

**SUMMERSET CITY COMMISSION REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY, SEPTEMBER 21st, 2023, 6:00 P.M.**

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

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 September 21st, 2023. Motion carried.

**CONSENT CALENDAR**

**Motion** by Hirsch, second by Butler, to approve the minutes of the regular meeting of September 7th, 2023. Motion carried.

**APPROVAL OF CLAIMS**

**Motion** by Kitzmiller, second by Hirsch, to approve the claims and hand checks in the amount of \$113,424.40 from September 7th, 2023, through September 20th, 2023, as presented or amended. Motion carried.

SD State Treasurer	968.63
Cardmember Services	878.28
Cardmember Services	3,597.83
BH Community Economic Development	500.00
BH Energy	6,079.90
Black Hawk Water Users District	71.30
CBH CO-OP	5,096.69
City of Rapid City	6,158.25
Dakota Pump, Inc	311.43
Demersseman Jensen Tellinghuisen & Huffman, LLP	1,300.00
Diamond Water Company	320.00
Fastenal	16.31
Golden West Technologies	5,466.55
HDR Engineering, Inc	30,393.85
IBM	26.76
Kieffer Sanitation	250.00
MDU	244.31
Meade County Register of Deeds	30.00
Midcontinent Communications	176.60
Midcontinent Testing Laboratories, Inc.	345.50
On-Site First Aid & Safety	249.85
Rapid City Journal	475.29
Rushmore Office	273.00
Schieffer, Lisa	204.00
SD One Call	38.85
Servall Uniform & Linen Supply	184.26
Simon Contractors	28,712.59
Sound Pro	10,140.50

Tyler Technologies	10,882.50
Campbell, Carol	31.37

**DEPARTMENT HEAD REPORTS**

Stephany Baumeister, Finance Officer, Owen Davis, Wastewater Operator, on behalf of John Ambrose, and Anthony Kayl, Public Works Manager gave their monthly reports. Absent: Police Chief Rich Nasser, Lisa Schieffer, City Administrator.

**PAYROLL CHANGE – POLICE DEPARTMENT**

**Motion** by Hirsch, second by Butler to approve Matt Macrander 90-day Sergeant review increase to \$30.80 effective 09/26/2023. Motion carried.

**PROBATION STEP INCREASE/CHANGE OF HANDBOOK DISCUSSION**

**Motion** by Butler, second by Hirsch to open discussion. Motion carried  
 Commissioner Hirsch gave a brief overview that changing the probation period from 90 days to 6 months would benefit the police department in getting a better feel for performance.

Mayor Torno added the police officers have 8 weeks of field training and with the field training and then the 90 day review, a 6 month review would be a better timeframe to gauge performance. It was discussed to keep it consistent and change all the departments to a 6 month probably period.

**Motion** by Butler, second by Kitzmiller to close discussion. Motion carried.  
**Motion** by Butler, second by Hirsch, to change probation period to 6 months in handbook. Motion carried.

**FIRST READING ON ORDINANCE 2023-16, 92-034 DUTY OF OWNER, MANAGER, LESSEE OR TENANT**

**Motion** by Kitzmiller, second by Butler, to approve the first reading of Ordinance 2023-16, 92-034. Motion carried.  
**Motion** by Kitzmiller, second by Hirsch, to set the second Reading for October 5th. Motion carried.

**INFINITY DRIVE**

**Motion** by Hirsch, second by Butler, to open discussion. Motion carried.  
**Motion** by Kitzmiller, second by Butler, to close discussion. Motion carried.  
**Motion** by Kitzmiller, second by Butler, to approve Infinity Drive Change Order No. #2, Contractor’s Application for Payment No. #3, and Final Review and Acceptance. Motion carried.

**SDDOT – RECONNECTED COMMUNITIES AND NEIGHBORHOODS GRANT PROGRAM – LETTER OF SUPPORT**

**Motion** by Hirsch, second by Kitzmiller, to open discussion. Motion carried.  
 Mayor Torno gave a brief overview that this is only a letter of support from City of Summerset and the City will not be matching any funds.  
**Motion** by Butler, second by Hirsch, to close discussion. Motion carried.  
**Motion** by Butler, second by Hirsch, to approve the letter of support for SDDOT. Motion carried.

**SUB-RECIPIENT AGREEMENT AND THE ENVIRONMENTAL REPORT TO THE OFFICE OF EMERGENCY MANAGEMENT – L. SCHIEFFER**

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

**SECOND READING OF ORDINANCE 2024 – AN ORDINANCE APPROPRIATING FUNDS FOR THE FISCAL YEAR 2024**

**Motion** by Butler, second by Kitzmiller, to open discussion. Motion carried.  
 No dollar amount was changed only moved from one account to another.  
**Motion** by Kitzmiller, second by Hirsch, to close discussion. Motion carried.  
**Motion** by Butler, second by Hirsch, to approve the second reading and adopt Ordinance 2024. Motion carried.

**CITIZENS INPUT**

None.

**UPCOMING EVENTS:**

City Offices will be closed Monday, October 9<sup>th</sup> for Native American Day.

**ITEMS FROM CITY ATTORNEY**

No executive session.

**ADJOURNMENT**

**Motion** by Kitzmiller, second by Butler, to adjourn at 6:23 p.m. Motion carried.

(SEAL)

ATTEST:

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

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

Published once \_\_\_\_\_, 2023 at a cost of \$\_\_\_\_\_