

**SUMMERSET CITY COMMISSION  
REGULAR MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY, MARCH 17, 2022 6:00 P.M.**

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

Mayor Torno led in the Pledge of Allegiance.

Commissioner Butler gave the invocation.

**Motion** by Thurman, second by Butler, to approve the agenda for the regular meeting of the Summerset City Commission for March 17th, 2022. Motion carried.

**CONSENT CALENDAR**

**Motion** by Butler, second by Hirsch, to approve the minutes of the regular meeting of March 3rd, 2022. Motion carried.

**APPROVAL OF CLAIMS**

**Motion** by Hirsch, second by Thurman, to approve the claims and hand checks in the amount of \$52,358.11 from March 3rd, 2022 through March 16th, 2022 as presented or amended. Motion carried.

ALLEN, DON	Cell Phone Stipend-Oct	50.00
AMBROSE, JONATHAN	Personal Credit Card Reimb	91.56
BLACK HAWK WATER USERS DISTRICT	Monthly Fees	32.00
C HAVEMAN BUSINESS SERVICES	Reconciliations	1,275.00
CARDMEMBER SERVICES	Credit Card Charges	81.62
CASCADE ENGINEERING	Replacement Parts	152.00
CBH CO-OP	Govt Fuel	4,762.60
CITY OF RAPID CITY	Solid Waste Disposal	3,339.75
CMS SERVICES	WWTP Repair	255.10
DEMERSSEMAN JENSEN	Legal Services	1,947.50
GOLDEN WEST TECHNOLOGIES	Managed Services	2,789.50
HDR ENGINEERING, INC	WWTP Engineering	32,232.69
MDU	Utilities	1,818.95
MIDCONTINENT COMMUNICATIONS	WWTP Phone	198.72
MIDCONTINENT TESTING LABS	WWTP Testing	163.50
RAPID CITY JOURNAL	Publications	393.56
SD ONE CALL	February Notifications	13.65
TRANSOURCE	Loader Snow Rental	1,800.00

**DEPARTMENT HEAD REPORTS/MANUALS**

Each department head present final manuals to the commission.

#### **PAYROLL CHANGE**

**Motion** by Butler, second by Hirsch to open discussion for Police Officer Matt Macrander – 90-day review. From \$20.00 to \$22.00. Effective March 26<sup>th</sup>, 2022.

**Motion** by Thurman, second by Hirsch to approve new payroll. Motion carried.

#### **PIEDMONT VALLEY CHAMBER OF COMMERCE**

**Motion** by Hirsch, second by Thurman to open discussion for permission to hold event in August on City grounds August 20<sup>th</sup>, 2022 from 10am to 4pm.

**Motion** by Butler, second by Hirsch to approve the event at City Hall and waive fees. Motion carried.

#### **SECOND READING FOR ORDINANCE 2022-01**

Revision to ordinance Title XV Chapter 153 – Subsection 153.025 Adoption of Building Code.

**Motion** by Hirsch, second by Thurman to approve second reading of Ordinance 2022-01. Motion carried.

**Motion** by Thurman, second by Butler to adopt second reading of Ordinance 2022-01. Motion carried.

**Motion** to by Butler, second by Hirsch to rescind previous motion. Motion carried.

**Motion** by Hirsch, second by Thurman to adopt second reading of Ordinance 2022-01, all ayes. Motion carried.

#### **SECOND READING FOR ORDINANCE 2022-02 w/amendments**

Revision to ordinance Title XV Chapter 152 – Subsection 152.01 Adoption of 2018 International Building Code by Reference.

**Motion** by Butler, second by Thurman to approve second reading of Ordinance 2022-02. Motion carried.

**Motion** by Butler, second by Hirsch to adopt second reading of Ordinance 2022-02, all ayes. Motion carried.

#### **SECOND READING FOR ORDINANCE 2022-03 w/amendments**

Revision to ordinance Title XV Chapter 152 – Subsection 152.02 Adoption of 2018 International Property Maintenance Code by Reference.

**Motion** by Thurman, second by Butler to approve second reading of Ordinance 2022-03. Motion carried.

**Motion** by Hirsch, second by Thurman to adopt second reading of Ordinance 2022-03, all ayes. Motion carried.

#### **SECOND READING FOR ORDINANCE 2022-04 w/amendments**

Revision to ordinance Title XV Chapter 152 – Subsection 152.03 Adoption of 2018 International Residential Code by Reference.

**Motion** by Butler, second by Thurman to approve second reading of Ordinance 2022-04. Motion carried.

**Motion** by Butler, second by Hirsch to adopt second reading of Ordinance 2022-04, all ayes. Motion carried.

#### **BUILDING VALUATION DATA – AUGUST 2018 (Square Footage Construction Costs)**

**Motion** by Hirsch, second by Thurman recommended do pass by the Planning & Zoning Board. \*Effective April 1, 2022. Motion carried.

#### **FINANCE - SECOND READING OF SUPPLEMENTAL ORDINANCE 2022-05**

**Motion** by Hirsch, second by Thurman to approve second reading of Ordinance 2022-05. Motion carried.

**Motion** by Butler, second by Hirsch to adopt second reading of Ordinance 2022-05, all ayes. Motion carried.

#### **FINANCE – DISCUSSION/ACTION ON VSP INSURANCE**

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

**Motion** by Hirsch, second by Thurman to approve. Motion carried.

#### **FINANCE – 2021 AUDIT REPORT**

**Motion** by Butler, second by Hirsch to set Audit Report for April 21<sup>st</sup>, 2022. Motion carried.

#### **DECLARATION OF EASEMENT – NEW LEAF LLC.**

Tract 1A of Pine Hills Subdivision, Section 36, Township 3 North, Range 6 East, Black Hills, Meridian, City of Summerset, Meade County SD.

**Motion** by Thurman, second by Hirsch. Motion carried.

**FENCE VARIANCE – CITY OF SUMMERSET**

Lots AR, BR, C and D of Lot 1, Block 9, Section 36, Township 3 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County SD.

**Motion** by Thurman, second by Hirsch. Motion carried.

**PROPERTY OVERVIEW – VALUATION RATES SDPAA**

City Administrator

**CITIZENS INPUT**

None

**UPCOMING EVENTS:**

Coffee with the Commission will be March 26<sup>th</sup> @ 10:00 a.m. at the Public Works Building. Residents are encouraged to come and visit with the Commission and view the Public Works Building.

\*Reminder upcoming Local Board of Equalization -March 21<sup>st</sup>, 2022 @ 6:00 p.m.

**ITEMS FROM CITY ATTORNEY (ABSENT)**

**Motion** by Hirsch, second by Thurman, to enter into executive session at 7:04 p.m. per SDCL 1-25-2 for discussing legal, economic development, negotiations, and personnel issues. Motion carried.

**Motion** by Butler, second by Hirsch, to exit executive session at 7:54 p.m. Motion carried.

**ADJOURNMENT**

**Motion** by Butler, second by Hirsch, to adjourn at 7:54 p.m. Motion carried.

(SEAL)

ATTEST:

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Candace Sealey  
Finance Officer

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Melanie Torno  
Mayor

Published once March 26<sup>th</sup>, 2022 at a cost of \$126.81.