

**SUMMERSET CITY COMMISSION  
REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY, JUNE 15th, 2023 6:00 P.M.**

**AGENDA**

- 1) **ROLL CALL**  
Kitzmilller, Reade, Butler, Hirsch, Torno.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **INVOCATION**
- 4) **CALL FOR CHANGES**  
Approval of the Agenda of the Regular Meeting of the Summerset City Commission for June 15th, 2023 as presented or amended.
- 5) **CONSENT CALENDAR**  
**APPROVAL OF THE MINUTES**  
5A) Approval of the minutes of the Regular Meeting held on June 1st, 2023 as presented or amended.  
**APPROVAL OF THE CLAIMS**  
5B) Approval of claims and hand checks in the amount of \$729,719.91 from June 1st, 2023 through June 14th, 2023.
- 6) **DEPARTMENT HEAD REPORTS**
- 7) **DISCUSSION ON PARLIMENTARY PROCEDURE/EXECUTIVE – LEGAL MATTERS**  
\*Per Lisa Schieffer
- 8) **PAYROLL CHANGE – CITY ADMINISTRATOR**  
Lisa Schieffer 1% Anniversary COLA to \$71,442.60 effective May 26<sup>th</sup>, 2023.
- 9) **PAYROLL ANNIVERSARY APPROVAL – CHIEF OF POLICE**  
Rich Nasser 1% Anniversary effective April 26<sup>th</sup>, 2023.
- 10) **SERGEANT POSITION**  
Matt Macrander \$29.80 effective 6/19/2023. Per wage approval by Board on April 6<sup>th</sup>, 2023 regarding Sergeant position.
- 11) **ADMINISTRATIVE ASSISTANT JOB DESCRIPTION**
- 12) **FIRST READING – ORDINANCE 2023-03 GOVERNING BODY (3 PERSON TO 5 PERSON)**  
12A) Motion to approve/deny the first reading.  
12B) Motion to set the second reading for July 6<sup>th</sup>, 2023.
- 13) **SECOND READING FOR ORDINANCE 2023-04 AMENDING LOCAL CAMPAIGN FINANCE ORDINANCES.**  
13A) Motion to approve/deny second reading.  
13B) Motion to adopt Ordinance 2023-04.

**14) SECOND READING FOR ORDINANCE 2023-05 AMENDING FENCE ORDINANCE.**

**14A)** Motion to approve/deny second reading.

**14B)** Motion to adopt Ordinance 2023-05.

**15) SET FIRST READINGS FOR FOLLOWING ORDINANCES**

2023-06 – Kennels.

2023-07 – Dangerous Animal.

2023-08 – Notice of Review by Legal and Finance Committee

2023-09 – Notice to Cut Vegetation.

Set first readings for July 6<sup>th</sup>, 2023 at 6:00 p.m.

**16) SET FIRST READINGS FOR FOLLOWING ORDINANCES – M. WHEELER**

2023-10 – Penalty 91.999

2023-11 – Definitions 93.01

2023-12 – General Penalty 10.99

2023-13 – Storing, Parking, or Leaving Vehicles as a Nuisance 93.02

2023-14 – Storage on Public Property Prohibited 71.085

2023-15 – Penalty 71.999

Set first readings for July 6<sup>th</sup>, 2023 at 6:00 p.m.

**17) TYLER TECHNOLOGIES – TYLER PAYMENTS QUOTE**

**18) PAY REQUEST #3 WASTEWATER EXPANSION PROJECT**

**19) SURPLUS PROPERTY DISPOSAL/PROCESS/PUBLIC MEETING WITH RESIDENTS ADJACENT TO THE PROPERTY.**

**20) DISCUSSION ON EXIT 48 AND SDDOT INTERCHANGE STUDY**

**21) MAY 2023 REVENUE & EXPENDITURE REPORT\*information only**

**22) CITIZEN INPUT**

**23) UPCOMING EVENTS:**

City Offices will be closed Monday, June 19<sup>th</sup> for Juneteenth Holiday.

City of Summerset/Sturgis Economic Development Building a Community Together Event June 20<sup>th</sup> from 5:30 to 7:30 p.m.

City-wide cleanup will be June 23<sup>rd</sup> and June 24<sup>th</sup> from 7:30 a.m. to 3:00 p.m.

Saturday, July 8<sup>th</sup> from 4:00 p.m. to 7:00 p.m. Summerfest – featuring local businesses.

**24) ITEMS FROM CITY ATTORNEY**

Executive Session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues.

**25) ADJOURNMENT**

*Information regarding accessibility for the disabled may be obtained by calling the Summerset City Finance Officer at 605-718-9858. Individuals needing special accommodations are asked to call at least 48 hours prior to the meeting.*

*City of Summerset is inviting you to a scheduled Zoom meeting.*

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*Topic: City of Summerset's Zoom Meeting*

*Time: Jun 15, 2023 06:00 PM Mountain Time (US and Canada)*

*Join Zoom Meeting*

*<https://us02web.zoom.us/j/81154302648?pwd=Z1RjYzFoYVJ01Ndkh2dkZDckxPQT09>*

*Meeting ID: 811 5430 2648*

*Passcode: 681847*

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*One tap mobile*

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*Dial by your location*

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- +1 253 215 8782 US (Tacoma)*
- +1 346 248 7799 US (Houston)*
  - +1 669 444 9171 US*
- +1 669 900 9128 US (San Jose)*
  - +1 719 359 4580 US*
  - +1 689 278 1000 US*
- +1 301 715 8592 US (Washington DC)*
  - +1 305 224 1968 US*
  - +1 309 205 3325 US*
- +1 312 626 6799 US (Chicago)*
  - +1 360 209 5623 US*
  - +1 386 347 5053 US*
  - +1 507 473 4847 US*
  - +1 564 217 2000 US*
- +1 646 558 8656 US (New York)*
  - +1 646 931 3860 US*

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*Find your local number: <https://us02web.zoom.us/j/81154302648>*