

***SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, APRIL 18th, 2024, 6:00 P.M.***

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

Mayor Torno led in the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by Hirsch, second by Butler, to approve the agenda for the regular meeting of the Summerset City Commission for April 18th, 2024. Motion carried.

ADMINISTER OATH OF OFFICE - COMMISSION

Mayor Melanie Torno administered the Oath of Office to Michael Kitzmiller – newly elected Mayor for a term of three years.

Mayor Kitzmiller administered the Oath of Office to Michael Osten - newly elected Commissioner for a term of three years.

Mayor Kitzmiller administered the Oath of Office to Gwenn Markham - newly elected Commissioner for a term of two years.

*The record will reflect that the new officers have been sworn in and are present for the rest of the regular business meeting of the Summerset Commission.

APPOINTMENT OF COMMISSION

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

Said positions are to be done by nomination/with a majority vote:

Public Safety Commissioner – **Motion** by Osten, second by Markham, to appoint Gwenn Markham as Public Safety Commissioner. Motion carried.

Public Works Commissioner – **Motion** by Markham, second by Osten, to appoint Michael Osten as Public Works Commissioner. Motion carried.

Utilities Commissioner – **Motion** by Osten, second by Markham, to appoint Clyde Hirsch as Utilities Commissioner. Motion carried.

Finance Commissioner – defer until another Commissioner is appointed.

ELECTION OF THE PRESIDENT OF THE SUMMERSET COMMISSION

Motion by Markham, second by Osten, to elect Michael Osten as President. Motion carried.

ELECTION OF THE VICE-PRESIDENT OF THE SUMMERSET COMMISSION

Motion by Osten, second by Markham, to elect Gwenn Markham as Vice-President. Motion carried.

CONSENT CALENDAR

Motion by Markham, second by Hirsch, to approve the minutes of the regular meeting of April 4th, 2024, as presented or amended. Motion carried.

Motion by Hirsch, second by Osten, to approve the minutes of the special meeting held on April 15th, 2024, as presented, or amended. Motion carried.

APPROVAL OF CLAIMS

Motion by Hirsch, second by Markham, to approve the claims and hand checks in the amount of \$107,739.60 from April 4th, 2024, through April 17th, 2024, as presented or amended. Motion carried.

SD State Treasurer	967.77
Black Hawk Fire Department	90.00
Black Hawk Water Users District	36.75
CBH CO-OP	3,416.69
City of Rapid City	3,924.90
Complete HVAC Service & Installation LLC	4,676.70
Demersseman Jensen Tellinghuisen & Huffman, LLP	2,945.00
Golden West Technologies	4,510.98
Gunderson & Palmer LLP	3,155.00
Guptill-Cuny, Connie	225.00
HDR Engineering, Inc	17,283.00
ICMA Membership Renewals	416.50
Martin, Pamela	250.00
McComb Services	1,325.00
Meade County	300.00
Meade County Auditor	1,149.43
Midcontinent Communications	182.67
Midcontinent Testing Laboratories, Inc.	182.50
Rapid City Journal	597.46
Rasmussen, Pat	225.00
RCS Construction Inc	1,000.00
SD One Call	35.70
Servall Uniform & Linen Supply	184.26
Simon Contractors	60,356.79
Tyler Technologies	302.50

DEPARTMENT HEAD REPORTS – Department Heads gave their reports for the month of March 2024.

SEDC – AMANDA ANGLIN/BRENNA BLOCK

Amanda Anglin, Executive Director of Sturgis Economic Development Corporation, introduced the new hire of Brenna Block and gave a brief history of her background. Anglin presented a snapshot of a baseline for the City of Summerset. Both gave a brief overview on the same.

ANNUAL REVIEW/PAYROLL CHANGE

Motion by Hirsch, second by Markham, to approve step of 21C effective March 26th for Anthony Kayl @ \$5,899.46 a month. Motion carried.

VARIANCE BOOM CONSTRUCTION – HARD SURFACE

Motion by Hirsch, second by Osten, to approve the variance for no hard surface on Pine Hills Subdivision Tract 1B per ordinance 155.256 (B)(1) Drainage & Surfacing. Motion carried.

THOMAS & JOSEPH NORMAN ZONING C-1 GENERAL COMMERCIAL

*Planning and Zoning recommended unanimously a do pass.

Motion by Osten, second by Markham, to open discussion. Motion carried.

City Administrator Lisa Schieffer gave a brief overview of the property and the use intended.

Joyce Fried expressed her concern for the impact to the surrounding residential property.

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

Motion by Osten, second by Markham, to approve the C-1 General Commercial Zoning. Motion carried.

NORMAN RANCH ZONING HEARING R-3 MULTI-FAMILY RESIDENTIAL

*Planning and Zoning recommended 4: yes to 1: nay of a do pass.

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

Mr. Kyle Treloar and Megan Kingsbury from Vanocker Development were present. Both Kingsbury and Treloar gave an overview on the same and the R3 zoning. Discussion also ensued on the covenants that run with the property.

Amanda Anglin, Executive Director of SEDC, gave an update on the housing study and the need for the same.

