

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, MAY 5th, 2022 6:00 P.M.**

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

Mayor Torno led in the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by Hirsch, second by Butler, to approve the agenda for the regular meeting of the Summerset City Commission for May 5th, 2022. Motion carried.

CONSENT CALENDAR

Motion by Kitzmiller, second by Hirsch, to approve the minutes of the regular meeting of April 21st, 2022. Motion carried.

APPROVAL OF CLAIMS

Motion by Kitzmiller, second by Hirsch, to approve the claims and hand checks in the amount of \$79,306.99 from April 21st, 2022 through May 4th, 2022 as presented or amended. Motion carried.

Motion by Hirsch, second by Butler to approve cutting a check out of cycle on 4/22/2022 for \$21.20 to the SD Department of Revenue for Motor Vehicle fees in Police Department. Motion carried.

A&B BUSINESS SOLUTIONS		365.16
ACBC		106.50
ACES ENGINEERING	refund- rezoning	51.01
ALLEN, DON	Cell phone stipend	50.00
AMBROSE, JONATHAN	CELL PHONE STIPEND	50.00
ANGLIN, MITCH	CELL PHONE STIPEND	50.00
AT&T MOBILITY	FIRSTNET SSPD NETMOTION	1,209.72
AUTO OWNERS INSURANCE		100.00
AXON ENTERPRISE, INC	FLEET PACKAGES	9,228.00
BLACK HILLS ENERGY	APRIL 2022	6,025.49
BLACK HILLS OVERHEAD DOORS	PD WALL STATION REPLACED	194.90
BLUE LINE GRAPHICS	REAR QRTR PANEL REPLACE GRAPHI	150.00
Black Hills Ammunition	PD AMMUNITION	609.88
Butler, Dave	CELL PHONE STIPEND	50.00
CANDACE SEALEY	CELL PHONE STIPEND	50.00
DAKOTA PUMP, INC	DO PROBE UPDATE	127.55
DAVIS, OWEN	CELL PHONE STIPEND	50.00
DELTA DENTAL	EMPLOYEE DENTAL INS	753.40
DOCUSIGN INC	DOCUSIGN	2,434.32
GENPRO	FLAGPOLE LIGHT WWTP	120.18

GOLDEN WEST TECHNOLOGIES	Billable Labor	150.00
HIRSCH, CLYDE	Cell Phone Stipend	50.00
HEALTH POOL OF SD	EMPLOYEE MEDICAL INSURANCE	13,092.30
HERMANSON EGGE ENGINEERING	7 RESIDENTIAL/ 2 COMMERCIAL	985.00
JUSO, COLTON	TRAINING EXPENSE REPORT	84.00
KENNY'S BODY SHOP	2016 REAR END REPAIR	6,299.09
KITZMILLER, MICHAEL	CELL PHONE STIPEND	50.00
Kayl, Anthony	CELL PHONE STIPEND	50.00
Lighting Maintenance Co.	REPAIRED STREET LIGHTS	292.63
MACQUEEN EMERGENCY	PD RADAR INSTALL	2,718.21
MACRANDER, MATTHEW	CELL PHONE STIPEND	50.00
MEADE COUNTY REG OF DEEDS	REORDING FEE RUDLAND	180.00
MIDWEST RADAR & EQUIPMENT	STALKER, DECATUR GEN II	200.00
MONTILEAUX, CASEY	CELL PHONE STIPEND	50.00
MOTOR VEHICLE DIVISION	Transfer Fee/Plate Fee	21.20
NASSER, ALEXIS	CELL PHONE STIPEND	50.00
NASSER, RICH	CELL PHONE STIPEND	50.00
O'GRADY, BRENDA	CELL PHONE STIPEND	50.00
O'REILLY	BATTERY, CORE, CORE EXCHANGE	152.91
PALMER, BRANDY	TRAINING EXPENSE REPORT	84.00
SCHIEFFER, LISA	CELL PHONE STIPEND	50.00
SCHROCK, BRIELLE	CELL PHONE STIPEND	50.00
SD DEPARTMENT OF REVENUE	LIQOUR LIC RENEWALS	750.00
SD PUBLIC ASSURANCE ALLIANCE	2022 RENEWAL- ADD PARK SHELTER	102.48
SDRS	SUP RET CONTS APR 2022	625.00
SERVALL UNIFORM & LINEN SUPPLY	MONTHLY FEES	160.39
Sturgis Police Department	TRAFFIC TICKETS	167.50
TNT CONSTRUCTION	14771 GLENWOOD DRIVE	1,000.00
TORNO, MELANIE	CELL PHONE STIPEND	50.00
VAST BROADBAND	FAX/PHONE/INTERNET	1,115.12
FIRST NATIONAL TRUST AND SDRS	ACH PAYMENT P&I	4,299.52
SDRS	ELECT FUND TRANS APRIL 2022 RC	8,697.80
UNITED STATES TREASURY	PAYROLL TAX DEPOSIT APRIL 2022	15,824.93

