

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

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

Mayor Torno led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by Kitzmiller, second by Hirsch to approve the agenda for the Regular Meeting of the Summerset City Commission for July 6th, 2023. Motion carried.

CONSENT CALENDAR

Motion by Hirsch, second by Reade to approve the minutes of the regular meeting of June 15th, 2023. Motion carried.

APPROVAL OF CLAIMS

Motion by Butler, second by Hirsch to approve the claims and hand checks in the amount of \$473,206.36 from June 15th, 2023 through July 5th, 2023 as presented or amended. Motion carried.

A & B BUSINESS SOLUTIONS	Water Machine and Copy Machine	\$443.29
AFLAC REMITTANCE PROCESSING	Employee Benefits	\$135.46
AMBROSE, JONATHAN	Cell Phone Stipend	\$50.00
ANGLIN, MITCH	Cell Phone Stipend	\$50.00
BAUMEISTER, STEPHANY	Cell Phone Stipend; Per Diem - Budget Training	\$124.00
BH ENERGY	Utilities	\$6,310.72
BIRGEN, NICHOLIN	Cell Phone Stipend	\$50.00
Butler, Dave	Cell Phone Stipend	\$50.00
CBH CO-OP	Govt Fuel	\$3,369.90
DAVIS, OWEN	Cell Phone Stipend	\$50.00
Freedom Investments LLC	Refund Sign Dpst	\$150.00
GOLDEN WEST TECHNOLOGIES	Set up New user for Matt Macrander	\$87.50
GREENAPIS	Janitorial Govt Bldg	\$320.00
HAVEMAN BUSINESS SERVICES LLC	YTD Services	\$2,212.50
HEALTH POOL OF SD	Employee Medical Insurance	\$15,393.84
HERMANSON EGGE ENGINEERING	Building Permit Inspections	\$660.00
HIRSCH, CLYDE	Cell Phone Stipend	\$50.00
JOHNSON, SCOTT	Uniform Allowance	\$400.00
JUSO, COLTON	Uniform Allowance; Per Diem SRO Training	\$554.00
Kayl, Anthony	Cell Phone Stipend	\$50.00
KIEFFER SANITATION	Portable Toilets	\$225.00
KITZMILLER, MICHAEL	Cell Phone Stipend	\$50.00
MACRANDER, MATTHEW	Uniform Allowance	\$400.00
MDU	Utilities	\$489.68
MONTILEAUX, CASEY	Uniform Allowance	\$400.00
NASSER,RICH	Uniform Allowance	\$400.00
NORTHERN TRUCK EQUIPMENT CO	PIN/CR For Return	\$138.07
Precision Lawn & Hydroseed LLC	72" Direct Drive Jenkins Brush Cutter	\$6,300.00
RCS CONSTRUCTION INC	WWTP Expansion Pay application #4	\$401,400.00
RUSHMORE EQUIPMENT LLC	Equipment Rental - Skid steer	\$150.00

SCHIEFFER, LISA	Cell Phone Stipend	\$50.00
SERVALL UNIFORM & LINEN SUPPLY	Janitorial Govt Bldg	\$164.27
SMITH, JEFF	Cell Phone Stipend	\$50.00
SDRS	Employee Retirement	\$9,425.64
SDRS SUPPLEMENTAL RETIREMENT	Employee Retirement - Supplemental	\$520.00
TORNO, MELANIE	Cell Phone Stipend	\$50.00
TYLER TECHNOLOGIES, INC	Conversion and Go Live	\$2,441.25
UEBEL, DEREK	Uniform Allowance	\$400.00
UNITES STATES TREASURY		\$16,267.62
USA BLUEBOOK	BOD Incubator	\$3,373.62
	TOTAL:	\$473,206.36

APPROVAL OF PAYROLL – JUNE 2023 – SDCL 6-1-10

Motion by Kitzmiller, second by Butler to approve the June 2023 payroll. Motion carried.

Dept. 4000 - \$21,963.79 Wastewater/Public Works
 Dept. 4110 - \$1,749.99 Commission
 Dept. 4120 - \$1,916.67 Mayor
 Dept. 4140 - \$14,952.80 Finance
 Dept. 4210 - \$35,831.85 Police
 Dept. 4652 - \$0.00 Planning & Zoning

UTILITY BILLING ADJUSTMENTS

Motion by Butler, second by Reade to approve the billing adjustment of \$318.87 for the period of June 1st to June 30th, 2023. Motion carried.

COMMISSION REPORTS

Kitzmiller, Butler, Reade, Hirsch and Torno gave monthly reports.

SECOND READING FOR ORDINANCE 2023-03 GOVERNING BODY (3 PERSON TO 5 PERSON).

Motion by Butler, seconded by Hirsch to approve the second reading for Ordinance 2023-03. Motion carried.

ADOPT ORDINANCE 2023-03 GOVERNING BODY (3 PERSON TO 5 PERSON).

Motion by Butler, second by Kitzmiller to adopt Ordinance 2023-03. Motion carried.

FIRST READING FOR ORDINANCE 2003-06 KENNELS.

Motion by Reade, second by Kitzmiller to approve the first reading for Ordinance 2023-06. Motion carried.

SET SECOND READING FOR ORDINANCE 2003-06 KENNELS.

Motion by Kitzmiller, seconded by Hirsch to set the second reading for July 20th, 2023. Motion carried.

FIRST READING FOR ORDINANCE 2023-07 DANGEROUS ANIMAL.

Motion by Reade, seconded by Butler to approve the first reading for Ordinance 2023-07. Motion carried.

SET SECOND READING FOR ORDINANCE 2023-07 DANGEROUS ANIMAL.