Brenna Block, SEDC, also brought to the attention of the Board the need for workforce housing.

Expressing concern were the following citizens:

Joyce Fried – wants to keep it a rural setting and has safety concerns.

Kelly Larue – visited about the comparisons between R1, R2, and R3.

Ron Fried – expressed that he would like to see it be R1-single family residential.

Kevin Morello – discussed emergency services in the area with the addition of new homes.

Rhonda Hook – expressed concern over the devaluing of their property if duplexes and townhomes were put in.

Peggy Corr – does not want the high traffic and values the rural quality of life/not in favor of R3.

Matt Corr – stated they had moved away from same to a rural setting and would like to keep it that way.

Steve Abernathy – opposes the development – would like to see it be R1.

Jane Tennyson – would like to keep it rural living and not high density, R3 does not fit in the area and is concerned about traffic on Quaal Road.

Mr. Treloar then gave a rebuttal to the group.

Mayor Kitzmiller stated that he was not comfortable with a vote on the same. The new Board was just elected to office, and all felt they needed more time and information to review the matter completely and bring it back for a vote at a later time.

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

Motion by Osten, second by Markham, to table the zoning matter of Norman Ranch for R-3 Multi Family Residential. Motion carried.

SECOND READING – ORDINANCE 2024-02 DESIGNATION OF FLOODPLAIN ADMINISTRATOR ORDINANCE 150.25

Motion by Markham, second by Osten, to approve the second reading of Ordinance 2024-02 and to adopt the same. Motion carried.

SECOND READING – ORDINANCE 2024-03 ADMINISTRATIVE ORDINANCE 10.28

Motion by Hirsch, second by Markham, to approve the second reading of Ordinance 2024-03. Motion carried.

Motion by Hirsch, second by Osten, to adopt Ordinance 2024-03. Motion carried.

SECOND READING – ORDINANCE 2024-05 COMPLAINTS AND ABATEMENTS 10.31

Motion by Markham, second by Hirsch, to approve the second reading of Ordinance 2024-05. Motion carried.

Motion by Osten, second by Markham, to adopt Ordinance 2024-05. Motion carried.

SECOND READING – ORDINANCE 2024-07 DEFINITIONS 50.01

Motion by Osten, second by Markham, to approve the second reading of Ordinance 2024-07. Motion carried.

Motion by Hirsch, second by Osten, to adopt Ordinance 2024-07. Motion carried.

SECOND READING – ORDINANCE 2024-08 PENALTY 91.999

Motion by Hirsch, second by Markham, to approve the second reading of Ordinance 2024-08. Motion carried.

Motion by Osten, second by Markham, to adopt Ordinance 2024-08. Motion carried.

SET FIRST READING OF TSO ORDINANCE 2024-01

Motion by Osten, second by Markham, to set first reading for May 16th, 2024. Motion carried.

SET FIRST READING OF TSO ORDINANCE 2024-02

Motion by Osten, second by Markham, to table the matter. Motion carried.

CASEY PETERSON AUDIT ENGAGEMENT LETTER

Motion by Hirsch, second by Markham, to approve signing the Casey Peterson audit engagement letter for single audit fees. Motion carried.

ISG-CAPITAL IMPROVEMENT PROJECT PRIORITY LIST

Motion by Osten, second by Markham, to open discussion. Motion carried.

City Administrator Lisa Schieffer gave the background on the grant and what it serves. Anthony Kayl, Public Works Director, came before the Board and gave his recommendations of priorities regarding streets/buildings.

Motion by Markham, second by Osten, to close discussion. Motion carried.

Motion by Markham, second by Osten to approve the priority list and refer the same onto ISG. Motion carried.

HAZARD MITIGATION GRANT PROGRAM

Motion by Osten, second by Markham, to open discussion. Motion carried.

City Administrator Lisa Schieffer went over the commitment letter, backup designation of applicant and resolution 2024-10 appoint of applicant agent.

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

Motion by Hirsch, second by Osten, to approve signing the commitment letter, designation of applicant and resolution 2024-10. Motion carried.

RESIGNATION OF FINANCE OFFICER STEPHANY BAUMEISTER

Motion by Markham, second by Osten, to accept the resignation of Stephany Baumeister. Motion carried.

ASTORIA COURT/LANE DRAINAGE & ROADWAY PROJECT PAY APP. #1

Motion by Osten, second by Markham, to approve the pay application #1 for the Astoria Court/Lane Drainage & Roadway Project. Motion carried.

QUOTE TYLER TECH – CREDIT CARD READER FOR FRONT COUNTER

Motion by Markam, second by Hirsch, to approve the quote from Tyler Tech on the credit card reader. Motion carried.

CITIZENS INPUT

None.

UPCOMING EVENTS:

Great Open Spaces City/County Management Conference will be in Spearfish SD – May 1st through the 3rd.

ITEMS FROM CITY ATTORNEY

None

ADJOURNMENT

Motion by Osten, second by Markham, to adjourn at 8:11 p.m. Motion carried.

(SEAL)

ATTEST:

Stephany Baumeister
Finance Officer

Michael Kitzmiller
Mayor

Published once April 27, 2024, at a cost of \$283.17.