

**SUMMERSET CITY COMMISSION  
REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY August 6, 2020 6:00 P.M.**

Mayor Lutz called the Regular Meeting to order at 6:00 p.m. Commissioners Kitzmiller, McCoy, Butler and Hirsch were present. The City Attorney was absent. City Administrator was present.

Mayor Lutz led the Pledge of Allegiance.

**Motion** by Kitzmiller, second by Butler to amend the Agenda for August 6, 2020. Item 6a exchanged with item 13. Motion carried

**Motion** by Butler, second by Hirsch to approve the July 16, 2020 Minutes as presented. Motion carried.

**APPROVAL OF MINUTES**

**APPROVAL OF CLAIMS**

**Motion** by Hirsch, second by McCoy to approve the claims and hand checks in the amount of \$83,078.78, from July 16, 2020 through August 5, 2020 as amended. Motion carried.

A & B Business Solutions	July Monthly Invoice	\$329.18
Aflac Remittance	Accident Insurance	\$290.87
Allen, Don	August Phone Stipend	\$50.00
Anderson, Dan	August Phone Stipend	\$50.00
Ambrose, Jon	August Phone Stipend	\$50.00
Axon Enterprises Inc.	LE Professional Fees	\$7325.50
BankWest	Deposit	\$100.00
Black Hills Energy	July Utilities	\$5771.51
Butler, Dave	August Phone Stipend	\$50.00
C Haveman Business Services	July Billing	\$5050.00
Candace Sealey	Phone Stipend August	\$50.00
Colton Juso	August Phone Stipend	\$50.00
Delta Dental	August Billing Employee Insurance	\$498.60
Dakota Pump	Repair & Maint.	\$4066.25
Demerseman Jensen	July Legal Fees	\$2840.00
Electrical Engineering & Equipment	Repair Generator	\$1165.00
First Interstate Bank	Loan Payment	\$5767.50
Ford Motor Credit	2020 Police Interceptor	\$1479.21
Golden West Technologies	Managed Services	\$1862.50
Greenapsis	Professional Fees	\$280.00
Harmon Lonnie	August Phone Stipend	\$50.00
HDR Engineering Inc.	Task Order 19-01 General	\$2975.48
Health Pool Of SD	Employee Medical	\$8788.00
Hermanson Egge Engineering	Residential Inspections June	\$1235.00
Hirsch, Clyde	August Phone Stipend	\$50.00
Kitzmiller, Michael	August Phone Stipend	\$50.00
Lisa Fleury	WWDEP Refund	\$50.00
Lutz, Bryce	August Phone Stipend	\$50.00
Mastercard	July Charges	\$4872.67
MBFS USA LLC	Freightliner Payment	\$3068.32

MDU	Utilities	\$147.66
Meade County Auditor	July Charges	\$1998.18
Michon Holt	WWDEP Refund	\$100.00
ONSOLVE	Code Red	\$2500.00
Palmer, Brandy	August Phone Stipend	\$50.00
Rapid City Journal	Publications	\$235.34
Royce Rentz	WWDEP Refund	\$50.00
SDARWS	Annual Dues	\$625.00
SDRS Supplemental	Supplemental Retirement	\$400.00
Servall	Monthly Fees	\$130.51
SDRS	Employee Retirement	\$4867.45
Steffeck, Nicole	WWDEP Refund	\$50.00
Stephanie McCoy	August Phone Stipend	\$50.00
Stiehl, Robert	WWDEP Refund	\$135.89
Tanner Fenenga	August Phone Stipend	\$50.00
Taylor, Justin	August Phone Stipend	\$50.00
Teledyne Instruments	Repair & Maint.	\$1210.29
TNT Construction	Erosion Control Deposit	\$1000.00
United States Treasury	Payroll Tax Deposit July	\$8902.16
USA Bluebook	Supplies	\$191.42
VAST	Fax/phone/Internet	\$739.84
Verizon Wireless	LE Voice and Mobile Broadband	\$200.15
Wells Fargo	Bobcat Payment	\$1079.30

#### **AUDIT UPDATE**

Commission was updated on the status of the audit. Audit is not complete.

#### **APPROVAL OR ASSISTANT FINANCE OFFICER NEW HIRE**

Motion by Kitzmiller, second by McCoy to approve Morgan Valandra for the Assistant Finance Officer position at \$16 per hour within budget. Motion carried.

#### **DISCUSSION OF NONRENEWAL OF SOLID WATED CONTRACT**

Discussion on not renewing Solid Waste contract with Kieffer Sanitation.

#### **SECOND READING OF SUPPLEMENTAL BUDGET 2020.1**

Second reading of Supplemental Budget 2020.01 was completed.

#### **RESOLUTION 2020-11**

**Motion** by Hirsch, second by McCoy to approve Resolution 2020-11. Resolution authorizing the execution of contractual documents with the state of South Dakota for the receipt of Cares Act Funds to address the Covid-19 public health crisis. Roll call vote. All ayes.

#### **RESOLUTION 2020-12**

**Motion** by Kitzmiller, second by Butler to approve Resolution 2020-12. Resolution authorizing purchase of solid waste hauling equipment. Roll call vote. All ayes.

#### **DESIGNATION OF CHANGE IN FINANCIAL INSTITUTION**

Motion by Hirsch, second by McCoy to approve the change in financial institutions from First Interstate Bank to Bankwest. Motion carried. Mayor Lutz abstained.

#### **FIRST READING OF ORDINANCE 31.024**

The first reading of ordinance 31.024 was completed.

**ITEMS FROM CITY ATTORNEY**

Executive session per SDCL 1-25-2 for discussing legal, economic development and personnel issues. Motion to move into Executive session by Kitzmiller, second by Hirsch at 6:15 p.m. Motion to exit Executive session by Kitzmiller, second by Butler at 6:30 p.m.

**WAGE DISCUSSION FOR CITY ADMINISTRATOR**

**Motion** by Kitzmiller, second by McCoy to approve wage increase of City Administrator to \$65,000 a year within budget. Motion Carried.

**DISCUSSION ON REOPENING DATE OF ADMINISTRATIVE OFFICES TO PUBLIC**

A discussion of reopening the administrative offices was had.

**CITIZENS INPUT**

None

Motion by Kitzmiller second by McCoy to enter executive session at 6:24. Motion by Butler second by McCoy to adjourn executive session at 6:46.

**ADJOURNMENT**

**Motion** for adjournment at 6:35p.m. by McCoy, second by Butler. Motion carried.