

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

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

Mayor Torno led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by Butler, second by Hirsch, to approve the agenda for the Regular Meeting of the Summerset City Commission for November 16th, 2023. Motion carried.

CONSENT CALENDAR

Motion by Reade, second by Kitzmiller, to approve the minutes of the regular meeting of November 2nd, 2023. Motion carried.

APPROVAL OF CLAIMS

Motion by Reade, second by Hirsch, to approve the claims and hand checks in the amount of \$879,113.11 from November 2nd, 2023, through November 15th, 2023, as presented or amended. Motion carried.

SD State Treasurer	961.76
Cardmember Services	108.43
First National Trust & Investment Management Services	24,975.77
Aspen Ridge Lawn & Landscape LLC	5,587.00
AT&T Mobility	607.41
Axon Enterprise, Inc.	4,116.00
Baumeister, Stephany	264.00
Black Hawk Fire Department	2,000.00
Black Hawk Water Users District	52.25
CBH CO-OP	6,355.19
City of Rapid City	4,226.04
City of Rapid City	25.00
City of Sturgis	400.00
Demersseman Jensen Tellinghuisen & Huffman, LLP	2,312.50
Golden West Technologies	3,808.50
Greenapsis	320.00
GUNDERSON & PALMER LLP	5,800.00
IBM	26.76
Kieffer Sanitation	62.50
MDU	678.72
Meade County Auditor	4,526.77
Midcontinent Communications	177.99
Midcontinent Testing Laboratories, Inc.	175.50
Rapid City Journal	994.40
RCS Construction Inc	805,246.33
SD One Call	27.30
SDML	2,481.61
Servall Uniform & Linen Supply	184.26

Tech Sales Company	783.12
TextMyGov	1,800.00
Western Communications Inc.	28.00

DEPARTMENT HEAD REPORTS

Anthony Kayl, Public Works Manager, Owen Davis, Wastewater Operator, on behalf of John Ambrose, Police Chief Rich Nasser, Stephany Baumeister, Finance Officer, and Lisa Schieffer, City Administrator gave their monthly reports.

SUMMERSET POLICE DEPARTMENT POLICY AND PROCEDURES

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

Police Chief, Rich Nasser, gave the Commission a report on the hiring issues the Police Department is facing trying to get and retain personnel. The department has been at job fairs, to Ellsworth AFB, and to Western Dakota Tech to get the word out. Also discussed was the option of being able to take home a vehicle, which would translate into a \$4,000 fuel allowance.

Mayor Torno asked if current employees are interested in the option of taking home a vehicle. The reply was "Yes, they are interested."

Commissioner Reade asked if we are utilizing part-time employees to fill shifts. Nasser stated that they try, but some contribute in other ways to the Department.

Motion by Butler, second by Reade to close discussion with no action taken. Motion carried.

SUMMERSET POLICE OFFICER ATTRACTION AND RETENTION PLAN

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

Police Chief, Rich Nasser, explained that after looking into the practice of giving a retention bonus, he found the state of Nebraska gave a retention bonus to help keep employees, and suggested that our police department might consider taking the same approach.

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

CITY OF SUMMERSET AND CITY OF STURGIS ANIMAL SHELTER AGREEMENT

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

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

Motion by Butler, second by Kitzmiller to approve City of Summerset and City of Sturgis Animal Shelter Agreement. Motion carried.

EASEMENT – BLACK HILLS ENERGY

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

Anthony Kayl, Public Works Manager, explained that Black Hills Power needs to move a line due to bridge construction. It will follow the drainage and a trench will be bored to make the connection. The City Attorney, Mike Wheeler, had no concerns with the project.

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

Motion by Kitzmiller, second by Butler to approve the easement of Black Hills Energy. Motion carried.

FIRST READING OF ORDINANCE 2023-17, EXTRA TERRITORIAL JURISDICTION

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

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

Motion by Kitzmiller, second by Butler, to approve the First Reading. Motion was then amended to state: approve the First Reading and set the Second Reading for December 7th. Motion carried.

FIRST READING OF ORDINANCE 2023-18, AMENDING 153.999 PENALTY

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

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

Motion by Kitzmiller, second by Butler, to approve the First Reading, and to set the Second Reading for December 7th. Motion carried.

FIRST READING OF ORDINANCE 2023-19, AMENDING 155.999 PENALTY

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

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

Motion by Butler, second by Hirsch, to approve the First Reading, and to set the Second Reading for December 7th. Motion carried.

SET FIRST READING FOR 2023-20 – SUPPLEMENTAL APPROPRIATION

Motion by Kitzmiller, second by Reade, to approve setting the First Reading for Ordinance 2023-20 for December 7th, 2023. Motion carried.

APPLICATION AND CERTIFICATE FOR PAYMENT – WWTP EXPANSION

Motion by Butler, second by Kitzmiller to approve application and certificate #8 for payment. Motion carried.

MINOR PLAT GARRY COLASARDO – RESOLUTION 2023-16

Motion by Butler, second by Reade to pass Resolution 2023-16, as recommended by the Planning and Zoning Board. Motion carried.

SEDC PROFESSIONAL SERVICES AGREEMENT FOR SUMMERSET

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

Amanda Anglin, Executive Director of Sturgis Economic Development presented the Professional Services Agreement along with the job description to the Board. \$35,000 was allocated by the Board of Commissioners at a previous meeting out of the 211 Fund for Economic Development. Questions were raised regarding how the \$35,000 would be allocated and if no one was hired if the money would be pro-rated until a hire was made or a refund would be given. Discussion ensued about a satellite office and the person being in the southern corridor. City Attorney Mike Wheeler will draft language for clarification regarding the concerns of the Board.

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

Motion by Butler, second by Hirsch to approve SEDC Professional Services Agreement, contingent upon the draft language being put into the agreement. A roll call vote was taken. Kitzmiller – no, Butler – aye, Torno – aye, Reade – no, Hirsch – no. Motion failed.

Motion by Butler, second by Kitzmiller to bring back the SEDC Professional Services Agreement before the Board, contingent upon adding to the agreement a requirement that The City be compensated if position is not filled. Kitzmiller – no, Reade – no, Butler – aye, Torno – aye, Hirsch – aye. Motion carried.

HDR-AMENDMENT TO GENERAL CONTRACT

Motion by Butler, second by Kitzmiller to approve the Amendment to General Contract. Motion carried.

NOTICE TO PROCEED – SIMON CONTRACTORS OF SOUTH DAKOTA, INC. ASTORIA COURT & ASTORIA LAND DRAINAGE & ROADWAY IMPROVEMENTS

Motion by Kitzmiller, second by Butler to approve the Notice to Proceed. Motion carried.

CITIZENS INPUT

None.

UPCOMING EVENTS:

Legislative Breakfast will be held November 29th @ 7:30 a.m. at the Sturgis Public Library.
Cops and Kids event will be held December 2, 2023.

ITEMS FROM CITY ATTORNEY

No executive session.

ADJOURNMENT

Motion by Kitzmiller, second by Reade, to adjourn at 7:04 p.m. Motion carried.

(SEAL)

ATTEST:

Stephany Baumeister
Finance Officer

Melanie Torno
Mayor

Published once November 28, 2023, at a cost of \$179.93.



City of Summerset, SD

Payable Register

Payable Detail by Vendor Name

Packet: APPKT00035 - 12.07.2023 Invoices

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

Vendor: [1098 - A&B Business Solutions](#)

Vendor Total: 512.01

IN1105396	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	45.00	0.00	0.00	0.00	45.00
Water machine contract	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Water machine contract	NA	0.00	0.00	45.00	0.00	0.00	0.00	45.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-43400	Equip Expense		45.00	100.00%

IN1106260	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	467.01	0.00	0.00	0.00	467.01
Monthly copy machine usage	BANKW - BANK WEST				No					

Notes: Finance
B/W - 2,415
Color - 3,772

PD
B/W - 216
Color - 303

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Monthly copy machine usage	NA	0.00	0.00	467.01	0.00	0.00	0.00	467.01

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-43400	Equip Expense		467.01	100.00%

Vendor: [1111 - Ambrose, Jonathan](#)

Vendor Total: 50.00

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00
Cell phone stiped	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stiped	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42810	Phone		50.00	100.00%

Vendor: [1808 - Anglin, Mitch](#)

Vendor Total: 50.00

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00
Cell phone stiped	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stiped	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42810	Phone		50.00	100.00%

Vendor: [1816 - AT&T Mobility](#)

Vendor Total: 610.65

287320061570X11242023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	607.41	0.00	0.00	0.00	607.41
Firstnet PD	BANKW - BANK WEST				No					

Payable Register

Packet: APPKT00035 - 12.07.2023 Invoices

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Firstnet PD	NA		0.00	0.00	607.41	0.00	0.00	0.00	607.41	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4210-42810	Phone				607.41	100.00%				