Motion by Butler, seconded by Kitzmiller to set the second reading for July 20th, 2023. Motion carried.

FIRST READING FOR ORDINANCE 2023-08 NOTICE OF REVIEW BY LEAGAL AND FINANCE COMMITTEE.

Motion by Hirsch, seconded by Butler to approve the first reading for Ordinance 2023-08. Motion carried.

SET SECOND READING FOR ORDINANCE 2023-08 NOTICE OF REVIEW BY LEAGAL AND FINANCE COMMITTEE.

Motion by Butler, seconded by Reade to set the second reading for July 20th, 2023. Motion carried.

FIRST READING FOR ORDINANCE 2023-09 NOTICE TO CUT VEGETATION.

Motion by Kitzmiller, seconded by Hirsch to approve the first reading for Ordinance 2023-09. Motion carried.

SET SECOND READING FOR ORDINANCE 2023-09 NOTICE TO CUT VEGETATION.

Motion by Hirsch, seconded by Reade to set the second reading for July 20th, 2023. Motion carried.

FIRST READING FOR ORDINANCE 2023-10 PENALTY 91.999.

Motion by Butler, seconded by Kitzmiller to approve the first reading for Ordinance 2023-10. Motion carried.

SET SECOND READING FOR ORDINANCE 2023-10 PENALTY 91.999.

Motion by Butler, seconded by Reade to set the second reading for July 20th, 2023. Motion carried.

FIRST READING FOR ORDINANCE 2023-11 DEFINITIONS 93.01.

Motion by Kitzmiller, seconded by Reade to approve the first reading for Ordinance 2023-11. Motion carried.

SET SECOND READING FOR ORDINANCE 2023-11 DEFINITIONS 93.01.

Motion by Kitzmiller, seconded by Hirsch to set the second reading for July 20th, 2023. Motion carried.

FIRST READING FOR ORDINANCE 2023-12 GENERAL PENALTY 10.99.

Motion by Hirsch, seconded by Kitzmiller to approve the first reading for Ordinance 2023-12. Motion carried.

SET SECOND READING FOR ORDINANCE 2023-12 GENERAL PENALTY 10.99.

Motion by Hirsch, seconded by Butler to set the second reading for July 20th, 2023. Motion carried.

FIRST READING FOR ORDINANCE 2023-13 STORING, PARKING, or LEAVING VEHICLES AS A NUISANCE 93.02.

Motion by Kitzmiller, seconded by Butler to approve the first reading for Ordinance 2023-13. Motion carried.

SET SECOND READING FOR ORDINANCE 2023-13 STORING, PARKING, or LEAVING VEHICLES AS A NUISANCE 93.02.

Motion by Butler, seconded by Kitzmiller to set the second reading for July 20th, 2023. Motion carried.

FIRST READING FOR ORDINANCE 2023-14 STORAGE ON PUBLIC PROPERTY PROHIBITED 71.085.

CANCELLED

FIRST READING FOR ORDINANCE 2023-15 PENALTY 71.999.

Motion by Kitzmiller, seconded by Reade to approve the first reading for Ordinance 2023-15. Motion carried.

SET SECOND READING FOR ORDINANCE 2023-15 PENALTY 71.999.

Motion by Butler, seconded by Hirsch to set the second reading for July 20th, 2023. Motion carried.

RESIGNATION – MIKE MARTIN/PARKS AND RECREATION BOARD.

Motion by Kitzmiller, seconded by Hirsch to accept the resignation of Mike Martin. Motion carried.

PARKS & RECREATION BOARD APPLICATIONS.

Motion by Hirsch, seconded by Reade to open applications until July 14th, 2023. Motion carried.

CONDITIONAL USE PERMIT/VARIANCE – FREEDOM INVESTMENTS, LLC.

Said application for conditional use permit/variance is submitted by the Applicant: Freedom Investments, LLC to allow for two (2) off-premises signs less than 1,500 between the same.

Motion by Kitzmiller, second by Reade to approve the conditional use permit/variance application of Freedom Investments, LLC. Motion carried.

DRAFT – SPEAKER REQUEST FORM, INSTRUCTION POSTER.

City Administrator presented a draft on the speaker request form, and instructional poster. The Board asked what the procedure would be to allow a speaker additional time. The City Administrator was asked to bring the same back before the Board on July 20th.

SCHOOL RESOURCE OFFICER PROGRAM AGREEMENT *INFORMATION ONLY.

The signed School Resource Officer Program Agreement was presented to the Board.

NEW HIRE – POLICE DEPARTMENT

Corey Jonas – certified police officer \$25.94 starting date July 7th, 2023.

Motion by Kitzmiller, second by Reade to approve new hire Corey Jonas at \$25.94 per/hr. Motion carried.

APPLICATION AND CERTIFICATE FOR PAYMENT – WWTP EXPANSION.

Motion by Butler, second by Hirsch to approve application and certificate #4 for payment. Motion carried.

INTEREST RATES/BANKING.

City Finance Officer Stephany Baumeister and City Administrator Lisa Schieffer presented to the Board interest rates from various banking institutions regarding CDs and Money Market accounts. The Board asked that the same be brought back during budget time.

CITIZENS INPUT

None

UPCOMING EVENTS:

July 8th, Summerfest from 4:00 pm to 7:00 pm at Summerset City Hall Campus – featuring local business from Piedmont, Foothills Area, and Summerset.

ITEMS FROM CITY ATTORNEY

None.

ADJOURNMENT

Motion by Kitzmiller, second by Reade to adjourn the meeting at 6:47 p.m.

(SEAL)

ATTEST:

Stephany Baumeister
Finance Officer

Published once _____ at a cost of \$_____

Melanie Torno
Mayor