

**SUMMERSET CITY COMMISSION REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, NOVEMBER 16th, 2023, 6:00 P.M.**

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

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 November 16th, 2023. Motion carried.

CONSENT CALENDAR

Motion by Reade, second by Kitzmiller, to approve the minutes of the regular meeting of November 2nd, 2023. Motion carried.

APPROVAL OF CLAIMS

Motion by Reade, second by Hirsch, to approve the claims and hand checks in the amount of \$879,113.11 from November 2nd, 2023, through November 15th, 2023, as presented or amended. Motion carried.

SD State Treasurer	961.76
Cardmember Services	108.43
First National Trust & Investment Management Services	24,975.77
Aspen Ridge Lawn & Landscape LLC	5,587.00
AT&T Mobility	607.41
Axon Enterprise, Inc.	4,116.00
Baumeister, Stephany	264.00
Black Hawk Fire Department	2,000.00
Black Hawk Water Users District	52.25
CBH CO-OP	6,355.19
City of Rapid City	4,226.04
City of Rapid City	25.00
City of Sturgis	400.00
Demersseman Jensen Tellinghuisen & Huffman, LLP	2,312.50
Golden West Technologies	3,808.50
Greenapsis	320.00
GUNDERSON & PALMER LLP	5,800.00
IBM	26.76
Kieffer Sanitation	62.50
MDU	678.72
Meade County Auditor	4,526.77
Midcontinent Communications	177.99
Midcontinent Testing Laboratories, Inc.	175.50
Rapid City Journal	994.40
RCS Construction Inc	805,246.33
SD One Call	27.30
SDML	2,481.61
Servall Uniform & Linen Supply	184.26

Tech Sales Company	783.12
TextMyGov	1,800.00
Western Communications Inc.	28.00

DEPARTMENT HEAD REPORTS

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

SUMMERSET POLICE DEPARTMENT POLICY AND PROCEDURES

Motion by Hirsch, second by Reade to open discussion. Motion carried.

Police Chief, Rich Nasser, gave the Commission a report on the hiring issues the Police Department is facing trying to get and retain personnel. The department has been at job fairs, to Ellsworth AFB, and to Western Dakota Tech to get the word out. Also discussed was the option of being able to take home a vehicle, which would translate into a \$4,000 fuel allowance.

Mayor Torno asked if current employees are interested in the option of taking home a vehicle. The reply was “Yes, they are interested.”

Commissioner Reade asked if we are utilizing part-time employees to fill shifts. Nasser stated that they try, but some contribute in other ways to the Department.

Motion by Butler, second by Reade to close discussion with no action taken. Motion carried.

SUMMERSET POLICE OFFICER ATTRACTION AND RETENTION PLAN

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

Police Chief, Rich Nasser, explained that after looking into the practice of giving a retention bonus, he found the state of Nebraska gave a retention bonus to help keep employees, and suggested that our police department might consider taking the same approach.

Motion by Hirsch, second by Kitzmiller to close discussion with no action taken. Motion carried.

CITY OF SUMMERSET AND CITY OF STURGIS ANIMAL SHELTER AGREEMENT

Motion by Butler, second by Kitzmiller to open discussion. Motion carried.

Motion by Butler, second by Reade to close discussion. Motion carried.

Motion by Butler, second by Kitzmiller to approve City of Summerset and City of Sturgis Animal Shelter Agreement. Motion carried.

EASEMENT – BLACK HILLS ENERGY

Motion by Butler, second by Reade to open discussion. Motion carried.

Anthony Kayl, Public Works Manager, explained that Black Hills Power needs to move a line due to bridge construction. It will follow the drainage and a trench will be bored to make the connection. The City Attorney, Mike Wheeler, had no concerns with the project.

Motion by Reade, second by Butler to close discussion. Motion carried.

Motion by Kitzmiller, second by Butler to approve the easement of Black Hills Energy. Motion carried.

