

**Summerset City Commission  
Regular Meeting  
Summerset Municipal Building  
7055 Leisure Lane  
Thursday, December 18th, 2025, 6:00 P.M.**

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

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Osten gave the invocation.

**Call For Changes**

There were no declarations of conflict of interest.

Motion by Osten, second by Pulscher to approve the agenda of the regular meeting of the Summerset City Commission for December 18th, 2025. Motion carried.

**Citizen Input**

No citizen input.

**Consent Calendar**

**Approval of the Minutes**

Motion by Markham, second by Hirsch to approve the minutes of the meeting held on December 4th, 2025, as presented or amended. Motion carried.

**Approval of the Claims**

Motion by Pulscher, second by Markham to approve the claims in the amount of \$138127.91 from December 4th, 2025, to December 15th, 2025. Motion carried.

A to Z Shredding \$61.04; Black Hawk Water \$43.00; Black River Contracting \$86,827.50; Brenna Block, \$4,143.75; CBH Co-op \$2,341.86; City of Rapid City \$5,375.40; City of Sturgis \$55.00; Complete HVAC \$939.33; Demersseman Jensen Tellinghuisen & Huffman \$3,747.50; Golden West \$4,159.93; HDR Engineering \$18,968.59; Hills Toilet Service \$146.25; Lighting Maintenance \$3,604.83; MDU \$1,642.09; Meade County Auditor \$921.82; Midcontinent Testing \$176.75; Richter's Tire \$31.79; SD Depart. Of Revenue \$1,155.18; Servall \$206.70; US Treasury \$2,626.56; Western Mailers \$746.24; Stacy Domogalski \$65.16; Rachele White \$15.17; Kahler Property Mgmt. \$52.11; Mitch Yarbrough \$2.03; Richard Peter \$17.25; Kelley West \$55.08

**Noted for the record-Department Head Reports are in the packet for viewing**

**Second Reading of Ordinance #2025-07 An Ordinance Amending 53.081 Sewer Use Charge**

Motion by Pulscher, second by Hirsch to approve the second reading of Ordinance #2025-07. Motion carried.

Motion by Osten, second by Markham to adopt Ordinance #2025-07. Motion carried.

**Transfer of Contingency Money**

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

City Administrator Lisa Schieffer presented to the Board the amounts that would need to be supplemented by the Contingency Fund.

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

Motion by Markham, second by Pulscher to transfer contingency money in the amount of \$36,742.00 to line item 101414042200 in the amount of \$34,116.00 and line item 101414042900 in the amount of \$2,626.00. Motion carried.

**Resolution #2025-13 Unclaimed Property**

Motion by Hirsch, second b Osten to open discussion. Motion carried.

City Administrator Lisa Schieffer presented to the Board Unclaimed Property from Motorola in the amount of \$121.16.

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

Motion by Osten, second by Pulscher to approve Resolution #2025-13 Unclaimed Property. Motion carried.

**Upcoming Events**

Holiday Lighting Contest takes place Saturday, December 20<sup>th</sup> between the hours of 6:00 p.m. and 8:00 p.m.

City Offices will be closed Wednesday, Thursday & Friday, December 24<sup>th</sup> through the 26<sup>th</sup> for Christmas by the Honorable Governor Larry Rhoden.

A Special Commission Meeting will take place Wednesday, December 31<sup>st</sup> @ 7:30 a.m. to approve year-end bills.

City Offices will be closed Thursday, January 1<sup>st</sup> for New Year's Day.

The regular Summerset Commission Meetings have been changed to January 8<sup>th</sup> & 22<sup>nd</sup>, 2026 @ 6:00 p.m.

**Executive Session**

Motion by Osten, second by Pulscher to enter executive session at 6:08 p.m. per SDCL 1-25-2 for discussing contractual agreements. Also requested to be present was Lisa Schieffer and Lisa Fischer. Motion carried.

Motion by Hirsch, second by Pulscher to exit executive session and return to regular session at 6:20 p.m. Motion carried.

**Adjournment**

Motion by Osten, second by Markham to adjourn at 6;21 p.m. Motion carried.