

**SUMMERSET CITY COMMISSION REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, MARCH 16th, 2023 6:00 P.M.**

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

Mayor Torno led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by Hirsh, second by Nasser to approve the agenda for the Regular Meeting of the Somerset City Commission for March 16th, 2023. Motion carried.

CONSENT CALENDAR

Motion by Nasser, second by Kitzmiller to approve the minutes of the Regular Meeting of March 2, 2023. Motion carried.

Motion by Kitzmiller, second by Butler to approve the minutes of the Special Meeting of February 28, 2023. Motion carried.

APPROVAL OF CLAIMS

Motion by Nasser, second by Butler, to approve the claims and hand checks in the amount of \$183,208.68 from March 2, 2023 through March 15, 2023 as presented or amended. Motion carried.

BLACK HAWK WATER USERS DISTRIC	February monthly usage	39.25
CBH CO-OP	Govt fuel Feb 2023	4,042.48
DAKOTA PUMP, INC	Transducer to keep on hand	9,099.00
DEMERSSEMAN JENSEN	Legal Services February 2023	1,455.00
GOLDEN WEST	Microsoft Office 365 Subscript	3,513.50
GREENAPSIS	Feb. Janitorial Svcs - 2 clean	320.00
Gunderson & Palmer	Legal Fees February 2023	325.00
HAWKINS INC.	Defoamer	2,467.20
HDR ENGINEERING, INC	WWTP Final Design & Bidding	19,286.95
MCCOMB SERVICES	IT Support February 2023	925.00
MEADE COUNTY AUDITOR	December 2023 Dispatch Fees	2,193.44
MID-AMERICAN RESEARCH CHEMICAL	WWTP supplies	416.05
MIDCONTINENT COMMUNICATIONS	WWTP telephone Feb 2023	193.38
MIDCONTINENT TESTING LABS	February 2023 WWTP testing	175.50
PCS MOBILE	Vehicle laptop dock and adapter	1,124.20
PRINT MARKET	Business Cards S. Baumeister	353.65
RAPID CITY JOURNAL	Publications	548.39
RCS CONSTRUCTION INC	2022 WWTP Greenhouse Repairs	99,500.00
SD ONE CALL	14 notifications February 2023	14.70
SERVALL UNIFORM & LINEN SUPPLY	February monthly services	162.89
SIGNS NOW	Rest of wrap for SRO Vehicle	1,445.70
TYLER TECHNOLOGIES, INC	fund balance migration	157.50
WASTEQUIP MANUFACTURING CO. LL	waste cont., recycle cont.,	24,413.00
WEIDENBACK, JEFF	Erosion Control Dpst Refund	1,000.00

WESTERN COMMUNICATIONS INC.	reprogramming radios	1,500.00
CARDMEMBER SERVICES	February 2023 cc charges	7,560.53
SOUTH DAKOTA STATE TREASURER	Feb 2023 Sales Tax Collected	976.37

UTILITY BILLING ADJUSTMENTS

Motion by Butler, second by Hirsch to approve the utility billing adjustments of \$128.65 for the period February 1st thru February 28th, 2023

DEPARTMENT HEAD REPORTS

Owen Davis, Anthony Kayl, Rich Nasser, and Stephany Baumeister gave monthly reports.

SET SALARY FOR FINANCE OFFICER STEPHANY BAUMEISTER

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

Mayor Torno stated that she would like to see the starting salary to be between \$54,000 and \$55,000. Commissioner Nasser agrees with these numbers.

Commissioner Kitzmiller stated he would like it to stay at \$52,000 with a 90-day review and a possible increase. Commissioner Butler agrees with these numbers.

Commissioner Hirsch stated that he would like to see the starting salary \$54,000 with a 90-day review and possible increase.

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

Motion by Hirsch, second by Butler to approve Stephany Baumeister, Finance Officer salary at \$54,000 per/yr. with a 90-day review. Said effective date will be back dated to February 26, 2023. Motion carried.

POLICE CHIEF JOB DESCRIPTION

Commissioner Nasser abstained.

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

Commissioner Butler stated that everything is included, reviewed, and looks good.

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

Motion by Butler, second by Hirsch to approve the Police Chief Job description. Motion carried.

SET SALARY FOR INTERIM POLICE CHIEF RICH NASSER

Commissioner Nasser abstained.

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

Mayor Torno stated that since they changed the job description to a working Chief of Police that he should receive a salary with overtime after 45 hours and ½ pay if worked on a holiday.

Commissioner Hirsch stated he would like to see the position start at \$67,000 with a 90 day-review. Information on salary was collected from a study done by the Attorney General office.

Commissioner Kitzmiller stated he would like to see the same salary as old Police Chief with a 90-day review.

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

Motion by Butler, second by Hirsch to set Rich Nasser, Interim Police Chief at \$67,000 per/yr. with overtime paid after 90 hours in two weeks, ½ pay if worked on a holiday, with a 90-day review. Effective March 3, 2023

A roll call vote was then taken. Kitzmiller: nay; Butler: yes; Hirsch: yes; Torno: yes. Motion carried.

PROMOTION, TRANSFER, OPEN ANNOUNCEMENT/ADVERTISEMENT

Commissioner Nasser abstained.

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

Mayor Torno stated she talked with others some in favor and some not. Torno also stated she has received emails with compliments on Nasser and feels that he will be a good fit.

Commissioner Butler stated that Chief Allen had been grooming Nasser for this position.

Commissioner Kitzmiller expressed that he would like it to be consistent and open the position up to take applications which had been done before and stated that this was no ill-will towards Mr. Nasser just a matter of keeping it consistent.

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

Motion by Butler, second by Hirsch to approve a nomination appointing Rich Nasser as Police Chief. A roll call vote was then taken. Kitzmiller, nay; Torno: yes; Hirsch: yes; Butler: yes. Motion carried.

P.T. POLICY – POLICE DEPARTMENT

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

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

Motion by Kitzmiller, second by Butler to approve the P.T. Policy – Police Department. Motion carried.

TASK ORDER 2023-03 ASTORIA COURT AND ASTORIA LANE DRAINAGE AND ROADWAY

Motion by Kitzmiller, second by Hirsch to approve task order 2023-03. Motion carried.

FEBRUARY 2023 REVENUE & EXPENDITURE REPORTS *INFORMATION ONLY

CITIZENS INPUT

Jim Guthrie asked on the status of High Meadows Road. Commissioner Kitzmiller stated that he has made some calls and has a meeting with Meade County regarding the road.

UPCOMING EVENTS:

Local Board of Equalization will be Monday, March 20th @ 6:00 p.m.

Commission Candidate Forum Thursday, March 23rd @ 6:00 p.m. hosted by the Piedmont Valley Chamber of Commerce.

City offices will be closed April 7th and April 10th for Good Friday and Easter Monday per declaration of Governor Kristi Noem.

ITEMS FROM CITY ATTORNEY

None

ADJOURNMENT

Motion by Kitzmiller, second by Hirsch, to adjourn at 6:49 p.m. Motion carried.

(SEAL)

ATTEST:

Stephany Baumeister
Interim Finance Officer

Melanie Torno
Mayor

Published once _____ at a cost of \$ _____

**SUMMERSET CITY COMMISSION
SPECIAL MEETING – LOCAL BOARD OF EQUALIZATION
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
MONDAY, MARCH 20, 2023 6:00 P.M.**

Mayor Torno called the Special Meeting of the Local Board of Equalization to order at 6:00 p.m. Commissioners Torno, Kitzmiller, Butler and Hirsch were present. Absent: Nasser. The City Administrator Lisa Schieffer and Meade 46-1 School Board Member Charlie Wheeler were also present.

PLEDGE OF ALLEGIANCE: Mayor Torno led in the Pledge of Allegiance.

INVOCATION: Commissioner Butler gave the invocation.

CALL FOR CHANGES: Motion by Kitzmiller, second by Butler, to amend the agenda for the special meeting of the Local Board of Equalization for March 20th, 2023 by taking off items 8C & 8D of the agenda. Motion carried.

LOCAL BOARD OF EQUALIZATION: Motion by Hirsch, second by Butler to go into the Local Board of Equalization. Motion carried.

Mayor Torno stated that the Notice of Meeting of the Local Review Board per SDCL 10-11-13 was published on 3/2/2023 and 3/09/2023.

OATH OF OFFICE: Mayor Torno stated that all Board members present had signed their Oath as a member of the Board of Equalization per SDCL 10-11-25.

REVIEW OF SUMMERSET 2023 VALUES and SUMMERSET MOBILE HOME 2023 VALUES
Discussion was had regarding the total assessed valuation of Summerset in the amount of \$368,177,608 and mobile homes in the amount of \$2,937,296. City Administrator Lisa Schieffer went over the values from the previous year (2022) versus the current year (2023) showing the increase in assessed valuation. The Board then watched a short video on Understanding an Assessor's Role.

APPEALS:

Motion by Kitzmiller, second by Butler to open discussion on parcel #0C.50.22.09 – Jordan Middleton. Motion carried.

Mr. Middleton was given the opportunity to go over the comparison properties and express his concerns on the valuation being high for a three-bedroom/two bath home.

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

Motion by Butler, second by Hirsch to no change the following property:

Jordan Middleton
Parcel# 0C.50.22.09
Summerset Sub Lot 9, Blk 22 – 10145 Laramie Lane
2023 Assessed Value: 366,533

Motion carried. The Board informed Mr. Middleton that he could appeal to the County Board of Equalization if he so chooses.

CITIZENS INPUT: No citizen input.

ADJOURNMENT

There being no further business to be brought before the Summerset Equalization Local Review Board, motion by Kitzmiller, second by Butler to adjourn at 6:22 p.m. Motion carried.

(SEAL)

ATTEST:

Stephany Baumeister
Finance Officer

Melanie Torno
Mayor

Published once 3/25/2023 at a cost of \$81.12.

Edit List of Invoices - Detail w/GL

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City of Summerset

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
	A&B BUSINESS SOLUTIONS	04/06/2023	BANKW	Monthly Contract	
	PO BOX 3157	04/06/2023	N		458.96
10631	OMAHA	04/06/2023	N	N	0.00
1098	NE 68103-0157	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023	IN1036178		<u>458.96</u>

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4340	Equip Expense	458.96	0.00
Distribution Total		458.96	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
	A&B BUSINESS SOLUTIONS	04/06/2023	BANKW	Monthly Contract	
	PO BOX 3157	04/06/2023	N		90.00
10632	OMAHA	04/06/2023	N	N	0.00
1098	NE 68103-0157	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			<u>90.00</u>

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4340	Equip Expense	90.00	0.00
Distribution Total		90.00	0.00

Vendor Total: 548.96

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
	AFLAC REMITTANCE PROCESSIN	04/06/2023	BEFT	Emp Ins Prem March	
	1932 WYNNTON ROAD	04/06/2023	N		62.40
10647	COLUMBUS	04/06/2023	N	N	0.00
0322	GA 31999	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023	065931		<u>62.40</u>

GL Number	Account Name	Pay Amount	Relieve Amount
998-0000-2184	Accident Insurance	62.40	0.00
Distribution Total		62.40	0.00

Vendor Total: 62.40

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
	AMBROSE, JONATHAN	04/06/2023	BANKW	Cell Phone Stipend	
	203 WINDSLOW	04/06/2023	N		50.00
10617	RAPID CITY	04/06/2023	N	N	0.00
1111	SD 57701	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			<u>50.00</u>

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

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
	ANGLIN, MITCH	04/06/2023	BANKW	Cell Phone Stipend	
		04/06/2023	N		50.00
10618		04/06/2023	N	N	0.00
1808		04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			<u>50.00</u>

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

Edit List of Invoices - Detail w/GL

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Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	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.		
	AT&T MOBILITY	04/06/2023	BANKW	PD FirstNet	
		04/06/2023	N		180.97
10648		04/06/2023	N	N	0.00
1816		04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023	287320061570X03242023		180.97

GL Number	Account Name	Pay Amount	Relieve Amount
101-4210-4281	Phone	180.97	0.00
Distribution Total		180.97	0.00

Vendor Total: 180.97

	BAUMEISTER, STEPHANY	04/06/2023	BANKW	Cell Phone Stipend	
		04/06/2023	N		50.00
10619		04/06/2023	N	N	0.00
1866		04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			50.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4140-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

