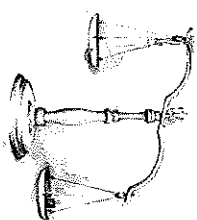


# Oath of Office



*State of South Dakota*)  
*County of Meade* ) SS.  
)

*I, Sidney Reade, having been elected for the Office of City Commissioner within and for said City of Summerset, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of South Dakota, and that I will faithfully and impartially, to the best of my knowledge and ability, perform all duties of my said Office of City Commissioners as provided by law. I am not under direct or indirect obligation to appoint or elect any person to any office, position, or employment under the government of the municipality.*

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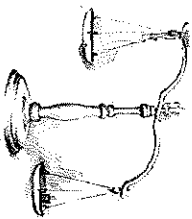
*Sidney Reade*

*Subscribed and sworn to before me this 20th day of April, 2023.*

---

*Melanie Torno, Mayor*

# Oath of Office



*State of South Dakota*)  
*County of Meade* ) SS.

*I, Michael Ritzmiller, having been elected for the Office of City Commissioner within and for said City of Summerset, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of South Dakota, and that I will faithfully and impartially, to the best of my knowledge and ability, perform all duties of my said Office of City Commissioners as provided by law. I am not under direct or indirect obligation to appoint or elect any person to any office, position, or employment under the government of the municipality.*

---

*Michael Ritzmiller*

*Subscribed and sworn to before me this 20th day of April, 2023.*

---

*Melanie Torro, Mayor*

# Waiver of Commissioner Pay

This Waiver of Commissioner Pay is reviewed and executed by Commissioner Sidney Reade and is executed on the 20th day of April, 2023.

## Recitals

**WHEREAS**, I, Sidney Reade was elected to the City of Summerset Board of Commissioners on April 11th, 2023, and will be sworn in to that position on April 20th, 2023; and

**WHEREAS**, I understand that the members of the Summerset Board of Commissioners are compensated in the amount of \$583.33 a month, which is Seven Thousand Dollars (\$7,000), annually, along with a \$50.00 phone stipend and that as a Commissioner I am entitled to receive compensation in the amount in accordance with the City ordinances, policies, and resolutions; and

**WHEREAS**, I desire to serve the City of Summerset as a Commission without compensation and desire to waive any compensation to which I am entitled as set forth herein.

**NOW THEREFORE**, based on the foregoing Recitals, I, Sidney Reade, hereby knowingly and voluntarily waive and forego any compensation and phone stipend to which I am entitled as a Commissioner as detailed above and in accordance with the City of Summerset ordinances and resolutions. This Waiver pertains solely to the compensation and phone stipend to which a Commissioner is entitled, and does not pertain to and specifically excludes any expenses incurred by me in connection with my duties as a Commissioner for which I would be entitled to reimbursement from the City. I further state that I may revoke and rescind this Waiver, in writing, at any time and in my sole discretion.

Dated this 20<sup>th</sup> day of April, 2023.

---

Sidney Reade, City of Summerset Commissioner

**AGREEMENT  
FOR CITY ATTORNEY SERVICES  
CITY OF SUMMERSET**

This Agreement for City Attorney Services ("Agreement") is made and entered into by and between the law firm of **DEMERSSEMAN JENSEN TELLINGHUISEN AND HUFFMAN, LLP** ("DeMersseman Jensen") and the **CITY OF SUMMERSET** (the "City"), a municipal corporation of the State of South Dakota.

**RECITALS**

- A. DeMersseman Jensen, LLP is a firm in the general practice of law with municipal experience and is fully able to carry out the duties described in this Agreement.
- B. The City desires to contract with Demersseman Jensen, LLP to provide contract legal services to the City.

**AGREEMENT**

**NOW, THEREFORE**, in consideration of the mutual terms and conditions set forth in this Agreement, DeMersseman Jensen and the City agree as follows:

**1. APPOINTMENT OF CONTRACT CITY ATTORNEY**

A. **Michael V. Wheeler**, a partner in DeMersseman Jensen, in accordance with and pursuant to Summerset City Ordinance, Title III, Section 31.019 and SDCL 9-14-22, is hereby designated and appointed as City Attorney ("City Attorney") of the City and shall serve and be compensated as provided by this Agreement. The City Attorney shall be responsible during the term of this Agreement for directing all legal activities on behalf of the City and devoting such time as necessary to provide such services. The primary assignment of the City Attorney shall not be changed by Jones & Mayer without the express approval of the City.

B. The City Attorney shall serve at the pleasure of the Board of Commissioners, and may be replaced at any time, with or without cause, by the Board of Commissioners. The City Attorney shall provide those legal services reasonably required to represent City and shall take reasonable steps to keep City informed of progress and to respond to City's inquiries.

C. The City Attorney may designate such attorneys from DeMersseman Jensen as are determined to be necessary to assist in matters or to attend meetings in the event the City Attorney is unavailable. All attorneys assigned to perform approved City business shall, at all times while this Agreement is in effect and at their sole cost and expense, be fully qualified and licensed to practice law in the State of South Dakota and before all appropriate State and Federal courts and other bodies and tribunals.

**2. SCOPE OF WORK**

A. Pursuant to Title III, Section 31.019, City Attorney, when required by the governing body or any officer of the municipality, shall furnish an opinion upon any matter relating to the affairs of the municipality or the official duties of such office, shall conduct the



prosecution of all actions or proceedings arising out of the violation of any ordinance, and shall perform such other professional services incident to his or her office as may be required by ordinance or directed by the governing body. City Attorney agrees to perform all necessary legal services as Contract City Attorney, and shall:

1. Attend all regularly scheduled and special meetings of the Board of Commissioners unless attendance is not requested.
2. Attend City Planning Commission and other meetings at City Hall or via conference call as required by the Commissioners, Mayor, or the City Administrator.
4. Advise the City Board of Commissioners, Committees, Boards, Authorities or Agencies; City staff and other City officials on all legal matters pertaining to City business.
5. Prepare, review, and approve as to form, contracts, agreements, resolutions, ordinances, and all other standard City documents.
6. Prepare such written legal opinions as shall, from time to time, be requested by the City.
7. Perform such other routine legal services as are required, from time to time, by the City.
8. Represent the City and the City's officials, officers, and employees in litigation and administrative proceedings as directed by the City Board of Commissioners.
9. At the request of the City, perform special projects or tasks assigned by the Mayor, City Administrator, or designee, or the City Commission.

B. The City specifically reserves the right to retain, at its sole option, other legal counsel for litigation and other specialized legal matters. The City Attorney will supervise outside legal counsel's work. This reservation of rights does not preclude the City from assigning these matters to City Attorney as part of the scope of duties under this Section 2 or requesting recommendations concerning the selection of outside legal counsel.

### **3. COMPENSATION**

DeMersseman Jensen shall be compensated under the terms of this Agreement as follows:

#### **A. General Services**

The City shall pay DeMersseman Jensen the amount of Three Hundred Dollars (\$300) per meeting attendance. This is a flat fee and is not based on an hourly rate and City Attorney will not charge an hourly rate for attendance at meetings as required by this Agreement.

B. Fees for other Legal Services/Special Projects

Other projects and legal services, including litigation, shall be billed to City at the rate of \$ 175 per hour. Paralegal services shall be billed at the rate of \$90 per hour.

C. Billable Activities for General Legal Services/Expenses

DeMersseman Jensen generally does not bill mileage, fax, word processing, small reproduction matters (under 100 pages), or simple computer legal research costs. Additionally, it is agreed that the cost for administrative staff to perform clerical will not be billable expenditures. DeMersseman Jensen will charge City for actual necessary costs incurred for all of the following: all costs incurred related to any litigation (civil or criminal) or special projects, including but not limited to, court filing fees, jury fees, deposition costs, reporters' fees, witness fees, attorney services (includes service of process fees, arbitrators, and mediators), messenger services, Lexis-Nexis research outside of our prepaid service fee, Fed-Ex or other overnight delivery service, mileage, travel expenses, if applicable, including hotel, air travel and car rentals, parking fees, actual costs for large reproduction projects if performed by an outside service, or \$0. 10 per page (b/w) and \$0.20 per page (color) if performed in house, title reports, and any other expense not listed above which becomes necessary to the successful resolution of a client matter.

D. Monthly Statements

DeMersseman Jensen shall submit statements of all payments due under this Contract, monthly, to the City Finance Officer. All work performed by City Attorney shall be billed in increments of tenths of an hour. The statement shall set forth a description of all work performed, the hours worked, the identity of each person performing the work, the rate charged, and any litigation costs or expenses eligible for reimbursement.

**4. CONFLICT OF INTEREST**

DeMersseman Jensen shall at all times avoid conflicts of interest in the performance of this Agreement. If a conflict arises, City Attorney shall immediately notify City.

**5. INDEPENDENT CONTRACTOR**

DeMersseman Jensen shall perform all services required under this Agreement as an independent contractor of the City, and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. DeMersseman Jensen shall not at any time or in any manner represent that it or any of its employees or agents are City employees.

**6. INSURANCE**

A. DeMersseman Jensen shall procure and maintain, at its cost:

1. Commercial General Liability insurance with limits not less than \$1 million per occurrence.

2. Professional liability insurance with limits not less than \$2,000,000 per occurrence.
3. Workers' compensation insurance as required by South Dakota law and Employer's Liability insurance with limits not less than \$ 1 million per accident for bodily injury or disease. The workers' compensation insurance shall contain an endorsement stating the insurer waives any right of subrogation against City, its elected and appointed officials, employees and volunteers.

B. Throughout the term of this Agreement, DeMersseman Jensen shall, upon request, furnish City with certificates evidencing compliance with the insurance requirements above. City Attorney agrees to provide complete, certified copies of all required insurance policies if requested by the City.

## **7. RECORDS AND REPORTS**

### **A. Records**

City Attorney shall keep such books and records as shall be necessary to perform the services required by this Agreement and to enable the City to evaluate the performance of the required services. The City shall have full and free access to such books and records that deal specifically with such services upon request.

### **B. Release of Documents**

No report, record, document, or other material prepared by Jones & Mayer in the performance of services under this Agreement shall be released publicly without prior written approval of the City, except as may be required by law.

## **8. NONDISCRIMINATION**

DeMersseman Jensen pledges there shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, sexual orientation, national origin, or ancestry in the performance of services under this Agreement.

## **9. EFFECTIVE DATE**

This AGREEMENT will govern all legal services performed by City Attorney on behalf of City. The term of this Agreement shall commence on \_\_\_\_\_, 2023 and shall continue in effect until terminated as provided herein. City may terminate the Agreement at any time, as provided in Section 10A.

## **10. TERMINATION**

### **A. Termination By City**

City hereby reserves the right to terminate this Agreement at will, with or without cause, by providing written notice to City Attorney. Upon receipt of any notice of termination, City

Attorney shall cease all services under this Agreement except as may be specifically approved by the City. At that time, all further obligations of the City to pay DeMersseman Jensen for services rendered under this Agreement shall thereupon cease, except as set forth in Section 10.C below; provided, however, that the City shall be obliged to pay for all services, costs, and expenditures lawfully incurred prior to the effective date of such termination, or subsequent to the date of termination at the direction of City.

**B. Termination By City Attorney**

City Attorney reserves the right to terminate this Agreement by giving sixty (60) days' advance written notice to City unless termination is due to a breach of any term or condition of this Agreement in which event City Attorney may terminate this Agreement immediately upon notice to the City.

**C. Mutual Obligations Upon Termination By Either Party**

In the event termination of this Agreement by either party, City Attorney shall cooperate with the City in transferring the files and assignments to the City Administrator or other person designated by City pending the hiring of another City Attorney. City Attorney shall be compensated at the hourly rates set forth in Section 3 of this Agreement should City Attorney be called upon to perform any services after the effective date of termination, including the transfer of files and assignments.

**11. AMENDMENT OF AGREEMENT**

This Agreement contains all of the agreements of the parties and may only be amended by mutual consent of the parties by an instrument in writing.

**IN WITNESS WHEREOF**, the duly authorized representatives of the parties have executed this Agreement the \_\_\_\_ day of \_\_\_\_\_, 2023

**City of Summerset,**  
a South Dakota Municipal Incorporation  
\_\_\_\_\_  
Melanie Torno, Mayor

**DeMersseman, Jensen, Tellinghuisen and  
Huffman, LLP**  
\_\_\_\_\_  
Michael V. Wheeler

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

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

Mayor Torno led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

**Motion** by Kitzmiller, second by Butler to amend the agenda by removing item #13 – Summerset Parks & Rec. Board and approve the rest of the agenda for the regular meeting of the Summerset City Commission for April 6th, 2023. Motion carried.

**CONSENT CALENDAR**

**Motion** by Hirsch, second by Nasser to approve the minutes of the regular meeting of March 16th, 2023. Motion carried.

**Motion** by Butler, second by Hirsch to approve the minutes of the special meeting of March 20th, 2023. Motion carried.

**APPROVAL OF CLAIMS**

**Motion** by Nasser, second by Kitzmiller to approve the claims and hand checks in the amount of \$910,760.43 from March 16th, 2023 through April 5th, 2023 as presented or amended. Motion carried.

A&B BUSINESS SOLUTIONS	Monthly Contract	548.96
AMBROSE, JONATHAN	Cell Phone Stipend	50.00
ANGLIN, MITCH	Cell Phone Stipend	50.00
AT&T MOBILITY	PD FirstNet	180.97
BAUMEISTER, STEPHANY	Cell Phone Stipend	50.00
BLACK HILLS ENERGY	March 2023	6,450.57
BLUEPEAK	fax/phone/internet	1,126.64
Butler, Dave	Cell Phone Stipend	50.00
CITY OF RAPID CITY	Solid Waste Disposal	3,493.35
DAKOTA PUMP, INC	WWTP - SBR Decant Weir TS	1,150.00
DAVIS, OWEN	Cell Phone Stipend	50.00
GREENAPIS	Janitorial srvs and supplies	335.81
HAWKINS INC.	DeFoamer	2,467.20
HEALTH POOL OF SD	Emp Medical Ins. March 2023	14,714.62
HIRSCH, CLYDE	Cell Phone Stipend	50.00
HYDRO-KLEAN, INC	Televise Lines, Clean lift Sta	18,789.45
JJ'S ENGRAVING AND SALES	11 Name Plate Holders	77.00
KITZMILLER, MICHAEL	Cell Phone Stipend	50.00
Kayl, Anthony	Per diem - Driver Safety	482.00
MCCOMB SERVICES	IT Audit Documentation Report	5,000.00
MDU	Utilities	2,243.11
MID-AMERICAN RESEARCH CHEMICAL	WWTP Supplies - Super Zyme	376.92

Mehlhoff Construction	Refund Sign CUP	75.00
NASSER, ALEXIS	Cell Phone Stipend	50.00
O'GRADY, BRENDA	Cell Phone Stipend	50.00
ON-SITE FIRST AID & SAFETY	First Aid Supplies	236.49
RCS CONSTRUCTION INC	WWTP Expansion Pay Applic. #1	755,100.00
SCHIEFFER, LISA	Cell Phone Stipend	50.00
SDRS-SUPPLEMENTAL	March 2023 Contribution	540.00
SERVALL UNIFORM & LINEN SUPPLY	Monthly Fees	162.89
SMITH, JEFF	Cell Phone Stipend	50.00
STURGIS RESPONDER SUPPLY	Point Blank Body Armor	938.13
TORNO, MELANIE	Cell Phone Stipend	50.00
TRANSOURCE	Mack Truck	12,132.07
TYLER TECHNOLOGIES, INC	Annual Fees ERP Pro 2023-2024	13,041.52
UNITED STATES POSTAL SERVICE	First Class Presort	1,000.00
USA BLUEBOOK	AWWA Butterfly Valve 6'	1,052.23
WaterTree	Drinking Water	235.35
Wegner Motors	2023 Dodge Durango	41,618.00
AFLAC REMITTANCE PROCESSING	Emp Ins Prem March	62.40
SDRS	March 2023 Contributions	8,170.44
UNITED STATES TREASURY	Balance due on return	18,359.31

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

Motion by Nasser, second by Butler to approve the March 2023 payroll. Motion carried.

