

***SUMMERSET CITY COMMISSION REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY, MAY 4th, 2023 6:00 P.M.***

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

Commission Butler led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

Motion by Hirsch, second by Reade to amend the agenda by tabling item #14 – Parcel #20.60.0M/Dakota Cable Solutions Inc., date to be determined. Motion carried.

CONSENT CALENDAR

Motion by Kitzmiller, second by Reade to approve the minutes of the regular meeting of April 20th, 2023. Motion carried.

APPROVAL OF CLAIMS

Motion by Hirsch, second by Kitzmiller to approve the claims and hand checks in the amount of \$535,048.41 from April 20th, 2023 through May 3rd, 2023 as presented or amended. Motion carried.

SIFERD, KALEB	June Uniform Allowance	\$	400.00
A&B BUSINESS SOLUTIONS	Monthly Contract	\$	364.65
AMBROSE, JONATHAN	Cell Phone Stipend	\$	50.00
ANGLIN, MITCH	Cell Phone Stipend	\$	50.00
AUTO OWNERS INSURANCE	2023-2024 Pub. Officials Bond	\$	100.00
BARTHOLOW, PAT	Deposit Refund	\$	50.00
BAUMEISTER, STEPHANY	Cell Phone Stipend	\$	50.00
BLACK HILLS ENERGY	April 2023	\$	6,151.67
Butler, Dave	cell phone stipend	\$	50.00
CLARITY TELECOM	Bluepeak	\$	1,125.64
COX, RYAN	Deposit Refund	\$	50.00
DANR-FISCAL OFFICE	Operator Certification - Owen	\$	60.00
DAVIS, JOSEPH	Deposit Refund	\$	50.00
DAVIS, OWEN	cell phone stipend	\$	50.00
FOOTHILLS FENCE	Chain Link Fence no gates	\$	20,804.45
GOLDEN WEST TECHNOLOGIES	AGSS Renewal for TZ400	\$	1,007.20
GREENAPSIS	April Cleaning & Pest Control	\$	475.00
HAGEN GLASS	Sun Valley Bus Stop	\$	857.14
HDR ENGINEERING, INC	WWTP Task Order 2022-02	\$	11,757.02
HEALTH POOL OF SD	April Medical Insurance	\$	14,714.62
HERMANSON EGGE ENGINEERING	2023-09-05A Framing Inspection	\$	110.00
HIRSCH, CLYDE	Cell Phone Stipend	\$	50.00
JJ'S ENGRAVING AND SALES	Name Plate Reade	\$	10.45
KITZMILLER, MICHAEL	Cell Phone Stipend	\$	50.00
Kayl, Anthony	Cell Phone Stipend	\$	50.00

MEADE COUNTY AUDITOR	February 2023 Dispatch Fees	\$	3,777.89
O'GRADY, BRENDA	Cell Phone Stipend	\$	50.00
OLSEN REAL ESTATE	Refund CUP sign dpst	\$	75.00
RCS CONSTRUCTION INC	WWTP Expansion 2nd Draw	\$	441,225.00
SANITATION PRODUCTS	Hooks and Straps	\$	173.52
SCHIEFFER, LISA	Cell Phone Stipend	\$	50.00
SD DEPARTMENT OF REVENUE	2023-2024 Malt Beverage License	\$	900.00
SDRS-SUPPLEMENTAL	Supplemental Retirement	\$	520.00
SERVALL UNIFORM & LINEN SUPPLY	April services	\$	162.89
SHOEMAKER, LARRY	Deposit Refund	\$	50.00
SMITH, JEFF	cell phone stipend	\$	50.00
TORNO, MELANIE	per diem Feb meeting in Pierre	\$	274.00
TYLER TECHNOLOGIES, INC	Configuration Financials	\$	2,520.00
SDRS	Apr 2023 Retirement Contrib.	\$	9,360.22
UNITED STATES TREASURY	Apr 2023 Payroll Taxes	\$	16,882.05

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

Motion by Reade, second by Hirsch to approve the April 2023 payroll. Motion carried.

Dept. 4000 - \$22,664.70 Wastewater/Public Works
 Dept. 4110 - \$2,333.32 Commission
 Dept. 4120 - \$1,916.67 Mayor
 Dept. 4140 - \$12,051.08 Finance
 Dept. 4210 - \$37,889.29 Police
 Dept. 4652 - \$1,050.00 Planning & Zoning

UTILITY BILLING ADJUSTMENTS

Motion by Kitzmiller, second by Reade to approve the billing adjustment of \$644.61.00 for the period of April 1st to April 30th, 2023.

