

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

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

Mayor Torno led the Pledge of Allegiance.

Mayor Torno gave the invocation.

Motion by Kitzmiller, second by Hirsch, to approve the agenda for the Regular Meeting of the Summerset City Commission for January 6th, 2022. Motion carried.

CONSENT CALENDAR

Motion by Thurman, second by Kitzmiller, to approve the minutes of the Regular Meeting of December 16th, 2021. Motion carried.

APPROVAL OF CLAIMS

Motion by Hirsch, second by Kitzmiller, to approve the claims and hand checks in the amount of \$178,602.96 from December 16th, 2021 through January 5th, 2022 as presented or amended. Motion carried.

PENNINGTON CO. TITLE	Purchase Agreement-Alta Policy	416.00
A&B BUSINESS SOLUTIONS	Monthly Contract	373.63
ALLEN, DON	Phone Stipend	450.00
AMBROSE, JONATHAN	Phone Stipend	550.00
AXON ENTERPRISE, INC	LE Professional Fees	4,450.50
BLACK HILLS ENERGY	Utilities	6,741.28
BROWN'S SMALL ENGINE REPAIR	Mowers	24,895.00
Butler, Dave	Phone Stipend	50.00
CANDACE SEALEY	Phone Stipend	50.00
CITY OF RAPID CITY	Mixed Solid Waste Disposal	4,349.91
CMS SERVICES	PW Building	2,922.28
DAKOTA PUMP, INC	Scada License	3,104.75
DELTA DENTAL	Employee Dental	862.20
DUCHENEAUX, HALAYNA	Phone Stipend	450.00
GOLDEN WEST TECHNOLOGIES	Managed Services	479.49
GREENAPSIS	Professional Janitorial	320.00
HAWKINS INC.	Defoamer	2,412.00
HEALTH POOL OF SD	Employee Medical	14,673.22
HILLS SEPTIC SERVICE	Clean SS Lift Station	225.00
HIRSCH, CLYDE	Phone Stipend	50.00
HUNT, DREW	Phone Stipend	550.00
IBM	MaaS360 Essential Suite	864.00
JAN BUSSE FORD	Trailer PW	3,669.00

JOHNSON TREE COMPANY	Trees	5,000.00
JUSO, COLTON	Phone Stipend	450.00
KENNY'S BODY SHOP	Repairs	634.15
KITZMILLER, MICHAEL	Phone Stipend	50.00
Kayl, Anthony	Phone Stipend	550.00
LEGENDARY ELECTRIC	Light Exit Signs City Hall	867.35
MACRANDER, MATTHEW	Phone Stipend	450.00
MEADE COUNTY AUDITOR	Dispatch Fees November	1,919.83
MEADE COUNTY REG OF DEEDS	Recording Fee	90.00
MEADE COUNTY REG OF DEEDS	Recording Fees	30.00
MONTILEAUX, CASEY	Phone Stipend	450.00
NASSER,RICH	Phone Stipend	450.00
O'GRADY, BRENDA	Phone Stipend	50.00
OPSTEDAHL, TAYLER	Phone Stipend	550.00
PALMER, BRANDY	Phone Stipend	450.00
POWLES & SONS	Refund Surety	30,000.00
RAPID CITY FIRE DEPARTMENT	Ambulance Service Contract	30,684.84
RAPID CITY JOURNAL	Publications	569.48
RUDLAND, JUSTIN	Sign Refund	75.00
SCHIEFFER, LISA	Phone Stipend	50.00
SCHROCK, BRIELLE	Phone Stipend	50.00
SD ONE CALL	November Notifications	23.10
SDML	Legislative Rib Dinner	60.00
SDRS-SUPPLEMENTAL	Supplemental Retirement Contri	550.00
SERVALL UNIFORM & LINEN SUPPLY	Monthly Fees	143.10
TANNER FENENGA	Phone Stipend	550.00
THURMAN, KATHLENE	Phone Stipend	50.00
TORNO, MELANIE	Phone Stipend	50.00
TRANSOURCE	Lease	7,700.00
USA BLUEBOOK	WWTP Supplies	281.19
VAST BROADBAND	fax/phone/internet	1,048.49
Verizon Wireless	LE Voice & Mobile	190.08

APPROVAL OF PAYROLL – DECEMBER 2021 – SDCL 6-1-10

Motion by Kitzmiller, second by Thurman to approve of payroll as listed. Motion carried.