FIRST READING OF ORDINANCE 2023-17, EXTRA TERRITORIAL JURISDICTION

Motion by Kitzmiller, second by Butler, to open discussion. Motion carried.

Motion by Reade, second by Kitzmiller, to close discussion. Motion carried.

Motion by Kitzmiller, second by Butler, to approve the First Reading. Motion was then amended to state: approve the First Reading and set the Second Reading for December 7th. Motion carried.

FIRST READING OF ORDINANCE 2023-18, AMENDING 153.999 PENALTY

Motion by Butler, second by Kitzmiller, to open discussion. Motion carried.

Motion by Reade, second by Hirsch, to close discussion. Motion carried.

Motion by Kitzmiller, second by Butler, to approve the First Reading, and to set the Second Reading for December 7th. Motion carried.

FIRST READING OF ORDINANCE 2023-19, AMENDING 155.999 PENALTY

Motion by Kitzmiller, second by Hirsch, to open discussion. Motion carried.

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

Motion by Butler, second by Hirsch, to approve the First Reading, and to set the Second Reading for December 7th. Motion carried.

SET FIRST READING FOR 2023-20 – SUPPLEMENTAL APPROPRIATION

Motion by Kitzmiller, second by Reade, to approve setting the First Reading for Ordinance 2023-20 for December 7th, 2023. Motion carried.

APPLICATION AND CERTIFICATE FOR PAYMENT – WWTP EXPANSION

Motion by Butler, second by Kitzmiller to approve application and certificate #8 for payment. Motion carried.

MINOR PLAT GARRY COLASARDO – RESOLUTION 2023-16

Motion by Butler, second by Reade to pass Resolution 2023-16, as recommended by the Planning and Zoning Board. Motion carried.

SEDC PROFESSIONAL SERVICES AGREEMENT FOR SUMMERSET

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

Amanda Anglin, Executive Director of Sturgis Economic Development presented the Professional Services Agreement along with the job description to the Board. \$35,000 was allocated by the Board of Commissioners at a previous meeting out of the 211 Fund for Economic Development. Questions were raised regarding how the \$35,000 would be allocated and if no one was hired if the money would be pro-rated until a hire was made or a refund would be given. Discussion ensued about a satellite office and the person being in the southern corridor. City Attorney Mike Wheeler will draft language for clarification regarding the concerns of the Board.

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

Motion by Butler, second by Hirsch to approve SEDC Professional Services Agreement, contingent upon the draft language being put into the agreement. A roll call vote was taken. Kitzmiller – no, Butler – aye, Torno – aye, Reade – no, Hirsch – no. Motion failed.

Motion by Butler, second by Kitzmiller to bring back the SEDC Professional Services Agreement before the Board, contingent upon adding to the agreement a requirement that The City be compensated if position is not filled. Kitzmiller – no, Reade – no, Butler – aye, Torno – aye, Hirsch – aye. Motion carried.

HDR-AMENDMENT TO GENERAL CONTRACT

Motion by Butler, second by Kitzmiller to approve the Amendment to General Contract. Motion carried.

NOTICE TO PROCEED – SIMON CONTRACTORS OF SOUTH DAKOTA, INC. ASTORIA COURT & ASTORIA LAND DRAINAGE & ROADWAY IMPROVEMENTS

Motion by Kitzmiller, second by Butler to approve the Notice to Proceed. Motion carried.

CITIZENS INPUT

None.

UPCOMING EVENTS:

Legislative Breakfast will be held November 29th @ 7:30 a.m. at the Sturgis Public Library.
Cops and Kids event will be held December 2, 2023.

ITEMS FROM CITY ATTORNEY

No executive session.

ADJOURNMENT

Motion by Kitzmiller, second by Reade, to adjourn at 7:04 p.m. Motion carried.

(SEAL)

ATTEST:

Stephany Baumeister
Finance Officer

Melanie Torno
Mayor

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