

**SUMMERSET CITY COMMISSION  
REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY, November 3rd, 2022 6:00 P.M.**

Mayor Torno called the Regular Meeting to order at 6:00 p.m. Commissioners Hirsch, Kitzmiller, Nasser and Butler were present. 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 Butler, second by Hirsch to approve the agenda, with the amendment of adding 5C.1 to the claims category, for the regular meeting of the Summerset City Commission for November 3rd, 2022. Motion carried.

**CONSENT CALENDAR**

**Motion** by Nasser, second by Butler to approve the minutes of the Regular meeting of October 6th, 2022 as presented or amended. Motion carried.

**Motion** by Hirsch, second by Butler to approve the minutes of the Special meeting of October 11th, 2022 as presented or amended. Motion carried.

**APPROVAL OF CLAIMS**

**Motion** by Nasser, second by Hirsch to approve the claims and hand checks in the amount of \$207,668.16 from October 6<sup>th</sup>, 2022 through November 2<sup>nd</sup>, 2022 as presented or amended. Motion carried.

A&B BUSINESS SOLUTIONS	Water Machine	45.00
ARTISTIC CUSTOM BADGES	PD Badges	204.30
AXON ENTERPRISE, INC	5 Yr. Axon Subscription	6,147.60
BLACK HAWK WATER USERS DISTRIC	Monthly Usage	41.00
CBH CO-OP	Govt Fuel	6,289.97
CITY OF RAPID CITY	Solid Waste Disposal	4,925.75
COMPTON, JOSH	WWTP Deposit Refund	50.00
DEMERSSEMAN JENSEN	Legal Services	3,210.00
DEPEW, ANGELINA	WWTP Deposit Refund	50.00
DIAMOND D WATER	Monthly Usage Sun Valley	122.30
EXCEL TRUCK	Repair Mack Garbage Truck	2,278.39
GOLDEN WEST TECHNOLOGIES	Office 365 Licenses	4,788.50
GREENAPSYS	Govt Building Janitorial	475.00
Gunderson & Palmer	Legal Fees	75.00
H&S UNIFORMS	PD Patches	470.40
HART, JONATHAN	WWTP Deposit Refund	50.00
HAWKINS INC.	Aqua Hawk	2,467.20
HDR ENGINEERING, INC	Engineering Fees	7,871.25
KIEFFER SANITATION	Portable Toilets	300.00
KIWANIS OF THE FOOTHILLS	Annual Dues	112.00
LANE, JULIE	WWTP Deposit Refund	100.00
MDU	Utilities	234.40
MIDCONTINENT COMMUNICATIONS	WWTP Phone	202.21

MIDCONTINENT TESTING LABS	Mid Continent Testing	321.00
NORTHERN TRUCK EQUIPMENT CO	WWTP 2022 F-150 Mats & Seat Protect	381.06
PCS MOBILE	Vehicle Laptop Dock	974.03
RAPID CITY JOURNAL	Publications	706.58
SANITATION PRODUCTS	Covers	2,719.83
SCHERER,AMY	WWTP Deposit Refund	50.00
SCHIEFFER, LISA	SDML Conference	388.22
SD Federal Property Agency	Tire chains, Wheelbarrow	105.00
SD ONE CALL	September Notifications	21.00
SERVALL UNIFORM & LINEN SUPPLY	Monthly Fees	162.89
TC ENGESSER ENTERPRISES LLC	Degrease City Streets	532.50
THIESZEN, GLENDEN	WWTP Deposit Refund	50.00
VACCA, MICHAEL	WWTP Deposit Refund	50.00
Verizon Wireless	LE VOICE/ MOBILE BROADBAND	190.06
MEADE COUNTY REG OF DEEDS	Smith CE Property Assessment Recording Fee	30.00
MEADE COUNTY REG OF DEEDS	Smith CE Assessment Recording Fee	30.00
MEADE COUNTY REG OF DEEDS	Mason CE Assessment Recording Fee	30.00
MEADE COUNTY REG OF DEEDS	Backer CE Assessment Recording Fees	30.00
A&B BUSINESS SOLUTIONS	Monthly Contract	329.70
AMBROSE, JONATHAN	Per Diem	90.00
ANGLIN, MITCH	Phone Stipend	50.00
BLUEPEAK	Fax/Phone/Internet	1,120.57
BUTLER MACHINERY	Telehandler	69,227.93
Butler, Dave	Phone Stipend	50.00
CANDACE SEALEY	Phone Stipend	50.00
City of Sturgis	Ryder	100.00
DAKOTA PUMP, INC	Summerset Lift Station Control Updates	49,957.60
DAVIS, OWEN	Phone Stipend	50.00
DELTA DENTAL	Employee Dental Insurance	904.90
GREAT NORTHERN ENVIRONMENTAL	Lamp UV 6414	724.89
GREENAPSIS	Janitorial Services	320.00
HAWKINS INC.	Aqua Hawk	2,911.60
HIRSCH, CLYDE	Phone Stipend	50.00
KITZMILLER, MICHAEL	Phone Stipend	50.00
Kayl, Anthony	Phone Stipend	90.00
NASSER, ALEXIS	phone Stipend	50.00
NEBRASKA SALT & GRAIN CO	RED/WHITE TOTE	504.00
O'GRADY, BRENDA	Phone Stipend	50.00
SCHIEFFER, LISA	Phone Stipend	50.00
SDRS-SUPPLEMENTAL	November Suppl	520.00
SMITH, JEFF	Phone Stipend	50.00