	BLACK HILLS ENERGY	04/06/2023	BANKW	March 2023	
	PO BOX 6001	04/06/2023	N		6,450.57
10638	RAPID CITY	04/06/2023	N	N	0.00
0808	SD 57709-6001	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			6,450.57

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4280	Utility Expense	576.97	0.00
101-4310-4280	Utility Expense	1,510.21	0.00
101-4520-4280	Utility Expense	52.76	0.00
604-4000-4280	Utility Expense	4,310.63	0.00
Distribution Total		6,450.57	0.00

Vendor Total: 6,450.57

	BLUEPEAK	04/06/2023	BANKW	fax/phone/internet	
		04/06/2023	N		1,126.64
10644		04/06/2023	N	N	0.00
1830		04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023	012557901		1,126.64

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4281	Phone	1,126.64	0.00
Distribution Total		1,126.64	0.00

Vendor Total: 1,126.64

	Butler, Dave	04/06/2023	BANKW	Cell Phone Stipend	
	6825 Townsend Street	04/06/2023	N		50.00
10620	Summerset	04/06/2023	N	N	0.00
0095	SD	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			50.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4281	Phone	50.00	0.00

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Ref. No.	Vendor Name Vendor Address City	Post Date Pay. Date Disc. Date Due Date Inv. Date	PO Number Req. No. Disc. % Invoice No.	Bank Hold? Sep. Ck.? 1099?	Invoice Description Line 2 Invoice Description Line 2 Use Description 1 On Check Hand Check Number/Date	Gross Amount Taxes Withheld Discount Net Amount
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Distribution Total						50.00	0.00
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Vendor Total: 50.00

10639	CITY OF RAPID CITY	04/06/2023		BANKW	Solid Waste Disposal		3,493.35
	300 6TH STREET	04/06/2023		N			0.00
0036	RAPID CITY	04/06/2023	0.00	N	N		0.00
	SD 57701	04/06/2023	2303095	N	0		3,493.35
	<Emailing Stub Disabled>	04/06/2023					3,493.35

GL Number	Account Name	Pay Amount	Relieve Amount
101-4320-4323	Solid Waste Collection	3,493.35	0.00
Distribution Total		3,493.35	0.00

Vendor Total: 3,493.35

10650	DAKOTA PUMP, INC	04/06/2023		BANKW	WWTP - SBR Decant Weir TS		1,150.00
	PO BOX 947	04/06/2023		N			0.00
1093	MITCHELL	04/06/2023	0.00	N	N		0.00
	SD 57301	04/06/2023	16737	N	0		1,150.00
	<Emailing Stub Disabled>	04/06/2023					1,150.00

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4250	Repair/Maint Expense	1,150.00	0.00
Distribution Total		1,150.00	0.00

Vendor Total: 1,150.00

10621	DAVIS, OWEN	04/06/2023		BANKW	Cell Phone Stipend		50.00
		04/06/2023		N			0.00
1813		04/06/2023	0.00	N	N		0.00
	<Emailing Stub Disabled>	04/06/2023		N	0		50.00

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

10654	GREENAPSIS	04/06/2023		BANKW	Janitorial srvs and supplies		335.81
	PO BOX 24	04/06/2023		N			0.00
1369	BLACK HAWK	04/06/2023	0.00	N	N		0.00
	SD 57718	04/06/2023	67	Y	0		335.81
	<Emailing Stub Disabled>	04/06/2023					335.81

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4250	Repair/Maint Expense	320.00	0.00
101-4192-4260	Supply/Material Exp	15.81	0.00
Distribution Total		335.81	0.00

Vendor Total: 335.81

10652	HAWKINS INC.	04/06/2023		BANKW	DeFoamer		2,467.20
	PO BOX 860263	04/06/2023		N			0.00
0698	MINNEAPOLIS	04/06/2023	0.00	N	N		0.00
	MN 55486-0263	04/06/2023	6427178	N	0		2,467.20
	<Emailing Stub Disabled>	04/06/2023					2,467.20

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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
604-4000-4263	Chemicals and Lab Supplies	2,467.20	0.00
Distribution Total		2,467.20	0.00

Vendor Total: 2,467.20

10645	HEALTH POOL OF SD	04/06/2023		BANKW	Emp Medical Ins. March 2023	
0041	208 ISLAND DRIVE	04/06/2023		N		14,714.62
	FT PIERRE	04/06/2023		N	N	0.00
	SD 57532	04/06/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	04/06/2023	2023-5378			14,714.62

GL Number	Account Name	Pay Amount	Relieve Amount
101-4210-4170	Med Ins Expense	5,271.31	0.00
101-4140-4170	Med Ins Expense	1,034.18	0.00
604-4000-4170	Med Ins Expense	3,367.94	0.00
211-4650-4170	Med Ins Expense	205.50	0.00
998-0000-2183	Medical Ins Payable	2,427.70	0.00
101-4310-4170	Med Ins Expense	2,407.99	0.00
Distribution Total		14,714.62	0.00

Vendor Total: 14,714.62

10622	HIRSCH, CLYDE	04/06/2023		BANKW	Cell Phone Stipend	
1513	6630 MANCHESTER	04/06/2023		N		50.00
	SUMMERSET	04/06/2023		N	N	0.00
	SD 57718	04/06/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	04/06/2023				50.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

10636	HYDRO-KLEAN, INC	04/06/2023		BANKW	Televise Lines, Clean lift Sta	
1510	333 NW 48TH PLACE	04/06/2023		N		18,789.45
		04/06/2023		N	N	0.00
	IA 50313	04/06/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	04/06/2023	082587			18,789.45

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4250	Repair/Maint Expense	18,789.45	0.00
Distribution Total		18,789.45	0.00

Vendor Total: 18,789.45

10649	JJ'S ENGRAVING AND SALES	04/06/2023		BANKW	11 Name Plate Holders	
1352	215 E. NORTH ST	04/06/2023		N		77.00
	RAPID CITY	04/06/2023		N	N	0.00
	SD 57701	04/06/2023	0.00	N	0	0.00
	<Emailing Stub Disabled>	04/06/2023	19630			77.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4260	Supply/Material Exp	77.00	0.00
Distribution Total		77.00	0.00

Vendor Total: 77.00

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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
10623	Kayl, Anthony	04/06/2023	BANKW	Cell Phone Stipend	50.00
	6650 Astoria Lane	04/06/2023	N		0.00
0324	Summerset	04/06/2023	N	N	0.00
	SD 57718	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			50.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4281	Phone	50.00	0.00
Distribution Total		50.00	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
10630	Kayl, Anthony	04/06/2023	BANKW	Per diem - Driver Safety	432.00
	6650 Astoria Lane	04/06/2023	N		0.00
0324	Summerset	04/06/2023	N	N	0.00
	SD 57718	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			432.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4320-4290	Other Expense	432.00	0.00
Distribution Total		432.00	0.00

Vendor Total: 482.00

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
10624	KITZMILLER, MICHAEL	04/06/2023	BANKW	Cell Phone Stipend	50.00
	7273 CASTLEWOOD DR	04/06/2023	N		0.00
1103	SUMMERSETSET	04/06/2023	N	N	0.00
	SD 57718-9874	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			50.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

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
10653	MCCOMB SERVICES	04/06/2023	BANKW	IT Audit Documentation Report	5,000.00
	PO BOX 9457	04/06/2023	N		0.00
1894	RAPID CITY	04/06/2023	N	N	0.00
	SD 57709	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023	2302		5,000.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4220	Prof Fees Expense	5,000.00	0.00
Distribution Total		5,000.00	0.00

Vendor Total: 5,000.00

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
10634	MDU	04/06/2023	BANKW	Utilities	2,243.11
	PO BOX 5600	04/06/2023	N		0.00
0937	BISMARCK	04/06/2023	N	N	0.00
	ND 58506-5600	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			2,243.11

GL Number	Account Name	Pay Amount	Relieve Amount
101-4192-4280	Utility Expense	589.90	0.00
604-4000-4280	Utility Expense	1,462.80	0.00
101-4310-4280	Utility Expense	190.41	0.00
Distribution Total		2,243.11	0.00

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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.		

Vendor Total: 2,243.11

10633	Mehlhoff Construction	04/06/2023	BANKW	Refund Sign CUP	75.00
0278	Jeffrey Mehlhoff	04/06/2023	N		0.00
	Black Hawk	04/06/2023	N	N	0.00
	SD 57718	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			75.00

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

Vendor Total: 75.00

10641	MID-AMERICAN RESEARCH CHEI	04/06/2023	BANKW	WWTP Supplies - Super Zyme	376.92
1110	PO BOX 927	04/06/2023	N		0.00
	COLUMBUS	04/06/2023	N	N	0.00
	NE 68602-0927	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023	0785773-IN		376.92

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4250	Repair/Maint Expense	376.92	0.00
Distribution Total		376.92	0.00

Vendor Total: 376.92

10625	NASSER, ALEXIS	04/06/2023	BANKW	Cell Phone Stipend	50.00
1812		04/06/2023	N		0.00
		04/06/2023	N	N	0.00
		04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			50.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4110-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

10626	O'GRADY, BRENDA	04/06/2023	BANKW	Cell Phone Stipend	50.00
1788		04/06/2023	N		0.00
		04/06/2023	N	N	0.00
		04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023			50.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4210-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

10640	ON-SITE FIRST AID & SAFETY	04/06/2023	BANKW	First Aide Supplies	236.49
1826	3222 CHAPEL LANE	04/06/2023	N		0.00
	RAPID CITY	04/06/2023	N	N	0.00
	SD 57702	04/06/2023	0.00	N	0
	<Emailing Stub Disabled>	04/06/2023	2072/2074		236.49

GL Number	Account Name	Pay Amount	Relieve Amount
101-4320-4260	Supply/Material Exp	170.78	0.00
101-4210-4260	Supply/Material Exp	65.71	0.00

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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.		

Distribution Total					236.49	0.00
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Vendor Total: 236.49

10660	RCS CONSTRUCTION INC	04/06/2023	BANKW	WWTP Expansion Pay Applic. #1		755,100.00
	PO BOX 9337	04/06/2023	N			0.00
1291	RAPID CITY	04/06/2023	N	N		0.00
	SD 57709	04/06/2023	N	0		0.00
	<Emailing Stub Disabled>	04/06/2023		march2023		755,100.00

GL Number	Account Name	Pay Amount	Relieve Amount
502-4850-4850	Construction Costs	755,100.00	0.00
Distribution Total		755,100.00	0.00

Vendor Total: 755,100.00

10627	SCHIEFFER, LISA	04/06/2023	BANKW	Cell Phone Stipend		50.00
		04/06/2023	N			0.00
1732		04/06/2023	N	N		0.00
		04/06/2023	N	0		0.00
	<Emailing Stub Disabled>	04/06/2023				50.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4140-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

10655	SDRS	04/06/2023	BEFT	March 2023 Contributions		8,170.44
	P O BOX 5055	04/06/2023	N			0.00
0011	SIOUX FALLS	04/06/2023	N	N		0.00
	SD 57117-5055	04/06/2023	N	0		0.00
	<Emailing Stub Disabled>	04/06/2023		march2023		8,170.44

GL Number	Account Name	Pay Amount	Relieve Amount
998-0000-2191	SDRS Payable	8,170.44	0.00
Distribution Total		8,170.44	0.00

Vendor Total: 8,170.44

10656	SDRS-SUPPLEMENTAL	04/06/2023	BANKW	March 2023 Contribution		540.00
	PO BOX 1098	04/06/2023	N			0.00
1022	PIERRE	04/06/2023	N	N		0.00
	SD 57501	04/06/2023	N	0		0.00
	<Emailing Stub Disabled>	04/06/2023		1292999		540.00

GL Number	Account Name	Pay Amount	Relieve Amount
998-0000-2191	SDRS Payable	540.00	0.00
Distribution Total		540.00	0.00

Vendor Total: 540.00

10646	SERVALL UNIFORM & LINEN SUP	04/06/2023	BANKW	Monthly Fees		162.89
	312 MAIN ST	04/06/2023	N			0.00
1328	RAPID CITY	04/06/2023	N	N		0.00
	SD 57701	04/06/2023	N	0		0.00
	<Emailing Stub Disabled>	04/06/2023		0753896		162.89

GL Number	Account Name	Pay Amount	Relieve Amount
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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.		

