or by some other department or officer. 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. The mayor shall annually and from time to time give the board information relative to the affairs of the municipality and shall recommend for the board's consideration any measure the mayor deems expedient.

Source: SL 1913, ch 119, § 19; SL 1915, ch 113, § 3; RC 1919, § 6225; SDC 1939, § 45.0806 (1); SL 1992, ch 60, § 2; SL 2018, ch 49, § 19.

9-9-21. 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.

Source: SDC 1939, § 45.0806 (2); SL 1991, ch 69, § 2; SL 2000, ch 35, § 1; SL 2018, ch 49, § 20.

9-9-22. 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.

Source: SDC 1939, § 45.0806 (3); SL 1991, ch 69, § 3; SL 2000, ch 35, § 2; SL 2018, ch 49, § 21.

9-9-23. 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.

Source: SDC 1939, § 45.0806 (4); SL 1991, ch 69, § 4; SL 2000, ch 35, § 3; SL 2018, ch 49, § 22.

9-9-24. 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.

Source: SDC 1939, § 45.0806 (5); SL 1991, ch 69, § 5; SL 2000, ch 35, § 4; SL 2018, ch 49, § 23.

EXPENDITURE REPORT

Page: 1

5/16/2023

8:35 am

City of Summerset

For the Period: 1/1/2023 to 4/30/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - General Fund							
Expenditures							
Dept: 4110 Commission Expenses							
4110 Wage Expense	28,000.00	28,000.00	9,333.28	2,333.32	0.00	18,666.72	33.3
4120 PR Tax Expense	2,142.00	2,142.00	669.45	133.89	0.00	1,472.55	31.3
4210 Other Ins Expense	500.00	500.00	60.65	60.65	0.00	439.35	12.1
4230 Publishing Exp	3,000.00	3,000.00	3,407.40	654.64	0.00	-407.40	113.6
4260 Supply/Material Exp	200.00	200.00	133.85	77.00	0.00	66.15	66.9
4270 Travel/Conf Expense	100.00	100.00	0.00	0.00	0.00	100.00	0.0
4281 Phone	2,400.00	2,400.00	750.00	200.00	0.00	1,650.00	31.3
4290 Other Expense	500.00	500.00	11.50	0.00	0.00	488.50	2.3
Commission Expenses	36,842.00	36,842.00	14,366.13	3,459.50	0.00	22,475.87	39.0
Dept: 4115 Contingency Expense							
4415 Contingency Expense	160,794.00	160,794.00	0.00	0.00	0.00	160,794.00	0.0
Contingency Expense	160,794.00	160,794.00	0.00	0.00	0.00	160,794.00	0.0
Dept: 4120 Mayoral Expense							
4110 Wage Expense	23,000.00	23,000.00	7,666.68	1,916.67	0.00	15,333.32	33.3
4120 PR Tax Expense	1,760.00	1,760.00	586.48	146.62	0.00	1,173.52	33.3
4210 Other Ins Expense	100.00	100.00	0.00	0.00	0.00	100.00	0.0
4220 Prof Fees Expense	800.00	800.00	200.00	0.00	0.00	600.00	25.0