COMMISSION REPORTS

Kitzmiller, Butler, Nasser, and Hirsch, gave monthly reports.
 *amended 5/18/2023 to remove Nasser and correct it with Reade.

PAYROLL CHANGE – WASTEWATER OPERATOR OWEN DAVIS

Anniversary 1% increase to \$19.77 effective April 26, 2023.
Motion by Kitzmiller, second by Reade to approve the increase to \$19.77. Motion carried.

NEW HIRE – POLICE DEPARTMENT

Kaleb Siferd – certified police officer \$24.00 starting date April 26, 2023
Motion by Hirsch, second by Kitzmiller to approve new hire Kaleb Siferd at \$24.00 per/hr. Motion carried.

MALT BEVERAGE LICENSE RENEWALS 2023-2024 – RESOLUTION 2023-08

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

Retail On-Off Sales Malt Beverage and SD Farm Wine License #RB-25543 with Sunday Service, JR's Rhodehouse BBQ Pit, 7201 Infinity Drive, Summerset, SD 57718, OC.68.04, Infinity Business Park, Sub Lot 4.

Retail On-Off Sale Malt Beverage and SD Farm Wine License #RB-25544 with Sunday Service, Dolgen Midwest LLC 100 Mission Ridge, Goodlettsville TN 37072. DBA Dollar General-12000 Sturgis Road, Summerset, SD 57718, OC.55.1R.0C, Sioux Land Estates Sub Lot C of Tract 1R.

Retail On-Off Sales Malt Beverage and SD Farm Wine License #RB-288258 with Sunday Service, You-Nique Brew, 8092 Stagestop Road, Summerset, SD 57718, OC.60.4R, Sub Lot 4R.

RESOLUTION 2023-08-MALT BEVERAGE LICENSE RESOLUTION

Motion by Reade, second by Kitzmiller to approve Resolution 2023-08-Malt Beverage Licenses for the City of Summerset. Motion carried

PARKS & RECREATION BOARD APPOINTMENTS – REPLACEMENT OF SIDNEY READE

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

Commission President Butler stated that the City received an application from Domico Rodriguez.

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

Motion by Kitzmiller, second by Hirsch, to appoint Domico Rodriguez to replace Sidney Reade on the Parks and Recreation Board. Motion carried.

CONDITIONAL USE PERMIT – SEEDTIME & HARVEST LLC

Said application for conditional use permit is submitted by the Applicant: Seedtime and Harvest LLC to allow a warehouse distribution building in General Commercial Zoning, on behalf of Hunt Brothers Pizza.

*amended 5/18/2023 to read on behalf of Pizza Wholesale of Lexington, Inc.

Motion by Hirsch, second by Reade to approve the conditional use permit application of Seedtime and Harvest LLC. Motion carried.

APPLICATION AND CERTIFICATE FOR PAYMENT – WWTP EXPANSION

Motion by Kitzmiller, second by Hirsch to approve application and certificate #2 for payment. Motion carried.

SET FIRST READING FOR ORDINANCE 2023-04 AMENDING LOCAL CAMPAIGN FINANCE ORDINANCES.

Motion by Kitzmiller, seconded by Reade to set the first reading for June 1st, 2023. Motion carried.

SET FIRST READING FOR ORDINANCE 2023-05 AMENDING FENCE ORDINANCE.

Motion by Hirsch, seconded by Kitzmiller to set the first reading for June 1st, 2023. Motion carried.

UPDATE ON TRAFFIC CONTROL GRANT

City Administrator Lisa Schieffer stated that we have received the grant and submitted our order.

CITIZENS INPUT

None.

UPCOMING EVENTS:

May 20th at 9:00 a.m. - Coffee with the Commission (Finance and Police Departments)

May 29th City Offices will be closed for Memorial Day.

ITEMS FROM CITY ATTORNEY

None.

ADJOURNMENT

Motion by Reade, second by Hirsch to adjourn the meeting at 6:22 p.m.

(SEAL)

ATTEST:

Stephany Baumeister
Finance Officer

Melanie Torno
Mayor

Published once _____, 2023 at a cost of \$_____.