101-4192-4250	Repair/Maint Expense			162.89	0.00
Distribution Total				162.89	0.00

Vendor Total: 162.89

10628	SMITH, JEFF	04/06/2023	BANKW	Cell Phone Stipend	50.00
		04/06/2023	N		0.00
1820		04/06/2023	N	N	0.00
		04/06/2023	N	0	0.00
	<Emailing Stub Disabled>	04/06/2023			50.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

10643	STURGIS RESPONDER SUPPLY	04/06/2023	BANKW	Point Blank Body Armor	938.13
	2715 LAZELLE ST.	04/06/2023	N		0.00
1872	STURGIS	04/06/2023	N	N	0.00
	SD 57785	04/06/2023	N	0	0.00
	<Emailing Stub Disabled>	04/06/2023	1898		938.13

GL Number	Account Name	Pay Amount	Relieve Amount
101-4210-4285	Uniform Expense	938.13	0.00
Distribution Total		938.13	0.00

Vendor Total: 938.13

10629	TORNO, MELANIE	04/06/2023	BANKW	Cell Phone Stipend	50.00
	7380 BRIGHTON ST	04/06/2023	N		0.00
1729	SUMMERSET	04/06/2023	N	N	0.00
	SD 57718	04/06/2023	N	0	0.00
	<Emailing Stub Disabled>	04/06/2023			50.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4120-4281	Phone	50.00	0.00
Distribution Total		50.00	0.00

Vendor Total: 50.00

10642	TRANSOURCE	04/06/2023	BANKW	Mack Truck	12,132.07
	901 EAST 60TH ST NORTH	04/06/2023	N		0.00
1792	SIOUX FALLS	04/06/2023	N	N	0.00
	SD 57104	04/06/2023	N	0	0.00
	<Emailing Stub Disabled>	04/06/2023	42W4135/42P7967		12,132.07

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4260	Supply/Material Exp	48.00	0.00
101-4320-4290	Other Expense	12,084.07	0.00
Distribution Total		12,132.07	0.00

Vendor Total: 12,132.07

10635	TYLER TECHNOLOGIES, INC	04/06/2023	BANKW	Annual Fees ERP Pro 2023-2024	13,041.52
	PO BOX 203556	04/06/2023	N		0.00
1023	DALLAS	04/06/2023	N	N	0.00
	TX 75320-3556	04/06/2023	N	0	0.00
	<Emailing Stub Disabled>	04/06/2023	025-41867 & 025-40651		13,041.52

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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
101-4192-4340	Equip Expense	17,487.00	0.00
101-4140-4220	Prof Fees Expense	-2,222.74	0.00
604-4000-4220	Prof Fees Expense	-2,222.74	0.00
Distribution Total		13,041.52	0.00

Vendor Total: 13,041.52

10657	0056	UNITED STATES POSTAL SERVIC	04/06/2023	BANKW	First Class Presort		
		7501 CAPTAIN SOELZER ST	04/06/2023	N			1,000.00
		BLACK HAWK	04/06/2023	Y	N		0.00
		SD 57718-9998	04/06/2023	N	0	0.00	0.00
		<Emailing Stub Disabled>	04/06/2023	april 2023			1,000.00

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4215	Postage	1,000.00	0.00
Distribution Total		1,000.00	0.00

10658	0056	UNITED STATES POSTAL SERVIC	04/06/2023	BEFT	Balance due on return		
		7501 CAPTAIN SOELZER ST	04/06/2023	N			326.55
		BLACK HAWK	04/06/2023	Y	N		0.00
		SD 57718-9998	04/06/2023	N	0	0.00	0.00
		<Emailing Stub Disabled>	04/06/2023				326.55

GL Number	Account Name	Pay Amount	Relieve Amount
998-0000-2171	Payroll Tax Payable	326.55	0.00
Distribution Total		326.55	0.00

10659	0056	UNITED STATES POSTAL SERVIC	04/06/2023	BEFT	Payroll Tax Deposit - March 23		
		7501 CAPTAIN SOELZER ST	04/06/2023	N			18,032.76
		BLACK HAWK	04/06/2023	Y	N		0.00
		SD 57718-9998	04/06/2023	N	0	0.00	0.00
		<Emailing Stub Disabled>	04/06/2023				18,032.76

GL Number	Account Name	Pay Amount	Relieve Amount
998-0000-2171	Payroll Tax Payable	18,032.76	0.00
Distribution Total		18,032.76	0.00

Vendor Total: 19,359.31

10651	1024	USA BLUEBOOK	04/06/2023	BANKW	AWWA Butterfly Valve 6'		
		PO BOX 9004	04/06/2023	N			1,052.23
		GURNEE	04/06/2023	N	N		0.00
		IL 60031-9004	04/06/2023	N	0	0.00	0.00
		<Emailing Stub Disabled>	04/06/2023	303710			1,052.23

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4250	Repair/Maint Expense	1,052.23	0.00
Distribution Total		1,052.23	0.00

Vendor Total: 1,052.23

10637	0637	WaterTree	04/06/2023	BANKW	Drinking Water		
		2447 W. Main Street	04/06/2023	N			235.35
		Rapid City	04/06/2023	N	N		0.00
		SD 57702	04/06/2023	N	0	0.00	0.00
		<Emailing Stub Disabled>	04/06/2023	SER1090480-1			235.35

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

GL Number	Account Name	Pay Amount	Relieve Amount
604-4000-4250	Repair/Maint Expense	235.35	0.00
Distribution Total		235.35	0.00

Vendor Total: 235.35

10661	Wegner Motors	04/06/2023		BANKW	2023 Dodge Durango		
0253	PO Box 339	04/06/2023		N			41,618.00
	Pierre	04/06/2023		N	N		0.00
	SD 57501	04/06/2023	0.00	N	0		0.00
	<Emailing Stub Disabled>	04/06/2023	april2023				41,618.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-4310-4340	Equip Expense	41,618.00	0.00
Distribution Total		41,618.00	0.00

Vendor Total: 41,618.00

Grand Total:	910,760.43
Less Credit Memos:	0.00
Net Total:	910,760.43
Less Hand Check Total:	0.00
Outstanding Invoice Total:	910,760.43

Total Invoices: 45

March 2023 Waste Water Commissioner Report

Meetings and Business

Attend 2 Commission Meetings

Attend 0 Special Meetings

Normal Calls, Visits, and emails

Waste Water Treatment

- Plant is running good this month.
- Construction is continuing on the new treatment plant
- Still working the purchase of land around plant, Map, need meeting to discuss.
- Inspecting a water well at the plant, done in March, should be upgraded at cost of \$3700 (control box, pump, and motor) Rapid Well Repair.
- Completed inspection of sewer lines between Sturgis Rd, Bellingham Leisure Ln.
- Law Suite with Water Warriors still ongoing

MISC

- I'll be at a work conference next week.
- Owen taking his Class 1 test in May

Clyde

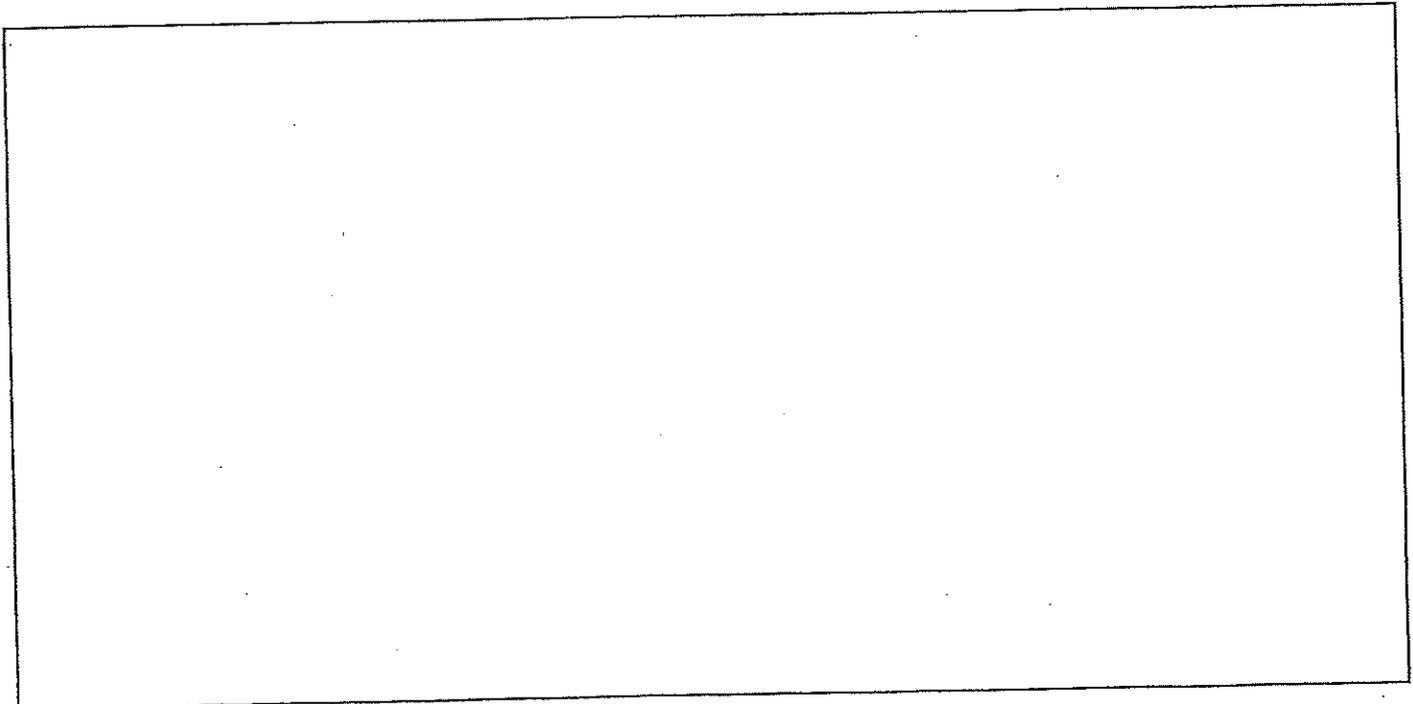
2022 Commissioner (C. Hirsch) Report

MEETING ATTENDED

- * Attended (2) Commission Meetings
- * Attended () Special Meeting

Liaison – Police Department

3/3 meeting with Rich about Chief Job Description
3/6 meeting with Rich on PT
3/13 meet with Rich
3/15 meet with Mayor on wages for Chief position
3/20 meet with Rich about srgt. wage
3/31 meet with Rich and phone call with Mayor
monthly meeting



Required Report

March 2023 Commissioner Kitzmiller

MEETINGS

- Attended 2 Commission Meeting
- Attended 1 Special Meeting
-

PUBLIC WORKS

Almost daily calls or text messages with Public Works Supervisor.

- Phone conversation with Public Works Supervisor regarding the turnaround on Dover Ln. Anthony and Lisa were able to find information that this is not a parking space for the residence. Conversations were had with the homeowners.
- Meeting with Public Works employees regarding Code Enforcement. Spring is around the corner, and we would like to have a plan in place.
- Updated by Public Works Supervisor regarding Mack garbage truck repairs and now is back in service.
- Conversation with Public Works supervisor about road repairs. "Infinity" Simon will be starting the plant up April 17th 18th.
- Public Works Supervisor communicated the completion of the "Penalty Box" and the replacement of a garage door opener.
- Parks Board will Meet April 24th at 5:30. Parks Board and Public Works will work together for Arbor Day.

Monitored my Facebook page.

Finance Commissioner Report

Alexis Nasser

Meetings Attended

Attended ___2___ Commission Meeting(s)

Attended ___0___ Special Meeting(s)

- Email + Text Conversations with Mayor Torno.
- Check-Ins + Email Conversations with Finance Officer, Stephanie.