287331276198X11232023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	3.24	0.00	0.00	0.00	3.24
Netmotion License 605-.381-9923	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Netmotion License 605-.381-9923	NA		0.00	0.00	3.24	0.00	0.00	0.00	3.24	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4210-42810	Phone				3.24	100.00%				

Vendor: [1363 - Axon Enterprise, Inc.](#) Vendor Total: 4,116.00

INUS113549	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	4,116.00	0.00	0.00	0.00	4,116.00
2022 - Taser Dock contract	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2022 - Taser Dock contract	NA		0.00	0.00	4,116.00	0.00	0.00	0.00	4,116.00	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4210-42200	Prof Fees Expense				4,116.00	100.00%				

Vendor: [1866 - Baumeister, Stephany](#) Vendor Total: 50.00

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00
Cell phone stiped	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cell phone stiped	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4140-42810	Phone				50.00	100.00%				

Vendor: [0808 - BH Energy](#) Vendor Total: 5,780.55

11.14.2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	5,780.55	0.00	0.00	0.00	5,780.55
Energy bill	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Energy bill	NA		0.00	0.00	5,780.55	0.00	0.00	0.00	5,780.55	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4192-42800	Utility Expense				494.27	8.55%				
101-4310-42800	Utility Expense				1,431.74	24.77%				
101-4520-42800	Utility Expense				52.43	0.91%				
604-4000-42800	Utility Expense				3,802.11	65.77%				

Vendor: [1906 - Birgen, Nicholin](#) Vendor Total: 50.00

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00
Cell phone stiped	BANKW - BANK WEST				No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cell phone stiped	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name		Project	Account Key	Amount	Percent				
101-4140-42810	Phone				50.00	100.00%				

Payable Register

Packet: APPKT00035 - 12.07.2023 Invoices

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

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

Vendor Total: 50.00

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00
Cell phone stiped	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cell phone stiped	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4110-42810	Phone		50.00	100.00%

Vendor: [1665 - Cardmember Services](#)

Vendor Total: 15,825.28

nov 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	15,825.28	0.00	0.00	0.00	15,825.28
Nov Credit Card	BANKEFT - BANK WEST EFT				No	Payment Date: 12/7/2023		Bank Draft:		DFT0000081

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Nov Credit Card	NA	0.00	0.00	15,825.28	0.00	0.00	0.00	15,825.28

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42150	Postage		512.34	3.24%
604-4000-42600	Supply/Material Exp		242.61	1.53%
604-4000-42500	Repair/Maint Expense		2,941.37	18.59%
604-4000-43400	Equip Expense		85.98	0.54%
604-4000-42630	Chemicals and Lab Supplies		887.00	5.60%
604-4000-42150	Postage		47.80	0.30%
604-4000-43000	Capital Expense		1,413.28	8.93%
101-4120-42200	Prof Fees Expense		2,325.00	14.69%
101-4140-42150	Postage		198.00	1.25%
101-4140-42700	Travel/Conf Expense		110.70	0.70%
101-4210-42150	Postage		17.25	0.11%
101-4210-42200	Prof Fees Expense		2,328.00	14.71%
101-4210-42900	Other Expense		111.84	0.71%
101-4310-42500	Repair/Maint Expense		1,336.98	8.45%
101-4310-42510	Street Snow Removal		113.74	0.72%
101-4520-42530	Landscape&Mowing Expense		11.50	0.07%
101-4310-42600	Supply/Material Exp		685.01	4.33%
101-4320-42600	Supply/Material Exp		6.17	0.04%
101-4520-43400	Equip Expense		2,084.16	13.17%
101-4520-42600	Supply/Material Exp		206.75	1.31%
101-4192-42600	Supply/Material Exp		39.81	0.25%
101-4192-42200	Prof Fees Expense		119.99	0.76%

Vendor: [1830 - Clarity Telecom](#)

Vendor Total: 1,126.39

Nov 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	1,126.39	0.00	0.00	0.00	1,126.39
Phone/Fax/Internet	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Phone/Fax/Internet	NA	0.00	0.00	1,126.39	0.00	0.00	0.00	1,126.39

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4192-42800	Utility Expense		1,126.39	100.00%

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

Vendor Total: 12,302.80

17479B	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	2,211.54	0.00	0.00	0.00	2,211.54
Pump & Motor	BANKW - BANK WEST				No					

Payable Register

Packet: APPKT00035 - 12.07.2023 Invoices

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Pump & Motor Distributions	NA		0.00	0.00	2,211.54	0.00	0.00	0.00	2,211.54	
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42500	Repair/Maint Expense				2,211.54	100.00%				

[17480B](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 10,091.26 0.00 0.00 0.00 10,091.26
Sun Valley Lift Station BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Sun Valley Lift Station Distributions	NA		0.00	0.00	10,091.26	0.00	0.00	0.00	10,091.26	
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-43000	Capital Expense				10,091.26	100.00%				

Vendor: [1813 - Davis, Owen](#) Vendor Total: 50.00

[Dec 2023](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 50.00 0.00 0.00 0.00 50.00
Cell Phone Stipend BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cell Phone Stipend Distributions	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42810	Phone				50.00	100.00%				

Vendor: [0765 - Demersseman Jensen Tellinghuisen & Huffman, LLP](#) Vendor Total: 2,927.50

[37590](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 2,927.50 0.00 0.00 0.00 2,927.50
Legal Services BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Legal Services Distributions	NA		0.00	0.00	2,927.50	0.00	0.00	0.00	2,927.50	
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4141-42200	Prof Fees Expense				2,927.50	100.00%				

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

[418896](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 559.00 0.00 0.00 0.00 559.00
Microsoft 360 E3/E1 Subscription License BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Microsoft 360 E3/E1 Subscription Licen Distributions	NA		0.00	0.00	559.00	0.00	0.00	0.00	559.00	
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42200	Prof Fees Expense				559.00	100.00%				

[418897](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 3,249.50 0.00 0.00 0.00 3,249.50
Comprehensive Managed Services BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Comprehensive Managed Services Distributions	NA		0.00	0.00	3,249.50	0.00	0.00	0.00	3,249.50	
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42200	Prof Fees Expense				3,249.50	100.00%				

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

[75](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 320.00 0.00 0.00 0.00 320.00
Gov't Building Janitorial BANKW - BANK WEST No

Payable Register

Packet: APPKT00035 - 12.07.2023 Invoices

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Gov't Building Janitorial	NA		0.00	0.00	320.00	0.00	0.00	0.00	320.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4192-42200	Prof Fees Expense				320.00	100.00%				

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

Vendor Total: 59,026.30

1200570641	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	2,395.00	0.00	0.00	0.00	2,395.00
WWTP Design & Bidding	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WWTP Design & Bidding	NA	0.00	0.00	2,395.00	0.00	0.00	0.00	2,395.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42200	Prof Fees Expense		2,395.00	100.00%

1200570645	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	43,312.55	0.00	0.00	0.00	43,312.55
2022-04 WWTP Construction phase	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2022-04 WWTP Construction phase	NA	0.00	0.00	43,312.55	0.00	0.00	0.00	43,312.55

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42200	Prof Fees Expense		43,312.55	100.00%

1200570647	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	4,386.25	0.00	0.00	0.00	4,386.25
Southside Sanitary Sewer Prelim Study	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Southside Sanitary Sewer Prelim Study	NA	0.00	0.00	4,386.25	0.00	0.00	0.00	4,386.25

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
604-4000-42200	Prof Fees Expense		4,386.25	100.00%

1200573584	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	5,171.25	0.00	0.00	0.00	5,171.25
2023-004 Siouxland Rd	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2023-004 Siouxland Rd	NA	0.00	0.00	5,171.25	0.00	0.00	0.00	5,171.25

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4196-42200	Prof Fees Expense		5,171.25	100.00%

1200573833	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	3,761.25	0.00	0.00	0.00	3,761.25
2023-01 General Engineering Services	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2023-01 General Engineering Services	NA	0.00	0.00	3,761.25	0.00	0.00	0.00	3,761.25

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4196-42200	Prof Fees Expense		3,761.25	100.00%

Vendor: [1287 - Hills Septic Service Go Pro](#)

Vendor Total: 475.00

104057	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	475.00	0.00	0.00	0.00	475.00
pumped 2 loads from lift station	BANKW - BANK WEST				No					

Payable Register

Packet: APPKT00035 - 12.07.2023 Invoices

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
pumped 2 loads from lift station	NA		0.00	0.00	475.00	0.00	0.00	0.00	475.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42500	Repair/Maint Expense				475.00	100.00%				

Vendor: [1513 - Hirsch, Clyde](#) Vendor Total: 50.00

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cell Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4110-42810	Phone				50.00	100.00%				

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

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cell Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42810	Phone				50.00	100.00%				