TORNO, MELANIE	Phone Stipend	50.00
USA BLUEBOOK	WWTP Supplies	360.92
WILD WEST SCREEN PRINTING	Business Cards	105.00
AFLAC REMITTANCE PROCESSING	Employee Accident Insurance	94.25
CARDMEMBER SERVICES	September Credit Card Charges	7,527.42
SOUTH DAKOTA STATE TREASURER	Sales Tax	974.66
SDRS	Employee Retirement	9,209.26
UNITED STATES TREASURY	Payroll Taxes	14,763.02

**Motion** by Butler, second by Nasser to approve the claim and hand check in the amount of \$400.00 to Jhamel Smith for Uniform Allowance. Motion carried.

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

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

Dept. 4000 - \$19,122.18 Wastewater/Public Works  
 Dept. 4110 - \$2,333.32 Commission  
 Dept. 4120 - \$1,083.33 Mayor  
 Dept. 4140 - \$13,051.32 Finance  
 Dept. 4210 - \$28,394.13 Police  
 Dept. 4652 - \$0.00 Planning & Zoning

#### **UTILITY BILLING ADJUSTMENTS**

**Motion** by Butler, second by Nasser to approve the utility billing adjustments of \$113.68 for the period October 1<sup>st</sup> thru October 31<sup>st</sup>, 2022. Motion carried.

#### **COMMISSION REPORTS**

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

#### **NEW HIRES**

Derek Uebel – certified police officer \$20.00 starting date 8/25/2022

**Motion** by Hirsch, second by Nasser to approve new hire Derek Uebel at \$20.00 per/hr. Motion carried.

Jhamel Smith – certified police officer \$20.00 starting date 9/29/2022

**Motion** by Butler, second by Hirsch to approve new hire Jhamel Smith at \$20.00 per/hr. Motion carried.

Rochelle Kennedy – assistant finance officer \$17.00 starting date 10/24/2022

**Motion** by Nasser, second by Kitzmiller to approve new hire Rochelle Kennedy at \$17.00 per/hr. Motion carried.

#### **PAYROLL CHANGE- PART TIME POLICE DEPARTMENT**

Currently \$16.50 per/hr. to \$19.00 per/hr.

**Motion** by Hirsch, second by Butler to approve the payroll change for part-time police officers to \$19.00. Motion carried.

#### **CYBER SECURITY CREDIT PROGRAM – GOLDEN WEST CYBER SECURITY REPRESENTATIVE**

**Motion** by Hirsch, second by Nasser to approve Golden West as the City of Summerset’s Cyber Security Representative. Motion carried.

#### **SURPLUS CITY PROPERTY**

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

**Motion** by Butler, second by Nasser, to close discussion. Motion carried.

**Motion** by Butler, second by Nasser to surplus the following Summerset property. Motion carried.

Parcel #0C.50.07.24R – 1.078 acre – Summerset Sub. Revised Lot 24R, Block 7, Section 31, Township 3 North, Range 7 East, BHM, City of Summerset, Meade County SD

Parcel #0C.50.07.36 – .175 acre - Summerset Sub. Lot 36, Block 7, Section 31, Township 3 North, Range 7 East, BHM, City of Summerset, Meade County SD

Parcel #0C.50.07.35 – .172 acre - Summerset Sub. Lot 35, Block 7, Section 31, Township 3 North, Range 7 East, BHM, City of Summerset, Meade County SD

Parcel #0C.50.07.34 – .173 acre - Summerset Sub. Lot 34, Block 7, Section 31, Township 3 North, Range 7 East, BHM, City of Summerset, Meade County SD

Parcel #0C.50.07.33 – .181 acre - Summerset Sub. Lot 33, Block 7, Section 31, Township 3 North, Range 7 East, BHM, City of Summerset, Meade County SD

Parcel #0C.50.07.32 – .189 acre - Summerset Sub. Lot 32, Block 7, Section 31, Township 3 North, Range 7 East, BHM, City of Summerset, Meade County SD

Parcel #0C.50.13.PARK – .15 acre - Summerset Sub. Picnic Park Lot/Block 13, Section 31, Township 3 North, Range 7 East, BHM, City of Summerset, Meade County SD

#### **APPOINTMENT OF THREE APPRAISERS – DISCUSSION/ACTION**

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

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

No action taken.

#### **SET HEARING FOR FIRST READING OF REVISED ORDINANCE 2022-10 FEE**

**Motion** by Butler, second by Nasser to set first reading for December 1<sup>st</sup>, 2022. Motion carried.

#### **SET FIRST READING OF REVISED ORDINANCE 2022-11 CITY PARKS & RECREATION**

**Motion** by Butler, second by Nasser, to set first reading for December 1<sup>st</sup>, 2022. Voting yes: Torno, Nasser, Hirsch and Butler. Voting no: Kitzmiller. Motion carried.

