

Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, August 20th, 2026, 6:00 P.M.

Mayor Kitzmiller called the regular meeting to order at 6:04 p.m. Commissioners Pulscher, and Markham were present, Commissioner Hirsch was absent. The City Administrator, City Finance Officer, and City Attorney were also present.

Mayor Kitzmiller led in the Pledge of Allegiance.

Commissioner Markham gave the invocation.

Call for Changes

Commissioner Markham disclosed a conflict of interest with Item #14, as she resides on High Meadows Road.

Motion by Pulscher, seconded by Kitzmiller to table item #14 – High Meadows Road Design HDR. Motion carried.

Motion by Markham, second by Pulscher to approve the remainder of the agenda of the regular meeting of the Summerset City Commission for August 20th, 2026, as presented. Motion carried.

Citizen Input

None

Consent Calendar

Approval of the Minutes

Motion by Pulscher, second by Markham to approve the minutes of the regular meeting held on August 6th, 2026, as presented or amended. Motion carried.

Approval of Claims

Motion by Markham, second by Pulscher to approve the claims to the amount of \$86,475.66 from August 6th, 2026, to August 19th, 2026. Motion carried.

American Legal \$784.21; Amy Roose-Boschker \$500.00; Black Hawk Water \$375.10; Black River Contracting \$44,684.50; CBH CO-OP \$5,035.68; City of Rapid City \$7,345.66; Complete HVAC \$12,512.00; Demersseman Jensen \$4,045.00; Diamond Water \$134.25; Golden West \$4,272.93; HDR Engineering \$4,028.60; Hermanson Egge \$260.00; Hills Toilet \$222.30; SD Dept. of Revenue \$1,169.10; SD One Call \$42.00; SDARWS \$815.00; Servall \$249.33

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

Brenna Block- Economic Development Update

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

Economic Development Director Brenna Block reported on several economic development activities during the summer, including workforce development initiatives, regional conferences, business events, and the Midwest International Agricultural Trade Summit. Block also discussed her upcoming role with the Rushmore Region Policy Committee, which will work to educate legislators on the importance of economic development to local communities.

Block reported that she had been promoting Summerset through the city's social media and regional websites and presented a social media proposal to the Commission for review. She also noted that the city had received several development leads and expressed optimism that some could result in new development in Summerset by the end of the following summer.

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

Hearing for Vacation of Section Line Right-of-Way – Resolution 2026-06

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

City Administrator Lisa Schieffer reported that the city had received a properly completed Vacation of Right-of-Way application and petition from Norman Ranch, which owns both sides of the section line. The required public notice was published in the Rapid City Journal, and the petition and map had been reviewed by the appropriate parties. The Register of Deeds reviewed the map for recording requirements, and utility companies provided the required letters. All necessary documentation was included in the meeting packet, and the application was in final form.

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

Motion by Pulscher, second by Markham to approve the Vacation of Section Line Right-of-Way – Resolution 2026-06. Motion carried.

Black Hills Energy Easement – City of Summerset

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

City Administrator Lisa Schieffer stated that the city had received a utility easement from Black Hills Energy. The city had requested a few changes, including changing the easement to five feet on either side and adding an additional map to provide a better description of the property. The easement is located on acreage currently owned by the City of Summerset that was received from the South Dakota Department of Transportation. It is Tract B, located near Norman Avenue. Schieffer explained that the easement crosses the approximately four-acre parcel in the corner, as shown on the map. Black Hills Energy would enter the property, install the utility underground, and then continue past Three Flags Lane. Public Works Director Tony Kayl stated that the parcel connects two rights-of-way and that a portion of the property already has an existing easement.

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

Motion by Pulscher, second by Markham to approve the Electrical Easement from Black Hills Energy on the following legal property owned by the city:

Tract B in the SW1/4SE1/4 of Section 31, T3N, R7E, BHM
City of Summerset, Meade County, South Dakota.

Motion carried.

First Reading for Ordinance 2026-03 Amending 151.053 Final Plats

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

City Administrator Lisa Schieffer stated that the ordinance was being brought forward because, while working on the final plat for Phase 1A of Norman Ranch, the Register of Deeds reviewed the plat and identified some minor clerical changes. Schieffer stated that the Register of Deeds did not want a complete Certificate of Time and Place. The city is therefore revising Section #9 to provide an example of the required language, which includes "Certificate, Register of Deeds, State of South Dakota, County of Meade."

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

Motion by Markham, second by Pulscher to approve the first reading of Ordinance 2026-03 and set the second reading for September 3rd, 2026. Motion carried.

SDARWS Apprenticeship Program-Jon Ambrose

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

Wastewater Superintendent Jon Ambrose stated that South Dakota Association of Rural Water Systems (SDARWS) has an apprenticeship program for wastewater employees.

Kindra Wiese, with SDARWS, gave an overview of the apprenticeship program. She explained how the program works, the requirements of the city, the requirements of the mentor, and the requirements of the apprentice. Wiese explained the wage requirements for the program, noting that the apprentice must be paid a progressive wage that increases upon completion of each section. The program consists of four sections and takes approximately two to two and a half years to complete. The program is primarily completed through a self-paced online schedule to allow for flexibility. The City of Summerset would be eligible for a \$5,000 grant after the apprentice has been employed for six months. The grant could be used to pay for courses and help cover wages. Benefits of the program include providing training and potentially improving retention of the apprentice.

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

Application and Certification for Payment #10/Certificate of Substantial Completion

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

Wastewater Superintendent Jon Ambrose stated that the Reed Bed Project was complete. The project has a two-year warranty.

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

Motion by Pulscher, second by Markham to approve the Application and Certification for Payment #10/Certificate of Substantial Completion. Motion carried.

High Meadows Road – Design HDR

Tabled under Call for Changes.

Upcoming Events

- Summerset Police Department – Public Safety Day will be Saturday, August 22nd, 2026, from 11:00 a.m. –2:00 p.m.
- Planning & Zoning’s Regular Meeting has been changed to Monday, August 24th, 2026 @ 6:00 p.m.
- Leisure Lane Park Playground Area will be closed on Monday, August 24th until further notice due to old equipment being taken down to get ready for the equipment. The rest of the park remains open.
- Summerset Commission has been invited to attend the City of Piedmont Commission Meeting on Tuesday, August 25th, 2026 @ 6:30 p.m.
- A special commission meeting will be held Wednesday, August 26th, 2026 @ 6:00 p.m. to review FY 2027 budget.

Executive Session

Motion by Markham, second by Pulscher to enter Executive Session per SDCL 1-25-2 for legal and economic development matters at 6:57 p.m. Requested to be in Executive Session were Public Works Director Anthony Kayl, City Administrator Lisa Schieffer, and Economic Development Director Brenna Block. Motion carried.

Motion by Pulscher, second by Markham to exit Executive Session and return to regular session at 7:48 p.m. Motion carried.

Adjournment

Motion by Markham, second by Pulscher to adjourn at 7:49 p.m. Motion carried.

(SEAL)

ATTEST:

Lisa Fischer
Finance Officer

Michael Kitzmiller
Mayor

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