Vendor: [1103 - Kitzmiller, Michael](#) Vendor Total: 50.00

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cell Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4110-42810	Phone				50.00	100.00%				

Vendor: [1110 - Mid-American Research Chemical](#) Vendor Total: 256.79

0805623-IN	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	256.79	0.00	0.00	0.00	256.79
Black Nitrile Gloves	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Black Nitrile Gloves	NA		0.00	0.00	256.79	0.00	0.00	0.00	256.79	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
604-4000-42630	Chemicals and Lab Supplies				256.79	100.00%				

Vendor: [1413 - Northern Truck Equipment Corporation](#) Vendor Total: 215.17

RCI03258	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	215.17	0.00	0.00	0.00	215.17
Prox Cable and Prox	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Prox Cable and Prox	NA		0.00	0.00	215.17	0.00	0.00	0.00	215.17	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42600	Supply/Material Exp				215.17	100.00%				

Payable Register

Packet: APPKT00035 - 12.07.2023 Invoices

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 0008 - Rapid City Journal									Vendor Total:	969.28
61957	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	134.80	0.00	0.00	0.00	134.80
10/19 Comm. Mtg Minutes	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
10/19 Comm. Mtg Minutes	NA		0.00	0.00	134.80	0.00	0.00	0.00	134.80	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4110-42300	Publishing Exp				134.80	100.00%				
61961	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	22.85	0.00	0.00	0.00	22.85
Ordinance 2023-18	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Ordinance 2023-18	NA		0.00	0.00	22.85	0.00	0.00	0.00	22.85	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4110-42300	Publishing Exp				22.85	100.00%				
61962	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	21.71	0.00	0.00	0.00	21.71
Ordinance 2023-19	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Ordinance 2023-19	NA		0.00	0.00	21.71	0.00	0.00	0.00	21.71	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4110-42300	Publishing Exp				21.71	100.00%				
61976	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	35.41	0.00	0.00	0.00	35.41
10/24 P & Z Mtg Minutes	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
10/24 P & Z Mtg Minutes	NA		0.00	0.00	35.41	0.00	0.00	0.00	35.41	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4652-42300	Publishing Exp				35.41	100.00%				
62146	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	372.80	0.00	0.00	0.00	372.80
Resolution 2023-13	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Resolution 2023-13	NA		0.00	0.00	372.80	0.00	0.00	0.00	372.80	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4110-42300	Publishing Exp				372.80	100.00%				
62161	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	35.99	0.00	0.00	0.00	35.99
Resolution 2023-15	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Resolution 2023-15	NA		0.00	0.00	35.99	0.00	0.00	0.00	35.99	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4110-42300	Publishing Exp				35.99	100.00%				
62162	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	62.83	0.00	0.00	0.00	62.83
Resolution 2023-14	BANKW - BANK WEST				No					

Payable Register

Packet: APPKT00035 - 12.07.2023 Invoices

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total		
Payable Description												
Bank Code												
On Hold												
Items												
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total				
Resolution 2023-14	NA	0.00	0.00	62.83	0.00	0.00	0.00	62.83				
Distributions												
Account Number	Account Name	Project Account Key			Amount	Percent						
101-4110-42300	Publishing Exp				62.83	100.00%						
62222	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	191.35	0.00	0.00	0.00	191.35		
11/02 Comm. Mtg Minutes	BANKW - BANK WEST				No							
Items												
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total				
11/02 Comm. Mtg Minutes	NA	0.00	0.00	191.35	0.00	0.00	0.00	191.35				
Distributions												
Account Number	Account Name	Project Account Key			Amount	Percent						
101-4110-42300	Publishing Exp				191.35	100.00%						
62371	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	35.56	0.00	0.00	0.00	35.56		
P&Z Mtg Minutes	BANKW - BANK WEST				No							
Items												
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total				
P&Z Mtg Minutes	NA	0.00	0.00	35.56	0.00	0.00	0.00	35.56				
Distributions												
Account Number	Account Name	Project Account Key			Amount	Percent						
101-4652-42300	Publishing Exp				35.56	100.00%						
62408	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	19.42	0.00	0.00	0.00	19.42		
Ordinance 2023-20	BANKW - BANK WEST				No							
Items												
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total				
Ordinance 2023-20	NA	0.00	0.00	19.42	0.00	0.00	0.00	19.42				
Distributions												
Account Number	Account Name	Project Account Key			Amount	Percent						
101-4110-42300	Publishing Exp				19.42	100.00%						
62413	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	36.56	0.00	0.00	0.00	36.56		
Resolution 2023-16	BANKW - BANK WEST				No							
Items												
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total				
Resolution 2023-16	NA	0.00	0.00	36.56	0.00	0.00	0.00	36.56				
Distributions												
Account Number	Account Name	Project Account Key			Amount	Percent						
101-4110-42300	Publishing Exp				36.56	100.00%						
Vendor: 1748 - Sanitation Products Inc.									Vendor Total:	176.44		
87416	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	176.44	0.00	0.00	0.00	176.44		
Limit Pad	BANKW - BANK WEST				No							
Items												
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total				
Limit Pad	NA	0.00	0.00	176.44	0.00	0.00	0.00	176.44				
Distributions												
Account Number	Account Name	Project Account Key			Amount	Percent						
101-4310-42510	Street Snow Removal				176.44	100.00%						
Vendor: 1732 - Schieffer, Lisa											Vendor Total:	50.00
Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00		
Cell Phone Stipend	BANKW - BANK WEST				No							

Payable Register

Packet: APPKT00035 - 12.07.2023 Invoices

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Cell Phone Stipend	NA		0.00	0.00	50.00	0.00	0.00	0.00	50.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42810	Phone				50.00	100.00%				

Vendor: [0074 - SD Association of Code Enforcement](#) Vendor Total: 75.00

[2024 Dues](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 75.00 0.00 0.00 0.00 75.00
 2024 Dues BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2024 Dues	NA		0.00	0.00	75.00	0.00	0.00	0.00	75.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4320-42200	Prof Fees Expense				75.00	100.00%				

Vendor: [1104 - SD City Management Association](#) Vendor Total: 150.00

[2024 Dues](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 150.00 0.00 0.00 0.00 150.00
 2024 Dues BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2024 Dues	NA		0.00	0.00	150.00	0.00	0.00	0.00	150.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42200	Prof Fees Expense				150.00	100.00%				

Vendor: [1076 - SD Governmental FO Association](#) Vendor Total: 40.00

[2024 Dues](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 40.00 0.00 0.00 0.00 40.00
 2024 Dues BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2024 Dues	NA		0.00	0.00	40.00	0.00	0.00	0.00	40.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42200	Prof Fees Expense				40.00	100.00%				

Vendor: [0076 - SD Governmental HR Association](#) Vendor Total: 25.00

[2024 Dues](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 25.00 0.00 0.00 0.00 25.00
 2024 Dues BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2024 Dues	NA		0.00	0.00	25.00	0.00	0.00	0.00	25.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4140-42200	Prof Fees Expense				25.00	100.00%				

Vendor: [0077 - SD Municipal Street Maint. Association](#) Vendor Total: 35.00

[2024 Dues](#) Invoice 12/7/2023 12/7/2023 12/7/2023 12/7/2023 35.00 0.00 0.00 0.00 35.00
 2024 Dues BANKW - BANK WEST No

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
2024 Dues	NA		0.00	0.00	35.00	0.00	0.00	0.00	35.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
101-4310-42200	Prof Fees Expense				35.00	100.00%				

Payable Register

Packet: APPKT00035 - 12.07.2023 Invoices

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

Vendor: [0419 - SD Police Chief Association](#)

Vendor Total: 200.00

23007	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	200.00	0.00	0.00	0.00	200.00
2024 Dues		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2024 Dues	NA	0.00	0.00	200.00	0.00	0.00	0.00	200.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4210-42200	Prof Fees Expense		200.00	100.00%

Vendor: [0073 - SDML WORK COMPENSATION FUND](#)

Vendor Total: 19,172.00

23007	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	19,172.00	0.00	0.00	0.00	19,172.00
2024 Renewal Billing		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
2024 Renewal Billing	NA	0.00	0.00	19,172.00	0.00	0.00	0.00	19,172.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4140-41400	Workers Comp Expense		435.21	2.27%
101-4210-41400	Workers Comp Expense		10,513.47	54.84%
604-4000-41400	Workers Comp Expense		3,147.11	16.42%
101-4310-41400	Workers Comp Expense		5,076.21	26.48%

Vendor: [1820 - Smith, Jeff](#)

Vendor Total: 50.00

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cell Phone Stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4310-42810	Phone		50.00	100.00%

Vendor: [1729 - Torno, Melanie](#)

Vendor Total: 50.00

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	50.00	0.00	0.00	0.00	50.00
Cell Phone Stipend		BANKW - BANK WEST			No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Cell Phone Stipend	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-4120-42810	Phone		50.00	100.00%