March 2023 MAYOR REPORT

COMMISSION MEETINGS

- * Attended Two (2) Commission Meetings
- * Attended One (1) Board of Equalization Meeting

CITY DEVELOPMENT AND PLANNING

- * Discussions (ongoing) with City Administrator regarding current developments, including zoning, platting, and future growth
- * Met with local business regarding future development and sale of nearly 3 acres of land
- * Follow up conversation with established local business regarding land available and business expansion plan
- * Reviewed up emails regarding SRF loan, TIF information, and letter to be sent to DANR for approval, as well as receiving update that DANR has approved
- * Follow up discussions regarding TAB Industrial park proposal via in person and emails with LSchieffer and TWieczorek
- * Discussions with LSchieffer regarding future developments
- * Follow up conversations via email, phone calls, and in person with local businesses regarding commercial opportunity and growth in the Summerset area
- * Follow up discussion with BPowles regarding grant application for infrastructure for second exit for Sun Valley Estates
- * Discussed updating ordinances with LSchieffer, RNasser, AKayl
- * Discussed timeline of waste water expansion project and signed letter of sewer availability for a new local business
- * Met with citizens regarding business opportunities in Summerset, resources available to new businesses, and commercial growth
- * Review of emails and documents regarding infrastructure and development of Norman Ranch property

DEPARTMENT AND PERSONNEL INTERACTION

- * Discussion with MWheeler regarding personnel matters
- * Reviewed determination from Department of Labor
- * Met with all 5 department heads to discuss various topics
- * Reviewed montly revenue and expenditure reports supplied by SBaumeister
- * Discussions with LSchieffer and SBaumeister regarding Incode Training and Migration/Set up for new software with email review

- * Discussion of Cops Grant and required information not being provided, grant suspension, and solution from office staff
- * Reviewed new procedure for Summerset Police Department hiring process
- * Discussed with MWheeler regarding exempt and nonexempt employees, including financial compensation
- * Discussions with LSchieffer and SBaumeister regarding ongoing financial matters, updates, and changes
- * Discussion with LSchieffer, SBaumeister, RNasser, and BOGrady regarding services and vendors, as well as options
- * Review of PT Fitness standards for police department and follow up discussions of the new policy and standards
- * Review of emails and comments from other government entities regarding promotion of Chief Nasser to Chief of Police
- * Follow up discussions and emails regarding sound system for Commission room and delay in products/installation due to supply chain issues
- * Discussions with LSchieffer regarding DOT appraisal and public comments regarding design concepts
- * Reviewed emails regarding High Meadows Rd
- * Reviewed discovery information from and to TWieczorek regarding TAB Industrial Park
- * Discussion with MAnglin and JSmith regarding Public Works
- * Reviewed follow up emails regarding sewer rate study
- * Follow up discussion with Casey Peterson & Associates regarding financial information and forensic audit
- * Contacted private individual for forensic audit, as suggested by Casey Peterson & Associates
- * Contact with RFortin from Legislative Audit regarding forensic audit
- * Discussion with Chief Nasser regarding hiring of new officer
- * Discussion with Chief Nasser regarding Sargaent pay and duties
- * Ongoing discussions regarding applicants for police officer
- * Participated in interviews for Police Officer position
- * Participated in interviews for Assistant Finance position
- * Meeting with Commisser Hirsch
- * Discussions via phone and email with MWheeler regarding personnel matters
- * Discussed personnel matters with RNasser and LSchieffer
- * Discussions with AKayl regarding garbage truck repairs
- * Met with AKayl regarding matters relating to Public Works
- * Discussions via phone and text with AKayl regarding snow removal for winter storm, with multiple follow up conversations
- * Approved and signed leave slips
- * Phone conversation with Commissioner Hirsch
- * Reviewed Planning & Zoning Committee meeting via facebook live
- * Reviewed Parks & Recreation Committee via facebook live

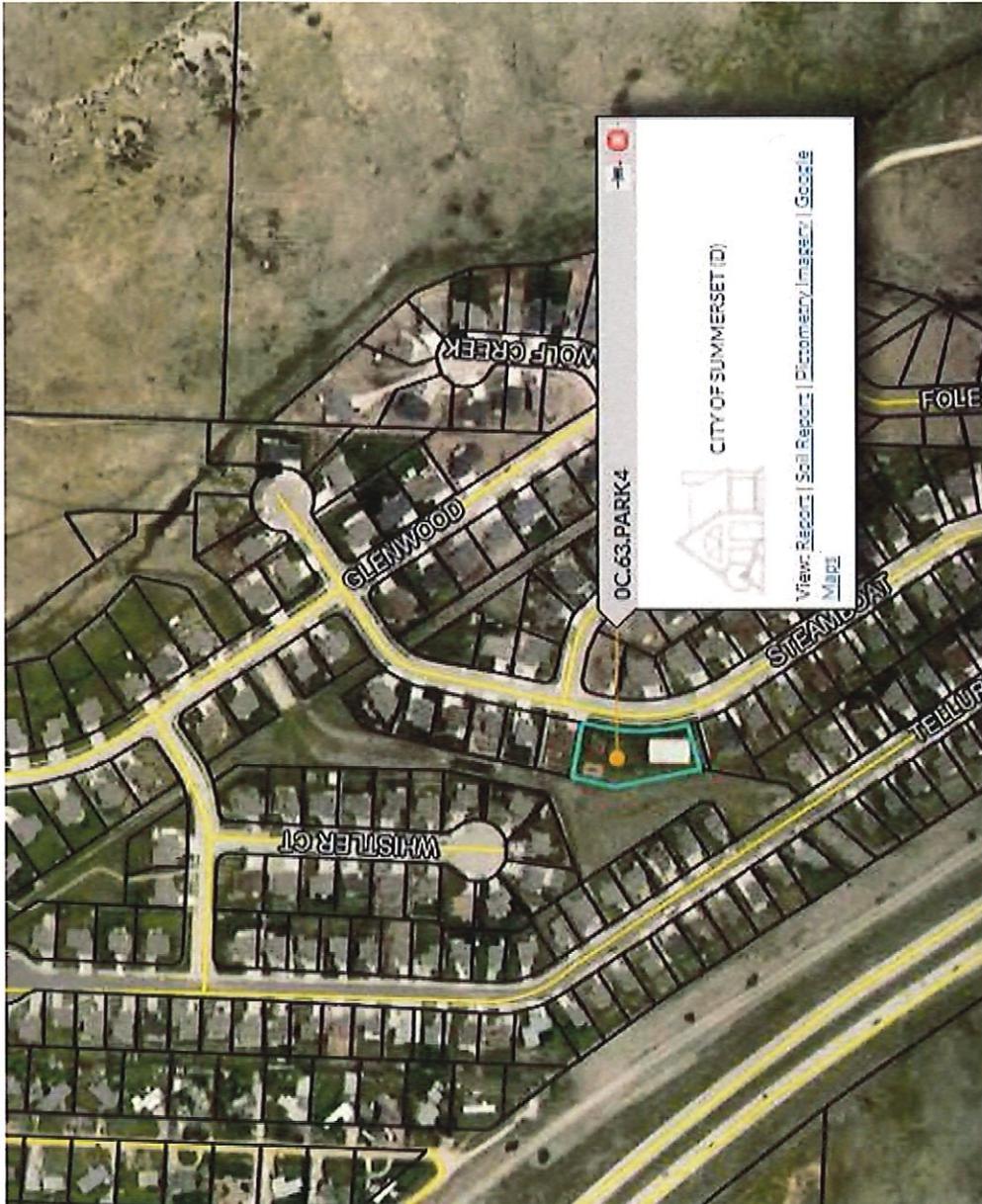
- * Reviewed critical incident reports from Police Department
- * Reviewed and approved commission meeting agendas and minutes
- * Drafted response letters and sent to MWheeler
- * Reviewed job descriptions and salary information
- * Discussed lighting information from GenPro
- * Discussions with LSchieffer regarding grant opportunities for Capitol Improvement plan, parks, police department, and future staff needs
- * Discussion with Chief Nasser regarding timeline for applying for Cops Grant for future police officers
- * Reviewed follow up/requested documentation for legal action regarding TAB Industrial Park – ongoing

MISC.

- * Attended Piedmont Valley Chamber of Commerce 's montly luncheon with local business owners
- * Attended Piedmont Valley Chamber of Commerce's Candidate Forum
- * Meeting with citizen at the city administration building
- * Phone conference with a citizen from Summerset
- * Reviewed citizen emails through cityinfo and forwarded to proper departments
- * Discussions, both in person and via email, with citizen regarding business opportunities in the city
- * Discussion with citizen regarding ordinances for snow removal of sidewalks

- * Scheduled vacation occurred during the first part of March

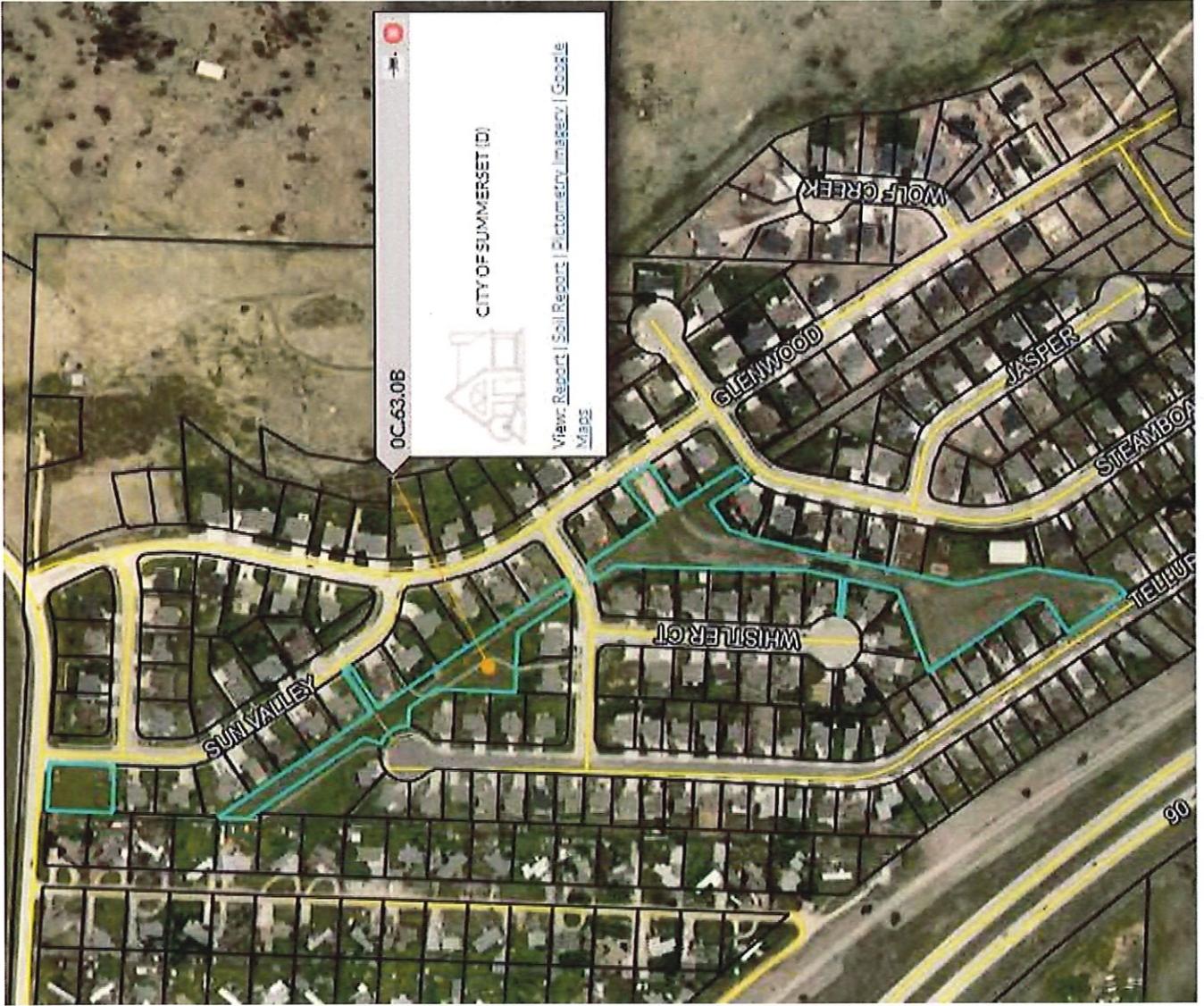
SUMMERSET PARK PROPERTY



DC-63-PARK4

CITY OF SUMNERSET (D)