Dept. 4000 - \$19,798.76 Wastewater/Public Works  
 Dept. 4110 - \$2,333.32 Commission  
 Dept. 4120 - \$1,916.67 Mayor  
 Dept. 4140 - \$10,394.60 Finance  
 Dept. 4210 - \$43,525.56 Police  
 Dept. 4652 - \$0.00 Planning & Zoning

**UTILITY BILLING ADJUSTMENTS**

Motion by Butler, second by Hirsch to approve the billing adjustment of \$45.00 for the period of March 1<sup>st</sup> to March 31<sup>st</sup>, 2023.

**COMMISSION REPORTS**

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

**90-DAY REVIEW STEPHANY BAUMEISTER (as Asst. Finance Officer/Interim FO)**

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

Mayor Torno explained to the Board that since Ms. Baumeister came on board, she has within the 90 days went from Assistant to Interim Finance Officer and now is the Finance Officer. That raises were established along that time period. Ms. Baumeister will have another review as Finance Officer when the 90 days comes due, and it can be further discussed at that time.

Motion by Nasser, second by Butler to close discussion. Motion carried.

No action was taken.

**PAYROLL CHANGE – MITCH ANGLIN**

Anniversary 1% increase to \$22.89 effective March 26, 2023.

**Motion** by Kitzmiller, second by Butler to approve the increase to \$22.89. Motion carried.

#### **POLICE DEPARTMENT - SERGEANT PAY**

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

Mayor Torno spoke to the history of the raises that just took place in the Police Department. The Sergeant's pay was still being looked at and was not a part of the same. Commissioner Hirsch discussed where to place the position when the Board begins looking at steps and grades. The Board discussed where the position is currently at compared to the School Resource Officer and Chief of Police.

**Motion** by Butler, second by Hirsch to close discussion. Motion carried.

**Motion** by Butler, second by Hirsch to set the Sergeant pay at \$29.80 and a \$1.00 increase after the 90-day review. Motion carried.

#### **SALARY DISCUSSIONS**

Commissioner Nasser abstained.

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

Mayor Torno stated that after having discussions with department heads and what was voted upon at the March 16<sup>th</sup> Commission meeting of going to 45 hours/overtime/holiday that it was discovered that the salaried employees would be going backwards with a loss in pay. Torno explained that she visited with the SD Department of Labor and was told there was no laws as it pertains to salaried people and the possibility of getting overtime. The Mayor stated that the salary should reflect all those hours within it and currently it does not. If the Board would decide to go back to 40 hours and include overtime/holiday, this would be a fix until steps and grades can be approved for FY Budget 2024.

Commissioner Kitzmiller asked where the money will be coming from to include this extra pay if we already have a set Budget for 2023. Kitzmiller explained that salaried employees know that they may have some long hours and other times it may not be like that.

Commissioner Butler discussed how Wastewater can have an alarm go off and the Department Head may get called out in the middle of the night. Butler also discussed the cost of living, growth, and what is happening in the surrounding area.

City Attorney Mike Wheeler gave an overview on the Fair Labor Standards Act and discussed the process of the same.

**Motion** by Hirsch, second by Butler to close discussion. Motion carried.

**Motion** by Butler, second by Hirsch, to take salaried employees to 40 hours a week. Voting yes:

Butler, Torno, and Hirsch; Voting no: Kitzmiller; Abstained: Nasser. Motion carried.

#### **HIGH MEADOWS ROAD – UPDATE MIKE KITZMILLER**

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

Commissioner Kitzmiller gave a recap regarding the road and updated the Board on his discussions with Meade County. The County has stated that if Summerset wants the road, they can annex it in, and Meade County will then need to change the map with SD DOT. There will be a process that will need to go through the City Attorney Mike Wheeler if the City wants to spend that kind of money to have the same paved. Kitzmiller said there is possible other options, but it will need to be a process that gets followed.

City Attorney Mike Wheeler gave a brief overview on how annexation would work. The County might have to go through some other steps to complete the process.

Jim Guthrie, resident of Somerset, thanked Mr. Kitzmiller for checking into the matter. Guthrie asked what the City would be doing in moving forward in order to get that road from the County.

Discussions ensued on the potential of paving the road, the quote from HDR, and how the City could pay for the same.

Gwenn Markham expressed her concerns about the two houses that have always been there and what would happen to the driveways and would they be assessed for the same.

Anthony Kayl, Public Works Superintendent, addressed the quotes and that if the Board would move forward it would need to be done properly.

Sid Reade stated that speeding is a big issue on that road and that the City Police and the Deputy Sheriff's need to be present and picking up the people who are speeding.

Commissioner Nasser stated that whether it is paved or not people are going to speed, and the dust will be present coming down the hill.

Mayor Torno addressed the costs, and that the priority of other roads are needed regarding safety concerns for Somerset's citizens.

**Motion by Hirsch, second by Butler to close discussion. Motion carried.**

No action was taken.

#### **HDR TASK ORDER 2023-04 SIOUXLAND ROAD RECONSTRUCTION**

**Motion by Kitzmiller, second by Nasser to approve HDR Task Order 2023-04. Motion carried.**

**RESOLUTION 2023-06 - A RESOLUTION GIVING APPROVAL TO THE CERTAIN SEWER FACILITIES IMPROVEMENTS; GIVING APPROVAL TO THE ISSUANCE AND SALE OF A TAX INCREMENT REVENUE BOND TO FINANCE, DIRECTLY OR INDIRECTLY, THE IMPROVEMENTS TO THE FACILITIES; APPROVING THE FORM OF THE LOAN AGREEMENT AND THE REVENUE BOND AND PLEDGING TAX INCREMENT REVENUES AND COLLATERAL TO SECURE THE PAYMENT OF THE REVENUE BOND; AND CREATING SPECIAL FUNDS AND ACCOUNTS FOR THE ADMINISTRATION OF FUNDS FOR OPERATION OF THE SYSTEM AND RETIREMENT OF THE REVENUE BOND AND PROVIDING FOR A SEGREGATED SPECIAL CHARGE OR SURCHARGE AS ADDITIONAL SECURITY FOR THE PAYMENT OF THE BONDS.**  
**Motion by Butler, seconded by Nasser, to approve Resolution 2023-06. Motion carried.**

#### **CONDITIONAL USE PERMIT – B. MEHLHAFF**

**Motion by Butler, seconded by Hirsch to approve the conditional use permit of Mehlhaff Construction, Inc. Motion carried.**

#### **SD GOVERNOR'S OFFICE OF ECONOMIC DEVELOPMENT – AWARD LETTER**

**Motion by Butler, second by Nasser to approve accepting the award letter and signing the contract regarding the same. Motion carried.**

#### **SET SPECIAL MEETING DATE APRIL 13<sup>th</sup> @ 7:30 a.m.**

Canvas Election Results from the April 11<sup>th</sup> 2023 Municipal Election.

**Motion by Kitzmiller, second by Butler to approve the special meeting date. Motion carried.**

#### **CITIZENS INPUT**

Stephanie White introduced herself and stated she was running for a Commission seat on the Somerset City Commission.



Angie Lutz acknowledged residents that went over and above to help neighbors in the community and thanked the Board for getting the new sound system.

**UPCOMING EVENTS:**

City Offices will be closed April 7<sup>th</sup> and April 10<sup>th</sup> for Good Friday and Easter Monday per declaration of Governor Kristi Noem.

Summerset Municipal Election is April 11<sup>th</sup> from 7:00 a.m. to 7:00 p.m.

**ITEMS FROM CITY ATTORNEY**

**Motion** by Hirsch, second by Nasser, to go into executive session at 7:19 p.m. per SDCL 1-25-2 for discussing legal, economic development, and personnel issues. Motion carried.

**Motion** by Kitzmiller, second by Nasser to come out of executive session and return to regular session at 7:30 p.m. Motion carried.

**ADJOURNMENT**

**Motion** by Butler, second by Nasser to adjourn the meeting at 7:30 p.m.

(SEAL)

ATTEST:

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

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

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

**Edit List of Invoices - Detail w/GL**

Date: 04/18/2023

Time: 10:41 am

Page: 1

City of Summerset

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	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
10702	A&B BUSINESS SOLUTIONS	04/20/2023	BANKW	Mntly Contract Water	45.00
	PO BOX 3157	04/20/2023	N		0.00
	OMAHA	04/20/2023	N	N	0.00
1098	NE 68103-0157	04/20/2023	N	0	45.00
	<Emailing Stub Disabled>	04/20/2023	IN1044234		

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4340	Equip Expense	45.00	0.00
Distribution Total		45.00	0.00

Vendor Total: 45.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
10706	AFLAC REMITTANCE PROCESSIN	04/20/2023	BEFT	Emp Premiums	135.46
	1932 WYNNNTON ROAD	04/20/2023	N		0.00
0322	COLUMBUS	04/20/2023	N	N	0.00
	GA 31999	04/20/2023	N	0	135.46
	<Emailing Stub Disabled>	04/20/2023	427180		

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

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
10700	AMERICAN ENGINEERING TESTII	04/20/2023	BANKW	Siouxland Rd Reconstruction	3,950.00
	550 CLEVELAND AVENUE	04/20/2023	N		0.00
1874	SAINT PAUL	04/20/2023	N	N	0.00
	MN 55114	04/20/2023	N	0	3,950.00
	<Emailing Stub Disabled>	04/20/2023	INV-118475		

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4250	Repair/Maint Expense	3,950.00	0.00
Distribution Total		3,950.00	0.00

Vendor Total: 3,950.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
10676	AMERICAN LEGAL	04/20/2023	BANKW	2023 S-5 Folio/Internet Sup Pg	203.00
	ONE WEST FOURTH STREET	04/20/2023	N		0.00
1414	CINCINNATI	04/20/2023	N	N	0.00
	OH 45202	04/20/2023	N	0	203.00
	<Emailing Stub Disabled>	04/20/2023	24361		

GL Number	Account Name	Pay Amount	Relieve Amount
101-4140-4220	Prof Fees Expense	203.00	0.00
Distribution Total		203.00	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
10677	AMERICAN LEGAL	04/20/2023	BANKW	2023 S-5 Supplement Pages	1,482.54
	ONE WEST FOURTH STREET	04/20/2023	N		0.00
1414	CINCINNATI	04/20/2023	N	N	0.00
	OH 45202	04/20/2023	N	0	1,482.54
	<Emailing Stub Disabled>	04/20/2023	24139		

GL Number	Account Name	Pay Amount	Relieve Amount
101-4652-4230	Publishing Exp	1,482.54	0.00
Distribution Total		1,482.54	0.00

Vendor Total: 1,685.54

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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	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
10709	AQUAAEROBIC SYSTEMS	04/20/2023	BANKW	Cloth Sock WWTP	3,641.58
0617	PO BOX 71521	04/20/2023	N		0.00
	CHICAGO	04/20/2023	N	N	0.00
	IL 60694-1521	04/20/2023	0.00	0	3,641.58
	<Emailing Stub Disabled>	04/20/2023	1036839		

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4250	Repair/Maint Expense	3,641.58	0.00
Distribution Total		3,641.58	0.00

Vendor Total: 3,641.58

10688	BLACK HAWK WATER USERS DIS	04/20/2023	BANKW	Water	36.25
0021	PO BOX 476	04/20/2023	N		0.00
	BLACK HAWK	04/20/2023	N	N	0.00
	SD 57718	04/20/2023	0.00	0	36.25
	<Emailing Stub Disabled>	04/20/2023	3500		

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4280	Utility Expense	36.25	0.00
Distribution Total		36.25	0.00

Vendor Total: 36.25

10707	CARDMEMBER SERVICES	04/20/2023	BEFT	PD Vehicles	82.49
1665	PO BOX 306005	04/20/2023	N		0.00
	NASHVILLE	04/20/2023	N	N	0.00
	TN 37230-6005	04/20/2023	0.00	0	82.49
	<Emailing Stub Disabled>	04/20/2023	March2023		

GL Number	Account Name	Pay Amount	Relieve Amount
101-4210-4261	Auto Expense	82.49	0.00
Distribution Total		82.49	0.00

10708	CARDMEMBER SERVICES	04/20/2023	BEFT	March Credit Cards	7,615.98
1665	PO BOX 306005	04/20/2023	N		0.00
	NASHVILLE	04/20/2023	N	N	0.00
	TN 37230-6005	04/20/2023	0.00	0	7,615.98
	<Emailing Stub Disabled>	04/20/2023	march 2023		

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4261	Auto Expense	3,400.94	0.00
101-4140-4260	Supply/Material Exp	257.45	0.00
101-4120-4260	Supply/Material Exp	19.23	0.00
101-4652-4260	Supply/Material Exp	8.50	0.00
101-4130-4260	Supply/Material Exp	8.62	0.00
101-4140-4260	Supply/Material Exp	199.44	0.00
101-4120-4290	Other Expense	100.00	0.00
101-4320-4250	Repair/Maint Expense	31.42	0.00
101-4192-4260	Supply/Material Exp	144.71	0.00
101-4310-4260	Supply/Material Exp	59.64	0.00
101-4192-4260	Supply/Material Exp	389.72	0.00
101-4310-4253	Landscape&Mowing Expense	193.30	0.00
101-4310-4250	Repair/Maint Expense	973.30	0.00
101-4192-4260	Supply/Material Exp	341.01	0.00
101-4210-4215	Postage	5.50	0.00
101-4210-4270	Travel/Conf Expense	230.00	0.00
101-4210-4260	Supply/Material Exp	61.83	0.00
101-4210-4220	Prof Fees Expense	129.04	0.00
101-4210-4261	Auto Expense	49.99	0.00

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						152.91 0.00
						36.43 0.00
						398.00 0.00
						425.00 0.00
						7,615.98 0.00
<b>Distribution Total</b>						

Vendor Total: 7,698.47

10694	CBH CO-OP	04/20/2023		BANKW	Govt Fuel	3,714.50
	2030 MAIN STREET	04/20/2023		N		0.00
1504	STURGIS	04/20/2023		N	N	0.00
	SD 57785	04/20/2023	0.00	N	0	3,714.50
	<Emailing Stub Disabled>	04/20/2023	march2023			

GL Number	Account Name	Pay Amount	Relieve Amount
101-4210-4250	Repair/Maint Expense	1,887.55	0.00
101-4210-4261	Auto Expense	1,826.95	0.00
101-4320-4260	Supply/Material Exp	3,714.50	0.00
<b>Distribution Total</b>			

Vendor Total: 3,714.50

10689	CITY OF RAPID CITY	04/20/2023		BANKW	Landfill Charges March 2023	4,919.67
	300 6TH STREET	04/20/2023		N		0.00
0036	RAPID CITY	04/20/2023		N	N	0.00
	SD 57701	04/20/2023	0.00	N	0	4,919.67
	<Emailing Stub Disabled>	04/20/2023	2304095			

GL Number	Account Name	Pay Amount	Relieve Amount
101-4320-4323	Solid Waste Collection	4,919.67	0.00
<b>Distribution Total</b>		4,919.67	0.00

Vendor Total: 4,919.67

10717	CONNIE GUPTILL CUNY	04/20/2023		BANKW	Election Deputy	225.00
	10363 WILLINGTON DR	04/20/2023		N		0.00
1899	SUMMERET	04/20/2023		N	N	0.00
	SD 57718	04/20/2023	0.00	N	0	225.00
	<Emailing Stub Disabled>	04/20/2023	april112023			

GL Number	Account Name	Pay Amount	Relieve Amount
101-4130-4220	Prof Fees Expense	225.00	0.00
<b>Distribution Total</b>		225.00	0.00

Vendor Total: 225.00

10682	DAKOTA PUMP, INC	04/20/2023		BANKW	New pump for SVLS pump #1	10,862.26
	PO BOX 947	04/20/2023		N		0.00
1093	MITCHELL	04/20/2023		N	N	0.00
	SD 57301	04/20/2023	0.00	N	0	10,862.26
	<Emailing Stub Disabled>	04/20/2023	16750			

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4340	Equip Expense	10,862.26	0.00
<b>Distribution Total</b>		10,862.26	0.00

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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	Inv. Date	1099?	Hand Check Number/Date	Net Amount
	Email Address		Invoice No.			
	DAKOTA PUMP, INC	04/20/2023		BANKW	Blower Replacement	6,599.00
	PO BOX 947	04/20/2023		N		0.00
10683	MITCHELL	04/20/2023		N	N	0.00
1093	SD 57301	04/20/2023	0.00	N	0	6,599.00
	<Emailing Stub Disabled>	04/20/2023	16749			

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4340	Equip Expense	6,599.00	0.00
Distribution Total		6,599.00	0.00