4260 Supply/Material Exp	50.00	50.00	42.43	19.23	0.00	7.57	84.9
4270 Travel/Conf Expense	100.00	100.00	207.95	35.00	0.00	-107.95	208.0
4281 Phone	600.00	600.00	200.00	50.00	0.00	400.00	33.3
4290 Other Expense	1,500.00	1,500.00	362.50	100.00	0.00	1,137.50	24.2
Mayoral Expense	27,910.00	27,910.00	9,266.04	2,267.52	0.00	18,643.96	33.2
Dept: 4130 Election Expense							
4110 Wage Expense	600.00	600.00	0.00	0.00	0.00	600.00	0.0
4220 Prof Fees Expense	0.00	0.00	700.00	700.00	0.00	-700.00	0.0
4230 Publishing Exp	200.00	200.00	130.24	77.12	0.00	69.76	65.1
4260 Supply/Material Exp	100.00	100.00	185.20	8.62	0.00	-85.20	185.2
4270 Travel/Conf Expense	50.00	50.00	0.00	0.00	0.00	50.00	0.0
4290 Other Expense	50.00	50.00	0.00	0.00	0.00	50.00	0.0
Election Expense	1,000.00	1,000.00	1,015.44	785.74	0.00	-15.44	101.5
Dept: 4140 Finance Office Expense							
4110 Wage Expense	56,574.00	56,574.00	18,883.15	5,149.13	0.00	37,690.85	33.4
4115 Wage Expense - Hourly	19,474.00	19,474.00	2,002.32	0.00	0.00	17,471.68	10.3
4116 Admin Wages	35,721.00	35,721.00	12,292.93	3,451.03	0.00	23,428.07	34.4
4120 PR Tax Expense	8,550.00	8,550.00	2,417.62	622.81	0.00	6,132.38	28.3
4130 SDRS Expense	6,706.00	6,706.00	1,990.71	516.01	0.00	4,715.29	29.7
4140 Workers Comp Expense	800.00	800.00	0.00	0.00	0.00	800.00	0.0
4170 Med Ins Expense	22,444.00	22,444.00	10,475.70	1,034.18	0.00	11,968.30	46.7
4210 Other Ins Expense	4,000.00	4,000.00	4,469.58	4,469.58	0.00	-469.58	111.7
4215 Postage	700.00	700.00	260.40	0.00	0.00	439.60	37.2
4220 Prof Fees Expense	25,140.00	25,140.00	4,788.93	-2,019.74	0.00	20,351.07	19.0
4230 Publishing Exp	500.00	500.00	399.60	0.00	0.00	100.40	79.9
4250 Repair/Maint Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4260 Supply/Material Exp	3,500.00	3,500.00	3,054.83	550.47	0.00	445.17	87.3
4261 Auto Expense	200.00	200.00	159.63	0.00	0.00	40.37	79.8
4270 Travel/Conf Expense	5,000.00	5,000.00	654.55	35.00	0.00	4,345.45	13.1
4281 Phone	1,800.00	1,800.00	500.00	100.00	0.00	1,300.00	27.8
4290 Other Expense	3,250.00	3,250.00	419.00	0.00	0.00	2,831.00	12.9
4340 Equip Expense	1,800.00	1,800.00	0.00	0.00	0.00	1,800.00	0.0
Finance Office Expense	196,659.00	196,659.00	62,768.95	13,908.47	0.00	133,890.05	31.9
Dept: 4141 City Attorney Expense							
4220 Prof Fees Expense	25,000.00	25,000.00	22,412.50	1,422.50	0.00	2,587.50	89.7
City Attorney Expense	25,000.00	25,000.00	22,412.50	1,422.50	0.00	2,587.50	89.7
Dept: 4192 General Government Buildings							

