

**SUMMERSET CITY COMMISSION  
REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY, OCTOBER 6th, 2022 6:00 P.M.**

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

Mayor Torno led in the Pledge of Allegiance.

Commissioner Butler gave the invocation.

**Motion** by Hirsch, second by Butler, to approve the agenda for the regular meeting of the Summerset City Commission for October 6th, 2022 as presented or amended. Motion carried.

**CONSENT CALENDAR**

**Motion** by Butler, second by Hirsch, to approve the minutes of the Special meeting of September 12th, 2022 as presented or amended. Motion carried.

**Motion** by Hirsch, second by Kitzmiller, to approve the minutes of the Regular meeting of September 15th, 2022 as presented or amended. Motion carried.

**Motion** by Butler, second by Hirsch, to approve the minutes of the Special meeting of September 27th, 2022 as presented or amended. Motion carried.

**APPROVAL OF CLAIMS**

**Motion** by Kitzmiller, second by Butler, to amend the claims, remove Uniform Stipend, and adjust to \$126,241.05 from \$127,077.62 for September 15th, 2022 through October 5th, 2022 as presented or amended. Motion carried.

MCKIE FORD LINCOLN	Ford Super Duty 2022	41,074.00
A&B BUSINESS SOLUTIONS	Water Machine	391.29
AMBROSE, JONATHAN	Phone Stipend	50.00
ANGLIN, MITCH	Phone Stipend	50.00
BLACK HILLS ENERGY	Utilities	6,103.41
Butler, Dave	Phone Stipend	50.00
C HAVEMAN BUSINESS SERVICES	Reconciliations	2,043.75
CANDACE SEALEY	Phone Stipend	50.00
City of Sturgis	Animal Control Items	2,809.55
DAVIS, OWEN	Phone Stipend	50.00
DELTA DENTAL	Employee Dental Benefits	971.00
FOOTHILLS FENCE	Fence WWTP	11,337.82
GOLDEN WEST TECHNOLOGIES	Security Labor	300.00
Gunderson & Palmer	Legal Services	1,775.00
HACH COMPANY	Bench Services WWTP	206.68
HAWKINS INC.	Defoamer	444.40
HEALTH POOL OF SD	Employee Health Insurance	15,356.36
HIRSCH, CLYDE	Phone Stipend	50.00
HUMAN KINETICS	Online Course PD	0.00
KITZMILLER, MICHAEL	Phone Stipend	50.00
Kayl, Anthony	Phone Stipend	50.00

LEWTON, ROBERT	Erosion Control Deposit	1,000.00
MDU	Municipal Utilities	202.84
MEADE COUNTY	Septic Inspection	150.00
MEADE COUNTY	Dispatch August	3,038.49
AUDITOR		
MIDCONTINENT	Mid Continent Testing	321.00
TESTING LABS		
NASSER, ALEXIS	Phone Stipend	50.00
O'GRADY, BRENDA	Phone Stipend	50.00
ON-SITE FIRST AID & SAFETY	First Aid Supplies	104.90
PCS MOBILE	Harvis Charge Guard	890.73
SCHIEFFER, LISA	Phone Stipend	50.00
SCHROCK, BRIELLE	Phone Stipend	50.00
SD ONE CALL	August Notifications	26.25
SDRS-SUPPLEMENTAL	Employee Supplemental Retirement	670.00
SERVALL UNIFORM & LINEN SUPPLY	Monthly Fees	162.89
SMITH, JEFF	Phone Stipend	50.00
SMITH, JHAMEL	Uniform Stipend	400.00
TORNO, MELANIE	Phone Stipend	50.00
TYLER TECHNOLOGIES, INC	Annual Maint. Fees	3,125.00
UNITED STATES POSTAL SERVICE	Postage	1,000.00
VAST BROADBAND	Fax/Phone/Internet	1,122.01
Verizon Wireless	LE Voice/Mobile Broadband	190.06
CARDMEMBER SERVICES	August Credit Card Charges	4,224.77
SDRS	Employee Retirement	9,770.98
UNITED STATES TREASURY	Payroll Taxes Sept	16,645.07

#### **APPROVAL OF PAYROLL – SEPTEMBER 2022 – SDCL 6-1-10**

**Motion** by Kitzmiller, second by Butler to approve the following payroll. Motion carried.

Dept. 4000 - \$19,312.20 Wastewater/Public Works

Dept. 4110 - \$2,333.32 Commission

Dept. 4120 - \$1,083.33 Mayor

Dept. 4140 - \$12,592.32 Finance

Dept. 4210 - \$33,054.69 Police

Dept. 4652 - \$0.00 Planning & Zoning

#### **UTILITY BILLING ADJUSTMENTS**

**Motion** by Butler, second by Hirsch to approve the utility billing adjustments of \$332.09 for the period September 1<sup>st</sup> thru September 30<sup>th</sup>, 2022. Motion carried.

#### **COMMISSION REPORTS**

Kitzmiller, Butler, Hirsch, and Torno gave monthly reports.

#### **HIGH MEADOWS ROAD/ UPDATE FROM COUNTY COMMISSION MEETING – Jim Guthrie**

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

Jim Guthrie gave an update from the Meade County Commission meeting.

#### **SOUND SYSTEM FOR COMMISSION ROOM – DISCUSSION**

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

City Administrator updated the Board regarding the same.

**CITIZENS INPUT**

Lauri Potthoff expressed her concerns regarding notification of meetings.

Jon Steiner suggested putting a link on the web page for easier access to information on the web.

**UPCOMING EVENTS:**

City Offices will be closed on Monday, October 10<sup>th</sup> in observance of Native American Day.

**ITEMS FROM CITY ATTORNEY**

**Motion** by Hirsch, second by Kitzmiller, to enter into executive session at 7:00 p.m. per SDCL 1-25-2 for discussing legal, economic development, negotiations, and personnel issues. Motion carried.

**Motion** by Butler, second by Hirsch, to exit executive session at 7:23 p.m. Motion carried.

**ADJOURNMENT**

**Motion** by Hirsch, second by Butler, to adjourn at 7:23 p.m. Motion carried.

(SEAL)

ATTEST:

\_\_\_\_\_  
Candace Sealey  
Finance Officer

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

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