Vendor: [0578 - USDA](#)

Vendor Total: 148,400.00

Dec 2023	Invoice	12/7/2023	12/7/2023	12/7/2023	12/7/2023	148,400.00	0.00	0.00	0.00	148,400.00
USDA Loan Payment - Bi-Yearly		BANKEFT - BANK WEST EFT			No	Payment Date: 12/7/2023				
						Bank Draft:				DFT0000080

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
USDA Loan Payment	NA	0.00	0.00	148,400.00	0.00	0.00	0.00	148,400.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
302-4700-44200	Debt Service Expense		148,400.00	100.00%

Payable Summary

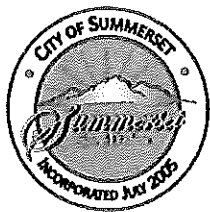
Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	54	277,145.66	0.00	0.00	0.00	277,145.66	164,225.28	112,920.38
Grand Total:		277,145.66	0.00	0.00	0.00	277,145.66	164,225.28	112,920.38

Account Summary

Account	Name	Amount
101-4110-42300	Publishing Exp	898.31
101-4110-42810	Phone	150.00
101-4120-42200	Prof Fees Expense	2,325.00
101-4120-42810	Phone	50.00
101-4140-41400	Workers Comp Expense	435.21
101-4140-42150	Postage	198.00
101-4140-42200	Prof Fees Expense	215.00
101-4140-42700	Travel/Conf Expense	110.70
101-4140-42810	Phone	150.00
101-4141-42200	Prof Fees Expense	2,927.50
101-4192-42200	Prof Fees Expense	4,248.49
101-4192-42600	Supply/Material Exp	39.81
101-4192-42800	Utility Expense	1,620.66
101-4192-43400	Equip Expense	512.01
101-4196-42200	Prof Fees Expense	8,932.50
101-4210-41400	Workers Comp Expense	10,513.47
101-4210-42150	Postage	17.25
101-4210-42200	Prof Fees Expense	6,644.00
101-4210-42810	Phone	610.65
101-4210-42900	Other Expense	111.84
101-4310-41400	Workers Comp Expense	5,076.21
101-4310-42200	Prof Fees Expense	35.00
101-4310-42500	Repair/Maint Expense	1,336.98
101-4310-42510	Street Snow Removal	290.18
101-4310-42600	Supply/Material Exp	685.01
101-4310-42800	Utility Expense	1,431.74
101-4310-42810	Phone	150.00
101-4320-42200	Prof Fees Expense	75.00
101-4320-42600	Supply/Material Exp	221.34
101-4520-42530	Landscape&Mowing Expense	11.50
101-4520-42600	Supply/Material Exp	206.75
101-4520-42800	Utility Expense	52.43
101-4520-43400	Equip Expense	2,084.16
101-4652-42300	Publishing Exp	70.97
Total:		52,437.67

Account	Name	Amount
302-4700-44200	Debt Service Expense	148,400.00
Total:		148,400.00

Account	Name	Amount
604-4000-41400	Workers Comp Expense	3,147.11
604-4000-42150	Postage	560.14
604-4000-42200	Prof Fees Expense	50,093.80
604-4000-42500	Repair/Maint Expense	5,627.91
604-4000-42600	Supply/Material Exp	242.61
604-4000-42630	Chemicals and Lab Supplies	1,143.79
604-4000-42800	Utility Expense	3,802.11
604-4000-42810	Phone	100.00
604-4000-43000	Capital Expense	11,504.54
604-4000-43400	Equip Expense	85.98
Total:		76,307.99



City of Summerset, SD

Payable Register

Payable Detail by Vendor Name

Packet: APPKT00033 - PYPKT00063 - November 2023 Payroll

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 0322 - AFLAC Remittance Processing										96.72
INV0000067	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	96.72	0.00	0.00	0.00	96.72
AFLAC Disability	BANKFT - BANK WEST EFT				No	Payment Date: 11/28/2023			Bank Draft:	DFT0000073
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
AFLAC Disability	NA		0.00	0.00	96.72	0.00	0.00	0.00		96.72
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
998-0000-21840	Accident Insurance				96.72	0%				
Vendor: 1952 - Child Support Payment Center										517.00
INV0000068	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	517.00	0.00	0.00	0.00	517.00
Child Support Garnishment	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Child Support Garnishment	NA		0.00	0.00	517.00	0.00	0.00	0.00		517.00
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
998-0000-21810	Garnishment Payable				517.00	0%				
Vendor: 0468 - Delta Dental										949.80
1895710	Invoice	11/27/2023	11/27/2023	11/27/2023	11/27/2023	949.80	0.00	0.00	0.00	949.80
Emp Dental	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Emp Dental	NA		0.00	0.00	949.80	0.00	0.00	0.00		949.80
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
998-0000-21800	Dental & Vision Ins Payable				949.80	100.00%				
Vendor: 0041 - Health Pool of SD										14,577.14
2023-6007	Invoice	11/27/2023	11/27/2023	11/27/2023	11/27/2023	14,577.14	0.00	0.00	0.00	14,577.14
Nov Health Premiums	BANKW - BANK WEST				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
Nov Health Premiums	NA		0.00	0.00	14,577.14	0.00	0.00	0.00		14,577.14
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
998-0000-21830	Medical Ins Payable				14,577.14	100.00%				
Vendor: 0011 - SDRS										9,671.18
INV0000069	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	4,497.20	0.00	0.00	0.00	4,497.20
SDRS 6%	BANKFT - BANK WEST EFT				No	Payment Date: 11/28/2023			Bank Draft:	DFT0000074
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
SDRS 6%	NA		0.00	0.00	4,497.20	0.00	0.00	0.00		4,497.20
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
211-0000-21910	SDRS Payable				189.04	0%				
101-0000-21910	SDRS Payable				2,774.06	0%				
604-0000-21910	SDRS Payable				1,534.10	0%				

Payable Register

Packet: APPKT00033 - PYPKT00063 - November 2023 Payroll

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code		On Hold							
INV0000070	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	5,173.98	0.00	0.00	0.00	5,173.98
SDRS 8%	BANKEFT - BANK WEST EFT				No	Payment Date: 11/28/2023		Bank Draft: DFT0000075		

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
SDRS 8%	NA	0.00	0.00	5,173.98	0.00	0.00	0.00	5,173.98

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-0000-21910	SDRS Payable		5,173.98	0%

Vendor: 1022 - SDRS-SUPPLEMENTAL RETIREMENT PLAN (SDSRP)

Vendor Total: 545.00

INV0000071	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	545.00	0.00	0.00	0.00	545.00
SDRS Supplemental	BANKW - BANK WEST				No					

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
SDRS Supplemental	NA	0.00	0.00	545.00	0.00	0.00	0.00	545.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
101-0000-21910	SDRS Payable		400.01	0%
604-0000-21910	SDRS Payable		144.99	0%

Vendor: 0128 - United Stated Treasury

Vendor Total: 17,939.04

INV0000072	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	5,976.74	0.00	0.00	0.00	5,976.74
Federal W/H	BANKEFT - BANK WEST EFT				No	Payment Date: 11/28/2023		Bank Draft: DFT0000076		

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Federal W/H	NA	0.00	0.00	5,976.74	0.00	0.00	0.00	5,976.74

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
211-0000-21710	Payroll Tax Payable		172.22	0%
604-0000-21710	Payroll Tax Payable		663.68	0%
101-0000-21710	Payroll Tax Payable		5,140.84	0%

INV0000073	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	9,694.92	0.00	0.00	0.00	9,694.92
Social Security	BANKEFT - BANK WEST EFT				No	Payment Date: 11/28/2023		Bank Draft: DFT0000077		

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Social Security	NA	0.00	0.00	9,694.92	0.00	0.00	0.00	9,694.92

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
211-0000-21710	Payroll Tax Payable		193.20	0%
604-0000-21710	Payroll Tax Payable		1,463.28	0%
101-0000-21710	Payroll Tax Payable		8,038.44	0%

INV0000074	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	2,267.38	0.00	0.00	0.00	2,267.38
Medicare	BANKEFT - BANK WEST EFT				No	Payment Date: 11/28/2023		Bank Draft: DFT0000078		

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
Medicare	NA	0.00	0.00	2,267.38	0.00	0.00	0.00	2,267.38

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
211-0000-21710	Payroll Tax Payable		45.20	0%
101-0000-21710	Payroll Tax Payable		1,880.00	0%
604-0000-21710	Payroll Tax Payable		342.18	0%

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	10	44,295.88	0.00	0.00	0.00	44,295.88	27,706.94	16,588.94
	Grand Total:	44,295.88	0.00	0.00	0.00	44,295.88	27,706.94	16,588.94

