

Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, May 7th, 2026, 6:00 P.M.

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

Mayor Kitzmiller 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 Summerset City Commission for May 7th, 2026, as presented. Motion carried.

Citizen Input

There was no citizen input.

Consent Calendar

Approval of the Minutes

Motion by Hirsch, second by Pulscher to approve the minutes of the regular meeting held on April 16th, 2026, as presented or amended. Motion carried.

Approval of Claims

Motion by Markham, second by Hirsch to approve the claims to the amount of \$227,985.84 from April 16th, 2026, to May 6th, 2026. Motion carried.

A & B Business \$45.00; Alliance Technical Group \$185.50; Ambrose, Jonathan \$50.00; Auto Owners Ins. \$100.00; Birgen, Nicholin \$50.00; Black Hawk Water \$41.50; Black Hills Energy \$7,218.22; Block, Brenna \$1,387.50; Butler Machinery \$2,083.87; Cardmember Services \$11,720.21; Coast to Coast \$689.00; Doty, Jason \$50.00; Evergreen Office \$201.68; First National Trust \$24,975.77; Fischer, Lisa \$50.00; Greenapsis \$350.00; Hills Septic \$6,258.00; Hirsch, Clyde \$50.00; Jaeson Garcia \$50.00; Kayl, Tony \$50.00; Kitzmiller, Michael \$50.00; Kotermanski, Kevin \$50.00; Madison National Life \$49.50; Markham, Gwenn \$50.00; On-Stie First Aid \$108.55; Pulscher, Jordan \$50.00; Schieffer, Lisa \$50.00; Servall \$249.33; US Bank \$121,528.82; Western Truck \$3,000.00; Delta Dental \$851.60; Health Pool of SD \$14,072.01; SDRS \$11,231.96; SDRS Supplemental \$565.00; US Treasury \$20,406.82

Approval of Payroll – April 2026 (SDCL 6-1-10)

Dept. 4000 - \$14,341.07 Wastewater
Dept. 4110 - \$1,749.99 Commission
Dept. 4120 - \$1,916.67 Mayor
Dept. 4140 - \$12,647.14 Finance
Dept. 4210 - \$39,464.84 Police
Dept. 4310 - \$17,677.56 Streets

Utility Billing Adjustments

Motion by Pulscher, second by Hirsch to approve the utility adjustments \$230.51 for the period of April 1st – April 30th, 206. Motion Carried.

***Noted For the Record – Commission Reports are in the packet for viewing.**

Black Hawk Fired Department Update – Kurt Klunder

Chief Kurt Kunder stated that they were able to purchase a new Type 3 Engine. He also stated that they have had crews in Texas for the past 12 weeks getting training and helping with fires in the area. He also mentioned that he is working with Pennington and Meade County Commissioners to try and come up with a plan, since Pennington County will not respond to emergency calls outside the city limits at the end of the year.

Economic Development Update – Brenna Block

Brenna stated that she was just at a conference in Wall. She also stated that this Spring she has been on 8 virtual West River policy group calls. Rushmore Regions will have a link on their website for the City of Summerset. She stated she had 9 business visits, she stated she got to go through the new Dental Office building. She is working on some marketing strategies to help attract retail businesses.

Discussion on Republic Road Right of Way – Mike Towey/Towey Design Group

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

Lisa, the City Administrator, stated that they had put together a meeting with Mike Towey and Mr. Semmler regarding the two open lots between Mr. Semmler's business and the apartments. It looks like Friendly Horizons might be expanding, and so might Mr. Semmler. There is concern about the tension pond would go and whether the City of Summerset was ever going to finish that road.

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

Motion by Hirsch, second by Markham to table this until Mike Towey can be present. Motion carried.

Agreement Regarding Phase 1B Required Improvements – Norman Ranch Subdivision

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

Tony Thompson from Norman Ranch Subdivision stated that this agreement is basically asking the City to let them start construction while they are getting the preliminary plat for Phase 1b completed.

Motion by Markham, second by Pulscher to close discussion.

Motion by Markham, second by Hirsch to approve signing the agreement Regarding Phase 1b required improvements-Norman Ranch Subdivision. Motion carried.

SDDOT Disposal Property Agreement

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

Lisa, City Administrator, stated that this is an agreement for a road swap, we would be gaining about 13 acres on one and about 5 acres on the other off Norman Ave. In exchange for this, the City would be taking over JB Road and Captain Soelzer. The Title Insurance has come back fine.

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

Motion by Hirsch, second by Pulscher to approve signing the joint agreement for ownership, maintenance and jurisdiction transfer from the state of South Dakota. Motion carried.

Malt Beverage License Renewals Resolution 2026-04

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

Lisa, the Finance Officer, stated that we have four Malt Beverage Licenses for Renewal. She stated that Happy Jack's (two locations), Dollar General, and JR's Rhodehouse were up for renewal. There have been no issues or concerns with any of these.

Motion by Pulscher, second by Hirsch to approve the Malt Beverage License Renewals Resolution 2026-04. Motion carried.

Discussion on AnaCon Leasing – Return of Copiers

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

Lisa, City Administrator, explained that our Contract with A & B Business has ended. We have purchased new copiers through Evergreen Office Products. AnaCon Leasing is who A & B Business does their leasing with, so they have given the city two options for return of the copiers. One option is to have the hard drives removed, and one is to just return the copiers to them.

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

Second Reading of Ordinance 2026-02 Parks & Recreation Board

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

City Administrator, Lisa Schieffer stated that this is to bring things back to the Commission.

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

Motion by Pulscher, second by Hirsch to approve the second reading of Ordinance 2026-02. Motion carried.

Motion by Markham, second by Hirsch to adopt Ordinance 2026-02 Parks & Recreation Board. Motion carried.

First Reading of Ordinance TSO 2026-01 Changing the Incorporated Map for Zoning

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

Lisa, City Administrator, explained that since there was a hearing process to change the zoning map, then we need an Ordinance to go along with it. This is what she sends to Meade County so that everything is updated on their side for zoning.

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

Motion by Pulscher, second by Markham to approve the first reading of TSO Ordinance 2026-01 and set the second reading for May 21st at 6:00 pm. Motion carried.

Payroll Adjustments

Anthony Kayl -21D to 21E \$6,408.98 per month (salary) effective March 26,2026.

Jason Doty – 14D to 14E \$24.91 per/hr. effective April 26, 2026.

Nicholin Birgen – 11H to 11I \$22.56 per/hr. effective April 26, 2026

Motion by Pulscher, second by Markham to approve the Payroll Adjustments as stated. Motion carried.

City of Summerset 2025 Annual Report- SDCL 9-22-21

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

Lisa, City Administrator, explained that the Annual Report needs to be given to the governing body by the 1st meeting in May. Then it needs to be sent to Legislative Audit as well.

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

Upcoming Events

National Police Week is May 10 – 16th.

National Public Workers Week May 17 – 23rd.

Offices will be closed Monday, May 25th in Honor of Memorial Day.

Executive Session

Motion by Markham, second by Hirsch to enter executive session at 6:42 pm to discuss Economic Development.

Also requested to be present were Brenna Block, Anthony Kayl, and Lisa Schieffer. Motion carried.

Motion by Pulscher, second by Hirsch to exit executive session and return to regular session at 7:22 pm. Motion carried.

Adjournment

Motion by Hirsch, second by Markham to adjourn at 7:23 p.m. Motion carried.

(SEAL)

ATTEST:

Lisa Fischer
Finance Officer

Michael Kitzmiller
Mayor

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