

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, OCTOBER 3rd, 2024, 6:00 P.M.**

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

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Osten gave the invocation.

CALL FOR CHANGES

Motion by Osten, second by Reade to approve the agenda of the regular meeting of the Summerset City Commission for October 3rd, 2024, as presented or amended. Motion carried.

CONSENT CALENDAR

Motion by Reade, second by Markham to amend the minutes under the approval of claims which should have read \$192,282.36 and approve the remaining minutes of the regular meeting of September 19th, 2024. Motion carried.

APPROVAL OF CLAIMS

Motion by Reade, second by Markham to approve the claims and hand checks in the amount of \$86,659.56 from September 19th, 2024, through October 2nd, 2024, as presented or amended. Motion carried.

A&B Business Solutions	583.73
Ambrose, Jonathan	50.00
Anglin, Mitch	50.00
AT&T Mobility	652.70
Birgen, Nicholin	50.00
Black Hills Energy	7234.31
Clarity Telecom	2476.14
Hirsch, Clyde	50.00
I&S Group, Inc.	2000.00
Kayl, Anthony	50.00
KENNY'S BODY SHOP	14044.86
Kitzmiller, Michael	50.00
Markham, Gwenn	50.00
Meade County Auditor	2859.14
Meade County Register of Deeds	30.00
Osten, Michael	50.00
Schieffer, Lisa	50.00
Schmagel, David	50.00
SCHROCK, BRIELLE	50.00
Smith, Jeff	50.00
TRANSOURCE TRUCK & EQUIPMENT, INC.	2763.29
USA Bluebook	1373.47
Aflac	96.72

SDRS	12,093.12
United States Treasury	20,254.11
Child Support Payment Center	442
Delta Dental	1,177.40
Health Pool of SD	17,203.57
SDSRP	775.00

APPROVAL OF PAYROLL – SEPTEMBER 2024 (SDCL 6-1-10)

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

- Dept. 4000 - \$13,484.64 Wastewater
- Dept. 4110 - \$1,749.99 Commission
- Dept. 4120 - \$1,916.67 Mayor
- Dept. 4140 - \$11,858.04 Finance
- Dept. 4210 - \$46,114.78 Police
- Dept. 4310 - \$14,656.05 Streets
- Dept. 4652 - \$1,000.00 Planning & Zoning

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

UTILITY BILLING ADJUSTMENTS

Motion by Markham, second by Reade, to approve the utility billing adjustments of \$113.63 for the period September 1 thru September 31, 2024. Motion carried.

BLACK HAWK FIRE DEPARTMENT UPDATE – KURT KLUNDER

Kurt Klunder was unable to make said meeting. He will be placed on the October 17th regular meeting agenda.

QUOTE FROM JAMIE STEELE CONSTRUCTION ON CITY HALL BUILDING

Motion by Osten, second by Reade to take the matter off of the table from the September 19th Commission meeting and open discussion. Motion carried. The Board asked City Administrator Lisa Schieffer if Finance Officer Brielle Schrock was able to find funding within the budget to fix the same. Schieffer explained that yes it was indicated that money was found, and the Board could proceed. Public Works Director Anthony Kayl stated that his crew did the demolition and that amount could be taken off of the quote. Kayl reached out to other companies and either they were a year out or did not send a quote back.

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

Motion by Reade, second by Markham to approve the quote by Jamie Steele minus the demolition cost. Motion carried.

TRACKING SOFTWARE SD IWORQ – ANTHONY KAYL

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

Public Works Director Anthony Kayl presented to the Board information from the vendor IWORX. This software would track maintenance, etc. The Commission discussed with Kayl whether or not other companies do the same tracking software and if he could get additional quotes.

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

Motion by Osten, second by Markham to table discussion while researching other options. Motion carried.

PRIORITY SNOW ROUTES/MAP RESOLUTION 2024-19– ANTHONY KAYL

Motion by Markham, second by Osten to open discussion. Motion carried. Public Works Director Anthony Kayl discussed the bus routes that they follow and would like to add two additional streets.

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

Motion by Reade, second by Osten to approve Resolution 2024-19. Motion carried.

CITIZENS INPUT- Matt Schmidt came before the board to discuss the letter regarding the white fence along Sturgis Road. Public Works Director Anthony Kayl gave a brief history on the same and why the letter was sent out.

UPCOMING EVENTS

City Offices are closed Monday, October 14th in honor of Native American Day.

ITEMS FROM CITY ATTORNEY

Executive Session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues.

Motion by Osten, second by Markham to enter executive session, with Public Works Director Anthony Kayl present, at 6:48 pm. Motion carried.

Motion by Osten, second by Reade to exit executive session at 7:10 p.m. and return to regular session. Motion carried.

ADJOURNMENT

Motion by Reade, second by Markham to adjourn at 7:10 p.m. Motion carried.

(SEAL)

Michael Kitzmiller, Mayor

ATTEST:

Brielle, Schrock, Finance Officer

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