EXPENDITURE REPORT

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City of Summerset

For the Period: 1/1/2023 to 4/30/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - General Fund							
Expenditures							
Dept: 4192 General Government Buildings							
4210 Other Ins Expense	3,500.00	3,500.00	4,351.12	4,351.12	0.00	-851.12	124.3
4220 Prof Fees Expense	18,450.00	18,450.00	25,833.03	12,348.84	0.00	-7,383.03	140.0
4250 Repair/Maint Expense	4,940.00	4,940.00	2,838.36	482.89	0.00	2,101.64	57.5
4260 Supply/Material Exp	1,000.00	1,000.00	1,018.74	891.25	0.00	-18.74	101.9
4280 Utility Expense	12,600.00	12,600.00	5,311.37	1,638.34	0.00	7,288.63	42.2
4281 Phone	13,440.00	13,440.00	4,495.25	1,126.64	0.00	8,944.75	33.4
4290 Other Expense	30,000.00	30,000.00	216.09	0.00	0.00	29,783.91	0.7
4340 Equip Expense	72,775.00	72,775.00	22,341.05	20,390.96	0.00	50,433.95	30.7
General Government Buildings	156,705.00	156,705.00	66,405.01	41,230.04	0.00	90,299.99	42.4
Dept: 4196 City Engineer Expense							
4220 Prof Fees Expense	25,000.00	25,000.00	15,600.72	10,238.75	0.00	9,399.28	62.4
City Engineer Expense	25,000.00	25,000.00	15,600.72	10,238.75	0.00	9,399.28	62.4
Dept: 4210 Law Enforcement							
4110 Wage Expense	66,927.00	66,927.00	35,133.40	7,371.07	0.00	31,793.60	52.5
4115 Wage Expense - Hourly	286,835.00	286,835.00	112,229.45	30,024.22	0.00	174,605.55	39.1
4117 Safety Grant Wages	21,133.00	21,133.00	2,578.37	190.00	0.00	18,554.63	12.2
4118 Other Wages	25,105.00	25,105.00	8,032.05	304.00	0.00	17,072.95	32.0
4120 PR Tax Expense	30,795.00	30,795.00	11,954.98	2,869.91	0.00	18,840.02	38.8
4130 SDRS Expense	29,399.00	29,399.00	10,223.64	2,597.16	0.00	19,175.36	34.8
4140 Workers Comp Expense	10,420.00	10,420.00	0.00	0.00	0.00	10,420.00	0.0
4170 Med Ins Expense	86,393.00	86,393.00	18,089.59	5,271.31	0.00	68,303.41	20.9
4210 Other Ins Expense	23,000.00	23,000.00	20,715.54	20,715.54	0.00	2,284.46	90.1
4215 Postage	400.00	400.00	197.60	5.50	0.00	202.40	49.4
4220 Prof Fees Expense	22,140.00	22,140.00	1,379.28	129.04	0.00	20,760.72	6.2
4250 Repair/Maint Expense	15,000.00	15,000.00	4,476.42	152.91	0.00	10,523.58	29.8
4260 Supply/Material Exp	3,500.00	3,500.00	783.72	127.54	0.00	2,716.28	22.4
4261 Auto Expense	36,000.00	36,000.00	8,400.65	2,080.66	0.00	27,599.35	23.3
4270 Travel/Conf Expense	2,000.00	2,000.00	1,474.00	655.00	0.00	526.00	73.7
4273 Training Expense	4,000.00	4,000.00	1,332.00	398.00	0.00	2,668.00	33.3
4280 Utility Expense	0.00	0.00	312.73	0.00	0.00	-312.73	0.0
4281 Phone	7,158.00	7,158.00	907.34	230.97	0.00	6,250.66	12.7
4282 Dispatch Expense	32,000.00	32,000.00	6,489.68	0.00	0.00	25,510.32	20.3
4285 Uniform Expense	6,400.00	6,400.00	3,788.13	1,338.13	0.00	2,611.87	59.2
4290 Other Expense	8,440.00	8,440.00	7,146.88	0.00	0.00	1,293.12	84.7
4340 Equip Expense	114,166.00	114,166.00	76,123.86	295.65	0.00	38,042.14	66.7
Law Enforcement	831,211.00	831,211.00	331,769.31	74,756.61	0.00	499,441.69	39.9
Dept: 4220 Fire Department Expense							
4290 Other Expense	35,257.00	35,257.00	31,114.43	0.00	0.00	4,142.57	88.3
Fire Department Expense	35,257.00	35,257.00	31,114.43	0.00	0.00	4,142.57	88.3
Dept: 4232 Proactive Inspection Admin							
4232 Building Inspection Expense	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.0
4290 Other Expense	500.00	500.00	75.60	22.05	0.00	424.40	15.1
Proactive Inspection Admin	8,000.00	8,000.00	75.60	22.05	0.00	7,924.40	0.9
Dept: 4310 Street Expense							
4115 Wage Expense - Hourly	150,656.00	150,656.00	52,651.22	13,483.98	0.00	98,004.78	34.9
4120 PR Tax Expense	11,525.00	11,525.00	3,751.04	962.37	0.00	7,773.96	32.5
4130 SDRS Expense	6,248.00	6,248.00	3,159.07	809.04	0.00	3,088.93	50.6
4140 Workers Comp Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
4170 Med Ins Expense	38,809.00	38,809.00	10,162.36	2,407.99	0.00	28,646.64	26.2
4210 Other Ins Expense	12,000.00	12,000.00	14,935.48	14,935.48	0.00	-2,935.48	124.5
4220 Prof Fees Expense	26,000.00	26,000.00	6,036.95	0.00	0.00	19,963.05	23.2
4230 Publishing Exp	300.00	300.00	192.59	0.00	0.00	107.41	64.2
4250 Repair/Maint Expense	480,000.00	480,000.00	96,937.66	5,507.63	0.00	383,062.34	20.2
4251 Street Snow Removal	30,000.00	30,000.00	20,561.07	4,223.22	0.00	9,438.93	68.5
4253 Landscape&Mowing Expense	6,000.00	6,000.00	193.30	193.30	0.00	5,806.70	3.2

