



**City of Summerset**  
Regular Commission Meeting  
Agenda

7055 Leisure Lane  
Summerset, SD 57718  
(605)718-9858

Date: February 6th, 2025 @ 6:00 p.m.

**1) Roll call**

Osten, Markham, Reade, Hirsch, and Kitzmiller.

**2) Pledge of Allegiance**

**3) Invocation**

**4) Call for Changes**

- a) Declaration of any potential conflict of Interest.
- b) Approval of the Agenda of the regular meeting of the Summerset City Commission for February 6th, 2025 as presented or amended.

**5) Citizen Input**

\*No action will be taken.

**6) Consent Calendar**

**a) Approval of the Minutes**

Approval of the Minutes of the regular meeting held on January 16th, 2025 as presented or amended.

**b) Approval of the Claims**

Approval of the claims in the amount of \$267,612.18 from January 16th, 2025 to February 5th, 2025.

**c) Approval of Payroll – January 2025 (SDCL 6-1-10)**

Dept. 4000 - \$14991.16 Wastewater

Dept. 4110 - \$1,749.99 Commission

Dept. 4120 - \$1,916.67 Mayor

Dept. 4140 - \$12,250.91 Finance

Dept. 4210 - \$55,556.86 Police

Dept. 4310 - \$17,259.26 Streets

Dept. 4652 - \$300.00 Planning & Zoning

**7) Utility Billing Adjustments**

Approval of utility billing adjustments of \$884.82 for the period of January 1<sup>st</sup> – January 31<sup>st</sup>, 2025.

**8) \*Noted for the record-Commission Reports are in the packet for viewing.**

**9) Amendment to Task Order/HDR**

- a) Open Discussion.
- b) Close Discussion.
- c) Motion T/B/D

**10) First Reading of Ordinance 2025-01 (153.051 Building Permit Required)**

- a) Open Discussion.
- b) Close Discussion.
- c) Motion to approve or deny the first reading of Ordinance 2025-01 and set the second reading for February 20<sup>th</sup>, 2025 @ 6:00 p.m.

**11) Payroll Change – Wastewater**

- a) Step Increase Jon Ambrose to 21G - \$6,384.06/per month

**12) Bureau of Finance and Management – Updated Travel Reimbursement Rates – Brielle Schrock**

- a) Open Discussion.
- b) Close Discussion.
- c) Motion T/B/D.

**13) Casey Peterson Engagement Letter – Brielle Schrock**

- a) Open Discussion.
- b) Close Discussion.
- c) Motion T/B/D.

**14) Jaime Steele Construction Quote – Brielle Schrock**

- a) Open Discussion.
- b) Close Discussion
- c) Motion T/B/D

**15) Letter of Support of HB1050 – Lisa Schieffer**

- a) Open Discussion.
- b) Close Discussion.
- c) Motion T/B/D.

**16) Worker’s Compensation/Grant Award Update – Lisa Schieffer**

**17) Upcoming Events**

- a) Offices will be closed on Monday, February 17<sup>th</sup> in honor of President’s Day.

**18) Executive Session**

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

**19) Adjournment**

\*ADA Compliance: The City of Summerset fully subscribes to the provisions of the Americans with Disabilities Act. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Finance Officer at least 24 hours prior to the meeting. Notification can be done in person, by phone, or by email as listed below.

- Phone: (605)718-2164
- Email: [bschrock@summerset.us](mailto:bschrock@summerset.us)

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**Topic: City of Summerset's Zoom Meeting**  
City of Summerset is inviting you to a scheduled Zoom meeting.

**Topic: City of Summerset's Zoom Meeting**  
**Time: Feb 6, 2025 06:00 PM Mountain Time (US and Canada)**  
**Join Zoom Meeting**  
**<https://us02web.zoom.us/j/84938849742?pwd=NH1ESYNQJKE8bA9YeE1pURZKbO8bWd.1>**

**Meeting ID: 849 3884 9742**  
**Passcode: 132668**