#### **SET FIRST READING OF REVISED ORDINANCE 2022-12 BIDDING CONTRACTS**

**Motion** by Butler, second by Hirsch to set first reading for December 1<sup>st</sup>, 2022. Motion carried.

#### **SET FIRST READING OF REVISED ORDINANCE 2022-13 EXEMPTIONS FROM BIDDING**

**Motion** by Butler, second by Nasser, to set first reading for December 1<sup>st</sup>, 2022. Motion carried.

#### **SET FIRST READING OF REVISED ORDINANCE 2022-14 – CONTRACTOR’S LICENSE FEE**

Motion by Butler second by Nasser, to set first reading for December 1<sup>st</sup>, 2022. Motion carried.

#### **LIQUOR LICENSING RENEWALS– RESOLUTION 2022-19**

**Motion** by Hirsch, second by Kitzmiller to approve Resolution 2022-19 for the following renewals. Motion carried.

Renewal of a Package Off Sale Liquor License #PL-4993 for 2021 with Sunday Sales, from Eaglecav, LLC., 8031 Stagestop Rd., Summerset, SD 57718, DBA Haggar’s Grocery, 8031 Stagestop Rd., Lot 2R of Tract 1R, 25-3-6, Siouxland Estates, City of Summerset, Meade County, South Dakota.

Renewal of a Retail On Sale Liquor License #RL-5278 for 2021 with Sunday Sales and Ten Video Lottery Terminals, from MG Oil, 8074 Stagestop Rd., Summerset, SD 57718, DBA Happy Jacks – Summerset 2, at 8074 Stagestop Rd., Lot SC4 & SC5, 23-3-6, Siouxland Estates, City of Summerset, Meade County, South Dakota.

Renewal of a Package Off Sale Liquor License #PL-19301 for 2021 with Sunday Sales, from The Pit Stop LLC, 8034 Stagestop Rd., Summerset, SD 57718, at Lot 2R, 23-3-6, Stagestop Subdivision, City of Summerset, Meade County, South Dakota.

Renewal of a Retail On Sale Liquor License #RL-20903 for 2021 with Sunday Sales and Eight Video Lottery Terminals, from The Pit Stop LLC, 8034 Stagestop Rd., Summerset, SD 57718, at Lot 2R, 23-3-6, Stagestop Subdivision, City of Summerset, Meade County, South Dakota.

Renewal of Retail On-Off Sale Wine License #RW-24486 for 2021 with Sunday Sales, from Dollar General Store #18299, 12000 Sturgis Road, Summerset, SD 57718, Lot C of Tract 1R of Siouxland Estates Subdivision, City of Summerset, Meade County, South Dakota.

Renewal of On Sale Liquor License #RL-26888 for 2021 with Sunday Sales, from Aces LLC, 12340 Jenter Road Summerset SD 57718, DBA Angel's Catering and Receptions, at 12340 Jenter Road, Summerset SD, 57718, Stage Stop Sub. Lot B of LW-1 24-3-6, City of Summerset, Meade County South Dakota

Renewal of Retail On Sale Liquor License #RL-24438 for 2022 with Sunday Sales, from Neighbors, 7280 Freedom Lane, Summerset, SD 57718, at Lot 24 BLK 9, Summerset USA Subdivision, City of Summerset, Meade County, South Dakota.

**HDR TASK ORDER 2022-04/CONSTRUCTION PHASE SERVICES FOR WASTEWATER TREATMENT PLANT**

**Motion** by Butler, second by Hirsch, to approve task order 2022-04 with the amendment of HDR putting in the November 3<sup>rd</sup>, 2022 date. Motion carried.

**PICTOMETRY COST SHARE FUNDING**

**Motion** by Butler, second by Hirsch, to move forward with Meade County on the cost-sharing. Motion carried.

**CITIZENS INPUT**

Will Lind discussed the upcoming bid date on the Wastewater Expansion Project and the possibility of an addendum to move the bid letting back a few days because of the Holidays.

Angie Lutz expressed her concern regarding how things are being run at the City, and not being able to hear with the lack of audio.

Lauri Potthoff expressed the same concerns as Ms. Lutz and concern about the upcoming Parks/Recreation Ordinance.

Mark Shriner expressed he wants the city to be progressive and in favor of amenities, so they do not have to drive to Rapid City.

**UPCOMING EVENTS:**

City Offices will be closed on Friday, November 11<sup>th</sup> in observance of Veteran's Day.

Coffee with the Commission is Saturday, November 5<sup>th</sup> @ 10:00 a.m. at Summerset City Hall.

City Offices will be closed Thursday, November 24<sup>th</sup>, and Friday, November 25<sup>th</sup> for Thanksgiving.

**ITEMS FROM CITY ATTORNEY**

No executive session.

**ADJOURNMENT**

**Motion** by Nasser, second by Hirsch, to adjourn at 7:17 p.m. Motion carried.

(SEAL)

ATTEST:

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Candace Sealey  
Finance Officer

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Melanie Torno  
Mayor

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