Vendor Total: 17,461.26

	DEMERSSEMAN JENSEN	04/20/2023		BANKW	General Advisory	1,422.50
	PO BOX 1820	04/20/2023		N		0.00
10678	RAPID CITY	04/20/2023		N	N	0.00
0765	SD 57709-1820	04/20/2023	0.00	Y	0	1,422.50
	<Emailing Stub Disabled>	04/20/2023	36592			

GL Number	Account Name	Pay Amount	Relieve Amount
101-4141-4220	Prof Fees Expense	1,422.50	0.00
Distribution Total		1,422.50	0.00

Vendor Total: 1,422.50

	GOLDEN WEST TECHNOLOGIES	04/20/2023		BANKW	Microsoft Office 365 License	559.00
	2727 N PLAZA DRIVE	04/20/2023		N		0.00
10691	RAPID CITY	04/20/2023		N	N	0.00
0246	SD 57702-9391	04/20/2023	0.00	N	0	559.00
	<Emailing Stub Disabled>	04/20/2023	409706			

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

	GOLDEN WEST TECHNOLOGIES	04/20/2023		BANKW	Managed Services	3,249.50
	2727 N PLAZA DRIVE	04/20/2023		N		0.00
10692	RAPID CITY	04/20/2023		N	N	0.00
0246	SD 57702-9391	04/20/2023	0.00	N	0	3,249.50
	<Emailing Stub Disabled>	04/20/2023	409707			

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

Vendor Total: 3,808.50

	Governor's Office of Economic	04/20/2023		BANKW	Torno & Schieffer Training	70.00
	711 East Wells Ave.	04/20/2023		N		0.00
10687	Pierre	04/20/2023		N	N	0.00
0097	SD	04/20/2023	0.00	N	0	70.00
	<Emailing Stub Disabled>	04/20/2023	may1718			

GL Number	Account Name	Pay Amount	Relieve Amount
101-4140-4270	Travel/Conf Expense	35.00	0.00
101-4120-4270	Travel/Conf Expense	35.00	0.00
Distribution Total		70.00	0.00

Vendor Total: 70.00

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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.		
10672	HDR ENGINEERING, INC	04/20/2023	BANKW	Construction Phase WWTP	22,485.03
	PO BOX 74008202	04/20/2023	N		0.00
1133	CHICAGO	04/20/2023	N	N	0.00
	IL 60674	04/20/2023	0.00	0	
	<Emailing Stub Disabled>	04/20/2023	1200514648		22,485.03

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4220	Prof Fees Expense	22,485.03	0.00
Distribution Total		22,485.03	0.00

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.		
10673	HDR ENGINEERING, INC	04/20/2023	BANKW	Professional Services	5,160.00
	PO BOX 74008202	04/20/2023	N		0.00
1133	CHICAGO	04/20/2023	N	N	0.00
	IL 60674	04/20/2023	0.00	0	
	<Emailing Stub Disabled>	04/20/2023	1200515672		5,160.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4196-4220	Prof Fees Expense	5,160.00	0.00
Distribution Total		5,160.00	0.00

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.		
10674	HDR ENGINEERING, INC	04/20/2023	BANKW	General Engineering Services	5,078.75
	PO BOX 74008202	04/20/2023	N		0.00
1133	CHICAGO	04/20/2023	N	N	0.00
	IL 60674	04/20/2023	0.00	0	
	<Emailing Stub Disabled>	04/20/2023	1200515671		5,078.75

GL Number	Account Name	Pay Amount	Relieve Amount
101-4196-4220	Prof Fees Expense	5,078.75	0.00
Distribution Total		5,078.75	0.00

Vendor Total: 32,723.78

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.		
10693	IBM	04/20/2023	BANKW	MssS360 Essentia Suite Client	26.84
	PO BOX 643600	04/20/2023	N		0.00
1694	PITTSBURGH	04/20/2023	N	N	0.00
	PA 15264-3600	04/20/2023	0.00	0	
	<Emailing Stub Disabled>	04/20/2023	4138449		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

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.		
10681	LIGHT AND SIREN	04/20/2023	BANKW	2020 FPIU Window Barrier Horiz	295.65
	PO BOX 90846	04/20/2023	N		0.00
1440	SIoux FALLS	04/20/2023	N	N	0.00
	SD 57109	04/20/2023	0.00	0	
	<Emailing Stub Disabled>	04/20/2023	16324		295.65

GL Number	Account Name	Pay Amount	Relieve Amount
101-4210-4340	Equip Expense	295.65	0.00
Distribution Total		295.65	0.00

Vendor Total: 295.65

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Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
10710	MDU	04/20/2023	BANKW	PW Building		142.05
	PO BOX 5600	04/20/2023	N			0.00
0937	BISMARCK	04/20/2023	N	N		0.00
	ND 58506-5600	04/20/2023	0.00	N	0	142.05
	<Emailing Stub Disabled>	04/20/2023				

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4280	Utility Expense	142.05	0.00
Distribution Total		142.05	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
10711	MDU	04/20/2023	BANKW	WWTP Generator		51.40
	PO BOX 5600	04/20/2023	N			0.00
0937	BISMARCK	04/20/2023	N	N		0.00
	ND 58506-5600	04/20/2023	0.00	N	0	51.40
	<Emailing Stub Disabled>	04/20/2023				

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4280	Utility Expense	51.40	0.00
Distribution Total		51.40	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
10712	MDU	04/20/2023	BANKW	Lift Station Glenwood Dr		53.47
	PO BOX 5600	04/20/2023	N			0.00
0937	BISMARCK	04/20/2023	N	N		0.00
	ND 58506-5600	04/20/2023	0.00	N	0	53.47
	<Emailing Stub Disabled>	04/20/2023				

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4280	Utility Expense	53.47	0.00
Distribution Total		53.47	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
10713	MDU	04/20/2023	BANKW	7055 Leisure Lane		435.22
	PO BOX 5600	04/20/2023	N			0.00
0937	BISMARCK	04/20/2023	N	N		0.00
	ND 58506-5600	04/20/2023	0.00	N	0	435.22
	<Emailing Stub Disabled>	04/20/2023				

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4280	Utility Expense	435.22	0.00
Distribution Total		435.22	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
10714	MDU	04/20/2023	BANKW	Farm Tap		1,066.25
	PO BOX 5600	04/20/2023	N			0.00
0937	BISMARCK	04/20/2023	N	N		0.00
	ND 58506-5600	04/20/2023	0.00	N	0	1,066.25
	<Emailing Stub Disabled>	04/20/2023				

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4280	Utility Expense	1,066.25	0.00
Distribution Total		1,066.25	0.00

Vendor Total: 1,748.39

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
10695	MEADE COUNTY TREASURER	04/20/2023	BANKW	2023 Durango Title & Registrat		24.20
	1300 SHERMAN STREET STE 107	04/20/2023	N			0.00
1145	STURGIS	04/20/2023	N	N		0.00
	SD 47785	04/20/2023	0.00	N	0	24.20
	<Emailing Stub Disabled>	04/20/2023	230891241			

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

101-4210-4261	Auto Expense					24.20	0.00
Distribution Total						24.20	0.00

Vendor Total: 24.20

10690	MIDCONTINENT COMMUNICATIO	04/20/2023		BANKW	WWTP Telephone		148.90
1433	PO BOX 5010	04/20/2023		N			0.00
	SIOUX FALLS	04/20/2023		N	N		0.00
	SD 57117-0510	04/20/2023	0.00	N	0		148.90
	<Emailing Stub Disabled>	04/20/2023	march2023				

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4280	Utility Expense	148.90	0.00
Distribution Total		148.90	0.00

Vendor Total: 148.90

10675	MIDCONTINENT TESTING LABS	04/20/2023		BANKW	March Samples		175.50
1157	PO BOX 3388	04/20/2023		N			0.00
	RAPID CITY	04/20/2023		N	N		0.00
	SD 57709	04/20/2023	0.00	N	0		175.50
	<Emailing Stub Disabled>	04/20/2023	121718				

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

Vendor Total: 175.50

10696	NORTHERN TRUCK EQUIPMENT	04/20/2023		BANKW	Wing Kit		1,054.44
1413	PO BOX 563	04/20/2023		N			0.00
	SIOUX FALLS	04/20/2023		N	N		0.00
	SD 57101	04/20/2023	0.00	N	0		1,054.44
	<Emailing Stub Disabled>	04/20/2023	RC102667				

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4251	Street Snow Removal	1,054.44	0.00
Distribution Total		1,054.44	0.00

10697	NORTHERN TRUCK EQUIPMENT	04/20/2023		BANKW	Filter		178.58
1413	PO BOX 563	04/20/2023		N			0.00
	SIOUX FALLS	04/20/2023		N	N		0.00
	SD 57101	04/20/2023	0.00	N	0		178.58
	<Emailing Stub Disabled>	04/20/2023	RC102552				

GL Number	Account Name	Pay Amount	Relieve Amount
101-4320-4250	Repair/Maint Expense	178.58	0.00
Distribution Total		178.58	0.00

10698	NORTHERN TRUCK EQUIPMENT	04/20/2023		BANKW	Cutting Edge Kit		3,168.78
1413	PO BOX 563	04/20/2023		N			0.00
	SIOUX FALLS	04/20/2023		N	N		0.00
	SD 57101	04/20/2023	0.00	N	0		3,168.78
	<Emailing Stub Disabled>	04/20/2023	RC102651				

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4251	Street Snow Removal	3,168.78	0.00
Distribution Total		3,168.78	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	Inv. Date	1099?	Hand Check Number/Date	Net Amount
	Email Address		Invoice No.			

Vendor Total: 4,401.80

10701	ON-SITE FIRST AID & SAFETY	04/20/2023		BANKW	First Aid Supplies	93.58
	3222 CHAPEL LANE	04/20/2023		N		0.00
1826	RAPID CITY	04/20/2023	0.00	N	N	0.00
	SD 57702	04/20/2023	2073	N	0	93.58
	<Emailing Stub Disabled>					

GL Number	Account Name	Pay Amount	Relieve Amount
101-4140-4260	Supply/Material Exp	93.58	0.00
Distribution Total		93.58	0.00

Vendor Total: 93.58

10715	PAMELA MARTIN	04/20/2023		BANKW	Election Superintendent	250.00
	9310 ASTORIA LANE	04/20/2023		N		0.00
1897	SUMMERSET	04/20/2023	0.00	N	N	0.00
	SD 57718	04/20/2023	april112023	N	0	250.00
	<Emailing Stub Disabled>					

GL Number	Account Name	Pay Amount	Relieve Amount
101-4130-4220	Prof Fees Expense	250.00	0.00
Distribution Total		250.00	0.00

Vendor Total: 250.00

10716	PAT RASMUSSEN	04/20/2023		BANKW	election deputy	225.00
	6910 BRIGHTON ST	04/20/2023		N		0.00
1898	SUMMERSET	04/20/2023	0.00	N	N	0.00
	SD 57718	04/20/2023	april112023	N	0	225.00
	<Emailing Stub Disabled>					

GL Number	Account Name	Pay Amount	Relieve Amount
101-4130-4220	Prof Fees Expense	225.00	0.00
Distribution Total		225.00	0.00

Vendor Total: 225.00

10666	RAPID CITY JOURNAL	04/20/2023		BANKW	Notice of Deadline for Voter R	77.12
	P O BOX 80528	04/20/2023		N		0.00
0008	LINCOLN	04/20/2023	0.00	N	N	0.00
	NE 68501	04/20/2023	54654	N	0	77.12
	<Emailing Stub Disabled>					

GL Number	Account Name	Pay Amount	Relieve Amount
101-4130-4230	Publishing Exp	77.12	0.00
Distribution Total		77.12	0.00

10667	RAPID CITY JOURNAL	04/20/2023		BANKW	Notice of Local Board of Revie	55.42
	P O BOX 80528	04/20/2023		N		0.00
0008	LINCOLN	04/20/2023	0.00	N	N	0.00
	NE 68501	04/20/2023	54903	N	0	55.42
	<Emailing Stub Disabled>					

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4230	Publishing Exp	55.42	0.00
Distribution Total		55.42	0.00

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Ref. No.	Vendor Name Vendor Address City	Post Date Pay. Date	PO Number Req. No.	Bank Hold? Sep. Ck.?	Invoice Description Line 2 Invoice Description Line 2 Use Description 1 On Check Hand Check Number/Date	Gross Amount Taxes Withheld Discount Net Amount
Vendor No.	State/Province Zip/Postal Email Address	Disc. Date Due Date Inv. Date	Disc. % Invoice No.	1099?		
	RAPID CITY JOURNAL	04/20/2023		BANKW	Comm Mtg Min 03/02/2023	219.35
	P O BOX 80528	04/20/2023		N		0.00
10668	LINCOLN	04/20/2023		N	N	0.00
0008	NE 68501	04/20/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	04/20/2023	55188			219.35

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4230	Publishing Exp	219.35	0.00
Distribution Total		219.35	0.00

	RAPID CITY JOURNAL	04/20/2023		BANKW	Special Mtg 02/28/2023	47.99
	P O BOX 80528	04/20/2023		N		0.00
10669	LINCOLN	04/20/2023		N	N	0.00
0008	NE 68501	04/20/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	04/20/2023	55189			47.99

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4230	Publishing Exp	47.99	0.00
Distribution Total		47.99	0.00

	RAPID CITY JOURNAL	04/20/2023		BANKW	Special Mtg Local Brd of Equal	81.12
	P O BOX 80528	04/20/2023		N		0.00
10670	LINCOLN	04/20/2023		N	N	0.00
0008	NE 68501	04/20/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	04/20/2023	55582			81.12

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4230	Publishing Exp	81.12	0.00
Distribution Total		81.12	0.00

	RAPID CITY JOURNAL	04/20/2023		BANKW	Comm Mtg 02/16/2023	250.76
	P O BOX 80528	04/20/2023		N		0.00
10671	LINCOLN	04/20/2023		N	N	0.00
0008	NE 68501	04/20/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	04/20/2023	54737			250.76

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4230	Publishing Exp	250.76	0.00
Distribution Total		250.76	0.00

Vendor Total: 731.76

	RAPID WELL SERVICE	04/20/2023		BANKW	pump motor	3,699.33
	23101 157TH AVE	04/20/2023		N		0.00
10705	NEW UNDERWOOD	04/20/2023		N	N	0.00
1896	SD 57761	04/20/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	04/20/2023	1020			3,699.33

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4300	Capital Expense	3,699.33	0.00
Distribution Total		3,699.33	0.00

Vendor Total: 3,699.33

	SANITATION PRODUCTS	04/20/2023		BANKW	balance due	100.00
	PO BOX 166	04/20/2023		N		0.00
10703	FARGO	04/20/2023		N	N	0.00
1748	ND 58107-0166	04/20/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	04/20/2023	84177			100.00

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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	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4340	Equip Expense	100.00	0.00
<b>Distribution Total</b>		<b>100.00</b>	<b>0.00</b>

10704	SANITATION PRODUCTS	04/20/2023	BANKW	Pro Strip Boom Pelican	590.00
	PO BOX 166	04/20/2023	N		0.00
1748	FARGO	04/20/2023	N	N	0.00
	ND 58107-0166	04/20/2023	0.00	N	0
	<Emailing Stub Disabled>	04/20/2023	84850		590.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4340	Equip Expense	590.00	0.00
<b>Distribution Total</b>		<b>590.00</b>	<b>0.00</b>

Vendor Total: 690.00

10686	SD DEPT OF TRANSPORTATION	04/20/2023	BANKW	Participating Hwy Work	584.33
	700 E BROADWAY	04/20/2023	N		0.00
0853	PIERRE	04/20/2023	N	N	0.00
	SD 57501-2586	04/20/2023	0.00	N	0
	<Emailing Stub Disabled>	04/20/2023	S00128096		584.33

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4250	Repair/Maint Expense	584.33	0.00
<b>Distribution Total</b>		<b>584.33</b>	<b>0.00</b>

Vendor Total: 584.33

10685	SD ONE CALL	04/20/2023	BANKW	21 Notifications March 2023	22.05
	PO BOX 1605	04/20/2023	N		0.00
0018	SIOUX FALLS	04/20/2023	N	N	0.00
	SD 57101	04/20/2023	0.00	N	0
	<Emailing Stub Disabled>	04/20/2023			22.05

