

Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, June 4th, 2026, 6:00 P.M.

Mayor Kitzmiller called the regular meeting to order at 6:00 p.m. Commissioners Pulscher, Markham were present, and Commissioner Hirsch was absent. The City Administrator, City Attorney 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 June 4th, 2026, as presented. Motion carried.

Citizen Input

There was no citizen input.

Consent Calendar

Approval of the Minutes

Motion by Markham, second by Pulscher to approve the minutes of the regular meeting held on May 21st, 2026, as presented or amended. Motion carried.

Approval of Claims

Motion by Pulscher, second by Markham to approve the claims to the amount of \$361,285.20 from May 21st, 2026, to June 3rd, 2026. Motion carried.

A&B Business \$523.08; Ambrose, Jonathon \$50.00; AT&T Mobility \$15.74; Birgen, Nicholin \$50.00; Black Hills Energy \$6,624.87; Black River Contracting \$228,687.50; Cardmember Services \$11,651.47; Complete HVAC \$38,839.90; Dakota Pump \$10,559.55; Doty, Jason \$50.00; Evergreen Office \$208.40; Fischer, Lisa \$50.00; Greenapsis \$550.00; HDR Engineering \$9,232.11; Hermanson Egge \$130.00 Hills Septic \$6,454.00; Hirsch, Clyde \$50.00; Garcia, Jaeson \$50.00; Kayl, Anthony \$50.00; Kitzmiller, Michael \$50.00; Kotermanski, Kevin \$50.00; Madison National Life \$38.50; Markham, Gwenn \$50.00; Matthew Erdman \$150.00; Pulscher, Jordan \$50.00; Race Wheels Consulting \$600.00; Richter's Tire \$911.47; Schieffer, Lisa \$50.00; Servall \$249.33; Delta Dental \$801.70; Health Pool of SD \$14,082.01; SDRS \$10,591.10; SDRS Supplemental \$440.00; US Treasury \$19,354.47

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

Motion by Markham, second by Pulscher to approval Payroll for May 2026. Motion carried.

Dept. 4000 - \$14,086.00 Wastewater
Dept. 4110 - \$1,749.99 Commission
Dept. 4120 - \$1,916.67 Mayor
Dept. 4140 - \$12,601.18 Finance
Dept. 4210 - \$38,116.49 Police
Dept. 4310 - \$14,139.72 Streets
Dept. 4652 - \$500.00 Planning & Zoning

Utility Billing Adjustments

Motion by Pulscher, second by Markham to approve the utility adjustments of \$218.14 for the period of May 1st - May 31st, 2026. Motion carried.

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

Joint Powers Agreement/Plats – SD Department of Transportation

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

City Administrator, Lisa Schieffer stated that this is to do with our disposal property. SDDOT had to make some changes to the one that was signed last month. City Attorney, Mike Wheeler stated that the State added some additional language along with the legal descriptions.

Motion by Pulscher, second by Markham to close discussion.

Motion by Markham, second by Pulscher to approve signing the Joint Powers Agreement for ownership, maintenance and jurisdictional transfer between the SD Department of Transportation and the City of Summerset. Motion carried.

Quit Claim Deed – SD department of Transportation

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

The City Administrator, Lisa Schieffer stated that an updated one was sent correcting the City's address. with our actual address on it. just wanted you guys to review this one. This is actually going to be signed by the State of South Dakota on the 25th.

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

Receipt and Waiver of Mechanic's Lien Rights – Norman Ranch Subdivision, LLC.

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

City Administrator, Lisa Schieffer stated that this document came along with the check from Norman Ranch. This was sent to Mr. Wheeler to review the same. Mr. Wheeler stated that he was shocked that we received this, as it is not necessary. Mr. Wheeler recommended that we table the matter.

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

Motion by Pulscher, second by Markham to table this matter. Motion carried.

Joint Funding Agreement with USGS

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

City Administrator, Lisa Schieffer stated that this is our Annual Agreement with USGS for our Climate Station and our Stream Gauge that is in Sun Valley. There is an overall increase of 2% to help with inflation.

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

Motion by Pulscher, second by Markham to approve signing the Joint Funding Agreement with USGS. Motion carried.

Application and Certification for Payment #8 – WWTP

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

City Administrator Lisa Schieffer stated that the Reed Bed Project is in the final stages. They are waiting for the Reeds to be planted, and that will be the final step, and the project will be complete.

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

Motion by Markham, second by Pulscher to approve Payment #8- WWTP. Motion carried.

Discussion on Fund Reserve Policy for the General Fund Dated 11/19/2015

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

City Administrator, Lisa Schieffer stated that during the post audit, the question was asked by Casey Peterson and Associates about a Fund Reserve Policy passed by the City in 2015 and whether or not it was still in effect. The question to the Board was whether this was being followed to date or needed to be rescinded.

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

Motion by Pulscher, second by Markham to rescind the Fund Reserve Policy for the General Fund Dated 11/19/2015. Motion carried.

Police Department Sergeant Position – Payroll

Sergeant Position/Roan Reiman – Grade 20/Step H @ \$34.33 an hour effective June 15, 2026.

Motion by Markham, second by Pulscher to accept the Police Department Sergeant Position of Roan Reiman at \$34.33 an hour effective June 15, 2026. Motion carried.

Resignation – Police Department

Motion by Pulscher, second by Markham to accept the resignation letter of Colton Juso effective June 15th, 2026. Motion carried.

Upcoming Events

- a) SD Municipal League – Human Resources School June 9th – 10th in Oacoma SD
- b) SD Municipal League – Finance Officer’s School June 10th – 12th in Oacoma SD
- c) Budget Training – June 17th in Rapid City SD
- d) Offices will be closed on Friday, June 19th in Honor of Juneteenth (Freedom Day).

Executive Session -None

Adjournment

Motion by Markham, second by Pulscher to adjourn at 6:16 p.m. Motion carried.

(SEAL)

ATTEST:

Lisa Fischer
Finance Officer

Michael Kitzmiller
Mayor

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