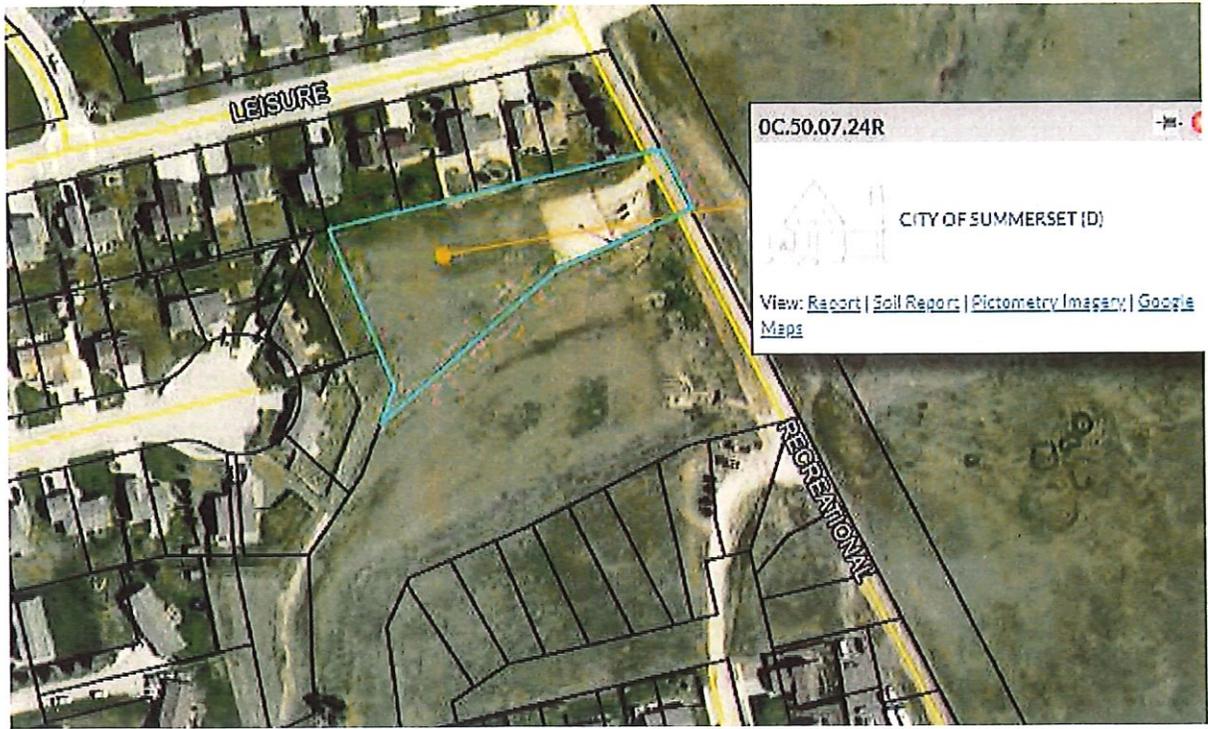
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SUMMERSET SURPLUS PROPERTY

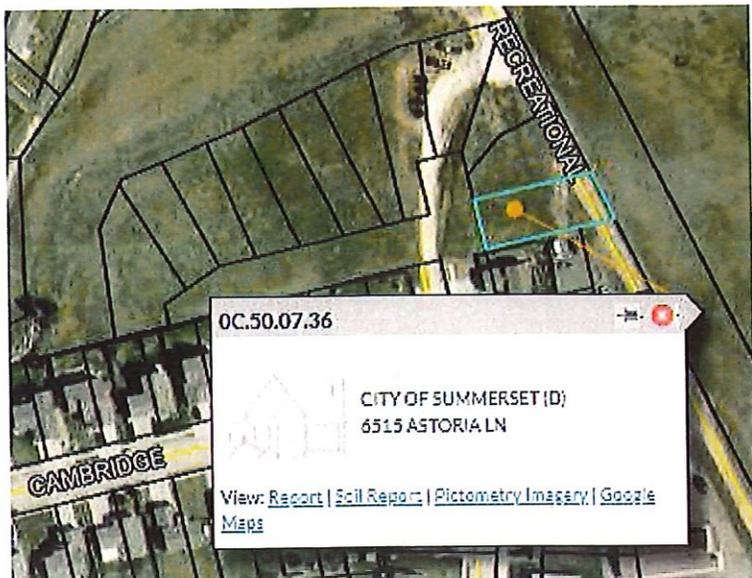


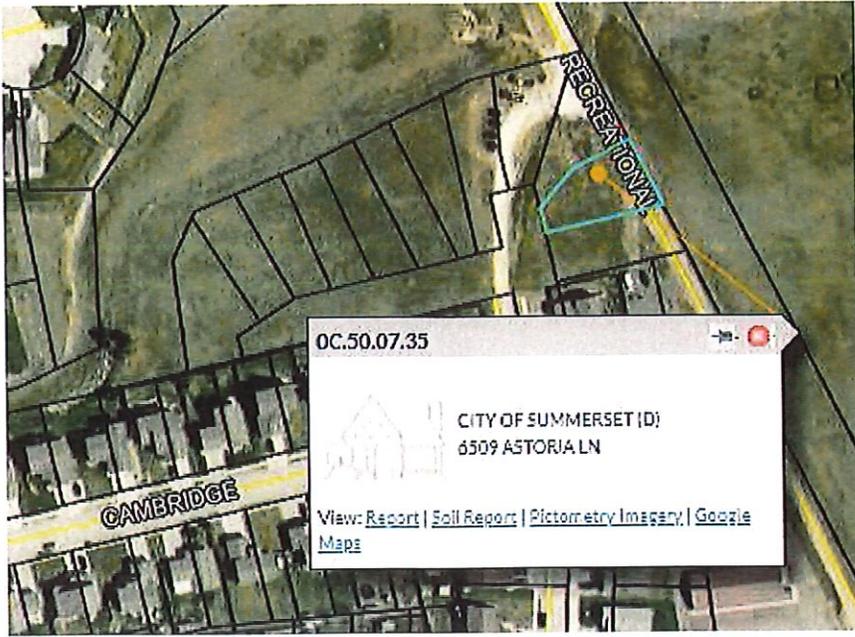
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CITY OF SUMMERSET (D)

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



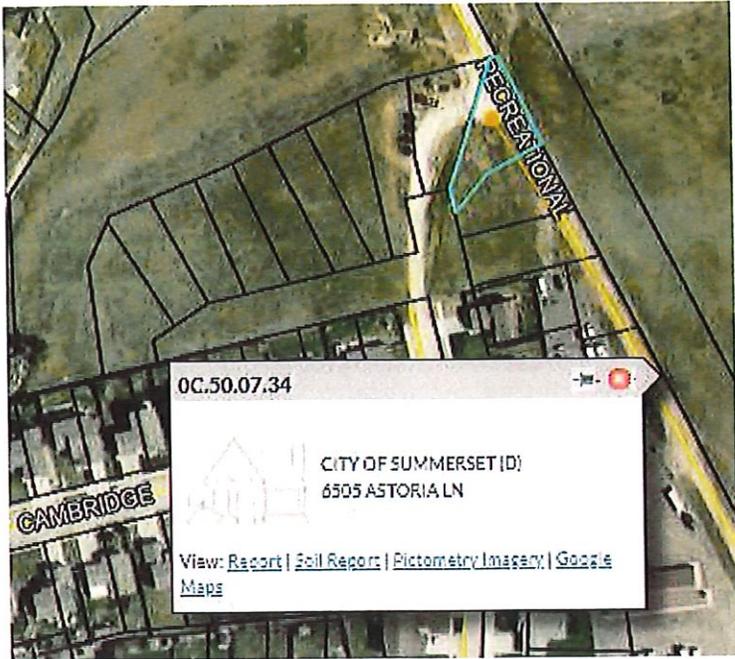


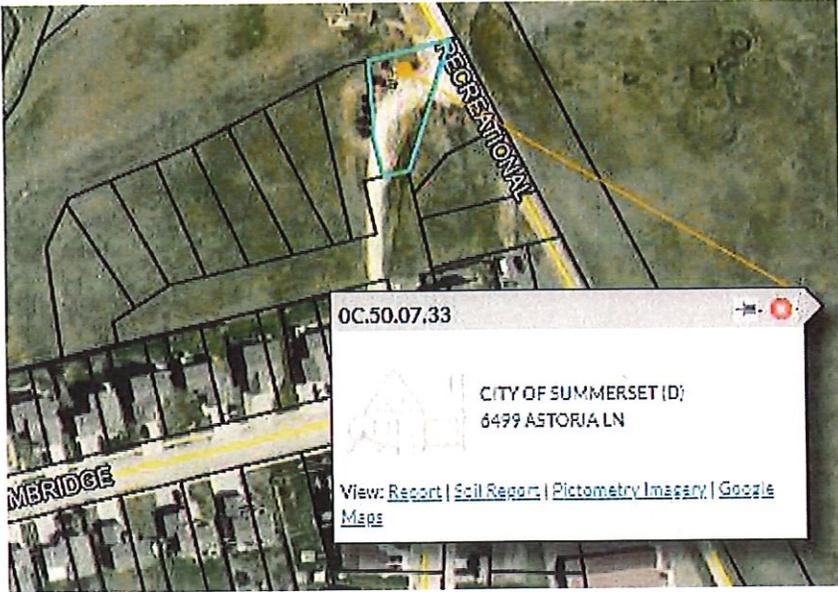
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CITY OF SUMMERSET (D)
6509 ASTORIA LN

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



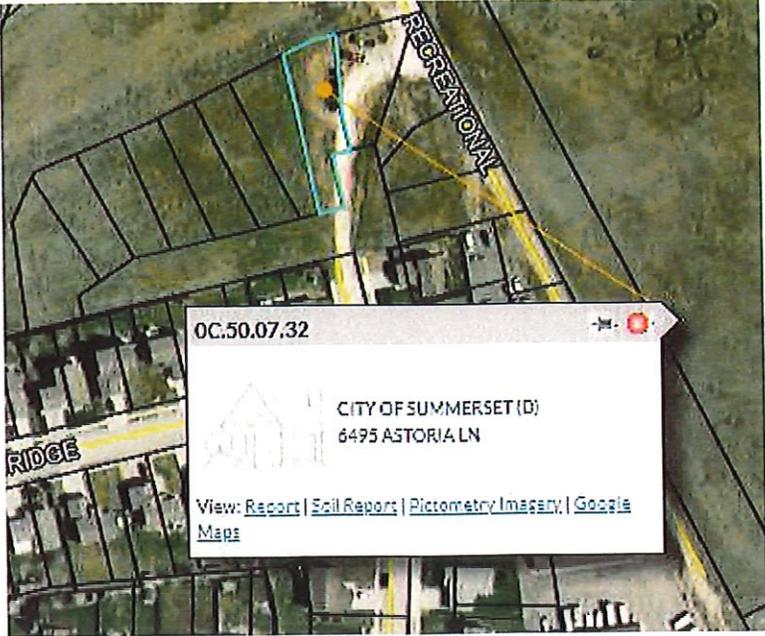


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CITY OF SUMMERSET ID:
6499 ASTORIA LN