GL Number	Account Name	Pay Amount	Relieve Amount
101-4232-4290	Other Expense	22.05	0.00
<b>Distribution Total</b>		<b>22.05</b>	<b>0.00</b>

Vendor Total: 22.05

10684	SD PUBLIC ASSURANCE ALLIANC	04/20/2023	BANKW	Annual Premiums	57,167.90
	SDPAA	04/20/2023	N		0.00
0072	FT PIERRE	04/20/2023	Y	N	0.00
	SD 57532	04/20/2023	0.00	N	0
	<Emailing Stub Disabled>	04/20/2023	29401		57,167.90

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4210	Other Ins Expense	4,351.12	0.00
101-4110-4210	Other Ins Expense	60.65	0.00
101-4520-4210	Other Ins Expense	328.79	0.00
101-4140-4210	Other Ins Expense	4,469.58	0.00
101-4210-4210	Other Ins Expense	20,715.54	0.00
604-4000-4210	Other Ins Expense	12,246.10	0.00
101-4310-4210	Other Ins Expense	14,935.48	0.00
101-4652-4210	Other Ins Expense	60.64	0.00
<b>Distribution Total</b>		<b>57,167.90</b>	<b>0.00</b>

Vendor Total: 57,167.90

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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	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	SOUTH DAKOTA STATE TREASUF	04/20/2023	BEFT	Sales Tax Collected March 2023	
		04/20/2023	N		1,007.94
10699		04/20/2023	N	N	0.00
1245		04/20/2023	N	0	0.00
	<Emailing Stub Disabled>	04/20/2023	march 2023		1,007.94

GL Number	Account Name	Pay Amount	Relieve Amount
101-0000-2170	Sales Tax Payable	1,007.94	0.00
Distribution Total		1,007.94	0.00

Vendor Total: 1,007.94

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	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	TYLER TECHNOLOGIES, INC	04/20/2023	BANKW	FB Migration ERP Pro 10 Financ	
	PO BOX 203556	04/20/2023	N		2,047.50
10679	DALLAS	04/20/2023	N	N	0.00
1023	TX 75320-3556	04/20/2023	N	0	0.00
	<Emailing Stub Disabled>	04/20/2023	025-417290		2,047.50

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4340	Equip Expense	2,047.50	0.00
Distribution Total		2,047.50	0.00

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	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	TYLER TECHNOLOGIES, INC	04/20/2023	BANKW	Current State Review - Utiliti	
	PO BOX 203556	04/20/2023	N		262.50
10680	DALLAS	04/20/2023	N	N	0.00
1023	TX 75320-3556	04/20/2023	N	0	0.00
	<Emailing Stub Disabled>	04/20/2023	025-416833		262.50

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4340	Equip Expense	262.50	0.00
Distribution Total		262.50	0.00

Vendor Total: 2,310.00

Grand Total:	155,140.68
Less Credit Memos:	0.00
Net Total:	155,140.68
Less Hand Check Total:	0.00
Outstanding Invoice Total:	155,140.68

Total Invoices: 52

## March 2023 Finance Department Monthly Recap

- Zoom Incode10 Configuration Training with Tyler Tech for migration-4 days on a row M-Th
- Zoom Training: FIN Configuration: Accounts Payable
- Zoom Training: ERP Pro 10 Configuration Training: General Ledger
- Utility Billing Questionnaire for upgrade emailed to Nancy Brady
- Zoom Meeting with Audrey to go over utility billing current state
- Bi-weekly status call with Nancy Brady on migration timelines
- Processed payroll for 25 employees
  - 941 filed electronically
  - SDRS filed electronically
  - SD Health Pool, Aflac, Delta Dental
- Submitted South Dakota Sales Tax
- Processed 64 invoices to be paid totaling \$491,912.70
- Processed 940 Utility Bills for March
  - Mailed out March 31, 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
- Internet issues and front door issues. Restarted the server and fixed problem. This happened several times this month
- Newsletter
- Petition pull with Candidates for April 11 election
- Absentee voting
- Worked on TIF
- Worked on Justgrants, Sams, DOJ logins for me
- Carol with Aflac here for open enrollment
- Conducted interviews for Assistant Finance Officer



# SUMMERSET POLICE DEPARTMENT

## Summerset Police Department Monthly Report-March 2023

**Grants:** Currently operating under the COPS and Highway Safety Grant. There has been a delay in the COPS quarterly Performance Reporting due to administrative changes. We are in the processing of getting this resolved with help from the City Administrator and Finance Officer. I started writing the Highway Safety Grant for Speed/Seatbelt and DUI enforcement monies and (2) Stalker Radars and (2) PBT's for the new patrol vehicles.

**Calls for Service:** 305

**Traffic stops:** 114

Breakdown for some calls of service:

**DUI-** 1

**Drugs-** 15

**Disturbances-** 8

**Pursuit-** 1

**Suicide attempts-** 2

**Motor vehicle crashes-** 13

**Sexual assault-** 2

**Thefts-** 2

**Vandalism-** 1

**Burglary alarms-** 5

**Medical responses-** 4

**Assist-other-agency-** 46

**Animal complaints-** 9

**Assist persons-** 17

**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:** None

# March 2023 Wastewater Department report

## Daily Operations

3/2-3 Hydro Kleen televised and cleaned area #5  
3-3 Filed report with SDDANR  
3-3 Hydro Kleen cleaned 3 lift stations  
3-3 Doug Mills inspected plant well  
3-4 Hydro Kleen discovered blockage in manhole at Leisure Ln and Manchester.  
3-6 #1 pump at Sun Valley lift station down due to cut power cable  
3-13 Took truck to Bargain Barn for scheduled maintenance  
3-15 Took monthly samples to lab  
3-15 Assisted Muth Electric with disconnecting reed bed return line meter.  
3-22 DPI Replaced Pump #1 Sun Valley Lift  
3-22 Butler Cat repaired Telehandler  
3-29 Read meters for sewer billing  
Treated 4.4 million gallons of sewer with a daily average of 140k gal.  
Responded to 14 requests for service locations

## Special Projects

## Misc



## March

### **Sanitation**

Hauled 147730 lbs of Solid waste, 4540 lbs of recycling, 700 lbs of cardboard to Landfill. Landfill is no longer accepting cardboard, so the cardboard hauled is being charged as trash. Repaired/cleaned/ and delivered cans as needed. Serviced and cleaned solid waste equipment. The Mack repairs were completed, and the truck was placed back in service.

### **Public works**

Plowed Snow. Sanded intersections. Repaired plow equipment. Attended council meeting. Prepped Snow removal equipment. Performed maintenance on public works equipment. Met with USGS concerning the installation of the new weather station/well monitor that was budgeted and is being installed in partnership with USGS. Repaired two garage door openers at the public works building. Completed some road maintenance at the WWTP/ Public works building. Built the new seating area in the commission chamber for the Finance Officer and City Administrator. Attended a department head meeting. Has Numerous conversations with the Public Works Commissioner, Mayor and City Staff

### **Code enforcement**

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

### **Parks**

Plowed parking lot and sidewalks. Repaired damage to the shelter at Sun Valley Park.

# MARCH 2023 CITY ADMINISTRATOR REPORT

## ECONOMIC DEVELOPMENT

- Reviewed Dakota Resource Climate & Community Economic Development Survey.
- Met with A. Anglin – Piedmont Chamber of Commerce/additional hire working on Economic Dev.
- Reviewed Economic Development Annual Report from Elevate Rapid City.
- Visited with A. Anglin on future building sites and proposed new businesses.
- Reviewed Rushmore Region Request for Proposal – Economic Development.
- Reviewed SD GOED 2022 Annual Report.

## GRANTS

- Completed and sent Traffic Device Grant to the State of South Dakota.
- Re-enable Just Grants for Cops Fast Grant, updated the users.
- Updated SAMS.Gov for annual renewal of City of Summerset.
- S. Baumeister and I updated ASAP on process for renewal in SAMS.GOV.

## PLANNING & ZONING

- J. Hanson dropped off layout plan/reviewed the same and sent it on to HDR.
- Meeting with J. Milliron, B. Mehlhaff, L. Shagla, M. Torno and Terra Site regarding new building, grading permit and conditional use permit.
- Received Conditional Use Permit, drafted notice and put it in the paper.
- Completed Occupancy Permit for Milliron Granite & Quartz.
- Completed Erosion Control Refund for Milliron.
- Visited with S. Delbridge regarding final inspections on Milliron Granite & Quartz.
- Visited with First Administrators regarding the plat being recorded on M. Cotton.
- Visited with J. Milliron regarding selling additional lot that he owns by his new business.
- Visited with J. Peterson regarding questions on setbacks and frontage.
- Visited with J. Weidenbach on confirming addresses with Meade County.
- Visited with Meade County about addresses not showing up correctly in Beacon software.
- Received update from Renner & Associates on easements across Booze property – regarding Norman Ranch. Forwarded information to HDR.
- Visited with P. Olsen regarding upcoming Preliminary/Final Plat and dates it will go to P&Z and Commission.
- Visited with gentleman regarding IBC Codes and Fire Alarms.
- Visited with T. Seidel regarding permitting questions on fences and a shed.
- Visited with B. Burgner regarding second residence/living quarters above garage and platting questions.
- Visited with L. Shagla regarding New Leaf preliminary plat review.
- Visited with J. Hanson regarding the review on his layout plan for mini storage.
- Reviewed Drainage Report from A. Zepp on Milliron #2
- Visited with J. Semmler regarding lot size and setbacks on Lot 1R, Block 3, Summerset USA.
- Sent Conditional Use Application and Variance Application to Jason Hanson regarding his review.
- Sent notification to New Leaf to start infrastructure and then we can move onto Final Plat.
- Visited with S. Little regarding new subdivision and information gathering.
- Received a Layout Plan on Building from Hunt Brothers Pizza. Sent application to HDR for review.

\*See next page

## PLANNING & ZONING CONT.

- Visited with T. Morris regarding Norman Ranch, annexation and easements.
- J. Hanson contacted me with another Lay Out Plan for open storage at Infinity. Sent new layout plan to him.
- Discussion with L. Shagla regarding city property and platting it into one lot.
- Visited with P. Olsen requirements needs on review from HDR.
- Visited with L. Shagla on geo tech report on Lots 1R, 2, 3 and 4 Summerset USA.
- Visited with P. Olsen on utilities on lots.
- Attended one Planning & Zoning Meeting.
- Completed minutes on Planning and Zoning Meeting.
- Sent J. Semmler Commercial Building Checklist.
- Visited with H. Mehlhaff on Conditional Use Permit.
- Followed up with J. Hanson on second layout plan review.
- Received Conditional use Permit from Hunt Brothers Pizza, drafted notice and sent to the paper.
-

MARCH 2023 CITY ADMINISTRATOR REPORT CONT.

FINANCE DEPT

- Status call with N. Brady and S. Baumeister. Sent the update on the project to A. Nasser and M. Torno.
- Completed minutes for the special meeting on February 28<sup>th</sup>.
- Posted Job Openings on South Dakota Department of Labor and City Web Page.
- Sent letter to Candidates for drawing of positions on the ballot – Candidates drew for positions.
- Cashier Training on Incode 10
- Visited with M. Torno and S. Baumeister regarding secure signatures for financial checks.
- Sent forms guide on financials to BankWest for configuring check printing.
- Visited with M. Wheeler regarding exempt vs. nonexempt employees – legal opinion.
- Training – Tyler Incode 10 Financial Securities.
- Drafted Election Ballot – Sent the same to M. Wheeler to review.
- Prepared Sample Ballots after review came back from M. Wheeler.
- Prepared Commission minutes for March 2<sup>nd</sup>, 2023.
- Prepared election supplies for Election Workers, changed & updated the instructions to voters, and went through the training manual.
- Took Voter Registrations to Meade County so it met the deadline before the Election.
- Visited with C. Perry, AFLAC Representative to set up meeting with the employees for March 17<sup>th</sup>.
- Visited with J. Ambrose about USDA Annual Financial Report regarding loan.
- Visited with S. Reade regarding Campaign Finance Disclosure Report.
- Discussed with N. Brady the forms guide on checks and put her in contact with BankWest directly regarding printing and magnetic ink.
- Visited with S. White regarding voting list and followed up with the Meade County Auditor's Office.
- Completed all new hire packets, updated the paperwork, for Full-Time, Part-Time, and Elected Commissioners.
- J. Olsen from DOE Office visited on appeals for Summerset and sent the same to me.
- Reviewed utility questionnaire with S. Baumeister for Incode 10.
- Reviewed Billing Forms in Incode downloaded in Project Plan.
- Bi-weekly status call with N. Brady and S. Baumeister. Sent the update on the project to A. Nasser and M. Torno.
- Contacted Meade County Auditor – received growth, cpi, levies and TIF information to complete incoming revenues from TIF #2 and send the same to T. Morris.
- Made budget amendments and cleaned up original budget to show correct figures.
- Got packets ready for local board of equalization.
- Worked on revenues for 2024 Budget.
- Completed USDA Rural Development Audit for 2022 on loan and sent to USDA.

MARCH 2023 CITY ADMINISTRATOR REPORT CONT.

- Incode 10 Training on General Ledger Setup and Bank Reconciliation.
- Completed the local board of equalization minutes and sent to the paper.
- Sent equalization paperwork, and appeal forms to DOE @ Meade County.
- Visited with T. Morris regarding revenues on TIFS.
- Trained S. Baumeister on malt beverage licensing and renewals.
- Training – Incode 10 in accounts payable and vendor setup.
- Incode 10 Training on Base Pay Groups, Calendars, and Payroll sets.
- Brett Burditt from Meade 46-1 Schools needs budget figures on SRO Officer for 2023-2024.
- Visited with P. Anderson from Piedmont regarding fire protection districts and statutes.
- Incode 10 Training on deduction codes, tax codes, pay codes and gross summary codes.
- Incode 10 Training – positions, rates, base pay, deductions, taxes, retirement, direct deposit and leave.
- Put out social media posts regarding election, date, time, place.

MARCH 2023 CITY ADMINISTRATOR REPORT CONT.

MISC. CONT

- Visited with S. Reade regarding demographics of other cities/Summerset.
- Met with M. Torno went over agenda on the 6<sup>th</sup> and discussed calendar of upcoming meetings.
- Visited with O. Davis on internet speed and other i.t. items.
- Discussed sound system with D. McComb and when Sound Pro was going to set up the same.
- Visited with J. Kavan – Blue Peak and was made Administrator.
- Visited with R. Nasser regarding Police of Chief Job Description.
- Sent claim to SDPAA on Garrison – Trailer hit.
- Visited with S. Reade about setting up a meeting with M. Torno/set the time & date.
- Gave Golden West Contract to D. McComb for review.
- Visited with J. VanNuys regarding status on FEMA Reports.
- Contacted B. Zimmerman – following up on T. Zimmerman paperwork for Parks & Rec.
- Sent out a survey to employees to see if anyone interested in meeting with a Globe Life Representative.
- D. Butler came into to see if we needed anything.
- Visited with J. Ambrose regarding sewer line blockage, pictures and putting the same on Facebook reminding people not to dump in the sewer line.
- Facebook – updated on Mountain lion in the area.
- Took Police Car Registration to Meade County Courthouse to pay for titling.
- Testified in Court @ Meade County on Equalization matter.
- Picked up Equalization packet from Meade County for local boards.
- Visited with M. Kitzmiller and A. Kayl regarding 6744 Dover – regarding easement and turnaround.
- Followed up with Meade County Register of Deeds on plat paperwork regarding 6744 Dover and recorded easements.
- Zoom Meeting – A. Kayl and I regarding Exit 48.
- Visited with S. Reade regarding ordinances, Human Resources, promotions, procedures and who is assigned that function.
- Submitted accident report to SDPAA after receiving paperwork back from Garrison.
- Researched options on short term disability for an employee.
- Reviewed T. Wiczorek's comments regarding lawsuit 2023-20.
- Reviewed ICMA Member in Transition information.
- Worked on Veteran Status to be put on job applications to up-to-date with law.
- Visited with L. Johnson – Gunderson, Palmer Law Firm and signed off on certificate of record.
- Visited with A. Kayl regarding Astoria Court Task Order from HDR.
- Visited with T. Anderson regarding setting up a meeting with USGS in reference to the water tables.

MARCH 2023 CITY ADMINISTRATOR REPORT CONT.

