

Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, August 6th, 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, 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 Hirsch to approve the agenda of the regular meeting of the Summerset City Commission for August 6th, 2026, as presented. Motion carried.

Citizen Input

Laurie Potthoff raised concerns about several poorly maintained properties on Townsend Street, including vehicles with expired plates, an unlicensed camper, overgrown weeds, and general property upkeep. She questioned whether city maintenance standards were being enforced consistently. She also asked about weed control along sidewalks and berms and at a nearby rental property. The Mayor stated the city would check the areas and that property owners are responsible for maintaining their properties. Potthoff expressed concern that neglected properties could negatively affect neighboring homes and the community, particularly during severe weather.

Corey Scheurer asked why the neighborhood's weed/yard-waste dumpster had been removed. He said the new location in Sun Valley was inconvenient and suggested the city provide an additional dumpster closer to the neighborhood. The mayor explained that the previous dumpster location created property-ownership concerns because the city did not own all of the land. Scheurer suggested the meditation park as a possible alternative location.

Consent Calendar

Approval of the Minutes

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

Motion by Markham, second by Pulscher to approve the minutes of the special budget meeting held on July 22, 2026, as presented or amended. Motion carried.

Approval of Claims

Motion by Hirsch, second by Markham to approve the claims to the amount of \$273,206.58 from July 16th, 2026, to August 5th, 2026. Motion carried.

A&B Business \$45.00; Alliance Technical Group \$375.50; Ambrose, Jonathon \$50.00; Birgen, Nicholin \$50.00; Black Hawk Water \$167.90; Black Hills Energy \$7,720.95; Block, Brenna \$3,229.50; Cahoy, David \$50.00; Cardmember Services \$10,193.38; City of Sturgis \$135.00; Dakota Pump \$223.21; Demersseman Jensen \$2,140.00; Doty, Jason \$50.00; Eric Tripp \$260.00; Evergreen \$216.88; First National Trust \$24,975.77; Fischer, Lisa \$50.00; Geigle, Adam \$104.19; Golden West Technologies \$90.00; Greenapsis \$550.00; HDR Engineering \$32,643.77; Hermanson Egge \$130.00; Hirsch, Clyde \$50.00; Kayl, Anthony \$206.00; Kitzmiller,

Michael \$50.00; Kotermanski, Kevin \$50.00; Madison National Life \$49.00; Markham, Gwenn \$50.00; MDU \$238.51; Meade County Auditor \$1,836.64; M.G. Oil \$597.60; Northern Truck Equipment \$237.00; On-Site First Aid \$61.25; Pulscher, Jordan \$50.00; Schieffer, Lisa \$50.00; SD One Call \$30.45; SD Secretary of State \$30.00; Servall \$249.33; Stan Houston Equipment \$5,191.86; Tre-State Carports \$2,552.10; USA Bluebook \$356.62; US Bank \$121,528.82; USGS \$6,636.67; Delta Dental \$751.80; Health Pool of SD \$17,985.53; SDRS \$11,025.12; SDRS Supplemental \$465.00; US Treasury \$19,426.23

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

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

Dept. 4000 - \$14,019.46 Wastewater
Dept. 4110 - \$1,749.99 Commission
Dept. 4120 - \$1,916.67 Mayor
Dept. 4140 - \$12,600.27 Finance
Dept. 4210 - \$37,672.82 Police
Dept. 4310 - \$18,520.21 Streets
Dept. 4652 - \$400.00 Planning & Zoning

Utility Billing Adjustments

Motion by Hirsch, second by Pulscher to approve the utility adjustments of \$81.46 for the period of July 1st - July 31st, 2026. Motion carried.

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

Norman Ranch Final Plat of Phase 1A/Resolution 2026-05

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

City Administrator Lisa Schieffer stated that the item was the Final Plat for Phase 1A of the Norman Ranch subdivision. The plat had gone back through Planning and Zoning for minor clerical changes requested by the Meade County Register of Deeds before the plat could be accepted or recorded. Planning and Zoning reviewed the changes and approved them unanimously. The changes did not affect the legal description.

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

Motion by Hirsch, second by Pulscher to approve Resolution 2026-05, Norman Ranch Final Plat of Phase1A. Motion carried.

Veteran's Exemption Tax Years 2024, 2025, 2026

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

City Administrator Lisa Schieffer stated that the Meade County Department of Equalization had contacted the city regarding a Veteran's Exemption for an applicant who qualified in April 2024. The County was requesting an abatement for tax years 2024, 2025, and 2026. Schieffer stated that the city had processed similar requests in the past and that the applicant's name for the Veteran's Exemption would remain confidential.

