

**Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, January 8th, 2026, 6:00 P.M.**

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

Commissioner Osten led in the Pledge of Allegiance.

Commissioner Markham gave the invocation.

Call for Changes

There were no declarations of conflict of interest.

Motion by Pulscher, second by Markham to approve the agenda of the regular meeting of the City of Summerset Commission for January 8th, 2026. Motion carried.

Citizen Input

No citizen input.

Consent Calendar

Approval of Minutes

Motion by Hirsch, second by Pulscher to approve the minutes of the meeting held on December 18th, 2025, as presented or amended. Motion carried.

Motion by Pulscher, second by Markham to approve the minutes of the special meeting held on December 31st, 2025, as presented or amended. Motion carried.

Approval of Claims

Motion by Hirsch, second by Pulscher to approve the claims in the amount \$214,224.91 from January 2nd, 2026, to January 5th, 2026. Motion carried.

A&B Business \$439.17; Ambrose, Jon \$50.00; Anglin, Mitch \$50.00; Axon Enterprise \$14,592.90; Birgen, Nicholin \$50.00; BH Energy \$6,725.75; Dakota Power \$1,746.25; DANR \$2,500.00; Doty, Jason \$50.00; Fischer, Lisa \$50.00; Hills Septic Service %3,045.00; Hirsch, Clyde \$50.00; Garcia, Jaeson \$50.00; Kayl, Anthony \$50.00; Kitzmiller, Michael \$50.00; Markham, Gwenn \$50.00; Osten, Michael \$50.00; Pulscher, Jordan \$50.00; Schieffer, Lisa \$50.00; Servall Uniform \$235.18; Titan Machinery \$120,968.55; Western Truck \$11,380.00; SDRS \$11,853.54; SDRS Supplemental \$590.00; US Treasury \$20,530.55; Delta Dental \$822.80; Health Pool \$18,145.22

Approval of Payroll

Motion by Markham, second by Pulscher to approve the following payroll. Motion carried.

Dept. 4000 - \$13,880.58 Wastewater

Dept. 4110 - \$2,333.32 Commission

Dept. 4120 - \$1,9167 Mayor

Dept. 4140 - \$12,269.90 Finance

Dept. 4210 - \$42,874.40 Police

Dept. 4310 - \$15,463.00 Streets

Dept. 4652 - \$400.00 Planning & Zoning

Utility Billing Adjustments

Motion by Pulscher, second by Markham to approve the utility adjustments of \$35.23 for the period of December 1st – December 31st, 2025.

Noted for the Record - Commission Reports are in the packet for viewing.

Variance - Lot 6 Heather Lane/Robbie Rohl

*Planning and Zoning recommended approval unanimously.

Motion by Pulscher, second by Markham to open discussion. Motion carried. The City Administrator, Lisa Schieffer explained the variance was for asphalt millings instead of asphalt for the driving surface. There will be a 20-foot concrete apron in front of each building. Motion by Markham, second by Hirsch to close discussion. Motion carried. Motion by Hirsch, second by Pulscher to approve the variance of Robbie Rohl. Motion carried.

Municipal Election

Motion by Markham, second by Pulscher to set the Municipal Election on June 2nd, 2026, in combination with Meade County. Motion carried.

Election Agreement for Combined Election with Meade County

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

The City Administrator, Lisa Schieffer, explained that with legislation that was passed in 2025 the city has to either have their election in June or November. There is no longer an option for the April election. It is beneficial to combine with Meade County, so citizens are not having to travel to different locations, and everything is on one ballot. Motion by Markham to close discussion. Motion carried.

Motion by Markham, second by Pulscher to accept the Election Agreement for Combined Election with Meade County. Motion carried.

Notice of Vacancy

Approval of Terms

Motion by Hirsch, second by Pulscher to approve the terms of the Commissioner vacancies as follows:

Two (2) City Commissioner Seats – Both Three (3) Year Terms

Motion carried.

Official Newspaper

Approval of Designated Newspaper

Motion by Markham, second by Hirsch to approve the designation of Rapid City Journal as official newspaper for 2026. Motion carried.