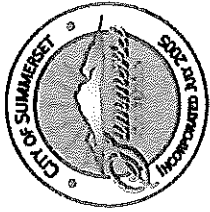
Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
<u>101-0000-21710</u>	Payroll Tax Payable	15,059.28
<u>101-0000-21910</u>	SDRS Payable	8,348.05
	Total:	23,407.33

<u>Account</u>	<u>Name</u>	<u>Amount</u>
<u>211-0000-21710</u>	Payroll Tax Payable	410.62
<u>211-0000-21910</u>	SDRS Payable	189.04
	Total:	599.66

<u>Account</u>	<u>Name</u>	<u>Amount</u>
<u>604-0000-21710</u>	Payroll Tax Payable	2,469.14
<u>604-0000-21910</u>	SDRS Payable	1,679.09
	Total:	4,148.23

<u>Account</u>	<u>Name</u>	<u>Amount</u>
<u>998-0000-21800</u>	Dental & Vision Ins Payable	949.80
<u>998-0000-21810</u>	Garnishment Payable	517.00
<u>998-0000-21830</u>	Medical Ins Payable	14,577.14
<u>998-0000-21840</u>	Accident Insurance	96.72
	Total:	16,140.66



City of Summerset, SD

UBPKT00136 - Refunds 0 UBPKT00134 Regular

Refund Check Register

Refund Check Detail

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-0358-05	Galbraith, Twila	12/7/2023	27034	54.89			54.89	Generated From Billing
Total Refunded Amount:				54.89				

Total Refunds: 1

Revenue Code Summary

Revenue Code	Amount
996 - 996	54.89
Revenue Total:	54.89



City of Summerset, SD

UBPKT00122 - Inactive Account Refunds

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
02-0671-03	Henrich, John		0	83.63			83.63	Deposit
02-0012-03	Griffith, Anna		0	110.78	400		50.00	Deposit
							60.78	Deposit
01-0272-06	Gardiner, Halona		0	100.00	400		100.00	Deposit
02-0578-01	Kearney, Sam		0	50.00	400		50.00	Deposit
02-0323-00	Baxter, Bonnie		0	3.59	400		3.59	Deposit
01-0245-00	Leszcynski, Matthew		0	50.00	400		50.00	Deposit
02-0641-01	Hammond, Brandon		0	39.22	400		39.22	Deposit
Total Refunds: 7				437.22				

Total Refunded Amount:

Revenue Code Summary

Revenue Code	Amount
400-DEP - 400-DEP	292.81
996 - 996	144.41
Revenue Total:	437.22

Sid Reade
Finance Commissioner

Month of: November, 2023

Meetings:

- Attended two regular Commission meetings
- Observed the Planning and Zoning board meeting
- Observed the Parks and Recreation meeting

Contacts:

- Update with City Finance Officer
 - Upcoming City budget closeout and other topics
- Discussion with City Administrator

Required Report

Nov 2023 Commissioner Kitzmiller

MEETINGS

- Attended 2 Commission Meeting
- Attended Special Meeting
- Attended 1 Parks Board Meeting

PUBLIC WORKS

Almost daily calls or text messages with Public Works Supervisor.

- Public Works Supervisor and I discussed the following:
- Mack garbage truck has been getting the job done. Still having some sensor issues.
- Scheduled employee time off over the Holidays.
-
- Parks Board has put a Vice Chairperson in place and moved the meeting day to allow more time for discussions.

Monitored my Facebook page.....providing information on street maintenance for next spring to concerned citizens.

Required Report

Nov 2023 Commissioner Clyde Hirsch

MEETINGS

- Attended 2 () Commission Meetings
- Attended _____ () Special Meetings.

POLICE DEPARTMENT

11-3 Had a Visit with chief about employees
Shortage

11-7 Called Rich about Daily updates

11-15 meet with chief for updates

11-30 End of Month meeting with Chief.

November 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, no violations
- Motor seized on mixer, changed
- Decanter issue still on going, 6 weeks wait for part
- Construction scheduled finish is set for July 2024 because of delay on electronic components
- Still working the purchase of all land around plant instead of part, budgeted
- Check valves on Sun Valley lift station changed, now all should be good for 20 years
- Law Suite with Water Warriors still working on settlement

MISC

- Owen passed class 1 wastewater test
-

NOVEMBER 2023 MAYOR REPORT

COMMISSION MEETINGS

- * Attended Two (2) Commission Meetings

CITY DEVELOPMENT AND PLANNING

- * Discussed Norman Ranch housing development with LSchieffer reviewed proposed developers agreement, and follow up emails and discussions
- * Discussion with LSchieffer and TMorris regarding developer's agreement and TIF options for residential development
- * Attended and facilitated collaborative meeting regarding use of field and land for community use
- * Attended meeting with AKayl, LSchieffer, LShagla from HDR, and developer regarding possible developers agreement
- * Meeting with BBjorn and DBrennenman of Piedmont Valley Chamber of Commerce, AAnglin from SEDC, and LSchieffer to discuss job description of economic development and proposed agreement and contract with SEDC for position
- * Attended meeting regarding developer's agreement for Norman Ranch residential development with AKayl, LSchieffer, MWheeler, and LShagla
- * Attended capital improvement meeting with LSchieffer and AKayl with organization spearheading the planning
- * Discussions (ongoing) with City Administrator regarding current developments, including zoning, platting, and future growth
- * Ongoing discussions with LSchieffer regarding future developments, both residential and commercial developments
- * Reviewed proposed developers agreement and follow up emails with items to be further discussed
- * Meeting with DBrennenman for listing of city property
- * Discussion with KForrester from Meade County regarding trail system and possible collaboration for comprehensive plan update
- * Meeting with QAI-Haj with Senator Thune's office regarding federal monies for 2nd exit road in Sun Valley Estates and releasing federal deed on SDDOT land for future business use
- * Email correspondence regarding FEMA information and 2nd exit for Sun Valley with SDDOT employees MCarlson, TSeaman, and Gramm and BHartmann from FHU Engineering

- * Reviewed and signed multiple building permits

DEPARTMENT AND PERSONNEL INTERACTION

- * Correspondence of emails and documents from TWiezorek regarding development matters
- * Phone conference with TWiezorek and LSchieffer regarding development matters
- * Discussion with Chief Nasser regarding emergency services for the Summerset area and input for suggested solutions
- * Discussion with LSchieffer regarding emergency services for the Summerset area and input for suggested solutions
- * Email correspondence with all commissioners for special meeting
- * Emails regarding developers agreement, including
- * Discussion with SBaumeister regarding 2023 end of year and 2024 budget
- * Attended meeting with MWheeler, LSchieffer, AKayl, JAmbrose, LShagla, and CRobinson regarding residential development and proposed developer's agreement with follow up emails
- * Discussion with Chief Nasser regarding staffing and employee retention
- * Email correspondence with LShagla, LSchieffer, and AKayl regarding mitigation planning and schedules
- * Phone call with Parks and Rec board member
- * Phone call with MWheeler regarding FEMA and other legal matters
- * Recruitment efforts of new Parks and Rec board members, reviewed applications, and appointed to board for commission approval
- * Emails with MWheeler and LSchieffer (collectively and individually) regarding collaboration meeting
- * Emails with MWheeler, LSchieffer, AKayl, and LShagla regarding easement matters and review
- * Discussion with LSchieffer regarding applications for Planning and Zoning and Parks and Rec Board
- * Email correspondence with Commissioner Hirsch, LSchieffer, and Chief Nasser regarding grants and signs
- * Discussion with AKayl regarding garbage truck being involved in an accident during transport with follow up email updates
- * Email correspondence with MWheeler, LSchieffer, AAnglin, and PVCC
- * Email discussion with DMcComb, LSchieffer, and Chief Nasser regarding park camera issues and resolution
- * Discussion with MWheeler regarding collaboration meeting

- * Review of minutes from SDDOT SAT2 meeting summary
- * Review of minutes from Capital Improvement Plan meeting
- * Reviewed invoices for the month of November
- * Reviewed financial information, including revenue and expenditure reports
- * Email to Parks and Rec board president regarding dates available for follow up meeting
- * Email with Parks and Rec board member
- * Discussions with LSchieffer regarding grant opportunities and timelines
- * Reviewed agenda for Commission meeting
- * Approved and signed leave slips
- * Reviewed Planning & Zoning Committee meeting via facebook live
- * Attended and spoke at Parks & Recreation Committee meeting
- * Reviewed major incident reports (MIR) from Police Department

MISC.

