

**SUMMERSET CITY COMMISSION
REGULAR MEETING AND PUBLIC HEARING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY JANUARY 4, 2018 7:00 P.M.**

Mayor Mandas called the Regular Meeting to order at 7:00 p.m. Commissioners Lutz, Kitzmiller, McCoy and Butler were present. Also present was the City Administrator and City Finance Officer. The City Attorney was absent.

Mayor Mandas led the Pledge of Allegiance.

Motion by Lutz, second by Butler to approve the agenda for January 4, 2018. Motion carried

Motion by Kitzmiller, second by McCoy to approve the December 21, 2017 Minutes as presented. Motion carried.

APPROVAL OF CLAIMS

Motion by Lutz, second by Butler to approve the claims and hand checks in the amount of \$73,502.27, from December 22, 2017 through January 4, 2018 as amended. Motion carried.

A&B BUSINESS SOLUTIONS	Professional Services	294.47
ALL PRO SERVICES	Cleaning Services	250.00
ALLEN, DON	Cell Phone/Uniform Allowance	450.00
AMBROSE, JONATHAN	Parts Reimbursement	19.16
AMBROSE, JONATHAN	Cell Phone Allowance	50.00
BLACK HILLS ENERGY	Govt Utilities	4,999.28
BUTLER, DAVE	Cell Phone Allowance	50.00
CRESCENT ELECTRIC SUPPLY CO	Street Repairs	64.21
DELTA DENTAL	Insurance Expense	393.50
DEP OF ENV & NATURAL RESOURCES	Annual Fees	1,500.00
DEP OF ENV & NATURAL RESOURCES	Certification Fees	30.00
FIRST INTERSTATE BANK	Ford Explorer	855.74
GOLDEN WEST INDUSTRIAL SUPPLY	LE Equipment	310.89
GOLDEN WEST TECHNOLOGIES	Professional Services	235.00
HARMON, LONNIE	Cell Phone Allowance	50.00
HARVEY'S LOCK & SECURITY	Govt R&M	76.40
HAVEMAN, CATHERINE	Professional Services	2,510.00
HDR ENGINEERING, INC	Professional Services	12,723.56
HEALTH POOL OF SD	Insurance Expense	5,777.61
KIEFFER SANITATION	Sanitation Services	11,867.60
KITZMILLER, MICHAEL	Cell Phone Allowance	50.00
LUTZ, BRYCE	Cell Phone Allowance	50.00
MANDAS, GEORGE	Cell Phone Allowance	50.00
MASTERCARD	Credit Card Expense	2,914.01
MEADE COUNTY REG OF DEEDS	Plat Fee	1.00
MUTH ELECTRIC INC	Govt R&M	872.21
MCLEOD'S PRINTING & OFFICE SUPPLY	LE Supplies	117.37
OFFICE DEPOT CREDIT PLAN	Govt Supplies	187.77
OMNISITE	Annual Fees	300.00
PALMER, BRANDY	Cell Phone/Uniform Allowance	450.00
PENNINGTON CO. HIGHWAY	Street Maintenance	67.50
RAPID CITY JOURNAL	Publishing	132.38
SDRS-SUPPLEMENTAL	Retirement Expense	200.00
STANTON'S SEWING	LE Uniform Expense	7.50
STEPHANIE MCCOY	Cell Phone Allowance	50.00
SAM'S CLUB	Govt Supplies	94.58
TANNER FENENGA	Cell Phone Allowance	50.00
TAYLOR, JUSTIN	Cell Phone/Uniform Allowance	450.00
THE PIT STOP	Auto Expense	685.14
VAST	Govt Utilities	610.63

Payroll:	
LE	7,919.40
FINANCE OFFICE	6,145.47
WWTP	3,921.79
PUBLIC WORKS	2,806.05
COMMISSION	2,465.75
P&Z	346.30

2016 STREET MAINTENANCE

Motion by Kitzmiller, second by Lutz to accept the change order and approve the pay app for the 2016 Street Maintenance project for HDR Engineering, Inc.

MUNICIPAL ELECTION

Motion by Butler, second by Lutz to approve and set the municipal election from April 10, 2018 at 7055 Leisure Lane, Summerset, SD.

NOTICE OF VACANY

Mayor Mandas spoke of one city commissioner seats available for a three-year term and one city mayor seat available for a three-year term. Current seats expire at the end of April and petitions can be dropped off at the City of Summerset from January 26, 2018 to February 23, 2018.