APPROVAL OF PAYROLL – APRIL 2022 – SDCL 6-1-10

Motion by Kitzmiller, second by Butler to approve the payroll for April 2022. Motion carried.

Dept. 4000 - \$13,164.53 Wastewater/Public Works

Dept. 4110 - \$2,333.32 Commission

Dept. 4120 - \$1,083.33 Mayor

Dept. 4140 - \$12,838.82 Finance

Dept. 4210 - \$28,314.94 Police

Dept. 4652 - \$375.00 Planning & Zoning

UTILITY BILLING ADJUSTMENTS

Motion by Butler, second by Hirsch to approve utility billing adjustments of \$121.03 for the period April 1st thru April 30th, 2022. Motion carried.

Commission Reports

Commissioners gave report on their monthly duties.

APPOINTMENT OF COMMISSIONERS

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

The Board discussed the various positions for liaison in Public Works, Finance, Utilities and Public Safety and whether anyone wanted to switch from their previous positions.

Motion by Kitzmiller, second by Butler to close the discussion. Motion carried.

Motion by Kitzmiller, second by Butler to nominate Butler for Public Safety.

Motion by Hirsch, second by Kitzmiller to nominate Hirsch for Public Safety.

Paper ballots were then distributed to the Commission for voting purposes. Clyde Hirsch by majority was named as liaison to Public Safety.

Motion by Kitzmiller, second by Hirsch to nominate Kitzmiller for Public Works.

Motion by Butler, second Hirsch to nominate Butler for Public Works.

Paper ballots were then distributed to the Commission for voting purposes. There was a tie. Motion failed.

Motion by Butler, second by Kitzmiller to nominate Butler for Utilities.

Motion by Kitzmiller, second by Butler, that nominations cease. Motion carried. Butler was named liaison for Utilities.

Motion by Kitzmiller, second by Butler to nominate Nasser for Finance and Revenue. Motion carried. Nasser named liaison for Finance and Revenue.

Motion by Hirsch, second by Butler to nominate Kitzmiller for Public Works. Motion carried. Kitzmiller named liaison for Public Works.

ELECTION OF THE PRESIDENT OF THE SUMMERSET CITY COMMISSION

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

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

Motion by Kitzmiller, second by Hirsch to nominate Nasser. Motion carried.

ELECTION OF THE VICE-PRESIDENT OF THE SUMMERSET CITY COMMISSION

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

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

Motion by Kitzmiller, second by Hirsch to nominate Butler.

Motion by Kitzmiller, second by Butler, that nominations cease. Butler was named Vice-President.

APPOINTMENT OF CITY OFFICIALS

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

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

Motion by Butler, second by Hirsch to name Mike Wheeler as City Attorney. Motion by Hirsch, second by Butler, that nominations cease. Motion carried.

Motion by Butler, second by Kitzmiller to name HDR as City Engineering Firm. Motion carried.

Motion by Kitzmiller, second by Butler to name Candace Sealey as City Finance Officer. Motion carried.

AUTHORIZE BANK DEPOSITORY

Motion by Kitzmiller, second by Hirsch to approve BankWest as the authorized bank depository, with the following authorized signers: Mayor, President of Commission, City Administrator, Finance Commissioner, and City Finance Officer. Motion carried.

DESIGNATION OF OFFICIAL PUBLICATION

Motion by Hirsch, second by Butler to approve of the Rapid City Journal as Official Publication. Motion carried.

KAILEY SNYDER - BLACK HILLS COUNCIL OF LOCAL GOVERNMENTS, FEMA HAZARD MITIGATION GRANT APPLICATION

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

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

Motion by Butler, second by Hirsch to approve the Resolution Appointment of Applicant Agent 2022-06. Motion carried.

Motion by Butler, second by Hirsch to approve the Designation of Applicant Agent. Motion carried.