- * Attended Veteran's Day program at Stagebarn Middle School
- * Meeting with Mayor Salamun of Rapid City to discuss collaboration, future planning of ALS services, and use of community collaboration model to address community needs
- * Attended Legislative Breakfast in Sturgis
- * Discussion with WWormstadt regarding collaboration project and community needs
- * Meeting with citizen to discuss Summerset and surrounding area
- * Follow up emails with Senator Thune's office
- * Reviewed citizen emails through cityinfo
- * Email correspondence with citizen regarding USGS ground water and follow up with FEMA study

PROFESSIONAL SERVICES AGREEMENT

- 1. Parties:** The parties to this Professional Services Agreement ("Agreement") are the Sturgis Economic Development Corp., whose address is at 2885 Dickson Drive, PO Box 218, Sturgis, SD 57785, ("Consultant") and the City of Summerset, a South Dakota municipality whose address is 7055 Leisure Lane, Summerset, SD 57718, ("City").
- 2. Purpose:** The purpose of this Agreement is to define the terms and conditions under which the Consultant agrees to provide the services described in section 3.
- 3. Consultant Services:** Consultant will provide the following services:
 - A. Consultant must seek work to secure and advance economic development, expansion, growth and retention in retail, commercial, and industrial development to benefit the City.
 - B. Consultant must designate a representative to take an active part in the Piedmont Valley Chamber of Commerce.
 - C. Consultant ~~must~~ shall conduct visitation outreach and retention campaigns with community employers, both established and future business prospects.
 - D. Consultant must be a catalyst for growth in retail, commercial, and industrial growth in the City.
 - E. Consultant will be one of the primary economic development advocates for the City and advise the City as to the opportunities for all types of development as well as threats to our economy.
- 4. Compensation:** In consideration of the Consultant's services, the City shall pay the Consultant up to fifty (50) percent of the salary and benefits for the Economic Development Coordinator not to exceed the sum of Thirty-five Thousand Dollars (\$35,000.00). These funds are for the salary and benefits of the Coordinator, and will be paid in one lump sum to SEDC to be paid to the Coordinator pursuant to the terms of employment. In the event that the Economic Development Coordinator position is vacant for any reason during the course of a year, there will be a pro-rated refund to the City of any unused amount of the salary/benefit deposit.
- 5. Direction and Coordination:** If the Consultant has concerns with the performance of the City staff under the terms of this Agreement, Consultant must first address such issues to the City Administrator and/or Mayor.
- 6. Term:** This Agreement will commence on January 1, 2024 and terminate on December 31, 2024.

7. Non-Discrimination: The Parties must not provide any services under this agreement in any manner that discriminates with regard to race, color, sex, creed, religion, ancestry, national origin, or disability.

8. Independent Contractor: Consultant is an independent contractor, and neither Consultant nor Consultant's employees or contract personnel are, or shall be deemed, employees of the City. Neither party shall have the authority or right legally to bind the other in contract, debt or otherwise, and neither party shall be liable for any obligation acquired or incurred by the other, except as might otherwise be provided herein.

9. Insurance: Consultant and the City must obtain insurance specified below. All such insurance must be issued coverage by an insurance company licensed to do business in the State of South Dakota. The required may be in one or more of insurance, primary or excess. Certificates of all required insurance must be provided by each party to the other within 15 days of a request for the same.

A. Consultant must obtain Workers' compensation insurance providing the statutory limits required by South Dakota law.

B. Consultant must maintain liability insurance providing occurrence basis coverage for any claim arising from the use or occupancy of Consultant's building and premises in the amount of \$1,000,000 per occurrence and \$1,000,000 annual aggregate, naming the City as an additional insured.

C. Consultant notify must the City with at least thirty (30) days' written notice of an insurer's intent to cancel or not renew any of Consultant's insurance policies.

D. The City ~~must~~shall require that all ~~these~~ persons providing services at the premises to be owned or leased by Consultant are in full compliance with the City's volunteer policyies and any reasonable request of Consultant's insurers.

10. Notice: Notification required pursuant to this Agreement shall be made in writing and mailed by regular U.S. mail, postage prepaid, to the following addresses. Such notification shall be deemed complete upon receipt by the Consultant at:

STURGIS ECONOMIC DEVELOPMENT CORP:
Sturgis Economic Development Corp
Attn: Executive Director
PO Box 218
2885 Dickson Drive
Sturgis, SD 57785-1244

IF SENT TO CITY:

City of Summerset
Attn: City Administrator
7055 Leisure Lane
Summerset, SD 57718

Either party may change the address or addresses for notice on ten (10) days written notice.

11. Termination: This Agreement may be terminated for Cause on 30-day^s notice, and either Party may terminate this Agreement by giving written notice of termination to the other, upon the occurrence of any of the following events:

A. A party breaches a material obligation under this Agreement. If such a breach occurs the non-breaching party must give written notice of the breach and allow the other party thirty (30) days from the date of said Notice within which to cure the breach.

B. A party dissolves or liquidates or otherwise discontinues substantially all its business operations.

C. In the event of termination, Consultant must compensate or assume payment for any expenses incurred by City in performing its work under this Agreement.

12. Confidential Information: The parties recognize their officers, directors, employees, and agents, may have access to confidential information and that disclosure of such information could violate rights of others. Consultant must not disclose any confidential information it obtains and acknowledges that the public records requirements of SDCL ch.1-27 govern the parties' obligations under this provision. Consultant will take appropriate action to prevent any disclosure. This section will survive termination or cancellation of this Agreement. Confidential Information is any information from or relating to the City which is confidential or proprietary in nature or that is treated as being confidential by the City, regardless of how Consultant learns of the information. Confidential Information includes trade secrets, technical, operational, financial, or business information, plans, prospects, ideas, concepts, or know-how of or relating to the City's economic development and promotion efforts, or to the City, as well as any notes, work papers or other documents by whomever prepared that are based on Confidential Information. If Consultant is compelled to disclose Confidential Information, Consultant must, before disclosing such information, notify City in writing and cooperate with the City in any effort to obtain a protective order or other remedy and cooperate with the City to limit disclosure of the Confidential Information. Consultant must take appropriate action to prevent disclosure of Confidential Information officers, directors, employees, and agents. The confidentiality

covenants contained herein will survive termination or cancellation of this Agreement.

13. Modification: Any amendments, changes, modifications, or revisions to the terms of this Agreement must be in writing and signed by both Parties with the same formality as the original Agreement.

14. Assignment: Consultant may not assign or subcontract any rights or delegate any of its duties under this Agreement without the City's prior written approval and the decision on whether to grant such approval shall be in the City's sole discretion.

15. Governing Law, Jurisdiction and Venue: The validity, performance, and enforcement of this Agreement are governed by the laws of the State of South Dakota. Jurisdiction and venue of any legal proceeding involving the parties in connection with this Agreement will lie exclusively in the Circuit Court, Fourth Judicial Circuit, Meade County, South Dakota.

16. Entire Agreement: This Agreement constitutes the entire agreement between the parties relating to this matter. This Agreement supersedes all prior agreements, negotiations, and representations, written or oral, relating to the subject matter hereof, notwithstanding any oral representations or other writings to the contrary.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their duly authorized officers.

Sturgis Economic Development Corporation

Dated this ____ day of _____ 2023

Amanda Anglin, Executive Director
Sturgis Economic Development Corporation

State of South Dakota)
) ss
County of Meade)

On this the ____ day of _____ 2023, before me, the undersigned officer, personally appeared Amanda Anglin who acknowledged herself to be the Executive Director of Sturgis Economic Development Corporation and that she, as such Executive Director, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the Sturgis Economic Development Corporation by herself as Executive Director.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

(S E A L)

Notary Public – South Dakota
My Commission Expires: _____

CITY OF SUMMERSET

Dated this ____ day of _____ 2023

Melanie Torno, Mayor
City of Summerset

ATTEST:

Stephany Baumeister, Finance Officer

(CITY SEAL)

ORDINANCE § 2023-17

AN ORDINANCE TO AMEND ARTICLE XV: LAND USAGE, CHAPTER 151: SUBDIVISIONS, OF CITY OF SUMMERSET ORDINANCE § 151.002 JURISDICTION

BE IT ORDAINED BY THE COUNCIL OF COMMISSIONERS OF THE CITY OF SUMMERSET, Meade County, South Dakota that the following additions and amendments be made to City of Summerset Ordinance § 151.002 Jurisdiction:

AND BE IT ORDAINED BY THE COUNCIL OF COMMISSIONERS OF THE CITY OF SUMMERSET, Meade County, South Dakota that the following § 151.002 Jurisdiction, amend by replacing the currently existing § 151.002 Jurisdiction, in City of Summerset Ordinance Article XV: Land Usage, Chapter 151: Subdivisions:

§ 151.002 JURISDICTION

Pursuant to SDCL 11-6-26, this chapter shall govern all territory within the statutory jurisdiction of the city, which includes all land located within the incorporated limits of the city, all land within one mile of the city's corporate boundaries, and all land designated by the Board of Commissioners to be within the extraterritorial platting jurisdiction of the city. The city's extraterritorial platting jurisdiction map is incorporated herein by this reference.

Dated this ____ day of October, 2023.