RESOLUTION

CITY OF SUMMERSET

RESOLUTION 2018-01

A RESOLUTION SETTING THE SALARY AND WAGES FOR THE CITY OF SUMMERSET FOR 2018

BE IT RESOLVED by the Council of Commissioners of the City of Summerset, that the salaries and wages of City Officials and Employees for the year 2018 shall be as follows:

- Allen, Don/Police Chief/\$53,956.72/Annual Salary
- Alley, Mark/Reserve Police Officer/\$16.00 Per Hour
- Ambrose, Jonathan/WWTP Supervisor/\$49,453.84/Annual Salary
- Bewley, Dale/Planning & Zoning Board Member/\$75.00 Per Meeting
- Bieldfeldt, Karen/Planning & Zoning Board Member/\$75.00 Per Meeting
- Brady, Daniel Police Officer/\$16.00 Per Hour
- Butler, David/City Commissioner/\$6000 Annual Salary
- Fenenga, Tanner/Publics Works Manager/\$21.53 Per Hour
- Harmon, Lonnie/City Administrator/\$50,000/Annual Salary
- Johnson, Scott/Reserve Police Officer/\$16.00 Per Hour
- Kitzmiller, Michael/City Commissioner/\$6000 Annual Salary
- Lutz, Bryce/City Commissioner/\$6000 Annual Salary
- Mandas, George/Mayor/\$12,000 Annual Salary
- McCoy, Stephanie/City Commissioner/\$6000 Annual Salary
- Muzio, Debbie/Finance Officer/\$ 49,878.29/Annual Salary
- Nasser, Rich/ Reserve Police Officer/\$16.00 Per Hour
- Page, Benny/ Reserve Police Officer/\$16.00 Per Hour
- Palmer, Brandy/Patrolman/\$18.00 Per Hour
- Pieper, Robert/Part-Time WWTP/\$15.15 Per Hour
- Sealey, Candace/Municipal Clerk/\$ 16.78 Per Hour
- Schlecht, Laurie/Planning & Zoning Board Member/\$75.00 per Meeting
- Taylor, Justin/Patrolman/\$21.09 Per Hour
- Twite, Jeffery/ Reserve Police Officer/\$16.00 Per Hour
- Walker, John/Reserve Police Officer/\$16.00 Per Hour
- Wiest, Tracy/ Reserve Police Officer/\$16.00 Per Hour
- Wilson, Gregory/Planning & Zoning Board Member/\$75.00 Per Meeting

NOW THEREFORE, BE IT RESOLVED that the foregoing salaries and wages shall take effect on January 1, 2018

BE IT RESOLVED this 4th day of January 2018.

ATTEST:

Debbie Muzio
Finance Officer

George Mandas
Mayor

Motion by Lutz, second by Kitzmiller to approve Resolution 2018-01. Resolution approving and setting the salary and wages for the City of Summerset for 2018. Roll call vote, all ayes. Motion carried.

SUPPLEMENTAL ORDINANCE NO. 20.17.2

Second reading of Ordinance 20.17.2-Supplemental Ordinance for 2017

APPROVAL OF SUPPLEMENTAL ORDINANCE NO. 20.17.2

Motion by Lutz, second by McCoy to approve Supplemental Ordinance 20.17.2-Supplemental Ordinance for 2017. Roll call vote, all ayes, Motion carried

OFFICIAL NEWSPAPER

Motion by McCoy, second Kitzmiller to approve the Rapid City Journal as the official newspaper for the City of Summerset for 2018.

RECOGNITION OF VOLUNTEERS

The City of Summerset recognizes the following volunteers in the Summerset Police Department:

- 1) Donna Nordell
- 2) Tracy Wiest
- 3) Mark Boddicker

SEWER FUNDS TRANSFER

Motion by Butler, second McCoy to authorize the city finance officer to make four monthly transfers of \$12,500 each (January thru April) from the Sewer Fund to Debt Service Fund. The purpose of which is debt service on the USDA Sewer Bonds.

SURPLUS OF EXCESS OFFICE FURNITURE

The City Administrator spoke about a few unused items of office furniture that were being thrown away.

CITIZENS INPUT

None

ADJOURNMENT

Motion for adjournment at 7:15pm pm by Lutz, second Butler. Motion carried.

(SEAL)

ATTEST:

Debbie Muzio
Finance Officer

George Mandas
Mayor