

**SUMMERSET CITY COMMISSION
REGULAR MEETING
AND
ZOOM MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, APRIL 15, 2021, 6:00 P.M.**

AGENDA

1) ROLL CALL

Kitzmiller, Lutz, Butler, McCoy, Hirsch

2) PLEDGE OF ALLEGIANCE

3) CALL FOR CHANGES

Approval of the Agenda of the Regular Meeting of the Somerset City Commission for April 15, 2021 as presented or amended.

4) CANVAS ELECTION RESULTS

4A) Canvas of Votes of Municipal Election held April 13, 2021.

5) APPOINT COMMISSIONERS

5A) Administer Oath of Office to Melanie Torno elected Mayor for a term of three years.

5B) Administer Oath of Officer to David Butler elected Commissioner for a term of three years.

6) CONSENT CALENDAR

APPROVAL OF THE MINUTES

6A) Approval of the minutes of the Regular Meeting of April 1, 2021 as presented or amended.

APPROVAL OF THE CLAIMS

6B) Approval of claims and hand checks in the amount of \$ 50,224.61 from April 1, 2021 through April 14, 2021 as presented or amended.

7) FINANCE OFFICER UPDATE

8) **CITIZENS INPUT**

9) **ITEMS FROM CITY ATTORNEY**

Executive Session per SDCL 1-25-2 for the purpose of discussing legal, economic development, and personnel issues.

10) **ADJOURNMENT**

Information regarding accessibility for the disabled may be obtained by calling the Summerset City Finance Officer at 605-718-9858. Individuals needing special accommodations are asked to call at least 48 hours prior to the meeting.

ALL MEETINGS OF THE SUMMERSET CITY COMMISSION ARE OPEN TO THE PUBLIC

Topic: Commission Meeting

Time: Apr 15, 2021 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83943641976?pwd=ZjV2SGVqUGF3eE1aRW83ckJmOWVUQT09>

Meeting ID: 876 1713 1908

Passcode: 371065

One tap mobile

+12532158782,,83943641976#,,,,*867200# US (Tacoma)

+13462487799,,83943641976#,,,,*867200# US (Houston)

Meeting ID: 876 1713 1908

Passcode: 371065

Find your local number: <https://us02web.zoom.us/j/kuoBessfu>

**SUMMERSET CITY COMMISSION
REGULAR MEETING
ZOOM MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY April 01, 2021 6:00 P.M.**

Mayor Lutz called the Regular Meeting to order at 6:00 p.m. Commissioners McCoy and Hirsch were present. The City Administrator and Finance Officer were present. Commissioners Kitzmiller and Butler and the City attorney were absent.

Mayor Lutz led the Pledge of Allegiance.

Motion by McCoy, second by Hirsch to approve the agenda for the Regular Meeting of the Summerset City Commission for April 01, 2021. Motion carried

Motion by Hirsch, second by McCoy to approve the March 18, 2021 minutes as presented. Motion carried.

APPROVAL OF CLAIMS

Motion by McCoy, second by Hirsch to approve the claims and hand checks in the amount of \$108,662.88 from March 19, 2021 through March 31, 2021 as presented or amended. Motion carried.

A&B Business Solutions	Water Machine	\$335.00
Aflac Remittance Processing	Employee Insurance	\$290.87
Allen, Don	Phone Stipend	\$50.00
Ambrose, Jonathan	Phone Stipend	\$50.00
Black Hills Energy	Utilities	\$5,587.29
Buntain, Joshua	Phone Stipend	\$50.00
Butler, Dave	Phone Stipend	\$50.00
Candace Sealey	Phone Stipend	\$50.00
Casey Peterson & Assoc.	Audit 2018,2019	\$21,666.25
Delta Dental	Employee Dental Ins	\$663.40
Ducheneaux, Halayna	Phone Stipend	\$50.00
Dustbusters Enterprises	Municipal Roof	\$22,774.13
EMW Solutions	Plow Blade	\$253.65
First Interstate Bank	Leisure Lane Payment	\$4,911.76
Ford Motor Credit Company	2020 Ford Interceptor	\$1,479.21
Golden West Technologies	Security Labor	\$1,044.52
Harmon, Lonnie	Phone Stipend	\$50.00
Hesapa Enterprises	LE Flexfit Caps	\$100.00
Hirsch, Clyde	Phone Stipend	\$50.00
Juso, Colton	Phone Stipend	\$50.00
Keffeler, Christi	WWDEP Refund	\$50.00
Kitzmilller, Michael	Phone Stipend	\$50.00

