

SUMMERSET CITY COMMISSION REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, FEBRUARY 15th, 2024, 6:00 P.M.

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

Mayor Torno led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by White, second by Butler, to approve the agenda for the Regular Meeting of the Summerset City Commission for February 15th, 2024. Motion carried.

CONSENT CALENDAR

Motion by Butler, second by White, to approve the minutes of the regular meeting of February 1st, 2024. Motion carried.

APPROVAL OF CLAIMS

Motion by White, second by Hirsch, to approve the claims and hand checks in the amount of \$433,392.85 from February 1st, 2024, through February 14th, 2024, as presented or amended. Motion carried.

Cardmember Services	970.27
First National Trust & Investment Management Services	24,975.77
SD State Treasurer	967.39
American Legal	525.00
Aqua-Aerobic systems	1,364.84
BH COUNCIL OF LOCAL GOVERNMENT	1,550.00
Black Hawk Water Users District	61.30
CBH CO-OP	3,638.37
City of Rapid City	4,622.94
Dakota Pump, Inc	4,100.95
Demersseman Jensen Tellinghuisen & Huffman, LLP	3,242.50
Golden West Technologies	3,808.50
GOSMA Great Open Spaces City Management	150.00
Greenapsis	525.00
Gunderson & Palmer LLP	1,435.00
HDR Engineering, Inc	18,032.15
Iron Outfitter Waste Services, Inc.	30.72
Dylan Laplante	63.43
Meade County Register of Deeds	30.00
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Mid-American Research Chemical	1,474.87
Midcontinent Communications	178.52
Midcontinent Testing Laboratories, Inc.	182.50
Northern Truck Equipment Corporation	1,860.00
On-Site First Aid & Safety	90.95
Rapid City Journal	987.50
RCS Construction Inc	287,244.82
RCS Storage LLC	1,000.00
SD PUBLIC ASSURANCE ALLIANCE	67,764.38
Servall Uniform & Linen Supply	184.26
USA Bluebook	2,300.92

DEPARTMENT HEAD REPORTS

Department Heads gave their reports on their monthly happenings.

JOB DESCRIPTION/GRADE&SCALE – INVESTIGATOR POLICE DEPARTMENT

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

Chief of Police, Rich Nasser, discussed adding the job description to their department in case they have an applicant that can fill this position. Nasser would like to help serve the community better; if he has one officer on duty and that officer is spending his whole shift doing case work then the officer is not able to patrol the city. Nasser would like to see this position start at a grade 18 and the step would depend on experience and skill set.

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

Motion by White, second by Kitzmiller, to approve the job description at Grade 18. Motion carried.

NEW HIRE – POLICE DEPARTMENT

Jacob Holt – probationary uncertified police officer \$24.09 starting February 24, 2024.

Motion by Kitzmiller, second by Hirsch, to approve new hire Jacob Holt at \$24.09 per/hour contingent upon pre-employment physical examination. Motion carried.

ITEMS FROM CITY ATTORNEY

Motion by White, second by Hirsch to go into executive session per SDCL 1-25-2 for discussing legal, economic development and personnel matters at 6:23 p.m. Motion carried.

Motion by Butler, second by Hirsch to go out of executive session and return to regular session at 6:29 p.m. Motion carried.

APPRAISAL/INTERNET AUCTION AGREEMENT

2016 Police Interceptor

Motion by White, second by Kitzmiller, to table the matter. Motion carried.

PIEDMONT VALLEY CHAMBER OF COMMERCE MARKETING ALLOCATION

Motion by White, second by Butler, to table the matter until March 7th 2024, meeting. Motion carried.

SDSMA TRAFFIC CONTROL DEVICE GRANT

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

Commissioner Hirsch discussed he would like City Administrator, Lisa Schieffer, to write a grant for 1 or more blinking stop lights. One on Manchester and the second he is not sure of location yet. Public Works Manager, Anthony Kayl, discussed the cost of the current ones we have are around \$1,500.00 each. Mayor Torno asked Commissioner Hirsch to collect information on sign placement, size, specs, how many he would like to purchase, and bring it back before the Board.

No action taken.

BRIDGE REINSPECTION PROGRAM RESOLUTION FOR USE WITH SDDOT RETAINER CONTRACTS

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

Mayor Torno explained this is to approve the annual contract and name HDR as the engineers. Public Works Manager, Anthony Kayl, explained this is the box culvert under Siouxland Road by Haggard's. With using HDR there is an 80/20 split with the state paying 80% and City of Summerset paying 20%, if we use someone else than the cost is 100% on City of Summerset.

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

Motion by Kitzmiller, second by White, to approve the bridge reinspection program resolution for use with SDDOT retainer contracts, using HDR as the engineers. Motion carried.

WASTEWATER TREATMENT PLANT CAPACITY EXPANSION CHANGE REQUEST #4

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

WWTP Superintendent, Jon Ambrose, discussed that they need to move the controls for the WWTP expansion, the first proposal came in around \$16,000. Ambrose then asked if they could submit another proposal and this one

came in at about half of the original proposal and recommends approval.

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

Motion by Butler, second by Hirsch, to approve change request #4. Motion carried.

BRIGHT BEGINNINGS BUSINESS LICENSE

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

Finance Officer, Stephany Baumeister, explained that they have not renewed their 2023 and 2024 business licenses. We have went to the business to talk with the owners but was unsuccessful. The City has mailed multiple letters to the business regarding renewal. City attorney, Mike Wheeler, drafted and mailed a letter also with no response. Kitzmiller asked if we tried their personal residence and if not the City should do so. It was recommended we send out a letter certified to both locations.

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

Motion by White, second by Butler, to table the matter until March 7th, 2024 Commission meeting. Motion carried.

MIDCONTINENT FRANCHISE AGREEMENT

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

City Attorney, Mike Wheeler, explained we will need to set a first reading regarding the same.

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

Motion by Butler, second by, Kitzmiller, to set first reading for March 21, 2024. Motion carried.

UPDATE OF HB1127 & HB1251

Mayor Torno gave a brief overview that HB1127 an Act to modify requirements for incorporating municipalities that are within three miles of another incorporated municipality. The bill was passed that allows municipalities with less than a population of 5,000 to no longer have due process anymore. HB1251 an Act to modify provisions related to the annexation of unplatted territory or agricultural land and said bill was defeated.

CITIZENS INPUT

William Head expressed he was told by a City employee that he was being fined by the City for plowing the street. He has been looking for this ordinance and has been unsuccessful and would like to be directed to the same.

UPCOMING EVENTS:

City offices will be closed Monday, February 19th in observation of President's Day

ADJOURNMENT

Motion by Hirsch, second by White, to adjourn at 6:54 p.m. Motion carried.

(SEAL)

ATTEST:

Stephany Baumeister
Finance Officer

Melanie Torno
Mayor

Published once _____, at a cost of \$_____.