Appointment of Planning & Zoning Board Members

Motion by Markham, second by Pulscher to appoint Brittni Bjorum and Mike Martin to three-year terms. Motion carried.

Motion by Pulscher, second by Markham to appoint David Brenneman to a one-year term as alternate. Motion carried.

Appointment of City Officials

Motion by Markham, second by Hirsch to appoint City Attorney Mike Wheeler. Motion carried.

Motion by Pulscher, second by Markham to appoint City Finance Officer Lisa Fischer. Motion carried.

Motion by Hirsch, second by Pulscher to appoint City Engineering Firms HDR and Hermanson Egge. Motion carried.

Establish the amount of the Finance Officer’s Bond SDCL 9-14-6.1

Motion by Hirsch, second by Pulscher to set the bond for one hundred and fifty thousand per second class municipality. Motion carried.

Authorizing Bank Depository

Motion by Hirsch, second by Markham to the approval of Bank West with the following authorized signers as the authorized bank depository; Mayor, President of Commission, City Administrator, Finance Commissioner and City Finance Officer. Motion carried.

Resolution 2026-01 Setting the Salary & Wages for the City of Summerset for 2026

Motion by Pulscher, second by Markham to approve Resolution 2026-01. Motion carried.

Rescind Motion of October 9th Regarding Unclaimed Property to the State of SD

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

The City Administrator, Lisa Schieffer explained that the Motion of October 9th had a different number & amount than what was reported and sent to the State. Motion by Pulscher, second by Markham to close discussion.

Motion carried. Motion by Markham, second by Pulscher to rescind the motion of October 9th regarding Unclaimed Property to the State of SD. Motion carried.

Change Order #1- WWTP Reed Beds

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

Wastewater Superintendent Jon Ambrose explained that there was an oversight by the engineers on how much material was needed to finish the Reed Bed project.

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

Motion by Hirsch, second by Markham to accept Change Order #1-WWTP Reed Beds. Motion carried.

Renewal of Eligibility for Federal Surplus Property

Motion by Markham, second by Pulscher to open discussion. Motion carried. The City Administrator, Lisa Schieffer, explained that we don’t use the Federal Surplus Property very much, but we should keep access in case we do find something. She recommended that Rich Nasser, Anthony Kayl, Jon Ambrose, and herself be the individuals to have access.

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

Motion by Pulscher, second by Markham to renew the eligibility for Federal Surplus Property with the above stated Department Heads mentioned. Motion carried.

Establishing Doctors for Evaluations – Police Department

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

Commissioner Markham stated that the Police Department would be using Dr. Thom Flamboe (\$600) for psych evals and Dr. Eric Fausch (\$200) for medical evals.

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

Motion by Markham, second by Pulscher to approve Dr. Thom Flamboe and Dr. Eric Fausch to perform the psych evals and medical evals. Motion carried.

Resignation – Police Department

Motion by Markham, second by Hirsch, to approve the resignation of Anna Hamelin effective for January 6th, 2026. Motion carried.

Pay Rate Change – Police Department

Motion by Markham, second by Pulscher to approve the pay rate change for Scott Johnson to \$28.88 effective January 6th, 2026. Motion Carried.

Information Only on Bulk Sewer Rates

Sewer rates will be going up effective January 1st, 2026, as approved by the Commission per our Sewer Rate Study and will show up on the January 25th mailing as follows:

- RESIDENTIAL SEWER \$36.00 effective January 1st \$37.80
- DEBT RESERVE \$2.20 effective January 1st \$2.30
- SRF DEBT LOAN \$7.90 effective January 1st \$8.30
- MAINTENANCE RESERVE FEE \$4.50 effective January 1st \$4.75
- COMMERCIAL .00525 effective January 1st .00551

*Garbage will stay at the same rate of \$18.00

Upcoming Events

City Offices will be closed on Monday, January 19th in observance of Martin Luther King Day.

Executive Session – none

Adjournment

Motion by Hirsch, second by Pulscher to adjourn at 6:33 p.m. Motion carried.

(SEAL)

ATTEST:

 Lisa Fischer
 Finance Officer

 Michael Kitzmiller
 Mayor

Published once _____ at the total approximate cost of \$ _____.