

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, MARCH 6th, 2025, 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 Administrator, the City Finance Officer and the City Attorney were also present.

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Osten gave the invocation.

CALL FOR CHANGES

Declaration of conflict of interest – none.

Motion by Osten, second by Hirsch to approve the agenda of the regular meeting of the Somerset City Commission for March 6th, 2025, as presented or amended. Motion carried.

CITIZEN INPUT

There was no citizen Input at this meeting.

CONSENT CALENDAR

APPROVAL OF THE MINUTES

Motion by Reade, second by Markham to approve the minutes of the regular meeting on February 20th, 2025, 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 \$70,728.49 from February 20, 2025, to March 5th, 2025, as presented or amended. Motion carried.

AFLAC Remittance Processing	96.72
Ambrose, Jonathan	50.00
Anglin, Mitch	50.00
Birgen, Nicholin	50.00
Blue Peak	1247.79
Hirsch, Clyde	50.00
Kayl, Anthony	50.00
Kitzmiller, Michael	50.00
Markham, Gwenn	50.00
Osten, Michael	50.00
Schieffer, Lisa	376.66
Schmagel, David	50.00
Schrock, Brielle	50.00
SDRS	12253.08
United States Treasury	20273.45
AT&T Mobility	652.99
CBH CO-OP	4680.54
Child Support Payment Center	442.00
City of Belle Fourche	4452.90
City of Sturgis	60.00
Dakota Pump, Inc	532.65
Delta Dental	1289.20

Franckowiak, Titus	100.00
Greenapsis	350.00
Health Pool of SD	18575.05
Hermanson Egge Engineering, Inc.	245.00
Meade County Auditor	1748.48
Midcontinent Testing Laboratories, Inc.	187.00
Rapid City Journal	373.93
SD Dept of Transportation Finance Office	384.73
SDDOL Reemployment Division	901.16
SDRS-Supplemental Retirement Plan (SDSRP)	810.00
Servall Uniform & Linen Supply	195.16

APPROVAL OF PAYROLL – FEBRUARY 2025 (SDCL 6-1-10)

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

- Dept. 4000 - \$13,615.62 Wastewater
- Dept. 4110 - \$1,749.99 Commission
- Dept. 4120 - \$1,916.67 Mayor
- Dept. 4140 - \$12,133.27 Finance
- Dept. 4210 - \$47,475.96 Police
- Dept. 4310 - \$14,122.93 Streets
- Dept. 4652 - \$500.00 Planning & Zoning

UTILITY BILLING ADJUSTMENTS

Motion by Hirsch, second by Markham, to approve the utility billing adjustments of \$2,735.98 18 for the period of February 1st – February 28th, 2025. Motion carried.

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

WEBPAGE UPDATE –DOT MARKETING

Motion by Markham, second by Osten to open discussion. Motion carried. City Administrator Lisa Schieffer explained that due to the weather, Angela Wolter was unable to attend. Commissioner Markham and Schieffer explained that the website is due to be live the end of March. Currently, Ms. Wolter is meeting with each department to design their page on the website. Highlights on the new website include a functional calendar of events, connectivity to X and Instagram accounts along with Facebook, and the website is much more user friendly. **Motion** by Osten, second by Reade to close discussion. Motion carried.

CONTRACTUAL SERVICES FOR SUMMERSSET POLICE DEPARTMENT

Motion by Markham, second by Hirsch to take the matter off the table from the February 20th meeting. Motion carried. Mayor Kitzmiller and Commissioner Markham discussed placement of five (5) potential cameras to include two in Sun Valley, one past Stage Barn middle school, and two in central Summerset. Commissioner Reade expressed concern over the commitment of a two-year contract. Commissioner Markham and Chief of Police Rich Nasser both spoke to the effectiveness other cities have had with the cameras.

Motion by Markham, second by Osten to approve the Flock Safety Camera Contract for 5 devices under a two-year contract. Mayor Kitzmiller called for a roll-call vote. Commissioner Osten, aye; Commissioner Markham, aye; Commissioner Reade, nay; Commissioner Hirsch, aye; Mayor Kitzmiller, aye. Motion carried.

RESOLUTION #2025-05 AUTHORIZING A GRANT APPLICATION TO THE LAND AND WATER CONSERVATION FUND FOR THE LEISURE LANE PARK PLAYGROUND EQUIPMENT

Motion by Osten, second by Markham to open discussion. Motion carried. City Administrator Lisa Schieffer explained that there was a procedure for the grant, to include said Resolution. There will also be a Public Hearing in April for citizens of Summerset to attend.

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

Motion by Osten, second by Markham to approve Resolution #2025-05. Motion carried.

TRASH SERVICE FOR SUMMERSET MOBILE HOME PARK - ANTHONY KAYL

Motion by Osten, second by Markham to take the matter off the table from February 20th meeting and open discussion. Motion carried.

Public Works Director Anthony Kayl informed the Board that the mobile home park manager has contacted him and is willing to turn over the garbage collection services to the City. Kayl was hopeful to begin trash collection for Summerset Mobile Home Park in June. Kayl stated he will need to have a liability release signed by the owner for damage to the roads. The garbage cans have been ordered as was approved at the February 20th meeting.

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

Motion by Markham, second by Hirsch to approve services for Summerset Mobile Home Park. Motion carried.

TASK ORDER #2 HDR CONSTRUCTION ADMINISTRATION – 2025 NORMAN RANCH SUBDIVISIONS

Motion by Hirsch, second by Osten to open discussion. Motion carried. City Administrator Lisa Schieffer explained that daily inspections are being completed by Public Works Director Anthony Kayl. Task Order #2 estimates the cost of all inspections to be performed by HDR for Norman Ranch. The inspections are a joint effort by Kayl and HDR.

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

Motion by Osten, second by Markham to approve Task Order #2 HDR Construction Administration. Motion carried.

RESIGNATION POLICE DEPARTMENT – KALEB SIFERD

Motion by Markham, second by Hirsch to accept the resignation of Officer Siferd. Motion carried.

SDEC WESTERN CHAPTER PROJECT OF THE YEAR AWARD

City Administrator Lisa Schieffer presented to the Board a plaque designating Summerset the winner of the Black Hills Chapter of the South Dakota Engineering Society Project of the Year Award. HDR had submitted the nomination in regard to the Summerset Wastewater Treatment Plant Expansion.

CONSUMER PRICE INDEX (CPI) FISCAL YEAR 2026 – LISA SCHIEFFER

Motion by Hirsch, second by Reade to open discussion. Motion carried. City Administrator Lisa Schieffer presented the published CPI to be used for taxes payable 2026 as 2.9%.

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

UPCOMING EVENTS:

Local Boards of Equalization will be held on Monday, March 17th at 6:00 p.m. The last day to submit your appeal to The City of Summerset is March 13th at 4 p.m.

EXECUTIVE SESSION

Motion by Osten, second by Markham to enter executive session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues at 6:51 p.m. Motion carried.

Motion by Osten, second by Markham to exit executive session at 7:13 p.m. Motion carried.

ADJOURNMENT

Motion by Markham, second by Hirsch to adjourn at 7:14 p.m. Motion carried.

(SEAL)

Michael Kitzmiller, Mayor

ATTEST:

Brielle, Schrock, Finance Officer

Published once _____, 2025, at a cost of \$_____.