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

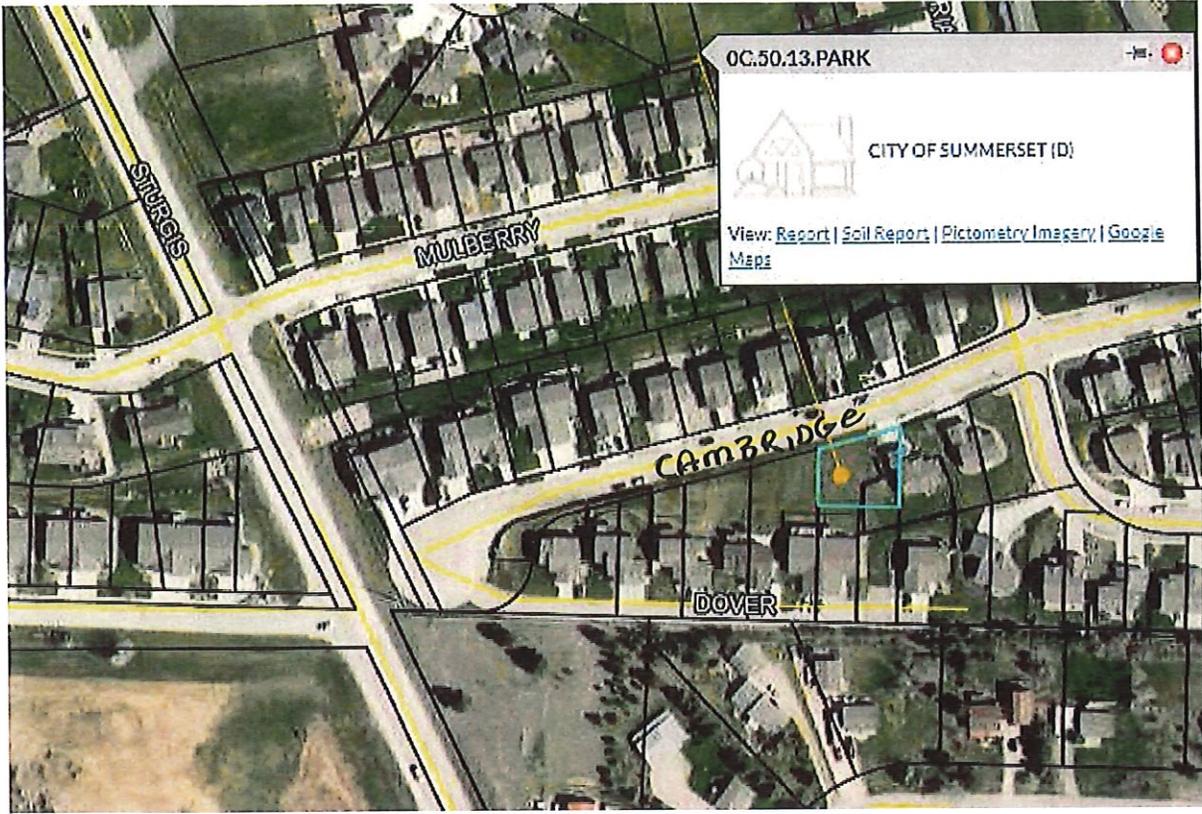


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CITY OF SUMMERSET (D)
6495 ASTORIA LN

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OC.50.13.PARK



CITY OF SUMMERSET (D)

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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: 2023-04

PROJECT NAME: Siouxland Road Reconstruction

PART 1.0 Project Description: Final design for the reconstruction of Siouxland Road.

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

GENERAL

Siouxland Road roadway is deteriorating and needs to be reconstructed. HDR will provide topographic survey and final design for the project.

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

- Six (6) monthly cost invoices.

Deliverables

- Monthly invoice and progress report.

Activity 2. Topographic Survey

Objective

Provide existing location of utilities and the location and elevation of the existing roadway.

Consultant Services

1. Survey of existing utility and roadway.
2. Survey of found ROW monuments.
3. Coordination with SD One-Call for utility locates.
4. Establish project survey control points adequate for the purpose of construction staking by HDR or contractor selected surveyors.

Assumptions

- There will not be a need to acquire any temporary or permanent easements, therefore a complete Right of Way survey will NOT be performed.

Activity 3. Final Design

Objective

HDR will provide final design for the Siouxland Road including plan and profile, typical section, general notes, erosion control, traffic control and bidding documents.

Consultant Services

1. Geotechnical recommendations will be used to complete final design of the Siouxland Road roadway.
2. Provide 90% design plans as described above for City review, incorporate comments, and provide final stamped drawings for bidding.
3. Provide engineer's opinion of probable cost.
4. Provide information for City to file NOI for stormwater discharge with SD DANR.

Assumptions

- The City of Summerset will provide geotechnical recommendations from American Engineering Testing, Inc.
- Roadway will be designed as a rural section.



- Sheets to be included in the plans
 - Title Sheet
 - Estimate of Quantities
 - General Notes
 - Traffic Control
 - Erosion Control
 - Typical Section
 - Plan & Profile
 - Cross Sections
 - Details

Deliverables

- 90% plans, specifications, and engineer's opinion of probable cost for review. (1 printed set & PDF)
- Final plans, specifications, and engineer's opinion of probable cost for bidding. (6 printed sets & PDF)

Schedule

Task Order Approval	March 2023
Site Survey	April 2023
90% Review Submittal	August 2023
Final Plans for Bid	September 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: March 2023 – September 2023

PART 5.0 PAYMENTS TO ENGINEER:

The proposed fee is \$38,395.60. 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
<u>Survey Technician I</u>	<u>95</u>
Senior Construction Manager	195
Construction Manager	185
Construction Engineer III	175
Construction Engineer II	160
Construction Engineer I	135
<u>Construction Inspector</u>	<u>105</u>
Strategic Communications/Graphic Designer IV	165
Strategic Communications/Graphic Designer III	145
Strategic Communications/Graphic Designer II	130
<u>Strategic Communications/Graphic Designer I</u>	<u>100</u>
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 - Siouxland Road Reconstruction Task Order Manhour Estimate - 2023 Task Order #4 - Siouxland Road Reconstruction											
Rate Category/Description	Personnel										
	Dustin Hamilton	Lindsay Shaglia	Stacia Slowey	Gary Anderson	Noian Fraser	Chris Bailey	Carla Schwebach	Christy Henze	Total Hours		Total Cost
Billing Rate	Managing Principal	Project Manager/Engineer III	Engineer IV	Senior Land Surveyor	Land Surveyor	Engineer V QA/QC	Project Controller	Project Assistant			
	\$225.00	\$145.00	\$170.00	\$155.00	\$135.00	\$180.00	\$95.00	\$95.00			
Activity 1 - Project Management	2	24					12	2	40		\$5,260
Activity 2 - Topographic Survey				52	56				108		\$15,620
Activity 3 - Final Design		84	4			2			90		\$13,220
Activity 4 - Expenses											\$ 4,295.60
Subtotals	2	108	4	52	56	2	12	2	238		\$34,100
Task Order 2023-##Totals											
Average Hours Per Week											
	0.0	2.1	0.1	1.0	1.1	0.0	0.2	0.0	238		

Activity 6 - Expenses	
Travel/mileage	\$ 2,250.00
Printing	\$ 45.60
Survey/GPS Equipment	\$ 2,000.00
Total Direct Costs	\$ 4,295.60

Total Cost Summary	
Total Hours	238
Total Labor	\$34,100.00
Direct Costs	\$4,295.60
Total Cost	\$38,395.60

RESOLUTION NO. 2023-06

RESOLUTION GIVING APPROVAL TO 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.

WHEREAS, a municipality is authorized by SDCL §11-9-33 to issue revenue bond to defray the costs of public works and is authorized to pledge tax increment revenues from the Tax Increment District #2 to pay principal and interest on the revenue bond when due; and,

WHEREAS, the City of Summerset (the “City”) currently operates a sewer system for the collection, treatment and disposal of sewage and other domestic, commercial and industrial wastes; and for the control of floods and drainage and has determined that improvements to the sewer facilities are necessary for the conduct of its governmental programs and qualifies as an authorized project cost; and,

WHEREAS, the City has determined to issue its revenue bonds to finance the project costs which include improvements to its sewer system for the purpose of collecting, treating and disposing of sewage and other domestic, commercial and industrial wastes (the “System”) and has applied to the South Dakota Conservancy District (the “District”) for a Clean Water State Revolving Fund Loan to finance the improvements.

NOW THEREFORE BE IT RESOLVED by the City as follows:

SECTION 1. Definitions. The terms when used in this Resolution shall have the following meanings set forth in this section unless the context clearly requires otherwise. All terms used in this Resolution which are not defined herein shall have the meanings assigned to them in the Loan Agreement unless the context clearly otherwise requires.

“**Act**” means South Dakota Codified Laws Chapter 11-9.

“**Loan**” means the Loan made by the South Dakota Conservancy District to the City pursuant to the terms of the Loan Agreement and as evidenced by the Revenue Bond.

“**Project**” means the City of Summerset Wastewater Treatment Plant Expansion.

“Revenue Bond” means the revenue bond or bonds issued the date of the Loan Agreement by the City to the South Dakota Conservancy District to evidence the City’s obligation to repay the principal of and pay interest and Administrative Expense Surcharge on the Loan.

“Special Fund” means the fund created under Section 31 of the act into which all Tax Increment Revenues are deposited.

“System” means the City’s system of collecting, treating, and disposing of sewage and other domestic, commercial and industrial wastes.

“Tax Increment District” means Tax Increment District #2 created on September 20th, 2018.

“Tax Increment Revenue” means that amount obtained by multiplying the total county, municipal, school, and other local real property taxes levied on all taxable real property within Tax Increment District in any year by a fraction having a numerator equal to that year’s assessed value of all taxable real property in the district minus the tax increment base and a denominator equal to that year’s assessed value of all taxable real property in the district.

SECTION 2. Declaration of Necessity and Findings.

2.1.1. Declaration of Necessity. The City hereby determines and declares it is necessary to construct and finance improvements to its System described as the Project.

2.2. Findings. The City does hereby find as follows:

2.2.1. The City hereby expressly finds that if the Project is not undertaken, the System will pose a health hazard to the City and its inhabitants and will make the City unable to comply with state and federal law.

2.2.2. Because of the functional interdependence of the various portions of the System, the fact that the System may not lawfully operate unless it complies with State and federal laws, including SDCL Chapter 34A-2, and the federal Clean Water Act, and the nature of the improvements financed, the City hereby finds and determines that the Project will substantially benefit the entire System and all of its users within the meaning of SDCL §§ 9-40-15 and 9-40-17.

SECTION 3. Authorization of Loan, Pledge of Revenue and Security.

3.1. Authorization of Loan. The City hereby determines and declares it necessary to finance up to \$5,923,042 of the costs of the Project through the issuance of bonds payable from the revenue of the Project and other funds secured by the City. The City hereby determines that because the Revenue Bond is issued in connection with a financing agreement described in SDCL 46A-1-49, pursuant to Section 34 of the Act no election is required to issue the Revenue Bond.

3.2. Approval of Loan Agreement. The execution and delivery of the Revenue Obligation Loan Agreement (the "Loan Agreement"), the form of which is on file with the Finance Officer (the "Finance Officer") and open to public inspection, between the City as Borrower and the District, is hereby in all respects authorized, approved and confirmed, and the Mayor and Finance Officer are hereby authorized and directed to execute and deliver the Loan Agreement in the form and content attached hereto, with such changes as the Attorney for the City deems appropriate and approves, for and on behalf of the City. The Mayor and Finance Officer are hereby further authorized and directed to implement and perform the covenants and obligations of the City set forth in or required by the Loan Agreement. The Loan Agreement herein referred to and made a part of this Resolution is on file in the office of the Finance Officer and is available for inspection by any interested party.

3.3. Approval of Revenue Bond. The issuance of a revenue bond in a principal amount not to exceed \$5,923,042 as determined according to the Loan Agreement in the form and content set forth in Appendix B attached to the form of Loan Agreement (the "Revenue Bond") shall be and the same is, in all respects, hereby authorized, approved, and confirmed and the Mayor, Finance Officer, and other appropriate officials shall be and are hereby authorized and directed to execute and seal the Revenue Bond and deliver the Revenue Bond to the District, for and on behalf of the City, upon receipt of the purchase price, and to use the proceeds thereof in the manner set forth in the Loan Agreement. The Mayor and Finance Officer are hereby authorized to approve the final terms of the Revenue Bond and their execution and delivery thereof shall evidence that approval. The Revenue Bond shall be issued under the authority of SDCL Chapter 11-9 and SDCL Chapter 6-8B, and the provisions of the Act are hereby expressly incorporated herein as provided in Section 40 of the Act.

3.4. Pledge of Revenues. The Revenue Bond together with the interest thereon, shall not constitute a charge against the City's general credit or taxing power, but shall be a limited obligation of the City payable solely out of the Project Debt Service Account, which payments, revenues and receipts are hereby and in the Loan Agreement pledged and assigned for the equal and ratable payments of the Revenue Bond and shall be used for no other purpose than to pay the principal of, interest and Administrative Surcharge on the Revenue Bond, except as may be otherwise expressly authorized in the Loan Agreement (including the purpose of securing Additional Bonds issued as permitted by the terms thereof). The Tax Increment Revenue is subject to annual appropriation. The City covenants and agrees to annually appropriate Tax Increment Revenue from the Tax Increment District which will be sufficient to provide for the payments upon the Revenue Bond issued hereunder as and when the same become due.