- Visited with R. Nasser on hiring process document. Loaded the same on the web page.
- In contact with N. Hilding regarding how many commission seats are up in Summerset, election information and date of election.
- Updated M. Kitzmiller on Parks and Recreation Board – Projects brought forth on ADA Compliance Grant and Meade 46-1 School proposal.
- Re-drafted letter on sewer service for the Mayor to sign.
- Reviewed SDPAA invoice for renewal – it was incorrect. Had them update their records with the information sent to them in November of 2022.
- Reviewed and confirmed portal for SLFRF Treasury for ARPA Funds reporting which is due April 30<sup>th</sup>.
- Placed call into NOC to unlock Commissioner email, and to fix desktop display.
- Contact with A. Meyer regarding setting up meeting to administer SAMS update.
- Reviewed K. Shuck report on Cyber Intelligence for Summerset.
- Department Head Meeting – to discuss budgets, job descriptions, new accounting numbers, wages.
- Visited with M. Torno regarding steps and grades for wages for 2024 Budget.
- Sent evaluation of M. Anglin to the Board of Commissioners.
- Sent blank evaluation to M. Kitzmiller on A. Kayl annual review.
- Sat in on interview for police officer position.
- Sent K. McIntosh & M. Kitzmiller for Parks & Recreation Board maps of existing parks and surplus property.
- NOC – to sync computers from Commission Room to City Administrator. Could no longer pull over videos from zoom to save.
- Met with cleaning companies after request for proposal was asked to make sure we are getting good price.
- Meeting with B. Eldridge and T. Anderson regarding water tables, new weather reader that will be in place on Sun Valley side.





## EXHIBIT A

### TASK ORDER

This Task Order pertains to an Agreement by and between City of Summerset, South Dakota, ("OWNER"), and HDR Engineering, Inc. ("ENGINEER"), dated December 15, 2022, ("the Agreement"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: 2023-02

PROJECT NAME: Southside Sanitary Sewer Preliminary Design Study

PART 1.0 Project Description: A study of options to provide sanitary sewer service to the south portion of Summerset.

PART 2.0 Scope of services to be performed by engineer under this task order includes the following engineering services:

#### GENERAL

The City of Summerset is anticipating development in the south portion of town in the near future. Task Order 2023-02 will consist of evaluating possible locations of a lift station to serve the south portion of Summerset. This will include looking at options for force main location options and a cursory look at potential collection system mains. The study area is shown in Exhibit 1.

#### SCOPE OF SERVICES

##### Activity 1. Project Management

##### **Objective**

Coordinate task activities among the various HDR and City staff involved in completing the design. Manage the scope, schedule, and budget.

##### **Consultant Services**

1. Conduct financial and project record system setup, develop schedule, and monitor budget for project staff.
2. Routine communications among the project team.
3. Monitor internal costs, work products, quality control process, and schedule performance over the course of the project.
4. Prepare and submit monthly invoices. Prepare brief written progress reports each month to accompany the invoice.





### **City Responsibilities**

1. Review monthly progress reports and respond to issues identified, if applicable.
2. Process monthly invoices. Communicate questions or issues to HDR Project Manager.

### **Assumptions**

- Five (5) monthly cost invoices.

### **Deliverables**

- Monthly invoice and progress report.

### **Activity 2. Preliminary Design Services**

#### **Objective**

Coordination with City to establish projected flows. Evaluate possible locations of a lift station to serve the south portion of Summerset. This will include looking at options for force main and collection system main locations.

#### **Consultant Services**

1. Facilitate project kickoff meeting, discuss scope and schedule.
2. Identify possible lift station locations, force main and trunk sewer alignments.
3. Work with the City to identify contributing area and potential zoning.
  - a. HDR will establish flows for build out of the contributing areas and interim flows for 25%, 50%, and 75% build out of the area.
  - b. An existing sewer model of the trunk sewer exists and will be updated with flows from the study area to identify deficiencies and necessary upgrades.
  - c. Provide an analysis and recommendations for force main alignments, lift station location and depth, and interceptor layout and depth to the proposed lift station.
  - d. Provide an analysis and recommendation for equipment, methods, and locations for flow monitoring locations within the south side system. The plan will use flow data to establish "trigger points" within the system for flow thresholds when the City should consider further improvements.
4. Evaluate sewer options based on cost, technical challenges, and parcels involved.
5. Provide design recommendations for the lift station.
6. Develop a technical memorandum to document the evaluation findings.
7. Attend submittal review meetings and monthly progress review meetings with City staff as necessary. A total of two (2) meetings are anticipated for this task.
8. Quality Control reviews will include a detailed internal review of the technical memorandum including a thorough check for errors and omissions, review of content, clarity, and project scope requirements.



### Assumptions

- Up to three HDR staff will participate in the kick-off meeting.
- Up to 3 sewer alignments will be modeled.
- Conceptual sewer alignments and profiles shall be developed from City aerial, lidar contours, and GIS property information.
- No right-of-way or property owner discussions will be conducted as part of the study.

### Deliverables

- Kick-Off Meeting Minutes (PDF)
- Draft Preliminary Design Memorandum (PDF)
- Preliminary City Review Comment Response (PDF)
- Project Coordination Meeting Minutes (PDF)
- Final Preliminary Design Memorandum (PDF & 3 Hardcopies)

### Meetings

- Project Kick-Off Meeting
- Submittal Review & Progress Meetings (2)

### Schedule

Task Order Approval	April 2023
Kick-Off Meeting	May 2023
Draft Preliminary Design Report Submittal	July 2023
Final Preliminary Design Report Submittal	August 2023

PART 3.0 OWNER'S RESPONSIBILITIES: The OWNER shall provide the information set forth in paragraph 6 of the "HDR Engineering, Inc. Terms and Conditions for Professional Services."

PART 4.0 PERIODS OF SERVICE: April 2023 – August 2023

PART 5.0 PAYMENTS TO ENGINEER:

The proposed fee is \$35,080.20. Compensation for ENGINEER'S services under this Agreement shall be on the basis of Direct Labor Per Schedule of Pay Rates per the Employee discipline identified and attached herein, plus Reimbursable Expenses, and Engineer's technology charges. Reimbursable Expense shall mean the actual expenses incurred directly or indirectly in connection with the Project for transportation travel, subconsultants, subcontractors, computer usage, telephone, telex, shipping and express, and other incurred expense.



This Task Order is executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

CITY OF SUMMERSET, SOUTH DAKOTA  
"OWNER"

HDR ENGINEERING, INC.  
"ENGINEER"

BY: \_\_\_\_\_

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

NAME: \_\_\_\_\_

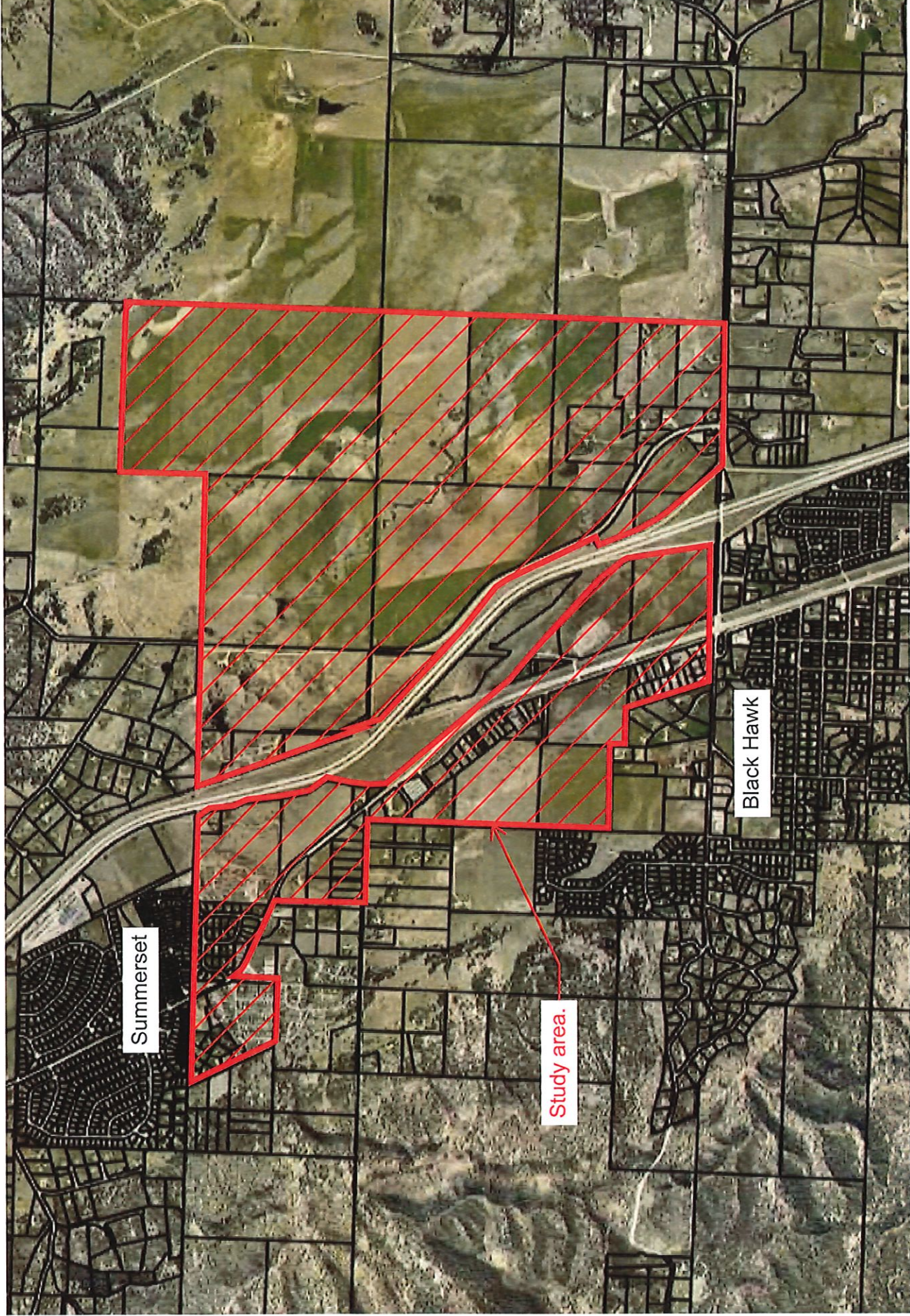
TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_







## HDR Engineering 2023 Hourly Billing Rates

Enclosed are the 2023 Hourly Billing Rates for HDR Engineering. These rates shall be adjusted annually to reflect any salary adjustments incurred by employees. The rates listed below do not include reimbursable expenses or hourly rates for equipment as defined below.

<u>Description</u>	<u>Billing Rate/Hour</u>
Managing Principal	225
Senior Project Manager	215
Project Manager III	195
Project Manager II	180
Project Manager I	170
Engineer VI	195
Engineer V	180
Engineer IV	170
Engineer III	145
Engineer II	130
Engineer I	120
Senior ASME Engineer	195
ASME Engineer	180
System Integrator Engineer III	195
System Integrator Engineer II	155
System Integrator Engineer I	115
Engineering/Field Services Technician V	175
Engineering/Field Services Technician IV	160
Engineering/Field Services Technician III	135
Engineering/Field Services Technician II	115
Engineering/Field Services Technician I	105
Cadd/GIS Technician V	155
Cadd/GIS Technician IV	135
Cadd/GIS Technician III	115
Cadd/GIS Technician II	105
Cadd/GIS Technician I	95
Right of Way IV	195
Right of Way III	175
Right of Way II	155
Right of Way I	120
Right of Way Coordinator	95
Environmental Scientist V	180
Environmental Scientist IV	160
Environmental Scientist III	140
Environmental Scientist II	125
Environmental Scientist I	110

Senior Land Surveyor	155
Land Surveyor	135
Survey Technician III	125
Survey Technician II	110
Survey Technician I	95
Senior Construction Manager	195
Construction Manager	185
Construction Engineer III	175
Construction Engineer II	160
Construction Engineer I	135
Construction Inspector	105
Strategic Communications/Graphic Designer IV	165
Strategic Communications/Graphic Designer III	145
Strategic Communications/Graphic Designer II	130
Strategic Communications/Graphic Designer I	100
Project Controller	95
Project Assistant	95
Admin Assistant	70

HDR has technical experts in various geographic locations that may be utilized based on specific project need. This specialized expertise is not subject to the above rates and associated billing rates are to be determined at the time of contract negotiation.

**Direct Expenses**

Drone	\$275.00 per day
Traffic Counting Equipment	\$120.00 per hour
Survey/GPS Equipment	\$50.00 per hour
Robotic Total Station	\$50.00 per hour
Side-by-Side Utility Vehicle	\$25.00 per hour
Handheld GPS	\$20.00 per hour
Mileage	\$0.75 per mile
Printing:	
B&W 8.5x11	\$0.041 each
Color 8.5x11	\$0.138 each
B&W 11x17	\$0.079 each
Color 11x17	\$0.273 each
Plots Bond	\$0.459 per sq. ft.

**OTHER REIMBURSABLE EXPENSES**

Reimbursable Expense shall mean the actual expenses incurred directly or indirectly in connection with the Project for travel, meals, subconsultants, shipping, and other incurred expense. Unless negotiated otherwise in the contract, HDR will add 10% to invoices received from subconsultants to cover administrative expenses and vicarious liability. Specialty equipment charges apply to specific equipment used on the project.

# ATTACHMENT 2



City of Summerset - South Side Sewer Preliminary Design Study  
Task Order Manhour Estimate - 2023 Task Order #2 - South Side Sewer Preliminary Design Study

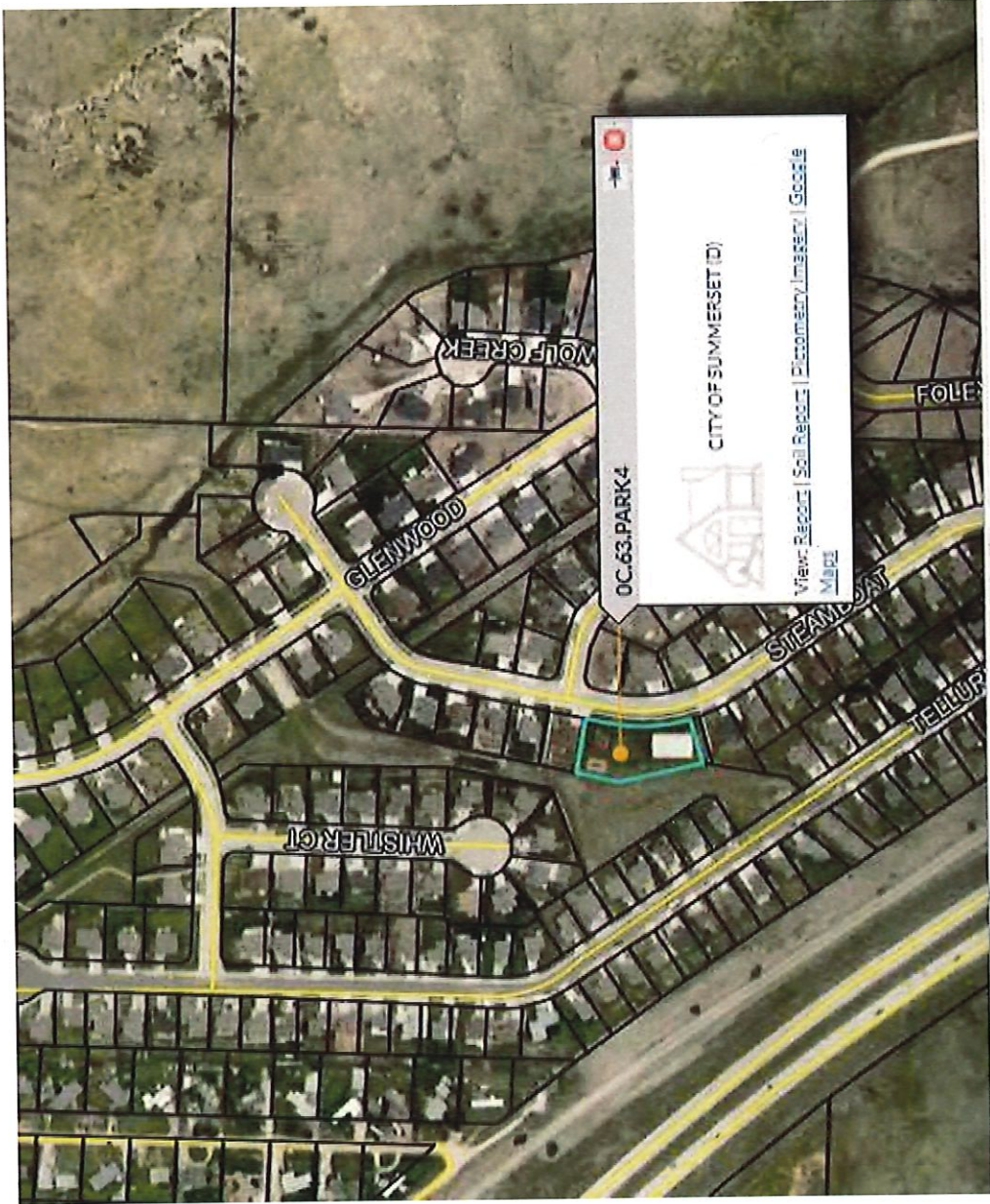
Rate Category/Description	Personnel										Total Hours	Total Cost	
	Bill Moran	Chris Robinson	Lindsay Shaglia	Steve Muir	Elizabeth Sobania	Lisa Tamura	DelRon Peters	Carla Schwabach	Christy Henze	Project Assistant			
Activity 1 - Project Management	2	32									2	48	\$7,220
Activity 2 - Preliminary Design Study		4	4	2								10	\$1,550
Project Kick-Off Meeting													
Technical Memorandum		8	48									56	\$8,320
Sewer Layout Options		4	16									20	\$3,000
Develop Future Flows		2		16	40	4						62	\$8,320
Sewer Model Evaluations		8	8									16	\$2,520
Lift Station Design Recommendations		8	4									12	\$1,940
Progress Meeting		4	4									8	\$860
QA/QC		4	4									8	\$1,260
Submittal Review Meeting	2	70	84	18	40	4	4	4	2	2	2	236	\$34,990
<b>Subtotals</b>	<b>2</b>	<b>70</b>	<b>84</b>	<b>18</b>	<b>40</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>236</b>	<b>\$34,990</b>
Task Order 2023-#2 Totals	2	70	84	18	40	4	4	4	2	2	2	236	\$34,990
Average Hours Per Week	0.0	1.3	1.6	0.3	0.8	0.1	0.1	0.1	0.0	0.0	0.0		

