

**SUMMERSET CITY COMMISSION  
REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY, APRIL 4th, 2024 6:00 P.M.**

**AGENDA**

- 1) **ROLL CALL**  
Kitzmiller, White, Butler, Hirsch, Torno.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **INVOCATION**
- 4) **CALL FOR CHANGES**  
Approval of the Agenda of the Regular Meeting of the Summerset City Commission for April 4th, 2024 as presented or amended.
- 5) **CONSENT CALENDAR**

**APPROVAL OF THE MINUTES**

- 5A) Approval of the minutes of the Regular Meeting March 21st, 2024 as presented or amended.
- 5B) Approval of the Local Board of Equalization Meeting minutes for March 18<sup>th</sup>, 2024 as presented or amended.

**APPROVAL OF THE CLAIMS**

- 5C) Approval of claims and hand checks in the amount of \$773,766.47 from March 21st, 2024 through April 3rd, 2024 as presented or amended.

**APPROVAL OF PAYROLL – MARCH – SDCL 6-1-10**

- 5D) Dept. 4000 - \$13,259.40 Wastewater  
Dept. 4110 - \$2,333.32 Commission  
Dept. 4120 - \$1,916.67 Mayor  
Dept. 4140 - \$11,754.71 Finance  
Dept. 4210 - \$36,705.75 Police  
Dept. 4310 - \$13,465.78 Streets  
Dept. 4652 - \$800.00 Planning & Zoning

- 6) **UTILITY BILLING ADJUSTMENTS**  
Approval of utility billing adjustments of \$11.15 for the period March 1<sup>st</sup> – March 31st, 2024.
- 7) **COMMISSIONER REPORTS**
- 8) ~~**ZONING HEARING – NORMAN RANCH**~~  
\*Hearing will be re-noticed.
- 9) ~~**ZONING HEARING – THOMAS & JOSEPH NORMAN**~~  
\*Hearing will be re-noticed.

- 10) **VARIANCE BOOM CONSTRUCTION - SEPTIC**  
\*Planning & Zoning Board recommended do pass to the Board of Commissioners 4 aye/1 nay.
- 11) **MINOR PLAT JOHN ZOGORSKI – RESOLUTION 2024-09**  
\*Planning & Zoning Board recommended unanimous do pass to the Board of Commissioners.
- 12) **FIRST READING OF ORDINANCE 2024-02 - DESIGNATION OF FLOODPLAIN ADMINSTRATOR  
ORDINANCE 150.25**  
12A) Open discussion.  
12B) Close discussion.  
12C) Motion to approve or deny the first reading and to set the second reading for April 18<sup>th</sup>, 2024.
- 13) **FIRST READING OF ORDINANCE 2024-03 – ADMINISTRATIVE CITATIONS 10.28**  
13A) Open discussion.  
13B) Close discussion.  
13C) Motion to approve or deny the first reading and to set the second reading for April 18<sup>th</sup>, 2024.
- 14) ~~**FIRST READING OF ORDINANCE 2024-04 – REMOVAL BY CITY: COST 50.08**~~  
\*Ordinance will be withdrawn and put in the form of an amended resolution.
- 15) **FIRST READING OF ORDINANCE 2024-05 – COMPLAINTS AND ABATEMENTS 10.31**  
15A) Open discussion.  
15B) Close discussion.  
15C) Motion to approve or deny the first reading and to set the second reading for April 18<sup>th</sup>, 2024.
- 16) ~~**FIRST READING OF ORDINANCE 2024-06 – PENALTY 92.999**~~  
\*Ordinance will be withdrawn.
- 17) **FIRST READING OF ORDINANCE 2024-07 – DEFINITIONS 50.01**  
17A) Open discussion.  
17B) Close discussion.  
17C) Motion to approve or deny the first reading and to set the second reading for April 18<sup>th</sup>, 2024
- 18) **FIRST READING OF ORDINANCE 2024-08 – PENALTY 91.999**  
18A) Open discussion.  
18B) Close discussion.  
18C) Motion to approve or deny the first reading and to set the second reading for April 18<sup>th</sup>, 2024
- 19) **UPDATED FINANCE OFFICER JOB DESCRIPTION.**  
19A) Open discussion.  
19B) Close discussion.  
19C) Motion to T/B/D
- 20) **CASEY PETERSON ENGAGEMENT LETTER**
- 21) **ISG-CAPITAL IMPROVEMENTS PROJECT PRIORITY LIST**  
21A) Open discussion.  
21B) Close discussion.  
21C) Motion to T/B/D

- 22) **AMENDED RESOLUTION OF FEES**  
 22A) Open discussion.  
 22B) Close discussion.  
 22C) Motion to T/B/D
- 23) **AGREEMENT TO UTILIZE COMMUNICATION SERVICES (DISPATCH)**
- 24) **APPLICATION AND CERTIFICATE FOR PAYMENT #13**
- 25) **GOLDEN WEST CYBER SECURITY TRAINING \*LISA SCHIEFFER**
- 26) **CITIZENS INPUT**
- 27) **UPCOMING EVENTS:**  
 Municipal Election will be held April 9<sup>th</sup> from 7:00 a.m. to 7:00 p.m. at Summerset City Hall.
- 28) **ITEMS FROM CITY ATTORNEY**  
 Executive Session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues.
- 29) **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.*

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

*Topic: City of Summerset's Zoom Meeting  
 Time: Apr 4, 2024 06:00 PM Mountain Time (US and Canada)*

*Join Zoom Meeting  
<https://us02web.zoom.us/j/81126196419?pwd=UEdxb29zZUNlWEhVZU80MjRoNGY5UT09>*

*Meeting ID: 811 2619 6419  
 Passcode: 773780*

*---  
 One tap mobile  
 +16694449171,,81126196419#,,, \*773780# US  
 +16699009128,,81126196419#,,, \*773780# US (San Jose)*

*---  
 Dial by your location  
 • +1 669 444 9171 US  
 • +1 669 900 9128 US (San Jose)  
 • +1 719 359 4580 US  
 • +1 253 205 0468 US  
 • +1 253 215 8782 US (Tacoma)  
 • +1 346 248 7799 US (Houston)  
 • +1 564 217 2000 US  
 • +1 646 558 8656 US (New York)  
 • +1 646 931 3860 US*

- +1 689 278 1000 US
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US

**Meeting ID: 811 2619 6419**

**Passcode: 773780**

**Find your local number: <https://us02web.zoom.us/j/81126196419>**