ATTEST:

CITY OF SUMMERSET

Stephany Baumeister, Assistant Finance Officer

Melanie Torno, Mayor

(Seal)

Vote: Hirsch:
Kitzmilller:
Butler:
Reade:
Torno:

First Reading:
Second Reading:
Adopted:
Publication:
Effective Date:

Published once at the approximate cost of \$_____.



ORDINANCE §2023-18

**AN ORDINANCE TO AMEND ARTICLE XV: LAND USAGE, CHAPTER 153:
LICENSING AND CONSTRUCTION REGULATIONS, OF CITY OF SUMMERSET
ORDINANCE § 153.999 PENALTY**

BE IT ORDAINED BY THE COUNCIL OF COMMISSIONERS OF THE CITY OF SUMMERSET, Meade County, South Dakota that the following additions and amendments be made to City of Summerset Ordinance § 153.999 Penalty:

AND BE IT ORDAINED BY THE COUNCIL OF COMMISSIONERS OF THE CITY OF SUMMERSET, Meade County, South Dakota that the following § 153.999 Penalty, amend by replacing the currently existing § 153.999 Penalty, in City of Summerset Ordinance Article XV: Land Usage, Chapter 153: Licensing and Construction Regulations:

§ 153.999 PENALTY

(A) Any violation of the provisions of this title is a Class II misdemeanor punishable by the maximum punishment set forth by the state's laws pursuant to SDCL § 22-6-2. Said punishment may also include payment of any costs and/or restitution authorized by this chapter and/or state law. Additionally, the City may enforce these ordinances with the imposition of a civil penalty for violations, including any violations for failing to timely obtain proper permitting, with a fine as established by the Board of Commissioners by Resolution, which may from time to time be amended.

(B) In addition to the general penalty as stated above, any cleanup required by the city for the removal of mud tracked onto the street from the site, extra cleaning of the storm sewers or drainage ways, and the like, will be charged to the permit holder at a rate of one and one-half times the normal equipment rates and labor rate for the city.

(C) Failure to pay any applicable fees within 30 days of said notice may result in the revocation of any and all outstanding permits and licenses held through the city.

(D) In addition, any violation of the provisions of this chapter may result in the revocation, suspension, or refusal to issue any license pursuant to any section of this chapter.

(E) In addition, any person who commences any work toward erecting or constructing a building or structure or causes any alterations to an existing building or structure which requires a building permit under the terms of this chapter before obtaining the necessary permit shall be subject to an addition fee equal to the amount of the permit fee required by this chapter.

Dated this 7th day of December, 2023.

ATTEST:

CITY OF SUMMERSET

Stephany Baumeister, Finance Officer

Melanie Torno, Mayor

(Seal)

Vote: Hirsch:
Kitzmilller:
Butler:
Reade:
Torno:

First Reading:
Second Reading:
Publication:
Effective date:

Published once at the approximate cost of \$_____.

ORDINANCE §2023-19

**AN ORDINANCE TO AMEND ARTICLE XV: LAND USAGE, CHAPTER 155: ZONING,
OF CITY OF SUMMERSET ORDINANCE § 155.999 PENALTY**

BE IT ORDAINED BY THE COUNCIL OF COMMISSIONERS OF THE CITY OF SUMMERSET, Meade County, South Dakota that the following additions and amendments be made to City of Summerset Ordinance § 155.999 Penalty:

AND BE IT ORDAINED BY THE COUNCIL OF COMMISSIONERS OF THE CITY OF SUMMERSET, Meade County, South Dakota that the following § 153.999 Penalty, amend by replacing the currently existing § 155.999 Penalty, in City of Summerset Ordinance Article XV: Land Usage, Chapter 153: Zoning:

§ 155.999 PENALTY

(A) Unless another penalty is expressly provided, every person convicted of a violation of any provision of this chapter, rule, or regulation adopted or issued in pursuance thereof shall be punished by a fine of not more than \$500. Additionally, the City may enforce a violation of these ordinances, including the failure to timely obtain proper permitting, with the imposition of a civil penalty in an amount that can be established by the Board of Commissioners by Resolution, which may from time to time be amended. Each violation and each day upon which any violation shall occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any section herein, whether or not such penalty is reenacted in an amendatory ordinance.

(B) In addition to the penalty described above, the city may pursue other remedies, including, but not limited to, abatement of nuisances, injunctive relief, and revocation of licenses or permits. The owner or owners of real estate within the district affected by the regulation of this chapter may also pursue such remedies by filing a complaint through the Planning and Zoning Board.

Dated this 7th day of December, 2023.

ATTEST:

CITY OF SUMMERSET

Stephany Baumeister, Finance Officer

Melanie Torno, Mayor

(Seal)

Vote: Hirsch:
Kitzmiller:
Butler:
Reade:
Torno:

First Reading:
Second Reading:
Publication:
Effective Date:

Published once at the approximate cost of \$_____.

NOTICE FOR PUBLICATION

Ordinance 2023-20

A CITY OF SUMMERSET ORDINANCE SUPPLEMENTAL APPROPRIATION.

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on Ordinance #2023-20 Supplemental Appropriation.

Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on December 7th, 2023 @ 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed amended ordinance.

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

Dated this 16th day of November 2023.

City of Summerset

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

CITY OF SUMMERSET
ORDINANCE NO. 2023.20
SUPPLEMENTAL APPROPRIATION ORDINANCE

Be It ordained by the City of Summerset that the following sums are supplementally appropriated to meet obligations of the municipality.

<u>EXPENDITURES</u>	<u>General Fund</u> <u>Fund 101</u>	
4110 <u>Commission</u>		
Professional Fees	\$2,000	No amount budgeted
Publishing Expense	\$13,000	Due to rate increase and ordinance changes
Total Commission	<u>\$ 15,000.00</u>	
4120 <u>Mayoral</u>		
Professional Fees	\$ 2,000.00	Due to pictures
Total Mayoral	<u>\$ 2,000.00</u>	
4130 <u>Election</u>		
Publishing Expense	\$ 96.00	due to rate increase at beginning of 2023
Supply/Material	\$ 85.00	had to order more than expected
Total Election	<u>\$ 181.00</u>	
4140 <u>Finance Office</u>		
Medical Ins. Expense	\$ 24,300.00	Budget amount not correct
Wage Expense	\$ 8,000.00	Budget amount not correct
Total Finance Office	<u>\$ 32,300.00</u>	
4141 <u>City Attorney</u>		
Professional Fees	\$ 16,000.00	Water Warriors and Talbot
Total Legal Fees	<u>\$ 16,000.00</u>	
4192 <u>General Government Buildings</u>		
Professional Fees	\$ 72,500.00	Amt for Golden West contract not budgeted properly & McComb services we also not budgeted
Equipment Expense	\$ 11,000.00	Sound Pro - Sound for Commssion Room
Total General Gov. Building	<u>\$ 83,500.00</u>	
4196 <u>City Engineer Expense</u>		
Professional Fees	\$ 50,800.00	HDR Task Orders Astoria and Slouxtland
Total City Engineer	<u>\$ 60,800.00</u>	
4210 <u>Law Enforcement</u>		
Wages	\$ 8,000.00	due to new chief
Wages-Hourly	\$ 20,000.00	Due to \$5 Increase not budgeted
Medical Ins. Expense	\$ 20,000.00	budgeted incorrectly
Total Law Enforcement	<u>\$ 48,000.00</u>	
4320 <u>Code Enforcement & Sanitation</u>		
Equipment Expense	\$ 325,000.00	Garbage Truck/Streets should be giving back 200,000+ if Tony walches his spending
Total Code Enforcement & Sanitation	<u>\$ 325,000.00</u>	
4800 <u>Miscellaneous</u>		

Miscellaneous	\$ 2,100.00	Malt Bev License/Conversion adjustments
Total Miscellaneous	<u>\$ 2,100.00</u>	

Total Appropriations \$ 574,881.00

EXPENDITURES Liquor, Lodging and Dining
Fund 211

4650 Economic Development

Medical Ins. Expense	\$ 2,500.00	not budgeted correctly
Total Economic Development	<u>\$ 2,500.00</u>	

Total Appropriations \$ 2,500.00

The following designates the fund or funds to which the money derived from the following source is applied.

REVENUE General Fund
Fund 101

SOURCE OF FUNDING

Unassigned Fund Balance	<u>\$574,881</u>
-------------------------	------------------

TOTAL MEANS OF FINANCE \$ 574,881.00

REVENUE Liquor, Lodging and Dining
Fund 211

SOURCE OF FUNDING

Unassigned Fund Balance	<u>\$ 2,500</u>
-------------------------	-----------------

TOTAL MEANS OF FINANCE \$ 2,500.00

Dated this 16th day of November, 2023.

ATTEST:

Melanie Torno, Mayor

Stephany Baumeister, Finance Officer

First Reading: December 7, 2023
Second Reading: December 21, 2022
Publication:

Vote: Kitzmiller:
Reade:
Butler:
Torno:
Hirsch:

Published once at the approximate cost of \$_____.

