



**City of Summerset**  
Regular Commission Meeting  
Agenda

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

Date: June 17th, 2025 @ 6:00 p.m.

- 1) Roll call**  
Osten, Markham, Pulscher, 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 June 17th, 2025 as presented or amended.
- 5) Citizen Input**
- 6) Consent Calendar**
  - a) **Approval of the Minutes**  
Approval of the minutes of the regular meeting held on June 5th, 2025 as presented or amended.
  - b) **Approval of the Claims**  
Approval of the claims in the amount of \$27,084.38 from June 5th, 2025 to June 16th, 2025.
- 7) \*Noted for the record-Department Head Reports are in the packet for viewing.**
- 8) SEDC Update – Brenna Block**
- 9) Draft Policy on Uniform Stipends – Brielle Schrock**
  - a) Open Discussion.
  - b) Close Discussion.
  - c) Motion T/B/D.
- 10) Non-Sufficient Funds Policy – Brielle Schrock**
  - a) Open Discussion.
  - b) Close Discussion.
  - c) Motion T/B/D.
- 11) Delinquent Accounts Policy – Brielle Schrock**
  - a) Open Discussion.
  - b) Close Discussion.
  - c) Motion T/B/D.
- 12) Job Description Public Works Foreman/Payroll Change – Public Works**

\*Mitch Anglin Grade 15/Step I - @ 26.72 effective May 26<sup>th</sup>, 2025.

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

**13) Finance Officer – Evaluation/Payroll Change**

\*Brielle Schrock Step A \$4,987.22 to Step B \$5,111.90/month.

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

**14) Discussion on Going Live with Website/taking Online Payments – Brielle Schrock**

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

**15) Upcoming Events**

- a) City Offices will be closed Thursday, June 19th for the Juneteenth Holiday.

**16) Executive Session**

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

**17) 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)

.....

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

Topic: City of Summerset's Zoom Meeting  
Time: Jun 17, 2025 06:00 PM Mountain Time (US and Canada)  
Join Zoom Meeting  
<https://us02web.zoom.us/j/85838057766?pwd=jPzvBoXci7LgwnnRK95lnLatpBUbIE.1>

Meeting ID: 858 3805 7766  
Passcode: 932540