

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

AGENDA

- 1) **ROLL CALL**
Kitzmiller, White, Butler, Hirsch, Torno.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **INVOCATION**
- 4) **CALL FOR CHANGES**
Approval of the Agenda of the Regular Meeting of the Summerset City Commission for April 18th, 2024 as presented or amended.
- 5) **ADMINISTER OATH OF OFFICE - COMMISSION**
 - 5A) Administer Oath of Office to Michael Kitzmiller elected Mayor for a term of three years.
 - 5B) Administer Oath of Office to Michael Osten elected Commissioner for a term of three years.
 - 5C) Administer Oath of Office to Gwenn Markham 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.
- 6) **APPOINTMENT OF COMMISSION**
 - 6A) Motion to open discussion.
 - 6B) Motion to close discussion.
 - 6C) To be done by nomination, majority vote:
 - Public Safety Commissioner
 - Public Works Commissioner
 - Utilities Commissioner
 - Finance Commissioner
- 7) **ELECTION OF THE PRESIDENT OF THE SUMMERSET COMMISSION**
 - 7A) Nominations for President, majority vote.
- 8) **ELECTION OF THE VICE-PRESIDENT OF THE SUMMERSET COMMISSION**
 - 8A) Nominations for Vice-President, majority vote.
- 9) **CONSENT CALENDAR**
APPROVAL OF THE MINUTES
 - 9A) Approval of the minutes of the Regular Meeting held on April 4th, 2024 as presented or amended.**APPROVAL OF THE MINUTES**
 - 9B) Approval of the minutes of the Special Meeting held on April 15th, 2024 as presented or amended

APPROVAL OF THE CLAIMS

- 9C) Approval of claims and hand checks in the amount of \$107,739.60 from April 4th, 2024 through April 17th, 2024.

- 10) **DEPARTMENT HEAD REPORTS**
- 11) **SEDC – AMANDA ANGLIN/BRENNAL BLOCK**
- 12) **ANNUAL REVIEW/PAYROLL CHANGE – A. KAYL**
*Recommendation is 21C @ \$5,899.46 a month.
- 13) **VARIANCE BOOM CONSTRUCTION – HARD SURFACE**
*Planning and Zoning recommended unanimously a do pass.
- 14) **REZONING C1/GENERAL COMMERCIAL – THOMAS & JOSEPH NORMAN LOT 3**
*Planning and Zoning recommended unanimously a do pass.
 - 14A) Motion to open discussion.
 - 14B) Motion to close discussion
 - 14C) Action T/B/D.
- 15) **REZONING R3/MULTI FAMILY RESIDENTIAL – NORMAN RANCH**
*Planning and Zoning recommended 4: yes to 1: nay of a do pass.
 - 15A) Motion to open discussion.
 - 15B) Motion to close discussion
 - 15C) Action T/B/D.
- 16) **SECOND READING OF ORDINANCE 2024-02 - DESIGNATION OF FLOODPLAIN
ADMINSTRATOR ORDINANCE 150.25**
 - 16A) Motion to approve or deny the second reading.
 - 16B) Motion to adopt Ordinance 2024-02.
- 17) **SECOND READING OF ORDINANCE 2024-03 – ADMINISTRATIVE CITATIONS 10.28**
 - 17A) Motion to approve or deny the second reading.
 - 17B) Motion to adopt Ordinance 2024-03.
- 18) **SECOND READING OF ORDINANCE 2024-05 – COMPLAINTS AND ABATEMENTS 10.31**
 - 18A) Motion to approve or deny the second reading.
 - 18B) Motion to adopt Ordinance 2024-05.
- 19) **SECOND READING OF ORDINANCE 2024-07 – DEFINITIONS 50.01**
 - 19A) Motion to approve or deny the second reading.
 - 19B) Motion to adopt Ordinance 2024-07.
- 20) **SECOND READING OF ORDINANCE 2024-08 – PENALTY 91.999**
 - 20A) Motion to approve or deny the second reading.
 - 20B) Motion to adopt Ordinance 2024-08.
- 21) **SET FIRST READING OF TSO ORDINANCE 2024-01**
Motion to set first reading for May 16th, 2024.
- 22) **SET FIRST READING OF TSO ORDINANCE 2024-02**
Motion to set first reading for May 16th, 2024.

- 23) **CASEY PETERSON ENGAGEMENT LETTER**
*Need to re-sign previous engagement letter did not have the single audit fees on it.
- 24) **ISG-CAPITAL IMPROVEMENTS PROJECT PRIORITY LIST**
 - 24A) Open discussion.
 - 24B) Close discussion.
 - 24C) Motion to T/B/D
- 25) **HAZARD MITIGATION GRANT PROGRAM (HMGP) – L. SCHIEFFER**
 - 25A) Open discussion.
 - 1) Commitment Letter
 - 2) Designation of Applicant Agent - backup
 - 3) Resolution 2024-10 Appointment of Applicant Agent
 - 25B) Close discussion.
 - 25C) Motion to T/B/D
- 26) **RESIGNATION OF FINANCE OFFICER STEPHANY BAUMEISTER**
- 27) **ASTORIA COURT/LANE DRAINAGE & ROADWAY PROJECT PAY APP. #1**
- 28) **QUOTE TYLER TECH – CREDIT CARD READER FOR FRONT COUNTER**
- 29) **CITIZEN INPUT**
- 30) **UPCOMING EVENTS:** Great Open Spaces City/County Management Conference will be in Spearfish SD – May 1st thru the 3rd.
- 31) **ITEMS FROM CITY ATTORNEY**
Executive Session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues.
- 32) **ADJOURNMENT**

Information regarding accessibility for the disabled may be obtained by calling the Summerset City Finance Officer at 605-718-9858. Individuals needing special accommodations are asked to call at least 48 hours prior to the meeting.

City of Summerset is inviting you to a scheduled Zoom meeting.

*Topic: City of Summerset's Zoom Meeting
Time: Apr 18, 2024 06:00 PM Mountain Time (US and Canada)*

*Join Zoom Meeting
<https://us02web.zoom.us/j/82741662202?pwd=bitkRmlrVWVOM0hTeDRmM3JUbUZEZz09>*

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