Kayl, Anthony	Phone Stipend	\$50.00
Lutz, Bryce	Phone Stipend	\$50.00
Mastercard	FIB Mastercard	\$200.00
MBFS USA LLC	Freightliner Payment	\$3,068.32
MDU	Utilities	\$1,254.95
Montileaux, Casey	Phone Stipend	\$50.00
McLeod's Printing & Office Supply	Election Supplies	\$66.47
Palmer, Brandy	Phone Stipend	\$50.00
PCS Mobile	LE Tablets	\$20,532.10
Pressure Service	Pressure Washer Chemicals	\$87.00
Puppel, Oliver	WWDEP Refund	\$50.00
Rapid City Journal	03/04/2021 Minutes	\$114.24
Rapid Rooter	Manhole Castlewood	\$195.00
SDRS- Supplemental	March Contributions	\$410.00
Servall Uniform & Linen	Monthly Fees	\$137.03
Stephanie McCoy	Phone Stipend	\$50.00
Tanner Fenenga	Phone Stipend	\$50.00
USA Bluebook	WWTP Supplies	\$3,093.22
Valandra, Morgan	Phone Stipend	\$50.00
Vast	Fax/phone/internet	\$1,049.08
Verizon Wireless	LE Voice & Mobile, Broadband	\$200.07
Wells Fargo Financial Services	Bobcat Payment	\$1,079.30
Water Tree	Reverse Osmosis System	\$83.47
SDRS	March Retirement	\$6,199.90
US Treasury	Payroll Taxes	\$10,836.65

UTILITY BILLING UPDATES

Motion by Hirsch, second by McCoy to approve the utility billing adjustments of \$2,189.22 for the period of March 01, 2021 to March 31, 2021.

DISCUSSION ON LANDOWNER/RENTAL UTILITY ACCOUNT ORDINANCE

The commission had a discussion on the new Ordinance for residential property owners who own rental properties with utility accounts in the City.

CITY ADMINISTRATOR MONTHLY UPDATE

City Administrator gave updates about the TIF #2 project plan ready to present to commission. City Administrator had a meeting with HDR Engineering to discuss long term development plans for Sun Valley Estates. Still working on items with the Cops grant.

UPCOMING EVENTS

Municipal Election- April 13th, 2021
City Wide Cleanup- May 21st-22nd, 2021
SummerFest- June 19th

CITIZENS INPUT

No citizens input.

ITEMS FROM CITY ATTORNEY

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

ADJOURNMENT

Motion for adjournment at 6:20 p.m. by McCoy, second Hirsch. Motion carried.

(SEAL)
ATTEST:

Candace Sealey
Finance Officer

Bryce Lutz
Mayor

Published April 09, 2021 at a cost of \$106.24.

Check Register Report

Date: 04/14/2021

Time: 1:55 pm

Page: 1

City of Summerset

BANK: BANKWEST

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
BANKWEST Checks								
24561	04/14/2021	Printed			0021	BLACK HAWK WATER USERS	Monthky Charges	32.00
24562	04/14/2021	Printed			1115	C HAVEMAN BUSINESS	Audit Prep 2020 & Reporting	1,443.75
24565	04/14/2021	Printed			1665	CARDMEMBER SERVICES	PD Cards	5,170.91
24566	04/14/2021	Printed			1504	CBH CO-OP	Govt Fuel March 2021	1,660.30
24567	04/14/2021	Printed			0036	CITY OF RAPID CITY	Solid Waste Disposal	3,919.37
24568	04/14/2021	Printed			1093	DAKOTA PUMP, INC	SBR #1 Valves	255.10
24569	04/14/2021	Printed			0246	GOLDEN WEST TECHNOLOGIES	Sonic Wall	3,588.87
24570	04/14/2021	Printed			1369	GREENAPSIS	Janitorial	480.00
24571	04/14/2021	Printed			1133	HDR ENGINEERING, INC	Task order 2021-01	10,535.00
24572	04/14/2021	Printed			0041	HEALTH POOL OF SD	April	6,815.38
24573	04/14/2021	Printed			1101	MEADE COUNTY AUDITOR	Dispatch March 2021	1,952.80
24574	04/14/2021	Printed			1433	MIDCONTINENT COMMUNICATIONS	WWTP Phone	197.70
24575	04/14/2021	Printed			1157	MIDCONTINENT TESTING LABS	Mid Continent Testing	140.00
24576	04/14/2021	Printed			0081	NBS CALIBRATIONS	Calibrate Lab Equipment	483.00
24577	04/14/2021	Printed			0008	RAPID CITY JOURNAL	Election/P&Z/Commission	295.88
24578	04/14/2021	Printed			0076	SD GOVERNMENTAL HUMAN	2021 HR School	125.00
24579	04/14/2021	Printed			0074	SD Assoc of Code Enforcement	2021 Conference	90.00
24580	04/14/2021	Printed			1076	SD GOVERNMENTAL FO ASSO	2021 Finance School	190.00
24581	04/14/2021	Printed			1716	SHOULDIS, WRAY	WWDEP REFUND & Credit	122.36
24582	04/14/2021	Printed			1728	UNIQUE SIGNS	Remodel Main Sign	10,396.00
24583	04/14/2021	Printed			0637	WaterTree	Replace RO System	1,381.10
					Total Checks: 21			Checks Total (excluding void checks): 49,274.52
					Total Payments: 21			Bank Total (excluding void checks): 49,274.52

Check Register Report

Date: 04/14/2021

Time: 1:55 pm

Page: 2

City of Summerset

BANK: BANKWEST EFT

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
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BANKWEST EFT Checks

25	04/14/2021	Printed			0167	SD DEPARTMENT OF REVENUE	Sales Tax Collected March	950.09
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Total Checks: 1	Checks Total (excluding void checks):	950.09
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Total Payments: 1	Bank Total (excluding void checks):	950.09
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Total Payments: 22	Grand Total (excluding void checks):	50,224.61
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