Activity 6 - Expenses	
Travel/mileage	\$ 75.00
Printing	\$ 15.20
Survey/GPS Equipment	\$ -
<b>Total Direct Costs</b>	<b>\$ 90.20</b>

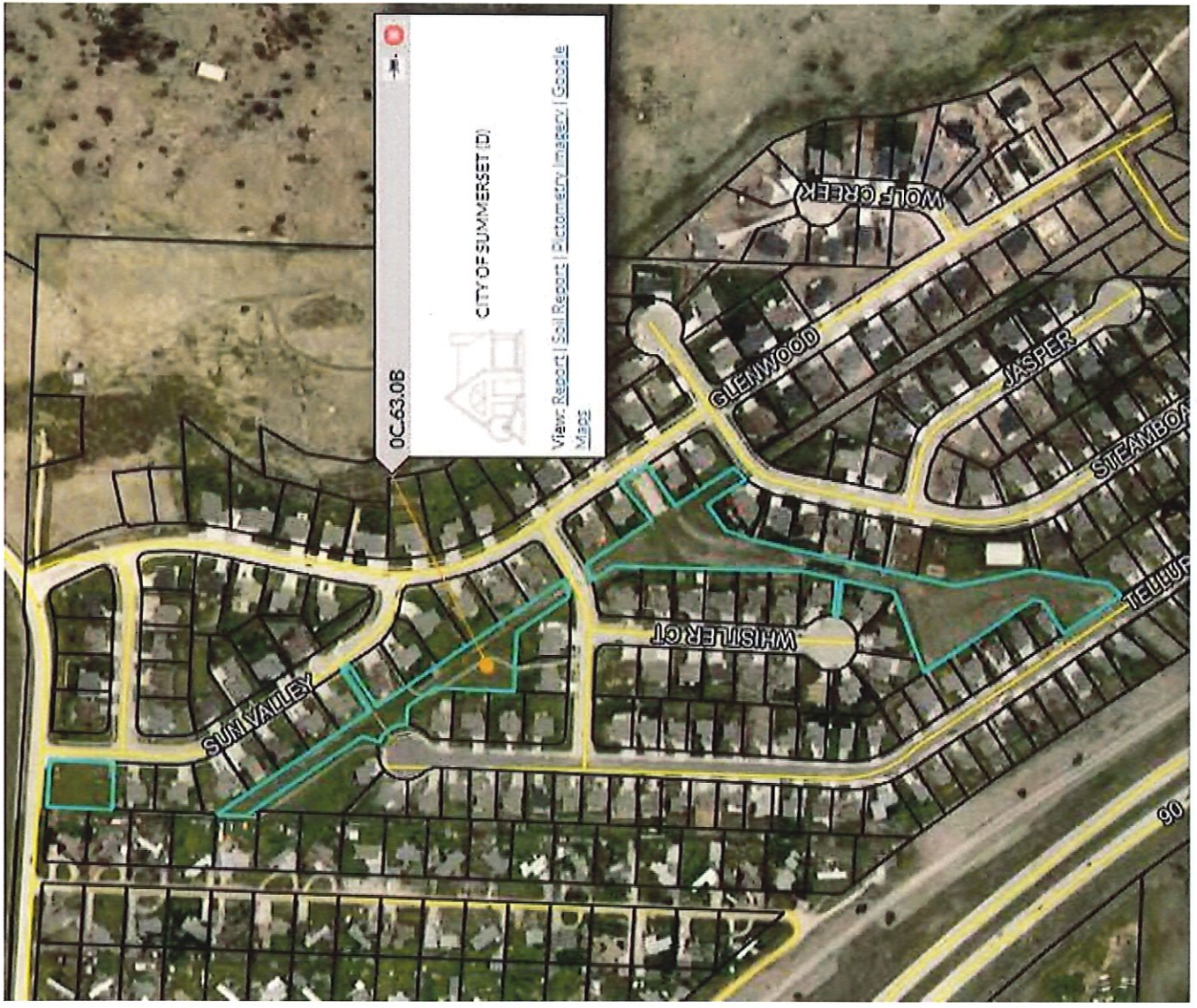
Total Cost Summary	
Total Hours	236
Total Labor	\$34,990.00
Direct Costs	\$90.20
<b>Total Cost</b>	<b>\$35,080.20</b>

# SUMMERSET PARK PROPERTY









OC-63.06



CITY OF SOMERSET (D)

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









0C-50.18.21

CITY OF SUMMERSET (D)  
10010 CASTLEWOOD CT



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

SUMMERSET SURPLUS PROPERTY



OC.50.07.24R



CITY OF SUMMERSET (D)

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



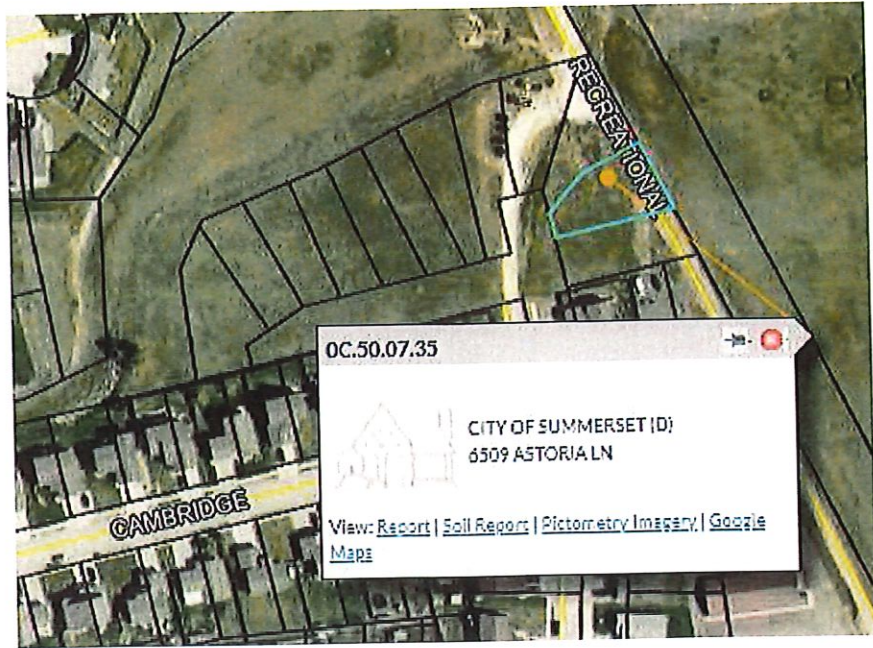


0C.50.07.36



CITY OF SUMMERSET (D)  
6515 ASTORIA LN

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



OC.50.07.35



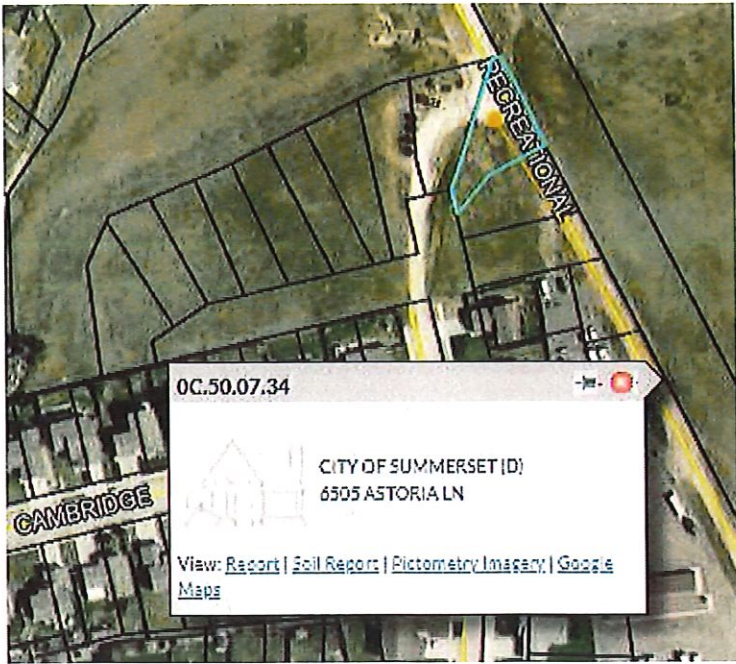
CITY OF SUMMERSET (D)  
6509 ASTORIA LN

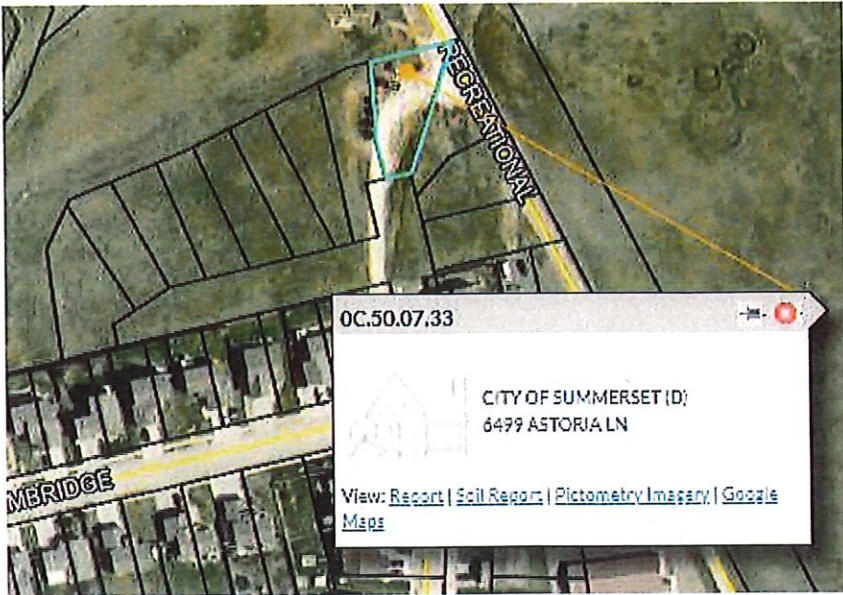
View: [Report](#) | [Soil Report](#) | [Pictometry Imagery](#) | [Google Maps](#)

CAMBRIDGE

RECREATION







0C.50.07.33



CITY OF SUMMERSET ID:  
6499 ASTORIA LN

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

0C.50.07.32



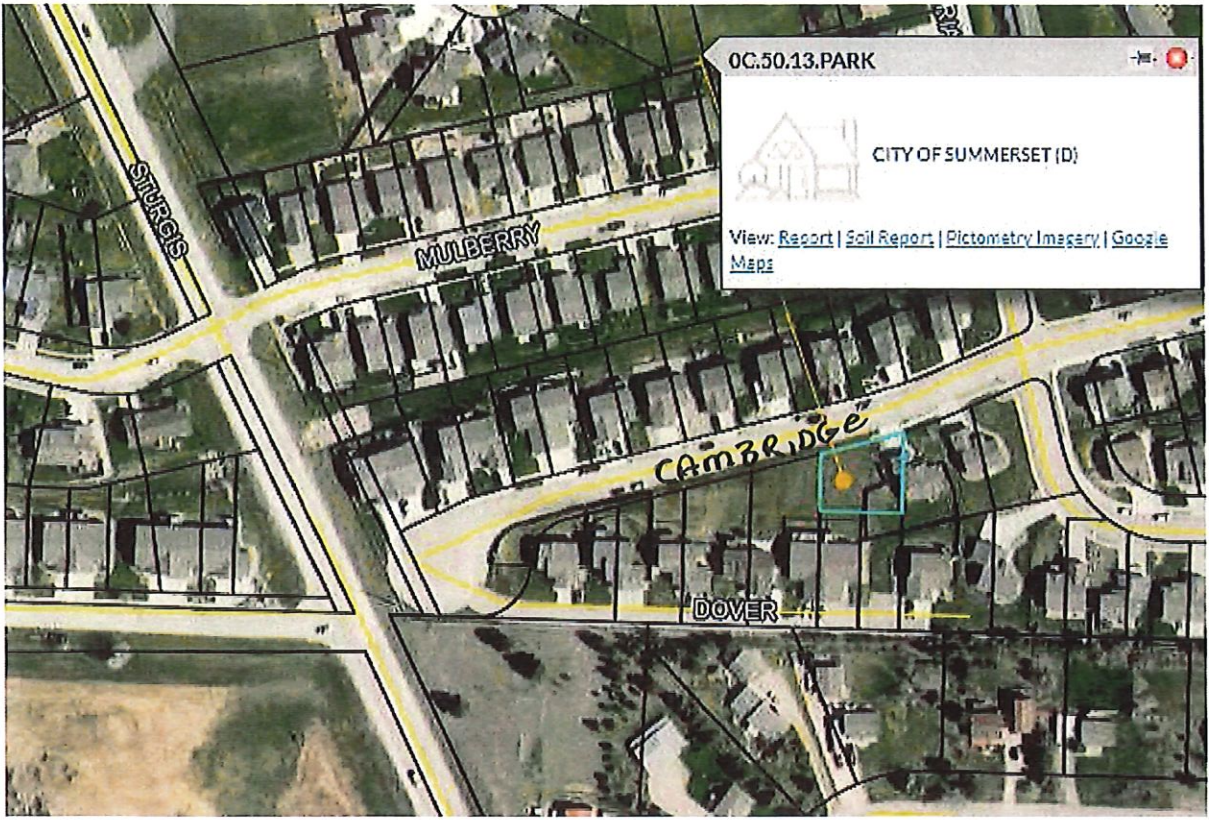
CITY OF SUMMERSET (D)  
6495 ASTORIA LN

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

RIDGE

RECREATIONAL





0C.50.13.PARK



CITY OF SUMMERSET (D)

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

Prepared by:  
City of Summerset  
7055 Leisure Lane  
Summerset SD 57718  
605-718-9858

**CITY OF SUMMERSET  
RESOLUTION 2023-07**

**WHEREAS**, there has been presented to the Board of Commissioners, of the City of Summerset, South Dakota a plat of the following described real property:

Plat of Lots 1R, 2, 3, and 4 of Block 3 of Summerset USA. Formerly Lot 1 of Block 3 of Summerset USA. Located in Section 25, Township 3 North, Range 6 East of the Black Hills Meridian, City of Summerset, Meade County, South Dakota.

and it appearing to the Board of Commissioners that said plat conforms to the existing plats of said City of Summerset, that the streets set forth therein conform to the system of streets of the municipality, that all provisions of the subdivision regulations have been complied with, that all taxes and special assessments upon the land have been fully paid, and that said 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 this 20th day of April 2023.