EXPENDITURE REPORT

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City of Summerset

For the Period: 1/1/2023 to 4/30/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 101 - General Fund							
Expenditures							
Dept: 4310 Street Expense							
4255 Street Light Repair	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
4260 Supply/Material Exp	44,500.00	44,500.00	4,859.52	107.64	0.00	39,640.48	10.9
4261 Auto Expense	15,500.00	15,500.00	708.91	0.00	0.00	14,791.09	4.6
4280 Utility Expense	21,000.00	21,000.00	6,894.90	1,842.67	0.00	14,105.10	32.8
4281 Phone	1,800.00	1,800.00	600.00	150.00	0.00	1,200.00	33.3
4290 Other Expense	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
4340 Equip Expense	250,000.00	250,000.00	290,733.00	42,308.00	0.00	-40,733.00	116.3
Street Expense	1,126,338.00	1,126,338.00	512,377.07	86,931.32	0.00	613,960.93	45.5
Dept: 4320 Code Enforcement & Sanitation							
4115 Wage Expense - Hourly	16,952.00	16,952.00	0.00	0.00	0.00	16,952.00	0.0
4120 PR Tax Expense	1,297.00	1,297.00	0.00	0.00	0.00	1,297.00	0.0
4215 Postage	1,500.00	1,500.00	537.23	0.00	0.00	962.77	35.8
4250 Repair/Maint Expense	15,000.00	15,000.00	5,746.09	210.00	0.00	9,253.91	38.3
4260 Supply/Material Exp	48,000.00	48,000.00	33,195.35	1,997.73	0.00	14,804.65	69.2
4273 Training Expense	7,000.00	7,000.00	4,120.45	0.00	0.00	2,879.55	58.9
4290 Other Expense	25,000.00	25,000.00	12,516.07	12,516.07	0.00	12,483.93	50.1
4323 Solid Waste Collection	70,000.00	70,000.00	17,028.43	8,413.02	0.00	52,971.57	24.3
4340 Equip Expense	12,000.00	12,000.00	1,920.00	0.00	0.00	10,080.00	16.0
Code Enforcement & Sanitation	196,749.00	196,749.00	75,063.62	23,136.82	0.00	121,685.38	38.2
Dept: 4410 Animal Control Dept							
4335 Humane Society	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
Animal Control Dept	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
Dept: 4520 Parks and Recreation							
4210 Other Ins Expense	500.00	500.00	328.79	328.79	0.00	171.21	65.8
4250 Repair/Maint Expense	10,000.00	10,000.00	60.00	0.00	0.00	9,940.00	0.6
4253 Landscape&Mowing Expense	600.00	600.00	0.00	0.00	0.00	600.00	0.0
4260 Supply/Material Exp	8,500.00	8,500.00	0.00	0.00	0.00	8,500.00	0.0
4280 Utility Expense	600.00	600.00	216.91	52.76	0.00	383.09	36.2
4290 Other Expense	5,800.00	5,800.00	0.00	0.00	0.00	5,800.00	0.0
Parks and Recreation	26,000.00	26,000.00	605.70	381.55	0.00	25,394.30	2.3
Dept: 4652 P & Z Expense							
4110 Wage Expense	9,000.00	9,000.00	2,400.00	1,050.00	0.00	6,600.00	26.7
4120 PR Tax Expense	689.00	689.00	183.58	80.31	0.00	505.42	26.6
4210 Other Ins Expense	200.00	200.00	60.64	60.64	0.00	139.36	30.3
4215 Postage	600.00	600.00	0.00	0.00	0.00	600.00	0.0
4220 Prof Fees Expense	5,000.00	5,000.00	2,025.00	0.00	0.00	2,975.00	40.5
4230 Publishing Exp	3,000.00	3,000.00	2,174.08	1,482.54	0.00	825.92	72.5
4260 Supply/Material Exp	250.00	250.00	8.50	8.50	0.00	241.50	3.4
4270 Travel/Conf Expense	0.00	0.00	2,000.00	0.00	0.00	-2,000.00	0.0
4290 Other Expense	500.00	500.00	75.00	75.00	0.00	425.00	15.0
P & Z Expense	19,239.00	19,239.00	8,926.80	2,756.99	0.00	10,312.20	46.4
Expenditures	2,873,704.00	2,873,704.00	1,151,767.32	261,297.86	0.00	1,721,936.68	40.1

