

# City of Summerset

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NEW RESIDENT WELCOME PACKET

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[www.summerset.us](http://www.summerset.us)

MICHAEL KITZMILLER,  
MAYOR

COMMISSION:  
CLYDE HIRSCH  
GWENN MARKHAM  
MICHAEL OSTEN  
SIDNEY READE

CITY OF  
**SUMMERSET**



CITY HALL  
7055 LEISURE LANE  
SUMMERSET, SD 57718

TEL: 605.718.9858  
FAX: 605.718.9883

WWW.SUMMERSET.US

## QUICK START GUIDE TO LIVING IN SUMMERSET

Welcome to the City of Summerset! On behalf of the City of Summerset, we would like to welcome you to “the City with a Future.” We are truly proud of our community. We welcome all visitors, new residents and businesses who choose to become a part of this great community.

Summerset began as the Summerset and Sun Valley Subdivisions between Black Hawk and Piedmont. Incorporated in June 2005, Summerset has a small-town atmosphere and is quickly becoming one of the best places to raise a family. Once you visit our City and meet its residents and business owners, we think you will agree!

Summerset’s population in the 2020 census was 2,972 and steadily growing. Summerset is located in Meade County, 10 miles north of Rapid City off Interstate I-90, Exits 46, 48, or Exit 52 and we are just 25 minutes from Rapid City Regional Airport.

Summerset City Hall is open weekdays from 8:00 a.m. to 4:00 p.m. Summerset operates under a commission form of government. Summerset’s Commission are elected positions, which are of a 3-year term. These individuals put forth their best efforts to ensure a quality standard of living for every citizen who lives in Summerset. We deliver services that are equal, fair and provide economic opportunity to all citizens.

As a governing body, we are committed to improving the quality of life and the importance of family as a core value of all our residents without burdensome taxes or excessive government intervention. Our philosophy exudes consistency, balance, professionalism, commitment, and encouragement of City growth through freedom of actions, coupled with responsibility.

We are pleased to welcome you to our city and look forward to helping you become acquainted with your new community. Moving can be a difficult and an overwhelming experience, whether it is across town or across the country. To make your move a little easier, we have listed some useful contacts for setting up your new home:

### City of Summerset Municipal Information:

#### Mayor

Michael Kitzmiller [mkitzmiller@summerset.us](mailto:mkitzmiller@summerset.us)

#### Commissioners:

Clyde Hirsch [chirsch@summerset.us](mailto:chirsch@summerset.us) Public Utility Commissioner

Gwenn Markham [gmarkham@summerset.us](mailto:gmarkham@summerset.us) Public Safety Commissioner

Michael Osten [mosten@summerset.us](mailto:mosten@summerset.us) Public Works Commissioner

Sidney Reade [sreade@summerset.us](mailto:sreade@summerset.us) Finance Commissioner

**City Administrator:** Lisa Schieffer [lschieffer@summerset.us](mailto:lschieffer@summerset.us)  
**Finance Officer:** Brielle Schrock [bschrock@summerset.us](mailto:bschrock@summerset.us)  
**Asst. Finance Officer:** Nicholin Birgen [nbirgen@summerset.us](mailto:nbirgen@summerset.us)  
**Chief of Police:** Rich Nasser [rnasser@summersetpd.org](mailto:rnasser@summersetpd.org)

All City Departments can be reached by calling City Hall at (605) 718-9858, Monday through Friday 8:00 a.m. to 4:00 p.m. For emergencies, please call 911, for the City Police Department call (605) 721-6806.

## Utility Information

### Water:

Black Hawk Water (Summerset Subdivision Residents) (605) 787-5777  
Diamond D Water (Sun Valley Subdivision Residents) (605) 716-7771

### Summerset Wastewater Utilities:

City of Summerset (605) 718-9858  
(All areas)

### Phone & Internet:

Blue Peak (605) 721-2000  
Midcontinent Communications (800) 888-1300

### Electric:

Black Hills Energy (888) 890-5554

### Gas:

Montana Dakota Utilities (800) 638-3278

### Garbage:

Billed by City of Summerset (605) 718-9858  
Payment due by 20th of each month, late fee of \$15.00 on the 21st.