AMENDED RESOLUTION 2023-13

A RESOLUTION SETTING CERTAIN FEES AND CHARGES FOR SERVICES PROVIDED BY
THE CITY OF SUMMERSET FOR 2024

BE IT RESOLVED that the following schedule of rates shall be effective as of January 1, 2024 for the following services provided by the City of Summerset.

DESCRIPTION OF FEE:	AMOUNT OF FEE:	
Adult Orientated Business License Application Annual License Additional Fees	\$500 \$300 \$50\Employee Annual Fee	
Amusement Ride Licensing Fee	\$50 per day \$150 per week \$300 per month	
<u>Building Permits: Residential Valuation</u> \$0 – 1,600 \$1,601 - 2,000 \$2,001 - 25,000 \$25,001 - 50,000 \$50,001 - 100,000 \$100,001 - 500,000 \$500,001 - 1,000,000 \$1,000,001 and up	\$37 \$69.25 \$45 + \$9/\$1,000 over \$2,000 \$252 + \$6.50/\$1,000 over \$25,000 \$414.50 + \$4.50/\$1,000 over \$50,000 \$639.50 + \$3.50/\$1,000 over \$100,000 \$2039.50 + \$3/\$1,000 over \$500,000 \$3,539.50 + \$2.50/\$1000 over 1,000,000	
<u>Building Permits: Commercial Valuation</u> \$1 - \$1,600 \$1,600 - \$2,000 \$2,001 - \$25,000 \$25,001 - \$50,000 \$50,001 - \$100,000 \$100,001 - \$500,000 \$500,001 - \$1,000,000 \$1,000,001 and up	\$37 \$69.25 \$69.25 + \$14/\$1,000 over \$2,000 \$391.25 + \$10.10/\$1,000 over \$25,000 \$643.75 + \$7/\$1,000 over \$50,000 \$993.75 + \$5.60/\$1,000 over \$100,000 \$3,233.75 + \$4.75/\$1,000 over \$500,000 \$5,608.75 + \$3.15/\$1,000 over \$1,000,000	
<u>Building Permit Flat Fees</u> Accessory Structures over 120sf Basement Remodels Decks* Sheds* Driveways/Sidewalks/platforms Retaining Walls Replacement of Doors and Windows Reroofing Swimming Pools Fences Erosion Control Deposit Failure to obtain inspection Occupancy prior to final inspection Street Light Fee Commercial Plan Review Building Investigation Fee	Determined upon review Determined upon review Determined upon review minimum 250.00 Determined upon review minimum 250.00 \$375 for 3 inspections* \$100 penalty of \$100 if not obtained before const. \$200 penalty of \$200 if not obtained before const. \$100 penalty of \$100 if not obtained before const. \$100 penalty of \$100 if not obtained before const. \$100 penalty of \$100 if not obtained before const. \$75.00 penalty of \$75 if not obtained before const. \$1000 \$500 per violation \$500 \$250 50% of Permit \$65/hr	
Business License New Renewal Late Fee	\$100 per year \$50 per year \$100 if not paid by January 1 st	
Code Enforcement Fees: First Violation Second Violation Third Violation Nuisance Violations Code Enforcement Appeal Fee	\$100 in any rolling 12-month period \$200 in any rolling 12-month period \$300 in any rolling 12-month period Civil Penalty of \$200 per day may be imposed \$100	
Contractors Licensing Fee	\$100/Annual based on calendar year	
Copies	\$.25 each	
Circuses, Carnivals or other such shows Licensing Fee	\$25 per day	

Convenience Fee – Credit and Debit card payments		No more than 2% of transaction	
Drainage Permit	Application Application W/Board Action Routine Maintenance Work Performed w/o application	\$50 \$100 \$25 \$500 fine	
Fax		\$2	
Filing Fees		As per Meade County	
Grading Permit Fee		As per Table 100-D	
Grading Permit Review Fee		As per Table 100-E	
Liquor Licenses Special One Day On-Sale Malt Beverage and Wine License Application Transfer Fee 24 Hour Brown Bag Permit-City Parks Sidewalk Café/Beer Garden Permit		Fees Set by State Statute \$5 per day up to 15 days plus publication fee \$30 per State Statute \$25 per day \$100	
Notary Fee		\$5 *free for City of Summerset residents	
Police Support	Accident Reports Fee False Alarm 1-5 Incidents 6-7 Incidents 8 or more incidents	\$5.00 \$50.00 \$75.00 \$100.00	
	Case Reports Arrest Reports Log Entries Reconstruction Report	\$8.00 including tax \$8.00 including tax \$1.00 including tax \$275.00	
Pawnbrokers Licensing Fee		\$50 per Year due on 1 st of January	
Peddler Licensing Fee		\$25 per day \$75 per week \$200 per month	
Planning and Zoning Fees	Rezoning Conditional Use Permit Conditional Use Appeals Variances Planned Development Tax Incremental District Minimum Plat Fees Layout Plat Fee Preliminary Plat Fee Minor Plat Fee Final Fee Minor Boundary Change	\$300 \$300 \$100 \$300 \$300 \$1,000 \$ 0.00 \$1,000 \$250.00 \$750 \$250	
Plat and Resolution Filing Fees		\$90	
Sewer:	Sewer Tap Fee-Residential Sewer Tap Fee Commercial Multi-family (3 or more) Stagebarn Septic Permit	\$3,000 \$6,000 \$7,500 T/B/D by Signed Agreement \$150.00	
Residential:	Sewer Service Charge Sewer Maintenance Reserve Fee Sewer Debt Reserve CWSRF Surcharge Deposit	\$36 per month \$4.50 per month \$2.20 per month \$7.90 per month \$50 owner/\$100 renter	
Commercial and Residential Apartment Dwelling 5 or More Units: Sewer Service Charge		Base Fee \$ 20.15 .0525 per 1000 Surcharge \$15.85	

Sewer Maintenance Reserve Fee	\$4.50 Per Month	
Sewer Debt Reserve	\$2.20 Per Month	
CWSRF Surcharge	\$7.90 per month	
Deposit	\$100	
Private Wastewater Disposal System: Permit and Inspection Fee-Tap Fee	\$1,000	
	\$15	
Sewer Late Payment Penalty	\$100	
Sewer Delinquent Account Deposit		
Industrial Waste Permit	\$ 500 Annual Administrative Fee	
Wastewater Treatment System Service Fee	Set by resolution to fund expansion and emergency need-none currently	
Sign Permit-New	IRC Ordinance Table 100-A	
Temporary Sign Permit	\$35	
Off Premise Sign Permit – Renewal	\$100	
Annual Banner Sign Renewal	\$100	
Sign Permit Extension Fee	½ the cost of initial permit fee	
Solid Waste Collection – Residential	\$ 16.98\month\resident plus sales tax	
Extra Garbage Totes	\$10 per tote per month plus sales tax	
Overage of Garbage in tote	\$5.00 plus sales tax	
Return to Residents for pickup Fee	\$10.00 plus sales tax	
Garbage Container Return Fee	\$250	
Collection Charges excess garbage	Charge as billed by solid waste hauler plus sales tax	
Illegal Dumping Fee	\$1,000 per Occurrence	
Storm Sewer Maintenance Fees	Set by resolution-currently none	
Wireless Telecommunication Siting Fees		
Administrative Review Fee	\$300	
Special Permit Fee	\$300	
Appeal Fee	\$100	
Amendment Application Fee	\$300	
Vendor-Temporary	\$100 Two Days \$500 Twelve Days	
Vendor on Commercial Property-Temporary	\$100 per Year	
Video Lottery License	\$50 per machine per year	
Wind Generation Facilities-Commercial Permit Fee	\$85	

Note: Sales tax may be required on some of the fees within this resolution.

BE IT FURTHER RESOLVED that these fees shall remain in place until changed by an act of the City Commission.

ATTEST:

Stephany Baumeister
Finance Officer

Melanie Torno
Mayor

Lisa Schieffer

From: Rich Nasser
Sent: Wednesday, November 15, 2023 2:13 PM
To: Lisa Schieffer
Subject: Fees for LE records

Lisa, below is what RCPD is using:

Price List

Case Reports - \$8.00 including tax
Arrest Reports - \$8.00 including tax
Log Entries - \$1.00 including tax
Accident Reports - ~~\$4.00~~ **5.00**
Reconstruction Report - \$275.00

It may be easier to set a blanket fee for all reports? And we do not do reconstruction reports. Let me know if you need anything else. Thank you!

RICH NASSER

CHIEF OF POLICE | SUMMERSET POLICE DEPARTMENT
RNASSER@SUMMERSETPD.ORG
7055 LEISURE LN • SUMMERSET, SOUTH DAKOTA 57718
P: 605.721.6806 | C: 605.391.5598 | F: 605.721.6381