

***SUMMERSET CITY COMMISSION REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY, APRIL 20th, 2023 6:00 P.M.***

Mayor Torno called the Regular Meeting to order at 6:00 p.m. Commissioners Kitzmiller, Hirsch, and Butler were present. Absent: Nasser. The City Attorney, City Administrator and Finance Officer were also present.

Mayor Torno led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

**Motion** by Butler, second by Hirsch to approve the agenda for the Regular Meeting of the Summerset City Commission for April 20th, 2023. Motion carried.

**ADMINISTER OATH OF OFFICE**

Administer Oath of Office to Michael Kitzmiller elected Commissioner for a term of three (3) years.

Administer Oath of Office to Sidney Reade elected Commissioner for a term of three (3) years.

**Motion** by Butler, second by Kitzmiller to approve waiver of payment for Sidney Reade. Motion carried.

**APPOINTMENT OF COMMISSIONERS**

**Motion** by Kitzmiller, second by Hirsch to open for discussion. Motion carried.

The Board discussed the various positions for liaison in Public Works, Finance, Utilities and Public Safety and whether anyone wanted to switch from their previous positions.

**Motion** by Hirsh, second by Reade to close the discussion. Motion carried.

**Motion** by Butler, second by Kitzmiller to nominate Hirsch for Public Safety.

**Motion** by Butler, second by Reade to cease nominations and cast a unanimous ballot for Hirsch as liaison for Public Safety. Motion carried.

**Motion** by Kitzmiller, second by Hirsch to nominate Butler for Utilities.

**Motion** by Hirsch, second by Kitzmiller to cease nominations and cast a unanimous ballot for Butler as liaison for Utilities. Motion carried.

**Motion** by Kitzmiller, second by Hirsch to nominate Reade for Finance and Revenue.

**Motion** by Butler, second by Hirsch to cease nominations and cast a unanimous ballot for Reade as liaison for Finance and Revenue. Motion carried.

**Motion** by Butler, second by Hirsch to nominate Kitzmiller for Public Works.

**Motion** by Hirsch, second by Kitzmiller to cease nominations and cast a unanimous ballot for Kitzmiller as liaison for Public Works.

**ELECTION OF THE PRESIDENT OF THE SUMMERSET CITY COMMISSION**

**Motion** by Butler, second by Reade to open discussion. Motion carried.

**Motion** by Hirsch, second by Kitzmiller to close discussion. Motion carried.

**Motion** by Reade, second by Kitzmiller to nominate Kitzmiller as President of the Summerset City Commission.

**Motion** by Hirsch, second by Butler to nominate Butler as President of the Summerset City Commission. Paper ballots were then distributed to the Commission for voting purposes. David Butler by majority was named as President of the Summerset City Commission.

#### **ELECTION OF THE VICE-PRESIDENT OF THE SUMMERSET CITY COMMISSION**

**Motion** by Butler, second by Hirsch to open discussion. Motion carried.

**Motion** by Butler, second by Hirsch to close discussion. Motion carried.

**Motion** by Reade, second by Butler to nominate Kitzmiller.

**Motion** by Butler, second by Hirsch to cease nominations and cast a unanimous ballot for Kitzmiller as Vice-President.

#### **APPOINTMENT OF CITY OFFICIALS**

**Motion** by Hirsch, second by Kitzmiller to open discussion. Motion carried.

**Motion** by Reade, second by Butler to close discussion. Motion carried.

**Motion** by Butler, second by Hirsch to name Mike Wheeler as City Attorney, HDR as City Engineering Firm, Stephany Baumeister as City Finance Officer. Motion carried.

#### **AUTHORIZE BANK DEPOSITORY**

**Motion** by Hirsch, second by Butler to approve BankWest as the authorized bank depository, with the following authorized signers: Mayor, President of Commission, City Administrator, Finance Commissioner, and City Finance Officer. Motion carried.

#### **CONSENT CALENDAR**

**Motion** by Butler, second by Reade to approve the minutes of the Regular Meeting of April 6, 2023. Motion carried.

#### **APPROVAL OF CLAIMS**

**Motion** by Hirsch, second by Kitzmiller, to approve the claims and hand checks in the amount of \$155,140.68 from April 6, 2023 through April 19, 2023 as presented or amended. Motion carried.

