

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
TUESDAY, JULY 2nd, 2024, 6:00 P.M.**

Mayor Kitzmiller called the regular meeting to order at 6:00 p.m. Commissioners Osten, Markham, Hirsch, and Reade were present. The City Attorney, City Administrator and City Finance Officer were also present.

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Osten gave the invocation.

CALL FOR CHANGES

Motion by Hirsch, second by Reade to approve the agenda for the regular meeting of the Summerset City Commission for July 2nd, 2024. Motion carried.

CONSENT CALENDAR

Motion by Osten, second by Markham to approve the minutes of the regular meeting of June 20th, 2024, as presented or amended. Motion carried.

APPROVAL OF CLAIMS

Motion by Reade, second by Hirsch to approve the claims and hand checks in the amount of \$79,357.41 from June 20th, 2024, through July 1st, 2024, as presented or amended. Motion carried.

Ambrose, Jonathan	50
Anglin, Mitch	50
Birgen, Nicholin	50
Black Hills Energy	5878.53
Cardmember Services	117.17
City of Sturgis	40
Clarity Telecom	1226.37
Dakota Pump, Inc	9500
Delta Dental	1084
Gunderson & Palmer LLP	2830
HDR Engineering, Inc	4872.5
Hirsch, Clyde	50
I&S Group, Inc.	1000
Johnson, Scott	400
Jonas, Corey	400
JUSO, COLTON	400
Kayl, Anthony	50
Kitzmiller, Michael	50
Macrander, Matthew	400
Markham, Gwenn	50
MDU	436.27
Nasser, Rich	400
Osten, Michael	50
Rapid City Journal	277.6
Regan, Tenessa	400
Schieffer, Lisa	50
SCHROCK, BRIELLE	50
SDML	155
Servall Uniform & Linen Supply	195.16

Siferd, Kaleb	400
Smith, Jeff	50
USA Bluebook	435.29
AFLAC Remittance Processing	96.72
SDRS	4683.36
SDRS	6554.96
United States Treasury	6054.7
United States Treasury	10130.82
Child Support Payment Center	517
Health Pool of SD	16867.3
SDRS-SUPPLEMENTAL RETIREMENT PLAN (SDSRP)	625
United States Treasury	2369.3

APPROVAL OF PAYROLL – May 2024 – SDCL 6-1-10

Motion by Reade, second by Osten, to approve the following payroll. Motion carried.

- Dept. 4000 - \$13,755.05 Wastewater
- Dept. 4110 - \$1,749.99 Commission
- Dept. 4120 - \$1,916.67 Mayor
- Dept. 4140 - \$11, 842.56 Finance
- Dept. 4210 - \$41,120.45 Police
- Dept. 4310 - \$13,889.89 Streets
- Dept. 4652 - \$500.00 Planning & Zoning

****NOTED FOR THE RECORD – COMMISSION REPORTS ARE IN THE PACKET FOR VIEWING.**

UTILITY BILLING ADJUSTMENTS

Motion by Hirsch, second by Reade, to approve the utility billing adjustments of \$30.00 for the period June 1st, 2024- June 30th, 2024. Motion carried.

FIRST READING OF ORDINANCE 2024-09 FENCES

Motion by Reade, second by Osten to approve the first reading of Ordinance 2024-09. Motion carried.
Motion by Osten, second by Markham, to set the second reading for July 18th @ 6:00 p.m. Motion carried.

BELLINGHAM DRIVE REQUEST TO CHANGE STREET NAME – RETA WELSH

Motion by Markham, second by Osten to open discussion. Motion carried. Ms. Welsh expressed her concerns about it being very difficult for their address to be found on GIS. Commissioner Hirsch, HOA president, spoke with Anthony Kayl, Public Works Department Head, the possibility of putting up address placards at the beginning of the street.

Motion by Hirsch, second by Reade to close discussion. Motion carried. Placards will be looked into and no action was taken at this time.

VARIANCES (HARD SURFACE REQUIREMENT/ANNEXATION)– BLACK RIVER CONTRACTING

- *Planning & Zoning recommended a do pass on the variance request to not have a hard surface.
- *Planning & Zoning recommended denying the variance request to not be annexed into the city limits.

Motion by Osten, second by Reade to open discussion. Motion carried.
 Sam Crittenden of Black River Contracting gave an overview on the variances and the reasoning for the same. City Attorney Mike Wheeler addressed the ordinances regarding the same.
Motion by Hirsch, second by Reade to close discussion. Motion carried.

Motion by Markham, second by Hirsch, to approve due pass on the variance request to not have a hard surface. Motion carried.

Motion by Osten, second by Markham to deny the variance request to not be annexed into the city limits. Motion carried.

UPDATE ON DAMAGES FROM STORM ON 6/24/2024

City Administrator and Public Works Manager spoke on such.

SET DATES FOR BUDGET MEETING FY2025

Mayor Kitzmiller and the Board of Commissioner asked that an email be sent out to find the best available dates.

SET UP DATES REGARDING INTERVIEWS ON RFI – I.T. TECHNOLOGY

Mayor Kitzmiller and the City Administrator will discuss the same and put together bullet points to be sent to the Board before the August 2nd meeting.

PAYROLL CHANGE – WASTEWATER OPERATOR

Motion by Hirsch, second by Reade to hire David Schmagel @ \$20.77 (Grade 13 Step A). Motion carried.

CITIZENS INPUT

UPCOMING EVENTS:

City Offices will be closed July 4th & 5th in observance of Independence Day, per order of Governor Kristi Noem.

There will be a special combined Commission meeting with the Planning & Zoning Board on Tuesday, July 9th @ 6:00 p.m.

Summerfest will be Saturday, July 13th from 4:00 to 7:00 p.m. at Summerset City Hall.

ITEMS FROM CITY ATTORNEY

Motion by Osten, second by Reade at 6:37pm to enter Executive Session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues. Motion carried.

Motion by Hirsch, second by Reade to exit Executive Session at 8:07pm. Motion carried.

ADJOURNMENT

Motion by Osten, second by Hirsch, to adjourn at 8:07 p.m. Motion carried.

(SEAL)

ATTEST:

Brielle Schrock
Finance Officer

Michael Kitzmiller
Mayor

Published once _____, 2024, at a cost of \$_____.

