

**SUMMERSET CITY COMMISSION  
REGULAR MEETING  
ZOOM MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY June 03, 2021 6:00 P.M.**

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

Mayor Torno led the Pledge of Allegiance.

**Motion** by Hirsch, second by Kitzmiller to approve the agenda for the Regular Meeting of the Summerset City Commission for June 03, 2021. Motion carried

**Motion** by Kitzmiller, second by Butler to amend the May 20, 2021 minutes to table the MOU. Motion carried.

**APPROVAL OF CLAIMS**

**Motion** by Kitzmiller, second by Butler to approve the claims and hand checks in the amount of \$75,649.89 from May 20, 2021 through June 02, 2021 as presented or amended. Motion carried.

A&B Business Solutions	Monthly Contract	\$447.25
Allen,Don	Phone Stipend	\$50.00
Ambrose, Jonathan	Phone Stipend	\$50.00
Buntain,Joshua	Phone Stipend	\$50.00
Butler,Dave	Phone Stipend	\$50.00
C Haveman Business Services	Business Services	\$1,200
Candace Sealey	Phone Stipend	\$50.00
Delta Dental	Employee Dental	\$622.20
Ducheneaux,Halayna	Phone Stipend	\$50.00
First Interstate Bank	Building Payment	\$4,911.76
Ford Motor Credit Company LLC	2020 Ford Interceptor	\$1,479.21
George Mandas	Consulting	\$2,025.00
Golden West Tech	Managed Services	\$1,958.50
Greenapsis	Janitorial	\$475.00
Guaranteed Roofing & Gutters	50% Reroof	\$17,774.12
Health Pool of SD	Employee Insurance	\$12,446.20
Hirsch, Clyde	Phone Stipend	\$50.00
Humane Society of BH	May 2021	\$66.20
Juso, Colton	Phone Stipend	\$50.00
Kitzmiller, Michael	Phone Stipend	\$50.00
Kayl, Anthony	Phone Stipend	\$50.00
MBFS USA LLC	Freightliner Payment	\$3,068.32
Montileaux, Casey	Phone Stipend	\$50.00

Nasser, Rich	Phone Stipend	\$50.00
Palmer, Brandy	Phone Stipend	\$50.00
Print Market	Business Cards	\$186.50
Schieffer, Lisa	Phone Stipend	\$50.00
SDRS- Supplemental Retirement	Supplemental Retirement	\$485.00
Servall Uniform & Linen	Monthly Fees	\$143.87
Stephanie McCoy	Phone Stipend	\$50.00
Tanner Fenenga	Phone Stipend	\$50.00
TNT Construction	Erosion Control	\$2,000
Torno, Melanie	Phone Stipend	\$50.00
US Treasury	May Payroll Taxes	\$12,893.67
USA Bluebook	WWTP Supplies	\$649.79
Valandra, Morgan	Phone Stipend	\$50.00
Vast	Fax/Phone/Internet	\$1,050.38
Wells Fargo Financial Services	Bobcat Payment	\$1,079.30
SDRS	May Retirement	\$7,566.52

**UTILITY BILLING UPDATES**

**Motion** by Hirsch, second by Butler to approve the utility billing adjustments of \$884.36 for the period of May 1, 2021 to May 31, 2021.

**APPROVAL OF CITY ADMINISTRATOR SALARY**

**Motion** by Kitzmiller, second by Hirsch to approve the salary of \$67,000 for City Administrator

**RESIGNATION OF PLANNING AND ZONING MEMBER**

**Motion** by Kitzmiller, second by Butler to accept resignation of Kelly McIntosh from Planning and Zoning Board

**REMOVAL OF PLANNING AND ZONING MEMBER**

**Motion** by Kitzmiller, second by Hirsch to remove Mike Osten from Planning and Zoning Board. Roll call vote, all ayes. Motion carried

Mayor Torno read the reasons for removal as listed:

1. Improper use of the chair position to publicly announce a position that will come before P&Z
2. Refusal of a requested meeting with mayor, a commissioner, and city employees to resolve P&Z concerns
3. Creating a quorum via email for P&Z members and commissioners without 24 hr prior notice
4. Concern with the lack of knowledge of protocols, processes, and roles of P&Z

**APPOINTMENT OF PLANNING AND ZONING MEMEBER**

**Motion** by Kitzmiller, second by Butler to appoint John Hough to Planning and Zoning Board. Roll call vote, all ayes. Motion carried.

**BH COUNCIL OF LOCAL GOVERNMENT**

Representatives from BH Council of Local Government to discuss the City’s Hazard Mitigation Plan

**CASEY PETERSON**

Review of the 2020 Audit

**PUBLIC HEARING**

Public hearing scheduled for June 3<sup>rd</sup> cancelled and scheduled for Thursday June 10, 2021 at 6 p.m. This was for informational purposes only and no action was taken.

**UPCOMING EVENTS**

Summerfest June 19<sup>th</sup>, 2021 at 4 p.m. Leisure Lane Park

**CITIZENS INPUT**

Two residents expressed their concerns with planning and zoning.

Two residents expressed their concerns about Sun Valley road access.

One resident asked about documenting.

**ITEMS FROM CITY ATTORNEY**

**Motion** by Hirsch, second by Kitzmiller to enter Executive Session per SDCL 1-25-2 for discussing legal, economic development and personnel issues at 6:57 p.m.

**Motion** by Butler, second by Hirsch to exit executive session at 7:38 p.m.

**ADJOURNMENT**

**Motion** for adjournment at 7:38 p.m. by Hirsch, second Kitzmiller. Motion carried.

(SEAL)

ATTEST:

\_\_\_\_\_  
Candace Sealey  
Finance Officer

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

Published XXXXX at a cost of \$XX.XX