A&B BUSINESS SOLUTIONS	Mntly Contract Water	45.00
AMERICAN ENGINEERING TESTING	Siouxland Rd Reconstruction	3,950.00
AMERICAN LEGAL	2023 S-5 Supplement Pages	1,685.54
AQUA AEROBIC SYSTEMS	Cloth Sock WWTP	3,641.58
BLACK HAWK WATER USERS DISTRICT	Water	36.25
CBH CO-OP	Govt Fuel	3,714.50
CITY OF RAPID CITY	Landfill Charges March 2023	4,919.67
CONNIE GUPTILL CUNY	Election Deputy	225.00
DAKOTA PUMP, INC	Blower Replacement	17,461.26
DEMERSSEMAN JENSEN	General Advisory	1,422.50
GOLDEN WEST TECHNOLOGIES	Managed Services	3,808.50
Governor's Office of Economic	Torno & Schieffer Training	70.00
HDR ENGINEERING, INC	General Engineering Services	32,723.78
IBM	MssS360 Essentia Suite Client	26.84
LIGHT AND SIREN	2020 FPIU Window Barrier	295.65
MDU	Farm Tap	1,748.39

MEADE COUNTY TREASURER	2023 Durango Title & Registration	24.20
MIDCONTINENT COMMUNICATIONS	WWTP Telephone	148.90
MIDCONTINENT TESTING LABS	March Samples	175.50
NORTHERN TRUCK EQUIPMENT CO	Cutting Edge Kit	4,401.80
ON-SITE FIRST AID & SAFETY	First Aid Supplies	93.58
PAMELA MARTIN	Election Superintendent	250.00
PAT RASMUSSEN	election deputy	225.00
RAPID CITY JOURNAL	Comm Mtg 02/16/2023	731.76
RAPID WELL SERVICE	pump motor	3,699.33
SANITATION PRODUCTS	Pro Strip Boom Pelican	690.00
SD DEPT OF TRANSPORTATION	Participating Hwy Work	584.33
SD ONE CALL	21 Notifications March 2023	22.05
SD PUBLIC ASSURANCE ALLIANCE	Annual Premiums	57,167.90
TYLER TECHNOLOGIES, INC	Current State Review – UB	2,310.00
AFLAC REMITTANCE PROCESSING	Emp Premiums	135.46
CARDMEMBER SERVICES	March Credit Cards	7,698.47
SOUTH DAKOTA STATE TREASURER	Sales Tax Collected March 2023	1,007.94

#### **DEPARTMENT HEAD REPORTS**

Owen Davison behalf of Jon Ambrose, Rich Nasser, Lisa Schieffer and Stephany Baumeister gave monthly reports.

#### **PAYROLL CHANGE – PUBLIC WORKS**

**Motion** by Butler, second by Kitzmiller to approve one year annual 1% raise for Anthony Kayl from \$26.78 to \$27.05. Motion carried.

#### **TASK ORDER 2023-02 SOUTHSIDE SANITARY SEWER PRELIMINARY/SURPLUS**

**Motion** by Kitzmiller, second by Reade to approve task order 2023-02. Motion carried,

#### **PRELIMINARY/FINAL PLAT – SPRING VALLEY ENTERTAINMENT**

**Motion** by Kitzmiller, second by Butler to approve preliminary/final plat for Spring Valley Entertainment. Motion carried.

#### **MARCH 2023 REVENUE & EXPENDITURE REPORTS \*INFORMATION ONLY**

#### **CITIZENS INPUT**

Realtor Phil Olson offered his services if the board moves forward with surplus land.

#### **UPCOMING EVENTS:**

Piedmont Valley Chamber of Commerce Membership Drive will be Wednesday, May 3<sup>rd</sup> @ Summerset City Hall.

#### **ITEMS FROM CITY ATTORNEY**

**Motion** by Kitzmiller, second by Hirsch, to enter into executive session at 6:39 p.m. per SDCL 1-25-2 for discussing legal, economic development, negotiations, and personnel issues. Motion carried.

**Motion** by Hirsch, second by Reade, to exit executive session at 7:15 p.m. Motion carried.

#### **ADJOURNMENT**

**Motion** by Reade, second by Kitzmiller, to adjourn at 7:16 p.m. Motion carried.

(SEAL)

ATTEST:

\_\_\_\_\_  
Stephany Baumeister  
Finance Officer

\_\_\_\_\_  
Melanie Torno  
Mayor

Published once \_\_\_\_\_ at a cost of \_\_\_\_\_