

**SUMMERSET CITY COMMISSION
REGULAR MEETING
ZOOM MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY August 5, 2021, 6:00 P.M.**

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

Mayor Torno led the Pledge of Allegiance.

Motion by Hirsch, second by Butler, to approve the agenda for the Regular Meeting of the Summerset City Commission for August 5, 2021. Motion carried.

Motion by Butler, second by McCoy, to open discussion on the minutes of July 15, 2021. Motion carried.

Motion by Butler, second by Kitzmiller, to approve the minutes of July 15, 2021, as amended to state “Motion by Kitzmiller, second by Butler, to approve August 19th, 2021 to open public bid.” Motion carried.

APPROVAL OF CLAIMS

Motion by Kitzmiller, second by McCoy, to approve the claims and hand checks in the amount of \$77,642.89 from July 15, 2021 through August 4th, 2021 as presented or amended. Motion carried.

A&B BUSINESS SOLUTIONS	Monthly Contract	79.44
ALLEN, DON	Phone Stipend	50.00
AMBROSE, JONATHAN	Phone Stipend	50.00
BUNTAIN, JOSHUA	Phone Stipend	50.00
BUTLER, DAVE	Phone Stipend	50.00
CANDACE SEALEY	Phone Stipend	50.00
DAKOTA PUMP, INC	Water Warrior Pump Diagnosis	3,028.07
DUCHENEAUX, HALAYNA	Phone Stipend	50.00
DUSTBUSTERS	Dustguard	3,034.80
ENTERPRISES INC.		
FORD MOTOR CREDIT COMPANY, LLC	2020 Ford Interceptor	1,479.21
GEORGE MANDAS	Professional Fees P & Z	1,800.00
GOLDEN WEST TECHNOLOGIES	Cloud Mitigation, Training, Keys	1,464.00
GREENAPSIS	Janitorial	475.00
HARVEY'S LOCK & SECURITY	Rekey Grade 2 Lever	223.18
HAWKINS INC.	Aqua Hawk	2,412.00
HEALTH POOL OF SD	Employee Medical Insurance	11,562.25
HERMANSON EGGE ENGINEERING	4 Residential Inspections	420.00
HIRSCH, CLYDE	Phone Stipend	50.00
KITZMILLER, MICHAEL	Phone Stipend	50.00
KAYL, ANTHONY	Phone Stipend	50.00
LEGENDARY ELECTRIC	Pull Wires	990.22
MBFS USA LLC	MBFS	3,068.32

MDU	Utilities	197.28
MEADE COUNTY AUDITOR	LE Dispatch June	2,054.75
MID-AMERICAN RESEARCH CHEMICAL	WWTP Supplies	1,307.56
MONTILEAUX, CASEY	Phone Stipend	50.00
NASSER,RICH	Phone Stipend	50.00
PALMER, BRANDY	Phone Stipend	50.00
RAPID CITY JOURNAL	Publications	287.88
RHS INC.	Barricades	950.00
SCHIEFFER, LISA	Phone Stipend	50.00
SD ONE CALL	June Notifications	44.10
SDRS-SUPPLEMENTAL	Supplemental Retirement	435.00
SERVALL UNIFORM & LINEN SUPPLY	Monthly Fees	143.87
STEPHANIE MCCOY	Phone Stipend	50.00
TANNER FENENGA	Phone Stipend	50.00
TORNO, MELANIE	Phone Stipend	50.00
USGS	USGS Contract	10,000.00
VAST BROADBAND	Fax/Phone/Internet	1,049.65
VERIZON WIRELESS	LE Voice & Mobile Broadband	200.05
WELLS FARGO FINANCIAL SERVICES	Bobcat Payment	1,079.30
FIRST INTERSTATE BANK	Leisure Lane Payment	4,911.76
SDRS	Employee Retirement	7,480.10
UNITED STATES TREASURY	Payroll Taxes July	12,315.58
FIRST NATIONAL TRUST	P & I ACH	4,299.52

UTILITY BILLING ADJUSTMENTS

Motion by Butler, second by Hirsch, to approve the utility billing adjustments of \$4,129.79 for the period of July 1, 2021 through July 31, 2021. Motion carried.

APPROVAL OF ASSISTANT FINANCE OFFICER HOURLY WAGE

Motion by Kitzmiller, second by McCoy, to approve the wage of Brittany Mills @ \$16.25/hr. Motion carried.

DISCUSSION ON ROLL OFF TRUCK BID

Motion by Kitzmiller, second by Butler, to open discussion on the bid set for August 19, 2021. Motion carried.

Motion by Kitzmiller, second by Hirsch, to cancel the bid letting that was set for August 19, 2021.

Motion by Kitzmiller, second by Hirsch, to proceed with the purchase of the truck from Sourcewell for a cost savings of \$10,000.00. Motion carried.

PROPOSED PUBLIC WORKS MAINTENANCE POSITION

Motion by Kitzmiller, second by Butler, to open discussion on the proposed public works maintenance position. Motion carried.

Motion by McCoy, second by Hirsch, to approve a temporary hire until the end of the year. Motion carried.

PROPOSED WASTEWATER OPERATOR POSITION

Motion by Butler, second by Kitzmiller, to open discussion on the proposed wastewater operator position. Motion carried.

Motion by Kitzmiller, second by Butler, to approve a full-time hire until the end of the year. Motion carried.

CITY ADMINISTRATOR REPORT FOR JULY 2021

City Administrator Lisa Schieffer gave her monthly report on economic development, grants, planning & zoning and miscellaneous items. Schieffer presented to the Board a cyber security assessment that is funded by Division of Consumer Protection in the SD Attorney General’s Office. Schieffer also presented the SDPAA Loss Control Report.

DISCUSSION REGARDING POSSIBLE ORDINANCE TO DEAL WITH DUMPING AND ADDING A PENALTY.

Motion by Kitzmiller, second by Butler, to open discussion on said proposed ordinance. Motion carried.

Motion by McCoy, second by Hirsch, to set a first reading on the proposed ordinance for August 19th, 2021. Motion carried.

MARIJUANA ORDINANCES AND REGULATIONS

Motion by Hirsch, second by McCoy, to open discussion on said marijuana ordinances. Motion carried.

Motion by Kitzmiller, second by Butler, to set a first reading on the Ordinance 2021-03 for August 19th, 2021. Motion carried.

ANNOUNCEMENTS – Budget meetings are set for August 16th @ 6:00 p.m. and will continue to August 17th and 18th if needed.

CITIZENS INPUT

No input.

ITEMS FROM CITY ATTORNEY

Motion by Hirsch, second by McCoy, to enter Executive Session per SDCL 1-25-2 for discussing legal, economic development and personnel issues at 6:54 p.m. Motion carried.

Motion by McCoy, second by Hirsch to exit executive session at 7:23 p.m. Motion carried.

ADJOURNMENT

Motion for adjournment at 7:23 p.m. by Kitzmiller, second McCoy. Motion carried.

(SEAL)
ATTEST:

Candace Sealey
Finance Officer

Melanie Torno
Mayor

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