

**SUMMERSET CITY COMMISSION REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, DECEMBER 21st, 2023, 6:00 P.M.**

Mayor Torno called the Regular Meeting to order at 6:00 p.m. Commissioners Hirsch, Butler, Kitzmiller, and Reade were present. The City Attorney, City Administrator, and Finance Officer were also present.

Mayor Torno led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by Hirsch, second by Butler, to approve the agenda for the Regular Meeting of the Summerset City Commission for December 21st, 2023. Motion carried.

CONSENT CALENDAR

Motion by Kitzmiller, second by Butler, to approve the minutes of the regular meeting of December 7th, 2023. Motion carried.

APPROVAL OF CLAIMS

Motion by Hirsch, second by Butler, to approve the claims and hand checks in the amount of \$350,425.05 from December 5th, 2023, through December 20th, 2023, as presented or amended. Motion carried.

SD State Treasurer	965.12
A&B Business Solutions	45.00
Applied Concepts, Inc	415.00
Axon Enterprise, Inc.	6,147.60
BH Energy	6,311.88
Black Hawk Water Users District	59.70
CBH CO-OP	3,164.63
City of Rapid City	5,641.65
Colliers Securities LLC	35,000.00
Gunderson & Palmer LLP	4,302.07
HDR Engineering, Inc	38,382.65
Hermanson Egge Engineering, Inc.	110.00
I&S Group, Inc.	3,500.00
IBM	8.92
MDU	1,011.39
Midcontinent Communications	177.98
Midcontinent Testing Laboratories, Inc.	175.50
Milliron Granite & Quartz	1,000.00
New Leaf LLC	90.00
Public Safety Equipment Company LLC	26,184.00
RCS Construction Inc	217,260.00
SD One Call	25.20
Servall Uniform & Linen Supply	184.26
Tyler Technologies	262.50

DEPARTMENT HEAD REPORTS

Department heads gave their reports on their monthly happenings.

SUMMERSET POLICE DEPARTMENT POLICY AND PROCEDURES

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

Police Chief, Rich Nasser stated he had amended the original to include items that the Commission had discussed to clarify who could be in the vehicle and its intended use. The furthest employee is 14 miles one way that would be traveled.

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

Motion by Butler, second by Hirsch to approve the Summerset Police Department Policy and Procedures. Motion carried.

SUMMERSET POLICE OFFICER ATTRACTION AND RETENTION PLAN

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

Police Chief, Rich Nasser, explained that this is something that we could roll out city wide and suggested that it be tabled until January when we can have actual numbers that the retention plan would cost.

Motion by Kitzmiller, second by Reade to close discussion with no action taken. Motion carried.

ADOPT ORDINANCE 2023-20 – SUPPLEMENTAL APPROPRIATION

Motion by Kitzmiller, second by Reade, to approve Ordinance 2023-20. Motion carried.

APPLICATION AND CERTIFICATE FOR PAYMENT – WWTP EXPANSION

Motion by Butler, second by Hirsch to approve application and certificate #9 for payment. Motion carried.

FINAL PLAT NEW LEAF LLC – RESOLUTION 2023-17

Motion by Butler, second by Reade to pass Resolution 2023-17, as recommended by the Planning and Zoning Board. Motion carried.

HDR 2024 GENERAL ENGINEERING SERVICES – TASK ORDER

Motion by Kitzmiller, second by Reade to approve HDR Task Order 2024 General Engineering Servies. Motion carried.

CITIZENS INPUT

None.

UPCOMING EVENTS:

City Offices will be closed December 25th and 26th per the State in observance of Christmas Day.

City Offices will be closed Monday, January 1st in observation of New Year's Day.

ITEMS FROM CITY ATTORNEY

No executive session.

ADJOURNMENT

Motion by Kitzmiller, second by Hirsch, to adjourn at 6:43 p.m. Motion carried.

(SEAL)

ATTEST:

Stephany Baumeister
Finance Officer

Melanie Torno
Mayor

Published once December ____, 2023, at a cost of \$_____.