Motion by Butler, second by Hirsch to approve the City of Summerset Commitment letter. Motion carried.

Motion by Hirsch, second by Butler to accept GenPro Quote. Motion carried.

SET FIRST READING OF ORDINANCE 2022-06 AN ORDINANCE AMENDING ORDINANCE TITLE V, CHAPTER 153, SUBSECTION 153.214 FEES.

Motion by Kitzmiller, second by Hirsch to set first reading for May 19th, 2022 @ 6:00 p.m. Motion carried.

SET FIRST READING OF TSO 2022-05

Lot 2 of Lenlu Estates, Located in the SW1/4 & SW1/4SE1/4 of Section 24, Township 3 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, SD.

Motion by Hirsch, second by Butler to set first reading for May 19th, 2022 at 6:00pm. Motion carried.

RESOLUTION 2022-07

Plat of Lots 1 thru 3 of Block 6 of Summerset USA. Formerly a portion of Lot B of the E1/2NW1/4 and a portion of Lot A of the NE1/4 and a portion of Tract 3 of the S1/2 and a portion of the Vacated R.O.W. of Independence Loop.

All located in Section 25, Township 3 North, Range 6 East, Black Hills Meridian, Meade County, City of Summerset, South Dakota.

Motion by Butler, second by Hirsch to approve Resolution 2022-07. Motion carried.

MALT BEVERAGE LICENSE RENEWALS 2022-2023

Retail On-Off Sale Malt Beverage License #RB-2318 with Sunday Service and ten video lottery machines, MG Oil Company, dba Happy Jacks - Summerset, 8076 Stagestop Road, Lot SC4 and SC5 Siouxland Estates, Sec 23, T3N, R6E, BHM, Summerset, Meade County, South Dakota.

Retail On-Off Sale Malt Beverage License #RB-18919 with Sunday Service and ten video lottery machines, MG Oil Company, dba Happy Jacks – Summerset 2, 8074 Stagestop Road, LotSC4 and SC5, Siouxland Estates, Sec 23, T3N, R6E, BHM, Summerset, Meade County, South Dakota.

Retail On-Off Sales Malt Beverage & SD Farm Wine License #RB-25545 with Sunday Service and eight video lottery machines, The Pit Stop LLC, 8034 Stagestop Road, OC.60.02R, Lot 2R. 23-3-6

RESOLUTION 2022-09-MALT BEVERAGE LICENSE RESOLUTION

Motion by Kitzmiller, second by Hirsch to approve Resolution 2022-09-Malt Beverage Licenses for the City of Summerset. Motion carried.

SET PUBLIC HEARING FOR NEW ALCHOHOLIC BEVERAGE LICENSE APPLICATIONS

Motion by Kitzmiller, second by Butler to set hearing for May 19th, 2022 for the following new applications. Motion carried.

Skye Potter (Run Wild) - Retail (on-off sale) Malt Beverage & SD Farm Wine
7089 Infinity Drive, Summerset, SD 57718, at Lot 7 of Infinity Business Park, City of Summerset, located in Section 8, Township 2 North, Range 7 East of the Black Hills Meridian, Meade County SD

Tia Van Pelt (You'unique Brew) - Retail (on-off sale) Malt Beverage & SD Farm Wine
8092 Stage Stop Road, Summerset, SD 57718, at Lot 4R of Stage Stop Subdivision, City of Summerset, located in Section 23, Township 3 North, Range 6 East of the Black Hills Meridian, Meade County SD

NEW HIRE- WASTEWATER OPERATOR

Motion by Butler, second by Kitzmiller to approve Owen Davis - \$18.00 per/hr. Motion carried.

CITIZENS INPUT- None

UPCOMING EVENTS:

Arbor Day Celebration has been rescheduled to Friday, May 6th at 1:00 p.m. at the Stagebarn Middle School. City Offices will be closed Monday, May 30th for Memorial Day.

ITEMS FROM CITY ATTORNEY

Motion by Hirsch, second by Kitzmiller, 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 Hirsch, second by Kitzmiller, to exit executive session at 7:35 p.m. Motion carried.

ADJOURNMENT

Motion by Kitzmiller, second by Hirsch, to adjourn at 7:36 p.m. Motion carried.

(SEAL)

ATTEST:

Candace Sealey
Finance Officer

Melanie Torno
Mayor

Published once _____ at a cost of \$_____.