In order to increase the security and marketability of the Revenue Bond and in the event Tax Increment Revenues are not annually appropriated or are insufficient to make payments upon the Revenue Bond, the City covenants and agrees to charge rates for all services from the Project or establish special charges or surcharges which will be sufficient to provide for the payments upon the Revenue Bond issued hereunder as and when the

same become due, and as may be necessary to provide for the operation and maintenance and repairs of the Project, and depreciation, and the Rate Resolution shall be revised from time to time so as to produce these amounts. The City hereby reserves the right to determine on a periodic basis the appropriate allocation of operation and maintenance expenses, depreciation, repair and reserves associated with the facilities financed with the Revenue Bond, provided that such determination of allocable operation and maintenance expenses shall in no event abrogate, abridge or otherwise contravene the covenant of the City set forth in this Section 3 or any other covenant or agreement in the Loan Agreement.

SECTION 4. Tax Increment Fund.

4.1. The City irrevocably pledges the Special Fund created under Section 31 of the Act for the payment of the Revenue Bond. All Tax Increment Revenue annually appropriated to the payment of the Revenue Bond. All Tax Increment Revenue shall be deposited into the Special Fund.

SECTION 5. Special Charge or Surcharge for Revenue Bond.

5.1. In the event Tax Increment Revenues are not annually appropriated or are insufficient to make payments upon the Revenue Bond, the City does hereby create the Revenue Bond Special-Surcharge District (the "Surcharge District") which shall include all users which benefit from the Project. There shall be charged a special charge or surcharge pursuant to Section 15 of the Chapter 9-40 for the services provided by Project financed by the Revenue Bond. The special charge or surcharge shall be segregated from other revenues of the System and shall be used for the payment of the Revenue Bond. The special charge or surcharge shall create net income, remaining from time to time after first paying all reasonable and current expenses of maintenance, repairs, replacements and operation, sufficient to fund interest, reserve and debt service fund annual requirements and shall be 110% of the debt service requirements on the Revenue Bond.

5.2. **Rates and collection.** The rate herein specific will be collected as a special charge or surcharge for the Project. This special charge or surcharge shall remain in effect until such time as the Revenue Bond is defeased or paid in full.

5.3. **Initial Surcharge.** The initial special charge or surcharge shall be set by resolution and collected at the same time as other charges of the utility. All users within the Surcharge District which benefit from the Project, current and future, shall be charged the special charge or surcharge. The special charge or surcharge is found to be equitable for the services provided by the Project. The special charge or surcharge shall begin at such time as will produce sufficient revenue to pay principal of, interest and Administrative Surcharge on the Revenue Bond when due.

5.4. **Segregation.** The Finance Officer shall set up bookkeeping accounts in accordance with South Dakota Legislative Audit guidelines for the segregation of the revenue, special charges and surcharges.

5.5. Periodic review. The amount of the surcharge shall be reviewed from time to time, not less than yearly, and shall be modified in order to produce such funds as are necessary and required to comply with the Loan Agreement's rate covenant and to pay principal of, interest and Administrative Surcharge on the Revenue Bond when due. The surcharge may be set by resolution in accordance with this Section. The rate resolution shall be necessary for the support of government and shall be effective upon passage.

5.6. Additional Bonds. As permitted by Sections 8 and 9 of the Act, Additional Bonds payable from revenues and income of the System or Project may be issued, as permitted in the Loan Agreement, and no provision of this Resolution shall have the effect of restricting the issuance of, or impairing the lien of, such additional parity bonds with respect to the net revenues or income from the extensions, additions or improvements. The City shall have the right to issue additional bonds secured by a lien subordinate to the lien from the Revenue Bond pursuant to the Loan Agreement.

5.7. Project Fund Accounts. For the purpose of application and proper allocation of the income of the Project and to secure the payment of principal, Administrative Surcharge and interest on the Revenue Bond, the following mandatory asset segregations shall be included Special Fund and in the sewer system account of the City and shall be used solely for the following respective purposes until payment in full of the principal of and interest on the Revenue Bond:

5.7.1. Project Revenue Account. There shall be deposited periodically into the Project Revenue Account the net revenues as defined in Section 17 of the Act derived from the operation of the Project collected pursuant to the resolutions and ordinances of the City of Summerset, South Dakota (collectively the "Rate Resolution"). Moneys from the Project Revenue Account shall be transferred periodically into separate funds and accounts as provided below.

5.7.2. Project Debt Service Account. Out of the revenues in the Project Revenue Account, there shall be set aside no later than the 25th day of each month into the account designated Project Debt Service Account, a sum sufficient to provide for the payment as the same become due of the next maturing principal of, interest and Administrative Surcharge on the Revenue Bonds and any reserve determined by the City's governing body to be necessary. The amount set aside monthly shall be not less than one-third of the total principal, interest, and Administrative Surcharge payable on the following February 15, May 15, August 15 or November 15 and if there shall be any deficiency in the amount previously set aside, then the amount of such deficiency shall be added to the current requirement.

5.7.3. Depreciation Account. There shall be established a General Depreciation Account. Out of the revenues of the Project Revenue Account there shall be set aside each month into the General Depreciation Account an amount determined by the Common Council to be a proper and adequate amount for repair and depreciation of the Project.

5.7.4. Project Surplus Account. There shall be established the Project Surplus Account. Revenues remaining in the Project Revenue Account at the end of any fiscal year after all periodic transfers have been made therefrom as above required, shall be deemed to be surplus and shall be transferred to the Project Surplus Account. If at any time there shall exist any default in making any periodic transfer to the Project Debt Service Account, the Common Council shall authorize the Finance Officer to rectify such default so far as possible by the transfer of money from the Project Surplus Account. If any such default shall exist as to more than one account or fund at any time, then such transfer shall be made in the order such funds and accounts are listed above.

When not required to restore a current deficiency in the Project Debt Service Account, moneys in the Project Surplus Account from time to time may be used for any of the following purposes and not otherwise:

- (a) To redeem and prepay the Revenue Bond when and as such Revenue Bond becomes prepayable according to its terms;
- (b) To pay for repairs of or for the construction and installation of improvements or additions to the System; and, if the balances in the Project Debt Service Account and the Project Depreciation Account are sufficient to meet all payments required or reasonably anticipated to be made there from prior to the end of the then current fiscal year, then:
- (c) To be held as a reserve for redemption and prepayment of any bonds of the System which are not then but will later be prepayable according to their terms; or
- (d) To be used for any other authorized municipal purpose designated by the Common Council.
- (e) No moneys shall at any time be transferred from the Project Surplus Account or any other account of the Fund to any other fund of the City, nor shall such moneys at any time be loaned to other municipal funds or invested in warrants, special improvements bonds or other obligations payable from other funds, except as provided in this Section.

SECTION 6. Approval of Paying Agent/Registrar. The Revenue Bond shall be payable at the office of U.S. Bank National Association, St. Paul, Minnesota, hereby designated as paying agent and registrar.

SECTION 7. Approval of Bond Counsel. Meierhenry Sargent LLP is hereby retained as Bond Counsel with respect to the Revenue Bond.

SECTION 8. Tax Matters. The Interest on the Revenue Bond shall be excludable from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (“the Code”) and applicable Treasury Regulations (the “Regulations”).

SECTION 9. Covenants. The City hereby covenants and agrees with the District and other owners of the Revenue Bond as follows:

9.1. The City will punctually perform all duties with reference to the Project, the System and the Revenue Bond required by the constitution and laws of the State of South Dakota and by this Resolution.

9.2. The City agrees and covenants that it will promptly construct the improvements included in the Project.

9.3. The City covenants and agrees with the District and other owners of the Revenue Bond that it will maintain the System in good condition and operate the same in an efficient manner and at a reasonable cost, so long as any portion of the Revenue Bond remains outstanding; that it will maintain insurance on the System for the benefit of the holders of the Revenue Bond in an amount which usually would be carried by private companies in a similar type of business; that it will prepare, keep and file records, statements and accounts as provided for in this Resolution and the Loan Agreement. The Revenue Bond shall refer expressly to this Resolution and the Act.

SECTION 10. Depositories. The Finance Officer shall cause all moneys pertaining to the Funds and Accounts to be deposited as received with one or more banks which are duly qualified public depositories under the provisions of SDCL Ch. 4-6A, in a deposit account or accounts, which shall be maintained separate and apart from all other accounts of the City, so long as any of the Bonds and the interest thereon shall remain unpaid. Any of such moneys not necessary for immediate use may be deposited with such depository banks in savings or time deposits. No money shall at any time be withdrawn from such deposit accounts except for the purposes of the Funds and Accounts as authorized in this Resolution; except that moneys from time to time on hand in the Funds and Accounts may at any time, in the discretion of the City's governing body, be invested in securities permitted by the provisions of SDCL 4-5-6; provided, however, that the Depreciation Fund may be invested in such securities maturing not later than ten years from the date of the investment. Income received from the deposit or investment of moneys shall be credited to the Fund or Account from whose moneys the deposit was made or the investment was purchased, and handled and accounted for in the same manner as other moneys therein.

SECTION 11. Consent to Appointment. In the event of mismanagement of the Project, a default in the payment of the principal or interest of the Revenue Bond, or in any other condition thereof materially affecting the lawful holder of the Revenue Bond, or if the revenues of the Project are dissipated, wasted or diverted from their proper application as set forth in the Loan Agreement, Revenue Bond, or herein, the City hereby consents to the appointment of a receiver and agrees that the receiver will have the powers to operate and administer the Project, and charge and collect rates as may be required pursuant to this Resolution.

SECTION 12. Severability. If any section, paragraph, clause or provision of this Resolution, the Loan Agreement, the Revenue Bond, or any other Loan Document shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution or said Loan Agreement, Revenue Bond, or any other Loan Document.

SECTION 13. Repeal of Resolution. At such time as the Revenue Bond is defeased or paid in full, this Resolution and the special charge or surcharge shall automatically be repealed without any further action of the City.

SECTION 14. Authorization of City Officials. The Mayor, Finance Officer, City Attorney and City officials shall be and they are hereby authorized to execute and deliver for and on behalf of the City any and all other certificates, documents or other papers and to perform such other acts as they may deem necessary or appropriate in order to implement and carry out the actions authorized herein.

SECTION 15. Effective Date. This Resolution shall take effect on the 20th day following its publication, unless suspended by a referendum.

Adopted at Summerset, South Dakota, this ____ day of _____ 2023.

APPROVED:

Mayor

(SEAL)

Attest: _____
Finance Officer

First reading: _____

Published: _____

Effective: _____

3/28 4/16



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
 - Minor Boundary Change
 - 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 N/A	
PROPOSED 11700 Constitution Street	
LOCATION Summerset, SD	
Size of Site (Acres) 2.46	Square Footage 10,164 - building Proposed Zoning Commercial
DESCRIPTION OF REQUEST: mini storage in commercial zoning	Utilities: Private / Public
	Water —
	Sewer —

APPLICANT

Name Mehlhoff Construction, Inc. Phone 605-484-1385
 Address 7674 country view place E-mail bmehlh@rap.midco.net
 City, State, Zip Rapid City, SD 57702

PROJECT PLANNER - AGENT

Name Mehlhoff construction, Inc. Phone 605-484-1385
 Address 7674 country view place E-mail bmehlh@rap.midco.net
 City, State, Zip Rapid City, SD 57702

OWNER OF RECORD (If different from applicant)

Name John Milliron Phone (605) 214-5988
 Address 11700 Constitution St E-mail johnmiller@gg.com
 City, State, Zip Summerset, SD 57718

<p><u>[Signature]</u> 3-2-23 Property Owner Signature Date</p> <p><u>Holly Mehlhoff</u> 3-2-23 Signature Date</p> <p>Print Name: <u>Holly Mehlhoff</u> Title*: <u>Secretary / Agent</u></p>	<p>Property Owner Signature Date</p> <p>Signature Date</p> <p>Print Name: _____ Title*: _____</p>
--	--

*required for Corporations, Partnerships, etc.