ATTEST:  
(SEAL)

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

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

Published:  
Effective:

STATE OF SOUTH DAKOTA)  
  )ss  
COUNTY OF MEADE)

I, Stephany Baumeister, Assistant Finance Officer of and for the City of Summerset, Meade County, South Dakota, do hereby certify that the foregoing is a true and correct resolution adopted by the City Commission of the City of Summerset at the regular meeting held on April 20th, 2023.

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

Published once \_\_\_\_\_ at total approximate cost \$ \_\_\_\_\_.





**COMMUNITY PLANNING & DEVELOPMENT SERVICES**

City of Summerset  
 7055 Leisure Lane, Summerset, SD 57718  
 Phone: (605) 718-9858 Fax: (605) 718-9883 Web: www.summerset.us

**APPLICATION FOR DEVELOPMENT REVIEW**

**REQUEST (please check all that apply)**

- Annexation
- Comprehensive Plan Amendment
- Fence Height Exception
- Planned Development (Overlay)
  - Designation
  - Initial Plan  Final Plan
  - Major Amendment
  - Minimal Amendment
- Subdivision
  - Layout Plan
  - Preliminary Plat
  - Final Plat
  - Minor Plat
- Rezoning
- Road Name Change

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

**LEGAL DESCRIPTION (Attach additional sheets as necessary)**

EXISTING LOT 1, BLOCK 3, SUMMERSET USA

PROPOSED LOT 1, LOT 2, LOT 3, LOT 4, BLOCK 3, SUMMERSET USA

LOCATION BETWEEN SURGE RD & CONSTITUTION / AM. EAGLE & DEMOCRACY

Size of Site-Acres 1.09 AC Square Footage \_\_\_\_\_ Proposed Zoning \_\_\_\_\_

DESCRIPTION OF REQUEST: REPEAT CURRENT LOT 1, BLOCK 3 INTO 4 LOTS (SEE EXHIBIT A AS ATTACHED)

Utilities: Private / (Public) \_\_\_\_\_  
 Water BLWP  
 Sewer SUMMERSET

**APPLICANT**

Name SPRINKER VALLEY ENTERTAINMENT, LLC  
 Address 507 7TH ST.  
 City, State, Zip RAPID CITY, SD 57701

CURT HUKS, MEMBER  
 Phone (605) 484-4460  
 E-mail CURT.HUKS@GMAIL.COM  
 DocuSigned by: \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

Name PHIL OLSEN, BROKER  
 Address PO BOX 795  
 City, State, Zip BLACK HAWK SD 57712

Phone (605) 390-8868  
 E-mail POlsen1@midco.net  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

Name BASELINE SURVEYING, LLC  
 Address 2305 JUNCTION AVE.  
 City, State, Zip SURGE, SD 57785

Phone (605) 490-7419  
 E-mail SHANNON@BASELINE.COM  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

**OWNER OF RECORD (if different from applicant)**

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_  
 3/20/2023 | 2:08 PM MDT

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Print Name: \_\_\_\_\_  
 Title\*: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Print Name: CURT HUKS  
 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
- Quaal Road District
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_

Planning and Zoning Meeting Date: \_\_\_\_\_  
 Commission Meeting Date: \_\_\_\_\_  
 Date Paid: \_\_\_\_\_

Payment Type: Cash  Check  Credit Card



Plat of  
Lots 1R, 2, 3 and 4 of Block 3 of Summerset USA.  
Formerly Lot 1 of Block 3 of Summerset USA, County, South Dakota.  
Located in Sec. 85, T.3N., R.6E., B.H.M., City of Summerset, Meade County, South Dakota.

**CERTIFICATE OF CITY FINANCE OFFICER**

I, Finance Officer of the City of Summerset, South Dakota, do hereby certify that the proposed improvement is a true and correct copy of the same as shown on the plat of the City of Summerset, South Dakota at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Finance Officer of the City of Summerset

**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

**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\_\_\_\_.

City of Summerset Highway or Street Authority

**CERTIFICATE OF CITY FINANCE OFFICER**

I, Finance Officer of the City of Summerset, do hereby certify that all special assessments which are levied upon the within described lands are duly paid according to the records of my office.  
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Finance Officer of the City of Summerset

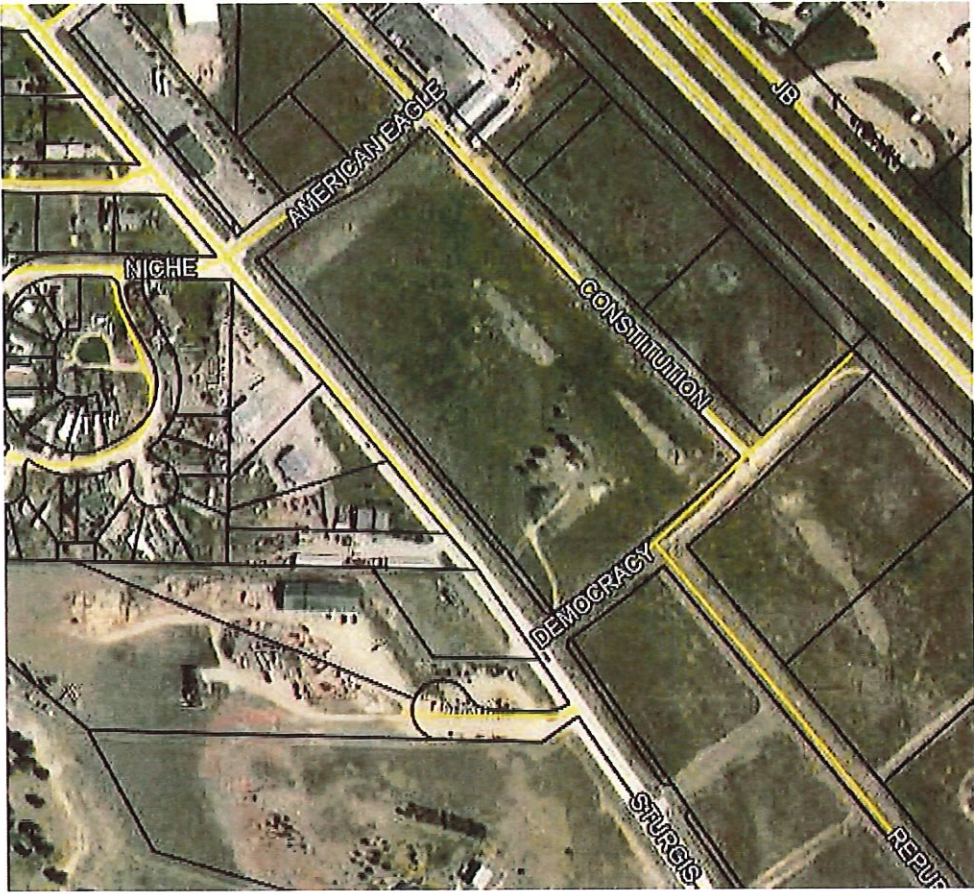
**COUNTY TREASURER'S CERTIFICATE**

I, Treasurer of Meade County, do hereby certify that the within plat of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, is a true and correct copy of the within described parcel, as shown by the records of my office, on July 1st.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Meade County Treasurer







April 5, 2023

## Preliminary/Final Plat Review Lots 1R, 2, 3, 4 of Block 3 of Summerset USA.

*Formerly Lot 1 Block 3 of Summerset USA.*

*Located in Sec. 25, T.3N., R6 E., B.H.M., City of Summerset, Meade County South Dakota.*

### **General Information:**

Parcel Acreage                      11.09 acres  
Location                              Summerset City limits  
Date of Application                3/20/23  
Survey Job No.                      22-130  
Reviewed By:                        Gary Anderson, LS, HDR Engineering, Inc.

**Purpose:**                              Subdivide Lot 1 Block 3 into 4 lots.

**Access and Utilities:**            Access off Democracy, Constitution, and American Eagle. If Lots 3 and/or 4 want access off Sturgis Road that will need to be coordinated with SDDOT. Water will be Black Hawk Water User District and sewer will be City of Summerset.

**Fire Protection:**                 Black Hawk Volunteer Fire Department

**Drainage:**                            No major drainageways are indicated on the plat. 8' drainage and utility easements are noted for along interior side of all lot lines.

### **Final Plat Review:**

Bearings and distance close and area match.

Plat meets requirements.

Add an "Approval by Highway or Street Authority" for the SDDOT since 2 of the lots are adjacent to Sturgis Road.

Developer has indicated there is an existing water service line for Lot 4. A map showing the location of water service line should be provided.

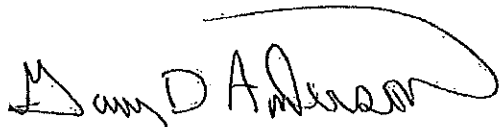
Provide letter of approval from Black Hawk Water User District.

Provide letter of approval from Black Hawk Volunteer Fire Department.

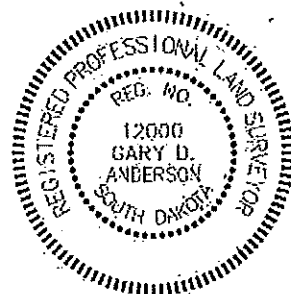
Based on submitted topographic information, it appears there needs to be a water easement in the west corner of Lot 3 (See sheet C2.01 of American Eagle Road Design plans).

There are also some water spigots, a light, electric meters, and an electric panel shown on sheet V1.01 of Constitution and Democracy plans. As well as a power line and telephone pedestal shown on the south corner of Lot 4 on the 2197-CO1-TOPOOG01-layout file. Do these items require any easements or are there any existing easements for them? Is their purpose known? Can future lot owner remove/relocate these items?

What are the concrete items shown on the property line of Lot 1R and Lot 4 in 2197-CO1-TOPOOG01-layout file?



Gary Anderson, LS 12000



REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2023 to 3/31/2023	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - General Fund</b>							
<b>Revenues</b>							
Dept: 0000							
3111 Current Year Property Tax	718,614.00	718,614.00	26,013.39	23,359.19	0.00	692,600.61	3.6
3112 Current Year Minus 1 Prop Tax	10,000.00	10,000.00	1,004.69	999.67	0.00	8,995.31	10.0
3131 Sales Tax Revenue	900,000.00	900,000.00	229,432.32	71,385.47	0.00	670,567.68	25.5
3140 GrossReceipts&BusTax-Utilities	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
3190 Penalties&Interest/DelinqTax	0.00	0.00	147.92	47.79	0.00	-147.92	0.0
3206 Erosion Control Deposit Fee	0.00	0.00	-4,000.00	-2,000.00	0.00	4,000.00	0.0
3207 Building Permits Revenue	50,000.00	50,000.00	35,860.40	21,581.75	0.00	14,139.60	71.7
3212 Business/Contractor License	4,000.00	4,000.00	3,675.00	675.00	0.00	325.00	91.9
3213 Sign Permit Revenue	0.00	0.00	304.00	304.00	0.00	-304.00	0.0
3214 Plat Fee Revenue	6,000.00	6,000.00	3,680.00	1,840.00	0.00	2,320.00	61.3
3218 Conditional Use Permit	0.00	0.00	675.00	675.00	0.00	-675.00	0.0
3240 Fence Permit Fee Revenue	500.00	500.00	150.00	0.00	0.00	350.00	30.0
3310 Federal Grants	125,000.00	125,000.00	0.00	0.00	0.00	125,000.00	0.0
3321 Mall Beverage Revenue	1,800.00	1,800.00	0.00	0.00	0.00	1,800.00	0.0
3322 Liquor License Revenue	6,100.00	6,100.00	0.00	0.00	0.00	6,100.00	0.0
3323 Lottery Machine Revenue	1,400.00	1,400.00	0.00	0.00	0.00	1,400.00	0.0
3349 State Grants	13,000.00	13,000.00	36,255.93	729.95	0.00	-23,255.93	278.9
3353 Liquor Reversion	12,000.00	12,000.00	5,268.23	0.00	0.00	6,731.77	43.9
3354 Motor Vehicle License 5%	29,000.00	29,000.00	7,404.04	6,255.63	0.00	21,595.96	25.5
3381 Cty Road Revenue	1,310.00	1,310.00	0.00	0.00	0.00	1,310.00	0.0
3389 Other County Revenue	0.00	0.00	1,825.31	1,825.31	0.00	-1,825.31	0.0
3441 Refuse Collection Charges	180,000.00	180,000.00	48,245.44	16,184.33	0.00	131,754.56	26.8
3610 Interest Revenue	250.00	250.00	0.00	0.00	0.00	250.00	0.0
3635 Street Lights Fee Revenue	3,250.00	3,250.00	0.00	0.00	0.00	3,250.00	0.0
3640 Code Enf Assmnt Fee Revenue	0.00	0.00	600.00	150.00	0.00	-600.00	0.0
3690 Other Revenue	371,034.00	371,034.00	7,175.90	190.75	0.00	363,858.10	1.9
3691 Cable Television Franchise Fee	16,800.00	16,800.00	3,744.69	1,277.86	0.00	13,055.31	22.3
<b>Dept: 0000</b>	<b>2,453,058.00</b>	<b>2,453,058.00</b>	<b>407,462.26</b>	<b>145,481.70</b>	<b>0.00</b>	<b>2,045,595.74</b>	<b>16.6</b>
<b>Revenues</b>	<b>2,453,058.00</b>	<b>2,453,058.00</b>	<b>407,462.26</b>	<b>145,481.70</b>	<b>0.00</b>	<b>2,045,595.74</b>	<b>16.6</b>
<b>Expenditures</b>							
Dept: 4110 Commission Expenses							
4110 Wage Expense	28,000.00	28,000.00	6,999.96	2,333.32	0.00	21,000.04	25.0
4120 PR Tax Expense	2,142.00	2,142.00	535.56	178.52	0.00	1,606.44	25.0
4210 Other Ins Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4230 Publishing Exp	3,000.00	3,000.00	2,752.76	430.71	0.00	247.24	91.8
4260 Supply/Material Exp	200.00	200.00	56.85	56.85	0.00	143.15	28.4
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	550.00	200.00	0.00	1,850.00	22.9
4290 Other Expense	500.00	500.00	11.50	11.50	0.00	488.50	2.3
<b>Commission Expenses</b>	<b>36,842.00</b>	<b>36,842.00</b>	<b>10,906.63</b>	<b>3,210.90</b>	<b>0.00</b>	<b>25,935.37</b>	<b>29.6</b>
Dept: 4115 Contingency Expense							
4415 Contingency Expense	160,794.00	160,794.00	0.00	0.00	0.00	160,794.00	0.0
<b>Contingency Expense</b>	<b>160,794.00</b>	<b>160,794.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>160,794.00</b>	<b>0.0</b>
Dept: 4120 Mayoral Expense							
4110 Wage Expense	23,000.00	23,000.00	5,750.01	1,916.67	0.00	17,249.99	25.0
4120 PR Tax Expense	1,760.00	1,760.00	439.86	146.62	0.00	1,320.14	25.0
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	200.00	0.00	600.00	25.0
4260 Supply/Material Exp	50.00	50.00	23.20	23.20	0.00	26.80	46.4
4270 Travel/Conf Expense	100.00	100.00	172.95	101.00	0.00	-72.95	173.0
4281 Phone	600.00	600.00	150.00	50.00	0.00	450.00	25.0
4290 Other Expense	1,500.00	1,500.00	541.50	0.00	0.00	958.50	36.1
<b>Mayoral Expense</b>	<b>27,910.00</b>	<b>27,910.00</b>	<b>7,277.52</b>	<b>2,437.49</b>	<b>0.00</b>	<b>20,632.48</b>	<b>26.1</b>
Dept: 4130 Election Expense							
4110 Wage Expense	600.00	600.00	0.00	0.00	0.00	600.00	0.0

REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2023 to 3/31/2023	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - General Fund</b>							
<b>Expenditures</b>							
Dept: 4130 Election Expense							
4230 Publishing Exp	200.00	200.00	53.12	0.00	0.00	146.88	26.6
4260 Supply/Material Exp	100.00	100.00	176.58	176.58	0.00	-76.58	176.6
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
<b>Election Expense</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>229.70</b>	<b>176.58</b>	<b>0.00</b>	<b>770.30</b>	<b>23.0</b>
Dept: 4140 Finance Office Expense							
4110 Wage Expense	56,574.00	56,574.00	13,734.02	4,500.00	0.00	42,839.98	24.3
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	8,841.90	2,947.30	0.00	26,879.10	24.8
4120 PR Tax Expense	8,550.00	8,550.00	1,794.81	534.62	0.00	6,755.19	21.0
4130 SDRS Expense	6,706.00	6,706.00	1,474.70	446.84	0.00	5,231.30	22.0
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	9,441.52	1,101.23	0.00	13,002.48	42.1
4210 Other Ins Expense	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
4215 Postage	700.00	700.00	260.40	14.04	0.00	439.60	37.2
4220 Prof Fees Expense	25,140.00	25,140.00	6,808.67	100.00	0.00	18,331.33	27.1
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	3,014.45	1,473.47	0.00	485.55	86.1
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	839.55	509.60	0.00	4,160.45	16.8
4281 Phone	1,800.00	1,800.00	400.00	100.00	0.00	1,400.00	22.2
4290 Other Expense	3,250.00	3,250.00	140.00	0.00	0.00	3,110.00	4.3
4340 Equip Expense	1,800.00	1,800.00	0.00	0.00	0.00	1,800.00	0.0
<b>Finance Office Expense</b>	<b>196,659.00</b>	<b>196,659.00</b>	<b>49,311.57</b>	<b>11,727.10</b>	<b>0.00</b>	<b>147,347.43</b>	<b>25.1</b>
Dept: 4141 City Attorney Expense							
4220 Prof Fees Expense	25,000.00	25,000.00	20,990.00	1,780.00	0.00	4,010.00	84.0
<b>City Attorney Expense</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>20,990.00</b>	<b>1,780.00</b>	<b>0.00</b>	<b>4,010.00</b>	<b>84.0</b>
Dept: 4192 General Government Buildings							
4210 Other Ins Expense	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
4220 Prof Fees Expense	18,450.00	18,450.00	13,484.19	3,790.34	0.00	4,965.81	73.1
4250 Repair/Maint Expense	4,940.00	4,940.00	2,355.47	662.77	0.00	2,584.53	47.7
4260 Supply/Material Exp	1,000.00	1,000.00	127.49	0.00	0.00	872.51	12.7
4280 Utility Expense	12,600.00	12,600.00	3,673.03	584.06	0.00	8,926.97	29.2
4281 Phone	13,440.00	13,440.00	3,368.61	1,126.64	0.00	10,071.39	25.1
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	1,950.09	1,063.04	0.00	70,824.91	2.7
<b>General Government Buildings</b>	<b>156,705.00</b>	<b>156,705.00</b>	<b>25,174.97</b>	<b>7,226.85</b>	<b>0.00</b>	<b>131,530.03</b>	<b>16.1</b>
Dept: 4196 City Engineer Expense							
4220 Prof Fees Expense	25,000.00	25,000.00	5,361.97	3,136.97	0.00	19,638.03	21.4
<b>City Engineer Expense</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>5,361.97</b>	<b>3,136.97</b>	<b>0.00</b>	<b>19,638.03</b>	<b>21.4</b>
Dept: 4210 Law Enforcement							
4110 Wage Expense	66,927.00	66,927.00	27,762.33	16,718.07	0.00	39,164.67	41.5
4115 Wage Expense - Hourly	286,835.00	286,835.00	74,503.28	16,959.60	0.00	212,331.72	26.0
4117 Safety Grant Wages	21,133.00	21,133.00	2,388.37	1,413.93	0.00	18,744.63	11.3
4118 Other Wages	25,105.00	25,105.00	15,430.00	8,999.00	0.00	9,675.00	61.5
4120 PR Tax Expense	30,795.00	30,795.00	9,085.07	3,344.28	0.00	21,709.93	29.5
4130 SDRS Expense	29,399.00	29,399.00	7,626.48	2,204.23	0.00	21,772.52	25.9
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	12,818.28	6,406.16	0.00	73,574.72	14.8
4210 Other Ins Expense	23,000.00	23,000.00	0.00	0.00	0.00	23,000.00	0.0
4215 Postage	400.00	400.00	192.10	142.10	0.00	207.90	48.0
4220 Prof Fees Expense	22,140.00	22,140.00	1,250.24	375.00	0.00	20,889.76	5.6
4250 Repair/Maint Expense	15,000.00	15,000.00	4,323.51	1,615.49	0.00	10,676.49	28.8
4260 Supply/Material Exp	3,500.00	3,500.00	656.18	128.10	0.00	2,843.82	18.7

REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2023 to 3/31/2023	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - General Fund</b>							
<b>Expenditures</b>							
Dept: 4210 Law Enforcement							
4261 Auto Expense	36,000.00	36,000.00	6,319.99	691.09	0.00	29,680.01	17.6
4270 Travel/Conf Expense	2,000.00	2,000.00	599.00	0.00	0.00	1,401.00	30.0
4273 Training Expense	4,000.00	4,000.00	934.00	9.00	0.00	3,066.00	23.4
4280 Utility Expense	0.00	0.00	312.73	312.73	0.00	-312.73	0.0
4281 Phone	7,158.00	7,158.00	676.37	50.00	0.00	6,481.63	9.4
4282 Dispatch Expense	32,000.00	32,000.00	6,489.68	2,193.44	0.00	25,510.32	20.3
4285 Uniform Expense	6,400.00	6,400.00	2,450.00	0.00	0.00	3,950.00	38.3
4290 Other Expense	8,440.00	8,440.00	7,146.88	221.95	0.00	1,293.12	84.7
4340 Equip Expense	114,166.00	114,166.00	75,828.21	4,314.90	0.00	38,337.79	66.4
<b>Law Enforcement</b>	<b>831,211.00</b>	<b>831,211.00</b>	<b>256,792.70</b>	<b>66,099.07</b>	<b>0.00</b>	<b>574,418.30</b>	<b>30.9</b>
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
<b>Fire Department Expense</b>	<b>35,257.00</b>	<b>35,257.00</b>	<b>31,114.43</b>	<b>0.00</b>	<b>0.00</b>	<b>4,142.57</b>	<b>88.3</b>
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	53.55	14.70	0.00	446.45	10.7
<b>Proactive Inspection Admin</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>53.55</b>	<b>14.70</b>	<b>0.00</b>	<b>7,946.45</b>	<b>0.7</b>
Dept: 4310 Street Expense							
4115 Wage Expense - Hourly	150,656.00	150,656.00	39,167.24	12,087.75	0.00	111,488.76	26.0
4120 PR Tax Expense	11,525.00	11,525.00	2,788.67	855.57	0.00	8,736.33	24.2
4130 SDRS Expense	6,248.00	6,248.00	2,350.03	725.26	0.00	3,897.97	37.6
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	7,754.37	2,542.09	0.00	31,054.63	20.0
4210 Other Ins Expense	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
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	91,430.03	313.40	0.00	388,569.97	19.0
4251 Street Snow Removal	30,000.00	30,000.00	16,337.85	0.00	0.00	13,662.15	54.5
4253 Landscape&Mowing Expense	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
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	4,751.88	152.25	0.00	39,748.12	10.7
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	5,052.23	1,485.34	0.00	15,947.77	24.1
4281 Phone	1,800.00	1,800.00	450.00	150.00	0.00	1,350.00	25.0
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	248,425.00	248,425.00	0.00	1,575.00	99.4
<b>Street Expense</b>	<b>1,126,338.00</b>	<b>1,126,338.00</b>	<b>425,445.75</b>	<b>266,736.66</b>	<b>0.00</b>	<b>700,892.25</b>	<b>37.8</b>
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	5,536.09	2,756.75	0.00	9,463.91	36.9
4260 Supply/Material Exp	48,000.00	48,000.00	31,197.62	26,701.30	0.00	16,802.38	65.0
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	0.00	0.00	0.00	25,000.00	0.0
4323 Solid Waste Collection	70,000.00	70,000.00	8,615.41	0.00	0.00	61,384.59	12.3
4340 Equip Expense	12,000.00	12,000.00	1,920.00	0.00	0.00	10,080.00	16.0
<b>Code Enforcement &amp; Sanitation</b>	<b>196,749.00</b>	<b>196,749.00</b>	<b>51,926.80</b>	<b>29,458.05</b>	<b>0.00</b>	<b>144,822.20</b>	<b>26.4</b>
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
<b>Animal Control Dept</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.0</b>
Dept: 4520 Parks and Recreation							
4210 Other Ins Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4250 Repair/Maint Expense	10,000.00	10,000.00	60.00	0.00	0.00	9,940.00	0.6

REVENUE/EXPENDITURE REPORT

City of Somerset

For the Period: 1/1/2023 to 3/31/2023	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - General Fund</b>							
Expenditures							
Dept: 4520 Parks and Recreation							
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	164.15	53.48	0.00	435.85	27.4
4290 Other Expense	5,800.00	5,800.00	0.00	0.00	0.00	5,800.00	0.0
<b>Parks and Recreation</b>	<b>26,000.00</b>	<b>26,000.00</b>	<b>224.15</b>	<b>53.48</b>	<b>0.00</b>	<b>25,775.85</b>	<b>0.9</b>
Dept: 4652 P & Z Expense							
4110 Wage Expense	9,000.00	9,000.00	1,350.00	0.00	0.00	7,650.00	15.0
4120 PR Tax Expense	689.00	689.00	103.27	0.00	0.00	585.73	15.0
4210 Other Ins Expense	200.00	200.00	0.00	0.00	0.00	200.00	0.0
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	691.54	117.68	0.00	2,308.46	23.1
4260 Supply/Material Exp	250.00	250.00	0.00	0.00	0.00	250.00	0.0
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	0.00	0.00	0.00	500.00	0.0
<b>P &amp; Z Expense</b>	<b>19,239.00</b>	<b>19,239.00</b>	<b>6,169.81</b>	<b>117.68</b>	<b>0.00</b>	<b>13,069.19</b>	<b>32.1</b>
<b>Expenditures</b>	<b>2,873,704.00</b>	<b>2,873,704.00</b>	<b>890,979.55</b>	<b>392,175.53</b>	<b>0.00</b>	<b>1,982,724.45</b>	<b>31.0</b>

REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2023 to 3/31/2023	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 211 - Liquor, Lodging and Dining</b>							
Revenues							
Dept: 0000							
3132 Bed & Booze Tax	24,378.00	24,378.00	10,692.01	3,841.13	0.00	13,685.99	43.9
Dept: 0000	24,378.00	24,378.00	10,692.01	3,841.13	0.00	13,685.99	43.9
Revenues	24,378.00	24,378.00	10,692.01	3,841.13	0.00	13,685.99	43.9
Expenditures							
Dept: 4650 Economic Development Expense							
4116 Admin Wages	17,861.00	17,861.00	4,420.95	1,473.65	0.00	13,440.05	24.8
4120 PR Tax Expense	1,366.00	1,366.00	334.26	111.42	0.00	1,031.74	24.5
4130 SDRS Expense	1,072.00	1,072.00	265.26	88.42	0.00	806.74	24.7
4170 Med Ins Expense	2,499.00	2,499.00	660.72	216.68	0.00	1,838.28	26.4
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	5,681.19	1,890.17	0.00	18,696.81	23.3
Expenditures	24,378.00	24,378.00	5,681.19	1,890.17	0.00	18,696.81	23.3



REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2023 to 3/31/2023	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 302 - USDA/TIF #1 Fund</b>							
Revenues							
Dept: 0000							
3110 TIF Tax Revenue	500,000.00	500,000.00	26,110.17	21,643.78	0.00	473,889.83	5.2
3610 Interest Revenue	600.00	600.00	633.27	0.00	0.00	-33.27	105.5
Dept: 0000	500,600.00	500,600.00	26,743.44	21,643.78	0.00	473,856.56	5.3
Revenues	500,600.00	500,600.00	26,743.44	21,643.78	0.00	473,856.56	5.3
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

REVENUE/EXPENDITURE REPORT

City of Somerset

For the Period: 1/1/2023 to 3/31/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 604 - Sanitary Sewer Fund</b>							
<b>Revenues</b>							
Dept: 0000							
3211 Sewer Tap Fees	4,500.00	4,500.00	6,000.00	0.00	0.00	-1,500.00	133.3
3610 Interest Revenue	0.00	0.00	40.50	13.50	0.00	-40.50	0.0
3630 sewer late fees	10,000.00	10,000.00	2,495.01	947.75	0.00	7,504.99	25.0
3631 NSF fees	0.00	0.00	-30.00	0.00	0.00	30.00	0.0
3810 Swr Residential Charge	383,616.00	383,616.00	100,609.48	33,686.00	0.00	283,006.52	26.2
3820 Swr Commercial Revenue	52,800.00	52,800.00	10,708.13	3,644.29	0.00	42,091.87	20.3
3830 Swr Pine Hills Revenue	49,680.00	49,680.00	12,420.00	4,140.00	0.00	37,260.00	25.0
3840 Swr Stagebarn San Dist Rev	77,711.00	77,711.00	19,427.85	6,475.95	0.00	58,283.15	25.0
3850 Swr Maintenance Charge	47,952.00	47,952.00	14,124.54	4,733.70	0.00	33,827.46	29.5
3860 Swr Debt Reserve Fee	31,200.00	31,200.00	8,081.19	2,705.85	0.00	23,118.81	25.9
3865 CWSRF Surcharge	97,360.00	97,360.00	27,549.39	9,226.67	0.00	69,810.61	28.3
3870 Swr Late Fees	0.00	0.00	-15.00	0.00	0.00	15.00	0.0
3880 Swr Misc Revenue	100.00	100.00	107.10	0.00	0.00	-7.10	107.1
Dept: 0000	754,919.00	754,919.00	201,518.19	65,573.71	0.00	553,400.81	26.7
<b>Revenues</b>	<b>754,919.00</b>	<b>754,919.00</b>	<b>201,518.19</b>	<b>65,573.71</b>	<b>0.00</b>	<b>553,400.81</b>	<b>26.7</b>
<b>Expenditures</b>							
Dept: 4000 General Expense							
4110 Wage Expense	67,570.00	67,570.00	17,152.41	5,736.40	0.00	50,417.59	25.4
4113 Sewer City Admin Wages	17,861.00	17,861.00	4,420.95	1,473.65	0.00	13,440.05	24.8
4115 Wage Expense - Hourly	41,113.00	41,113.00	10,274.25	3,131.20	0.00	30,838.75	25.0
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	2,344.82	715.85	0.00	8,825.18	21.0
4130 SDRS Expense	8,761.00	8,761.00	2,031.00	620.47	0.00	6,730.00	23.2
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	9,488.74	3,468.51	0.00	30,784.26	23.6
4210 Other Ins Expense	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
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	1,000.00	0.00	0.00	3,500.00	22.2
4220 Prof Fees Expense	4,650.00	4,650.00	31,930.23	16,149.98	0.00	-27,280.23	686.7
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	130,530.13	109,850.73	0.00	-36,030.13	138.1
4260 Supply/Material Exp	15,000.00	15,000.00	1,620.46	804.43	0.00	13,379.54	10.8
4261 Auto Expense	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
4262 Tesing Expense	3,000.00	3,000.00	901.50	175.50	0.00	2,098.50	30.1
4263 Chemicals and Lab Supplies	5,000.00	5,000.00	5,868.36	4,045.96	0.00	-868.36	117.4
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	16,767.82	4,025.74	0.00	55,232.18	23.3
4281 Phone	4,200.00	4,200.00	800.00	100.00	0.00	3,400.00	19.0
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	0.00	0.00	0.00	410,000.00	0.0
4340 Equip Expense	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
General Expense	871,572.00	871,572.00	240,414.03	150,298.42	0.00	631,157.97	27.6
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
<b>Expenditures</b>	<b>971,475.00</b>	<b>971,475.00</b>	<b>240,414.03</b>	<b>150,298.42</b>	<b>0.00</b>	<b>731,060.97</b>	<b>24.7</b>
<b>Grand Total Net Effect:</b>	<b>-637,202.00</b>	<b>-637,202.00</b>	<b>-490,658.87</b>	<b>-307,823.80</b>	<b>0.00</b>	<b>-146,543.13</b>	