

Summerset City Commission
Regular Meeting
Summerset Municipal Building
7055 Leisure Lane
Thursday, October 1st, 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 Attorney, 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 Hirsch to approve the agenda of the regular meeting of the Summerset City Commission for October 1st, 2026, as presented. Motion carried.

Citizen Input – None

Consent Calendar

Approval of the Minutes

Motion by Hirsch, second by Pulscher to approve the minutes of the regular meeting held on September 17th, 2026, as presented or amended. Motion carried.

Motion by Markham, second by Pulscher to approve the minutes of the special meeting held on September 23rd, 2026, as presented or amended. Motion carried.

Approval of Claims

Motion by Hirsch, second by Markham to approve the claims to the amount of \$65,020.10 from September 17th, 2026, to September 30th, 2026. Motion carried.

A&B Business \$45.00; Alliance Technical Group \$375.50; Ambrose, Jonathon \$50.00; Birgen, Nicholin \$50.00; Black Hills Energy \$9,075.41; Block, Brenna \$5,606.90; Butler Machinery \$2,461.26; Cahoy, David \$50.00; Cardmember Services \$11,648.38; Dakota Pump \$2,408.17; Demersseman Jensen \$3,015.00; Doty, Jason \$50.00; Fischer, Lisa \$50.00; Greenapsis \$550.00; Hermanson Egge \$165.00; Hirsch, Clyde \$50.00; Jamie Steele Construction \$12,761.51; Kayl, Anthony \$206.00; Kitzmiller, Michael \$50.00; Madison National Life \$55.00; Markham, Gwenn \$50.00; MDU \$244.92; Meade County Auditor \$8,340.56; Meade County Register of Deeds \$90.00; Pulscher, Jordan \$50.00; Ryan, Kailie \$50.00; Schieffer, Lisa \$50.00; USGS \$6,636.67; Watt Works \$940.82

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

Motion by Pulscher, second by Hirsch to approval Payroll for September 2026. Motion carried.

Dept. 4000 - \$14,585.69 Wastewater
Dept. 4110 - \$1,749.99 Commission
Dept. 4120 - \$1,916.67 Mayor
Dept. 4140 - \$12,781.71 Finance
Dept. 4210 - \$42,391.34 Police
Dept. 4310 - \$18,183.37 Streets
Dept. 4652 - \$400.00 Planning & Zoning

Utility Billing Adjustments

Motion by Pulscher, second by Markham to approve the utility adjustments of \$10.00 for the period of September 1st - September 30th, 2026. Motion carried.

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

Norman Ranch – Final Plat Phase 1A

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

City Administrator Lisa Schieffer stated that the amended Final Plat for Norman Ranch Phase 1A and Resolution 2026-05 were included in the meeting packet. The plat had previously been presented to the Commission but required an amended legal description. The amended plat was reviewed by the Planning & Zoning Commission, which unanimously recommended approval.

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

Motion by Pulscher, second by Markham to approve the Norman Ranch Final Plat Phase 1A, and Resolution 2026-05. Motion carried.

Appointment of City Commissioner – Public Works Department

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

Mayor Kitzmiller stated that an application had been submitted to City Administrator Lisa Schieffer and brought before the Board for consideration. Kitzmiller stated that he had sought an individual who would be a good fit for the Commission.

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

Motion by Markham, second by Pulscher to approve the resume of Justin Duncan for the Public Works Department Commissioner. Motion carried.

Rapid City School District 51-4 Bond Referendum Information

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

Jamie Clapham, Rapid City 51-4 Area 6 School Board Member, introduced Dr. Jamie Thompson and Jade Clement, Project Manager, who presented information regarding the Bond Referendum. They provided an overview of how the Bond Referendum would work and how it would affect taxpayers in the Rapid City School District. They also discussed which schools would receive renovations and upgrades under the Bond Referendum.

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

Authorization for Charge of Up to \$250.00 on Economic Development Event

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

City Administrator Lisa Schieffer announced that the City of Summerset would host a Workforce Road Show on October 19th at 5:30 p.m. at Milliron Granite & Quartz. Economic Development Director Brenna Block arranged guest speakers, and flyers were distributed to promote the event. Food and beverages would be provided. Schieffer also reported that a charge account had been established at Lynn's as an alternative to paying by check for similar events.

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

Motion by Hirsch, second by Markham to authorize up to \$250.00 for the Economic Development Event. Motion carried.

Jim Hess Community Forward Grant Update

Economic Development Director Brenna Block provided an overview of the Jim Hess Community Forward Grant and explained how the grant could be used. Block stated that two applicants would be awarded grants of up to \$15,000.00 each. Block also stated that, if the city did not receive the grant in 2026, she thought they could apply again the following year.

Discussion on CAPS – HB1245

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

City Administrator Lisa Schieffer stated that HB1245 had passed the previous year and established the CAPS program. She provided an overview of the program. CAPS is a temporary, voter-approved local gross receipts tax of up to 1%. The municipality would be required to specify a capital project, and the tax would not be permanent. Once the specified dollar amount was collected, the tax would be discontinued.

Economic Development Director Brenna Block also provided an overview of a PowerPoint presentation regarding the CAPS bill and highlighted projects that could potentially benefit the City of Summerset.

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

Upcoming Events

- City Offices will be closed Monday, October 12th, 2026, for Native American Day.
- City of Summerset presents the Workforce Road Show at Milliron Granite & Quartz on Monday, October 19th @ 5:30 p.m.

Executive Session

Motion by Pulscher, second by Hirsch to enter executive session at 6:56 p.m. to discuss contractual and legal matters. City Administrator Lisa Schieffer and Public Works Superintendent Anthony Kayl were also requested to be present. Motion carried.

Motion by Pulscher, second by Hirsch to exit executive session and return to regular session at 7:23 pm. Motion carried.

Adjournment

Motion by Markham, second by Pulscher to adjourn at 7:24 p.m. Motion carried.

(SEAL)

ATTEST:

Lisa Fischer
Finance Officer

Michael Kitzmiller
Mayor

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