

**SUMMERSET CITY COMMISSION
REGULAR MEETING
ZOOM MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY DECEMBER 17, 2020 6:00 P.M.**

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

Commissioner Kitzmiller led the Pledge of Allegiance.

Motion by Butler, second by McCoy to approve the agenda for the Regular Meeting of the Summerset City Commission for December 17, 2020. Motion carried

Motion by McCoy, second by Hirsch to approve the December 3, 2020 minutes as presented. Motion carried.

APPROVAL OF CLAIMS

Motion by Hirsch, second by McCoy to approve the claims and hand checks in the amount of \$49,259.43 from December 3, 2020 through December 17, 2020 as presented or amended. Motion carried.

A&B BUSINESS SOLUTIONS	Monthly Contract	\$4,850.00
Aflac	Employee Insurance	\$581.74
Artistic Custom Badges	Le Badges	\$391.50
Batchelder, Ned	WWDEP Refund	\$50.00
Bingham, Tony	WWDEP Refund	\$50.00
Black Hawk Water	Monthly Usage	\$30.00
Bradt, Jared	WWDEP Refund	\$100.00
Burgard, Matt	WWDEP Refund	\$100.00
C Haveman Business	September/ October Monthly Billing	\$1,368.75
Capelli, Anthony	WWDEP Refund	\$50.00
Cardmember Services	November Credit Card Charges	\$4,823.72
CBH Co-op	Govt Fuel	\$1,327.15
City of Rapid City	Solid Waste Disposal	\$3,778.36
Demersseman Jensen	Legal Services	\$842.50
DENR-Certification	Class 2 Certification-Ambrose	\$24.00
Excel Truck	PW Equipment Exp.	\$1,532.76
Golden West Industrial	Managed Services	\$1,855.50
High Tech Mechanical	Service Call	\$170.00
IBM	IBM Mass 360 Essentials	\$864.00
J & S Heating & Sheetmetal	440 V Elements	\$382.50
Jarvis, Erin	WWDEP Refund	\$50.00
Johnson Tree Company	2 Elm Trees	\$2,000.00

MDU	Utilities	\$628.07
Meade County Auditor	Dispatch	\$1,934.79
Midcontinent	WWTP Phone	\$194.79
Midcontinent Testing Labs	Testing WWTP	\$140.00
Northern Truck	Repair Parts	\$466.07
Postupack, Matthew	WWDEP Refund	\$50.00
Rapid City Journal	Publications	\$101.67
Red Road Inc.	12 Days Of Pizza	\$972.00
Sander Sanitation	Roll Offs	\$1,350.00
SD One Call	November Notifications	\$16.80
Servall Uniform & Linen	Monthly Fees	\$130.51
TNT Construction	Erosion Control Deposit	\$1,000.00
Truform Construction	Replace Sidewalk Govt Building	\$13,918.37
Wamco	Full Chronic Toxicity	\$1,800.00
Western First Aid	WWTP First Aid	\$378.67
South Dakota State Treasurer	Sales Tax November	\$955.21

DISCUSSION OF POLICY MANUAL UPDATES

Motion by Butler, second by McCoy to approve policy manual updates and table the section on vacation pay out policy. Motion carried.

MASTER AGREEMENT

Motion by McCoy second by Butler to approve the Master Short Form Agreement for Professional Services for HDR Engineering, Inc Task order 2021-01. Motion carried.

FINANCE OFFICER MONTHLY UPDATE

The Finance Officer gave an update on the City’s financials.

CITIZENS INPUT

None

ITEMS FROM CITY ATTORNEY

Motion by Butler, second by Hirsch to enter Executive Session per SDCL 1-25-2 for discussing legal, economic development and personnel issues at 6:16 p.m.

Motion by Butler, Second by Hirsch to exit executive session at 6:23 p.m.

ADJOURNMENT

Motion for adjournment at 6:23 p.m. by Hirsch, second McCoy. Motion carried.

(SEAL)

ATTEST:

Candace Sealey
Finance Officer

Bryce Lutz
Mayor