Dept. 4000 - \$15,509.14 Wastewater/Public Works

Dept. 4110 - \$2,333.32 Commission

Dept. 4120 - \$1,083.33 Mayor

Dept. 4140 - \$11,162.75 Finance

Dept. 4210 - \$23,166.73 Police

Dept. 4652 - \$375.00 Planning & Zoning

UTILITY BILLING ADJUSTMENTS

Motion by Hirsch, second by Kitzmiller to approve the utility billing adjustments of \$104.51 for the period December 1-December 31, 2021. Motion carried.

MUNICIPAL ELECTION

Motion by Kitzmiller, second by Thurman to set municipal election: April 12, 2022 location: 7055 Leisure Lane, Summerset, South Dakota. Motion carried.

NOTICE OF VACANCY

Two (2) City Commissioner Seats -Three Year Term.

RESOLUTION 2022-01

Motion by Hirsch, second by Thurman to approve of Resolution 2022-01- Salary Schedule 2022. Motion carried.

CITY OF SUMMERSET RESOLUTION 2022-01

A RESOLUTION SETTING THE SALARY AND WAGES FOR THE CITY OF SUMMERSET FOR 2022

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 2022 shall be as follows:

Allen, Don/Police Chief/ \$64,335.51 /Annual Salary
Ambrose, Jonathan/WWTP Supervisor/ \$66,170.17/Annual Salary
Boddicker, Mark/Part-Time Police Officer/\$16.50 Per Hour
Butler, David/City Commissioner/\$7,000.00 Annual Salary
Ducheneaux, Halayna/Patrolman/ \$20.82 Per Hour
Fenenga, Tanner/Public Works Manager/\$26.81 Per Hour
Geigle Adam/ Part-Time Police Officer/\$17.00 Per Hour
Hirsch, Clyde/City Commissioner/\$7,000.00 Annual Salary
Hirsch, Dustin/Planning & Zoning Member/\$75.00 Per Meeting
Hough, John/Planning & Zoning Board Member/\$75.00 per Meeting
Hunt, Drew/Public Works Laborer/\$19.50 Per Hour
Johnson, Scott/Part-Time Police Officer/\$17.00 Per Hour
Juso, Colton/Patrolman/\$22.08 Per Hour
Kayl, Anthony/ Public Works Laborer/\$21.91 Per Hour
Kenrick, Casey/Planning & Zoning Member/\$75.00 Per Meeting
Kitzmiller, Michael/City Commissioner/\$7,000.00 Annual Salary
Macrander, Matthew/Patrolman/\$20.00 Per Hour
Martin, Mike/Planning & Zoning Board Member/\$75.00 per Meeting
Montileaux, Casey/Patrolman/\$20.82 Per Hour
Nasser, Rich/Sergeant/\$27.41 Per Hour
Oldfield, Brody/Planning & Zoning Board Member/\$75.00 per Meeting
Opstedahl, Taylor/Wastewater Laborer/\$18.00 Per Hour
Palmer, Brandy/Patrolman/\$23.96 Per Hour
Schieffer, Lisa/City Administrator/\$68,675.00/Annual Salary
Schrock, Brielle/Assistant Finance Officer/ \$16.00 Per Hour

Sealey, Candace/Municipal Finance Officer/\$54,382.75 Annual Salary
Thurman, Kathlene/City Commissioner/\$7,000.00 Annual Salary
Torno, Melanie/Mayor/\$13,000.00 Annual Salary
Torres, Branden/Part-Time Police Officer/\$16.50 Per Hour
Twite, Jeffery/ Part-Time Police Officer/\$16.50 Per Hour
VanDewater, Jarrod/Part-Time Police Officer/\$16.50 Per Hour
Walker, John/ Part-Time Police Officer/\$17.00 Per Hour
Wiest, Tracy/ Part-Time Police Officer/\$16.50 Per Hour

NOW THEREFORE, BE IT RESOLVED that the foregoing salaries and wages shall take effect on December 26th, 2021.

BE IT RESOLVED this 6th day of January 2022.

OFFICIAL NEWSPAPER

Motion by Kitzmiller, second by Hirsch to designate Rapid City Journal as official newspaper for 2022. Motion carried.

RECOGNITION OF VOLUNTEERS

Recognition of the following volunteers in the Summerset Police Department:
Tracy Wiest and Mark Boddicker

APPROVAL OF CONTINGENCY FUNDS – to close out FY2021

Motion by Kitmziller, second by Hirsch to approve contingency funds as listed. Motion carried.

4110	\$ 4,000.00	Commission
4120	\$ 3,000.00	Mayoral
4141	\$ 4,000.00	City Attorney
4196	\$ 8,000.00	City Engineer
4220	\$ 1,600.00	Fire Department
4650	\$ 620.00	Economic Development
4652	\$ 6,000.00	Planning & Zoning

APPOINT PLANNING & ZONING MEMBERS

Motion by Kitzmiller, second by Thurman to appoint P&Z members Brody Oldfield, Dustin Hirsch, Casey Kenrick, John Hough, and Mike Martin. Motion carried.

