

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY JANUARY 4, 2024 6:00 P.M.**

AGENDA

- 1) ROLL CALL**
Kitzmiller, Butler, Hirsch, Torno.
- 2) PLEDGE OF ALLEGIANCE**
- 3) INVOCATION**
- 4) CALL FOR CHANGES**
Approval of the Agenda of the Regular Meeting of the Summerset City Commission for January 4, 2024 as presented or amended.
- 5) CONSENT CALENDAR**

APPROVAL OF THE MINUTES

- 5A)** Approval of the minutes of the Regular Meeting December 21st, 2023 as presented or amended.
- 5B)** Approval of the minutes of the Special Meeting December 28th, 2023 as presented or amended.

APPROVAL OF THE CLAIMS

- 5C)** Approval of claims and hand checks in the amount of \$588,543.19 from December 28th, 2023 through January 3rd, 2024 as presented or amended.

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

- 5D)** Dept. 4000 - \$12,416.76 Wastewater
Dept. 4110 - \$1,749.99 Commission
Dept. 4120 - \$1,916.67 Mayor
Dept. 4140 - \$11,488.60 Finance
Dept. 4210 - \$33,038.75 Police
Dept. 4310 - \$12,148.08 Streets
Dept. 4652 - \$225.00 Planning & Zoning

- 6) UTILITY BILLING ADJUSTMENTS**
Approval of utility billing adjustments of \$67.49 for the period December 1-December 31, 2023.
- 7) COMMISSIONER REPORTS**
- 8) ROD HOLMES – POTENTIAL FOR DEVELOPERS AGREEMENT**

- 9) **PRELIMINARY PLAT – DARLENE GILBY**
*Recommended do pass by the Planning & Zoning Board contingent upon the review of the Geo-Tech/Drainage Report.
- 10) **POLICE DEPARTMENT/FULL-TIME CERTIFIED OFFICER – SCOTT JOHNSON**
Effective 12/26/2023 @ \$25.94.
- 11) **MUNICIPAL ELECTION**

11A) Set municipal election: April 9th, 2023 location: 7055 Leisure Lane, Summerset, South Dakota.

11B) Set rate of pay for election workers: \$200.00 for precinct deputy, \$225.00 for precinct superintendent, \$25.00 for election training, and \$10.00 for personal use of cell phone.
- 12) **NOTICE OF VACANCY**
One (1) City Commissioner Seat -Three Year Term
One (1) City Commissioner Seat – Two Year Term
One (1) Mayor Seat – Three Year Term
- 13) **OFFICAL NEWSPAPER**
Designation of Rapid City Journal as official newspaper for 2024.
- 14) **RECOGNITION OF VOLUNTEERS**
Recognition of the following volunteer in the Summerset Public Works Department:
Gerard Torno – snow removal.
- 15) **APPOINT PLANNING & ZONING MEMBERS**
15A) Open discussion.
15B) Close discussion.
15C) Motion to T/B/D on Brody Oldfield, Dustin Hirsch, Casey Kenrick, and Mike Martin.
- 16) **APPOINTMENT OF CITY OFFICIALS:**
16A) Open discussion.
16B) Close discussion.
16C) Motion to T/B/D on City Attorney, City Engineering Firms & City Finance Officer.
- 17) **ESTABLISH AMOUNT OF FINANCE OFFICER’S BOND SDCL 9-14-6.1**
Set the bond for one hundred and fifty thousand per third class municipality.
- 18) **AUTHORIZE BANK DEPOSITORY**
Approval of BankWest with the following authorized signers as the authorized bank depository:
Mayor, President of Commission, City Administrator, Finance Commissioner and City Finance Officer.
- 19) **RESOLUTION 2024-01 SETTING THE SALARY AND WAGES FOR THE CITY OF SUMMERSET FOR 2024**

- 20) **SET HEARING ON PETITION FOR VOLUNTARY ANNEXATION OF UNPLATTED PROPERTY – NORMAN RANCH SUBDIVISION LLC.**
Set for January 18th, 2024 @ 6:00 p.m.
- 21) **SET HEARING ON PETITION FOR VOLUNTARY ANNEXATION OF UNPLATTED PROPERTY – THOMAS W. NORMAN & JOSEPH F. NORMAN**
Set for January 18th, 2024 @ 6:00 p.m.
- 22) **APPLICATION AND CERTIFICATE FOR PAYMENT #10**
- 23) **APPROVAL OF CONTINGENCY FUNDS – CLOSE OUT FY 2023**
In the amount of \$7,600.00 to Department 4210 Law Enforcement.
- 24) **HERMANSON EGGE ENGINEERING CONTRACT RENEWAL 2024**
- 25) **CITIZENS INPUT**
- 26) **UPCOMING EVENTS:**
City offices will be closed Monday, January 15th in observance of Martin Luther King Day.
- 27) **ITEMS FROM CITY ATTORNEY**
Executive Session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues.
- 28) **ADJOURNMENT**

Information regarding accessibility for the disabled may be obtained by calling the Summerset City Finance Officer at 605-718-9858. Individuals needing special accommodations are asked to call at least 48 hours prior to the meeting.

City of Summerset is inviting you to a scheduled Zoom meeting.

Topic: City of Summerset's Zoom Meeting
Time: Jan 4, 2024 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/84200701854?pwd=Q0pNNGhhQkF4MnBpdUN5VWNOOWpWZz09>

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Passcode: 397273

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