EXPENDITURE REPORT

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City of Summerset

For the Period: 1/1/2023 to 4/30/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 211 - Liquor, Lodging and Dining							
Expenditures							
Dept: 4650 Economic Development Expense							
4116 Admin Wages	17,861.00	17,861.00	6,146.41	1,725.46	0.00	11,714.59	34.4
4120 PR Tax Expense	1,366.00	1,366.00	464.93	130.67	0.00	901.07	34.0
4130 SDRS Expense	1,072.00	1,072.00	368.79	103.53	0.00	703.21	34.4
4170 Med Ins Expense	2,499.00	2,499.00	866.22	205.50	0.00	1,632.78	34.7
4270 Travel/Conf Expense	1,580.00	1,580.00	0.00	0.00	0.00	1,580.00	0.0
Economic Development Expense	24,378.00	24,378.00	7,846.35	2,165.16	0.00	16,531.65	32.2
Expenditures	24,378.00	24,378.00	7,846.35	2,165.16	0.00	16,531.65	32.2

EXPENDITURE REPORT

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City of Summerset

For the Period: 1/1/2023 to 4/30/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 302 - USDA/TIF #1 Fund							
Expenditures							
Dept: 4700 Swr Debt Service							
4420 Debt Service Expense	500,600.00	500,600.00	0.00	0.00	0.00	500,600.00	0.0
Swr Debt Service	500,600.00	500,600.00	0.00	0.00	0.00	500,600.00	0.0
Expenditures	500,600.00	500,600.00	0.00	0.00	0.00	500,600.00	0.0

EXPENDITURE REPORT

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City of Summerset

For the Period: 1/1/2023 to 4/30/2023

Original Bud.

Amended Bud.