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

Motion by Pulscher, second by Markham to accept the Veteran's Exemption for tax years 2024, 2025, and 2026 for the abatement. Motion carried.

Franklin Pool Abatement – Mobile Home Fire

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

City Administrator Lisa Schieffer stated that the item concerned an abatement for a mobile home at the Summerset Mobile Home Park, located at 6842 Polk Street, which had experienced a fire in March. The property owner was requesting an abatement through the end of the year.

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

Motion by Markham, second by Pulscher to approve the Abatement of Franklin Pool for the Mobile Home Fire. Motion carried.

SKP Properties LLC Abatement-Commercial Building Fire

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

City Administrator Lisa Schieffer stated that the city had received an application for an abatement from SKP Properties LLC, which owns the mini mall located on Stageshop. The property experienced a fire on July 15, and the property owner was requesting an abatement through the end of December.

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

Motion by Pulscher, second by Markham to approve the Abatement of SKP Properties LLC, due to the fire. Motion carried.

Positive Pay Bank West Agreement

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

Finance Officer Lisa Fischer stated that the Positive Pay Agreement was provided to the Commission. The agreement would add an additional layer of protection against fraud. The city would provide the bank with a report of its payables, and if any item did not match the report, an exception process would be required through the bank.

City Administrator Lisa Schieffer stated that City Attorney Mike Wheeler had reviewed the agreement. The agreement would become effective January 1, 2027, if approved.

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

Motion by Pulscher, second by Markham to sign the Positive Pay Bank West Agreement. Motion carried.

Transfer of Funds from Fund 302 to Fund 305

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

City Administrator Lisa Schieffer stated that, as included in the 2026 Budget, a portion of the TIF 1 funds would be transferred to TIF 2. The TIF 2 funds are used to pay the ten-million-dollar loan and grant through SD D.A.N.R. for the expansion of the sewer station. TIF 1 will expire in 2028, and the funding transferred to TIF 2 will be used to make the annual loan payment, which is approximately \$400,000.

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

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

Motion by Pulscher, second by Markham to approve the interfund transfer from 302 to 305 in the amount of \$886,116.00. Motion carried.

Surplus of Police Vehicle

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

City Administrator Lisa Schieffer stated that Chief of Police Rich Nasser was requesting to surplus a 2014 Ford Taurus patrol vehicle. According to the city's surplus disposition procedures, three appraisals were required. Chief Nasser had completed all three appraisals. The next step would be to determine whether the vehicle would be sold at auction or through another method. Depending on the method of sale, a notice of sale would be required. Most city vehicles are sold through Purple Wave, which handles the required notices. At the time of the meeting, the initial steps of the process were completed.

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

Motion by Hirsch, second by Markham to approve the surplus of the 2014 Ford Taurus vehicle, VIN#1FAHP2MT7EG154949. Motion carried.

AI Awareness Grant

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

City Administrator Lisa Schieffer stated that, while reviewing available grants, Public Works Director Tony Kayl brought the Workforce Development Competitive Funding for AI Adoption grant to the city's attention. Businesses can apply for the grant through the South Dakota Department of Labor, and the program can also serve as an economic development tool. Schieffer stated that the city decided to apply under Category 3, which provides AI Awareness training. The city could select from eight different AI training courses and selected the Open AI Academy training. Six employees agreed to participate. Upon completion of the AI training and receipt of a certificate, the grant would reimburse the City of Summerset \$1,000 for each employee who completes the training, up to a maximum of \$10,000. With six employees participating, the city could receive up to \$6,000. The training is intended to increase AI awareness, and additional classes may become available to help streamline city operations.

The grant application had been submitted, with the potential for the city to receive \$6,000 in reimbursement.

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

Resignation of Jaeson Garcia

Motion by Hirsch, second by Markham to accept the letter of resignation. Motion carried.

Upcoming Events

- Sturgis Motorcycle Rally starts Friday, August 7th and runs through Sunday, August 16th.
- FY2027 Budget Meeting has been set for Wednesday, August 26th, 2026, at 6:00 p.m.

Executive Session

Motion by Pulscher, second by Markham to enter Executive Session at 6:29 p.m. to discuss legal matters.

Also requested to be present was City Administrator Lisa Schieffer. Motion carried.

Motion by Pulscher, second by Hirsch to exit executive session and return to regular session at 6:54 pm.

Motion carried.

Adjournment

Motion by Markham, second by Pulscher to adjourn at 6:55 p.m. Motion carried.

(SEAL)

ATTEST:

Lisa Fischer
Finance Officer

Michael Kitzmiller
Mayor

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