PAYROLL CHANGE

90 DAY REVIEW – ASSISTANT FINANCE OFFICER

Motion by Thurman, second by Hirsch to approve Brielle Schrock from \$16.00 to \$17.00 per/hr. Motion carried.

SERGEANT PROMOTION

Motion by Kitzmiller, second by Hirsch to approve Rich Nasser from \$23.94 to \$27.41 per/hr. effective December 26, 2021. Motion carried.

TRANSFER OF PACKAGE LIQUOR LICENSE HAGGAR’s GROCERY to EAGLECAV, LLC. – HEARING

Motion by Hirsch, second by Kitzmiller to open Hearing to the Public. Motion carried.

Motion by Kitzmiller, second by Hirsch to close Hearing to the Public. Motion carried.

Motion by Kitzmiller, second by Thurman to approve the Transfer of the Package Liquor License. Motion carried.

FIRST READING OF SUPPLEMENTAL ORDINANCE 2021.09

Motion by Hirsch, second by Thurman to approve first reading of Ordinance 2021.09. Motion carried.

Motion by Kitzmiller, second by Hirsch to set second reading of Ordinance 2021.09 for January 20, 2022. Motion carried.

FIRST READING OF TSO 2022-01

Lots 1-10 Of Summerset Meadows, Formerly Tract 2 of Richardson Subdivision, Except Lot H1 and Except Tract Well located in the SE1/4SW1/4 of Section 31, Township 3 North, Range 7 East, Black Hills Meridian, City of Summerset, Meade County, SD – from PD Planned Development to R-1 Single Family Residential.

Motion by Hirsch, second by Kitzmiller to approve first reading of Ordinance TSO 2022-01. Motion carried.

Motion by Kitzmiller, second by Hirsch to set second reading of Ordinance TSO 2022-01 for January 20, 2022. Motion carried.

FIRST READING OF TSO 2022-02

Lot D, Block 9 of Summerset Subdivision, Section 36, Township 3 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, SD – from PD Planned Development to C-1 General Commercial.

Motion by Thurman, second by Kitzmiller to approve first reading of Ordinance TSO 2022-02. Motion carried.

Motion by Hirsch, second by Kitzmiller to set second reading of Ordinance TSO 2022-02 for January 20, 2022. Motion carried.

RESOLUTION 2022-02 – BURGNER MINOR PLAT

Motion by Kitzmiller, second by Hirsch. Motion carried.

RESOLUTION 2022-03 – WEST GOLDEN INVESTMENTS

Motion by Kitzmiller, second by Thurman. Motion carried.

SOUTH DAKOTA PUBLIC ASSURANCE ALLIANCE – INTERGOVERNMENTAL CONTRACT

Motion by Hirsch, second by Thurman, to approve signing the contract. Motion carried.

QUIT CLAIM DEED – MILLIRON

Motion by Thurman, second by Thurman to approve the Quit Claim Deed. Motion carried.

SURPLUS TABLETS – POLICE DEPARTMENT

Motion by Hirsch, second by Kitzmiller to approve the surplus of the following tablets:

Item	Serial Number	Status
Tablet: Fujitsu	R6Z03239	Not working
Tablet: Fujitsu	R6Z03236	Working
Tablet: Fujitsu	R6Z03010	Working
Tablet: Fujitsu	R9605005	Working

Keyboard: Stylistic	R7303874	Working
Keyboard: Stylistic	R9600052	Working
Charger Port/Dock: Stylistic	R6Z00347	Not Working
Charger Port/Dock: Stylistic	R6Z00346	Not Working
Charger Port/Dock: Stylistic	R6Z00351	Working
Charger Port/Dock: Stylistic	CP500638-01	Working

Motion carried.

CITIZENS INPUT

None

UPCOMING EVENTS:

City offices will be closed Monday, January 17th in observance of Martin Luther King Day.

ITEMS FROM CITY ATTORNEY

Motion by Kitzmiller, second by Hirsch, to enter into Executive Session at 6:17 p.m. per SDCL 1-25-2 for discussing legal, economic development, negotiations, and personnel issues. Motion carried.

Motion by Hirsch, second by Thurman, to come out of executive session at 6:35 p.m. Motion carried.

ADJOURNMENT

Motion by Kitzmiller, second by Hirsch, to adjourn at 6:35p.m. Motion carried.

(SEAL)

ATTEST:

Candace Sealey
Finance Officer

Melanie Torno
Mayor

Published once _____, 2021 at a cost of \$_____.