YTD Actual

CURR MTH

Encumb. YTD

UnencBal % Bud

Fund: 502 - Improvement Projects

Expenditures

Dept: 4850 Capital Outlay

4850 Construction Costs

0.00

0.00

755,100.00

755,100.00

0.00

-755,100.00 0.0

Capital Outlay

0.00

0.00

755,100.00

755,100.00

0.00

-755,100.00 0.0

Expenditures

0.00

0.00

755,100.00

755,100.00

0.00

-755,100.00 0.0

EXPENDITURE REPORT

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City of Summerset

For the Period: 1/1/2023 to 4/30/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 604 - Sanitary Sewer Fund							
Expenditures							
Dept: 4000 General Expense							
4110 Wage Expense	67,570.00	67,570.00	22,888.81	5,736.40	0.00	44,681.19	33.9
4113 Sewer City Admin Wages	17,861.00	17,861.00	6,146.41	1,725.46	0.00	11,714.59	34.4
4115 Wage Expense - Hourly	41,113.00	41,113.00	13,718.57	3,444.32	0.00	27,394.43	33.4
4116 Admin Wages	19,474.00	19,474.00	2,002.32	0.00	0.00	17,471.68	10.3
4120 PR Tax Expense	11,170.00	11,170.00	3,103.91	759.09	0.00	8,066.09	27.8
4130 SDRS Expense	8,761.00	8,761.00	2,685.37	654.37	0.00	6,075.63	30.7
4140 Workers Comp Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
4170 Med Ins Expense	40,273.00	40,273.00	12,856.68	3,367.94	0.00	27,416.32	31.9
4210 Other Ins Expense	10,000.00	10,000.00	12,246.10	12,246.10	0.00	-2,246.10	122.5
4213 Collection&Filing Fees	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4215 Postage	4,500.00	4,500.00	2,000.00	1,000.00	0.00	2,500.00	44.4
4220 Prof Fees Expense	4,650.00	4,650.00	52,192.52	20,262.29	0.00	-47,542.52	1122.4
4230 Publishing Exp	0.00	0.00	281.04	0.00	0.00	-281.04	0.0
4250 Repair/Maint Expense	94,500.00	94,500.00	155,775.66	25,245.53	0.00	-61,275.66	164.8
4260 Supply/Material Exp	15,000.00	15,000.00	2,130.55	0.00	0.00	12,869.45	14.2
4261 Auto Expense	5,000.00	5,000.00	3,400.94	3,400.94	0.00	1,599.06	68.0
4262 Tasing Expense	3,000.00	3,000.00	1,077.00	175.50	0.00	1,923.00	35.9
4263 Chemicals and Lab Supplies	5,000.00	5,000.00	8,335.56	2,467.20	0.00	-3,335.56	166.7
4264 Permits/Penalties	3,000.00	3,000.00	2,500.00	0.00	0.00	500.00	83.3
4270 Travel/Conf Expense	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
4280 Utility Expense	72,000.00	72,000.00	23,861.27	7,093.45	0.00	48,138.73	33.1
4281 Phone	4,200.00	4,200.00	900.00	100.00	0.00	3,300.00	21.4
4290 Other Expense	1,000.00	1,000.00	500.00	0.00	0.00	500.00	50.0
4300 Capital Expense	410,000.00	410,000.00	3,699.33	3,699.33	0.00	406,300.67	0.9
4340 Equip Expense	30,000.00	30,000.00	17,461.26	17,461.26	0.00	12,538.74	58.2
General Expense	871,572.00	871,572.00	349,763.30	108,839.18	0.00	521,808.70	40.1
Dept: 4700 Swr Debt Service							
4712 Swr SRF Interest	99,903.00	99,903.00	0.00	0.00	0.00	99,903.00	0.0
Swr Debt Service	99,903.00	99,903.00	0.00	0.00	0.00	99,903.00	0.0
Expenditures	971,475.00	971,475.00	349,763.30	108,839.18	0.00	621,711.70	36.0
Grand Total Net Effect:	-4,370,157.00	-4,370,157.00	-2,264,476.97	-1,127,402.20	0.00	-2,105,680.03	