FOR STAFF USE ONLY

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

- | | | |
|--|---|--|
| <input type="checkbox"/> Sewer Utility | <input type="checkbox"/> BHP&L | <input type="checkbox"/> Diamond D Water |
| <input type="checkbox"/> Fire Department | <input type="checkbox"/> Finance Officer | <input type="checkbox"/> Black Hills Water |
| <input type="checkbox"/> Public Works | <input type="checkbox"/> Register of Deeds | |
| <input type="checkbox"/> Planning | <input type="checkbox"/> County - Planning | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Building Inspector | <input type="checkbox"/> SD DOT | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Engineering | <input type="checkbox"/> SD DENR | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> City Code Enforcement | <input type="checkbox"/> Auditor - Annexation | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Police | <input type="checkbox"/> Drainage | |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Parks & Recreation | |

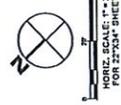
Planning and Zoning Meeting Date: _____
 Date Paid: _____
 Sign Deposit Received: _____ Amount: _____ Sign returned: _____

Payment Type: Cash Check Credit



Civil Engineering | Landscape Architecture | Planning
 1405 DeWittwood Ave
 Rapid City, SD 57702
 (605) 721-7126

PRELIMINARY
NOT FOR CONSTRUCTION



SCHEMATIC DESIGN
MILLIRON GRANITE
BUILDING 2

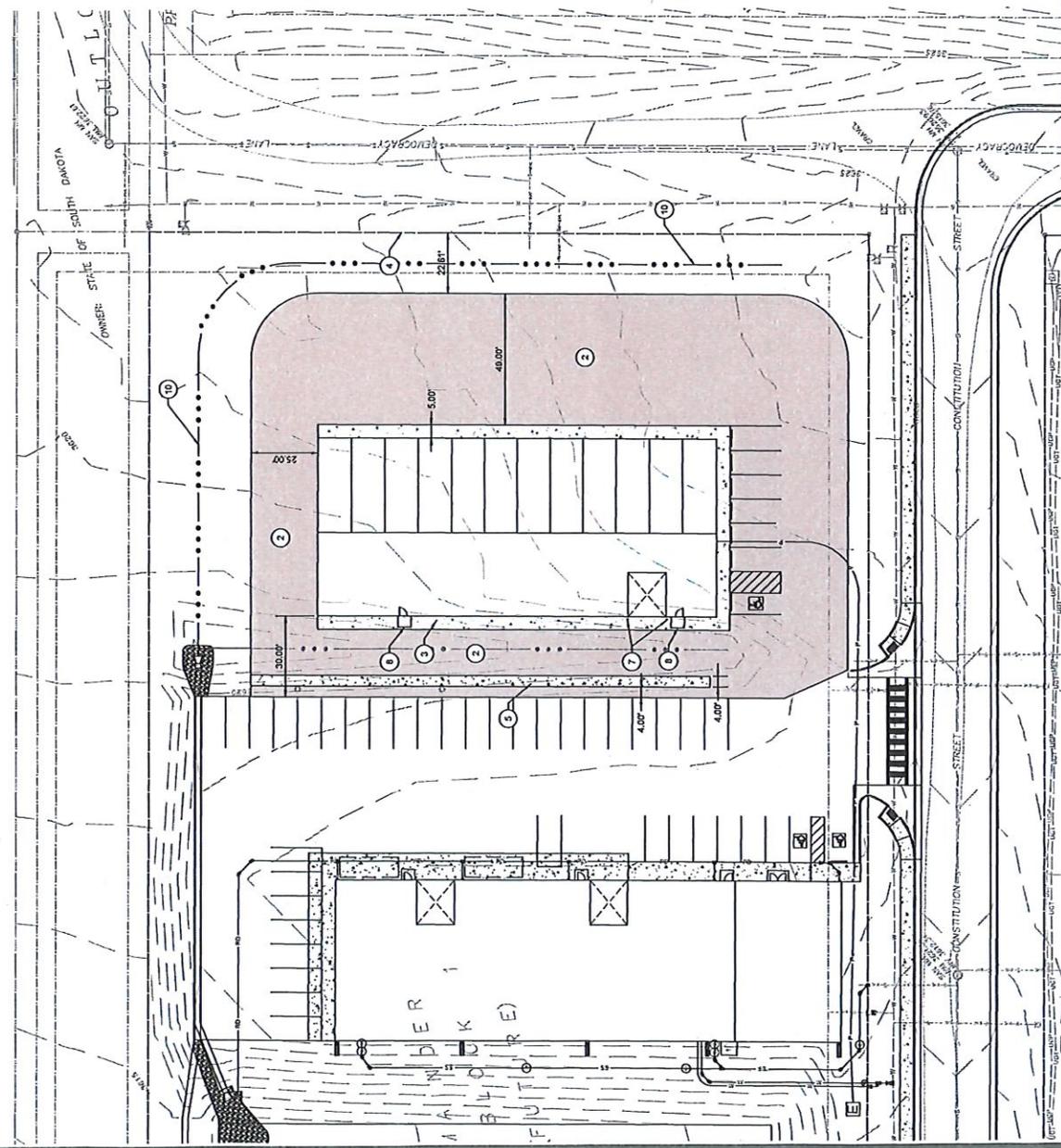
PROJECT NUMBER: 23-012
 DATE: 3/2/2023
 LOCATION: SUMMERSET, SD

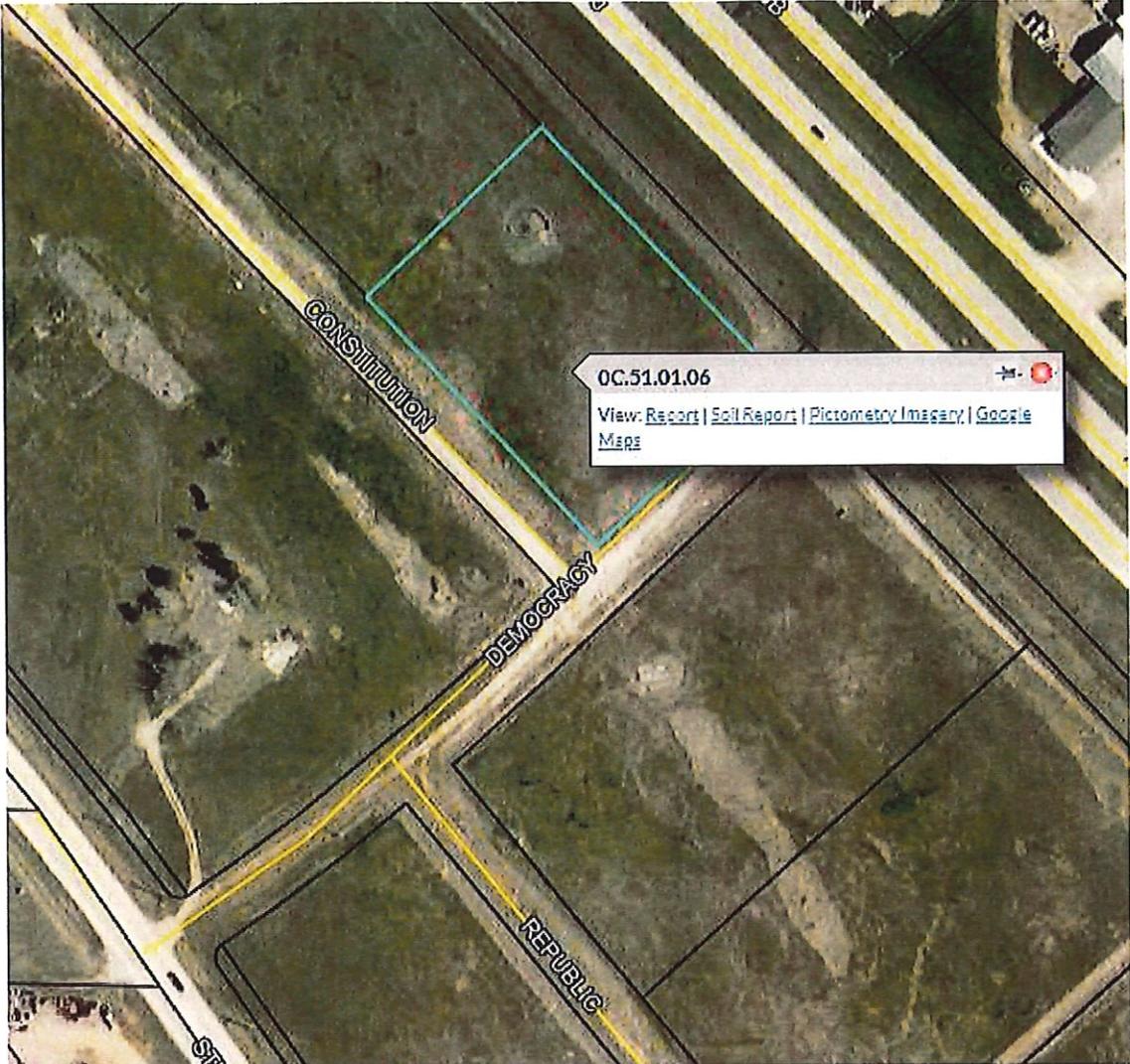
SITE PLAN OPTION 3
C1.03

- KEYNOTES**
- 1 PROJECT LIMITS
 - 2 STANDARD PAVEMENT - SEE 2025.01
 - 3 CONCRETE APRON - SEE 1025.01
 - 4 PROPERTY LINE - SEE NOTE 4
 - 5 CONCRETE PAV. - SEE 4025.01
 - 6 POWER LINE
 - 7 BOLLARD - SEE 3025.01
 - 8 CONCRETE STOOP
 - 9 PRECAST WHEELSTOP - SEE 5025.01
 - 10 SWALE

NOTE:
 1. PAVING NOT SHOWN FOR CLARITY - SEE C2.00 AND C2.01.
 2. EXISTING CONDITIONS SHOWN INCLUDE PLANNED WORK FROM CONSTITUTION STREET PROJECT. - SEE L1.00.
 3. APPROXIMATE LOCATION OF BOUNDARY LINE AS STATED ON PROPOSED PLAT PROVIDED BY BASELINE SURVEYING, INC. CONTRACTOR TO VERIFY ACTUAL LOCATION WATCHES PLANS PRIOR TO CONSTRUCTION.

PARKING ORDINANCE SUMMARY
 COMMERCIAL DISTRICT (C-1) AND MANUFACTURING ESTABLISHMENT: 8,000 SF
 1 PARKING SPACES PER 400 SF OF A = 23 PARKING SPACES REQUIRED
 TOTAL AREA OF RETAIL TRADE: 3,500 SF
 1 PARKING SPACE PER 100 SF OF A = 35 PARKING SPACES REQUIRED
 TOTAL AREA OF WAREHOUSE: 3,111 SF
 1 PARKING SPACE PER EACH 1,000 SF OF A = 3 PARKING SPACES REQUIRED
 TOTAL PARKING SPACES PROVIDED: 42





0C.51.01.06

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



SOUTH DAKOTA
GOVERNOR'S OFFICE OF ECONOMIC DEVELOPMENT

Melanie Torno
Summerset City Mayor
City of Summerset
7055 Leisure Ln
Summerset, SD 57718

Dear Ms. Torno,

It is my pleasure to inform you that the City of Summerset has been selected to participate in the Capital Improvement Planning process. Thank you for applying for the Capital Improvement Planning portion of Infrastructure First Project at the Governor's Office of Economic Development (GOED). We have received and reviewed your application.

GOED has contracted with ISG, Inc., an architecture/engineering firm, to work with you to create a five-year capital improvement plan (CIP). ISG will be reaching out to you to soon to introduce themselves and to discuss next steps with you.

As noted in the application, there are several requirements that will need to be satisfied as part of this opportunity.

1. The municipality will provide \$15,000 payable to ISG, Inc. GOED will also provide \$15,000 to ISG, Inc. as matching funding. GOED and your community will be billed on a monthly basis as work is completed.
2. Subject to a satisfactory outcome, your authorizing body (i.e., City Council) must formally adopt the five-year capital improvement plan and make best efforts to update the plan (through a process of the municipality's choosing) on no less than an annual basis.
3. Applicant will make best efforts to have municipality staff, economic development representatives and elected officials available, as necessary or appropriate.
4. The municipality and/or its advisor(s) will furnish existing infrastructure studies (i.e., water, wastewater), facility assessments, and other plans/documents associated with municipality-owned assets only as is necessary or appropriate to aid in completing the five-year capital improvement plan.

My team will be in contact with you with a formal agreement for the project and will be available to assist as needed as your community and ISG works through the process.

Congratulations on planning for your community's future. We hope that this will lay the groundwork for your future economic development success.

Sincerely,

A handwritten signature in black ink, appearing to read 'Steve Westra', with a long horizontal flourish extending to the right.

Steve Westra, Commissioner

Cc: Steve Watson, ISG
Tiara Marcus, ISG
Justin Heim, ISG
Amanda Anglin, Sturgis Economic Development Corp.
Jennifer Sietsema, BHCOLG