### **Pick-up times:**

**Sun Valley Estates – Wednesdays/have trash can out by 7:00 a.m.**

**South Summerset – Thursdays/have trash can out by 7:00 a.m.**

**\*See enclosed magnetic calendar for pick up schedule.**

## City of Summerset – Municipal Information

Social Media – Information Only/Updates in the Community:

FACEBOOK – City of Summerset

[www.summerset.us](http://www.summerset.us) website

TEXT MY GOV \*found on website

Piedmont Valley Chamber of Commerce [piedmontvalleychamber@gmail.com](mailto:piedmontvalleychamber@gmail.com)

## Area Schools:

Meade 46-1 School District Business Office (605) 347-2523  
Rapid City Area 51-4 School District Officer (605) 394-4031

Sun Valley Residents/Meade 46-1 School District/Legislative District 29/Meade County Commissioner Dist. #3  
Summerset USA Residents/Meade 46-1 School District/Legislative District 29/Meade County Commissioner Dist. #3  
Summerset Residents/Rapid City 51-4 School District/Legislative District 33/Meade County Commissioner Dist. #4



City of  
**SUMMERSET**  
A GREAT PLACE TO CALL HOME

**CITY UTILITY APPLICATION**  
**TRASH COLLECTION SERVICE & SEWER/WASTEWATER SERVICE**

**General Information (Please Print)**

Move in Date: \_\_\_\_\_

Customer Name \_\_\_\_\_ Phone # \_\_\_\_\_

Business Name if applicable \_\_\_\_\_ Business FEIN# \_\_\_\_\_

- Spouse
- Significant Other
- Roommate \_\_\_\_\_ Phone # \_\_\_\_\_

Service Address \_\_\_\_\_

Mailing Address \_\_\_\_\_  Same as above

- Yes! Paperless Billing (E-billing)
- Yes! Text for alerts

Email for E-billing \_\_\_\_\_ Phone # \_\_\_\_\_

I am the  Owner  Agent  Tenant (if you are renting, please complete the following)

Name of Property Owner/Landlord \_\_\_\_\_ Landlord's Phone \_\_\_\_\_

Landlord's Address \_\_\_\_\_ Landlord's Email \_\_\_\_\_

**Deposit:**

A deposit is required for all customers (see fee schedule). This deposit will be held by the City until the account is closed. If the account is current at the time of closing, the deposit will be refunded to the customer upon approval of the claim by the City Commission. **If there is a balance on the account, this deposit will be applied to the outstanding balance.** A \$15 late fee will be assessed to your account each month payment is not received by the due date. A \$30 return check fee will apply.

Fee Schedule:	
<input type="checkbox"/> Commercial Account	\$100
<input type="checkbox"/> Residential Owner Account	\$50
<input type="checkbox"/> Residential Rental Account	\$100

**Acknowledgement:**

I have read and understand the above billing process summary.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICE USE ONLY**

Amount of Deposit _____	Date Paid _____	Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Credit Card
Account Changes/Disconnect:		
Forwarding Address _____	Effective Date _____	
Notes: _____		



*City of*  
**SUMMERSET**  
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HOME

**Race and Ethnicity Data Collection**

In accordance with Federal Law and US Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability (Not all prohibited bases apply to all programs). To file a complaint of discrimination, write to the USDA Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice or TDD). USDA is an equal opportunity provider and employer.

The Civil Rights Act of 1964 requires Race and Ethnicity Data Collection for beneficiaries for federally assisted programs. Please read disclosure below.

"The following information is requested by the Federal Government for certain types of loans and grants, in order to monitor compliance with civil rights laws. You are not required to furnish this information but are encouraged to do so. The law requires that a program recipient may neither discriminate on the basis of this information nor on whether you choose to furnish it. However, if you choose not to furnish it, under federal regulations, this program representative is required to note race/ethnicity on the basis of visual observation or surname"

I do not wish to furnish this information

Ethnicity:

Hispanic or Latino

Not Hispanic or Latino

Race (mark one or more):

White

Black or African American

American Indian/Alaska Native

Asian

Native Hawaiian or other Pacific

Gender:

Male

Female

Information provided by Management



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**ACH DEBIT AUTHORIZATION FOR  
AUTOMATIC PAYMENTS OF SUMMERSET UTILITY BILL**

I authorize **BankWest Bank**, on behalf of the City of Summerset Finance Department to initiate a monthly ACH automatic debit from my account for the payment of my City Utility Bill: trash service, and wastewater/sewer fee rate charges. The amount withdrawn will be the total amount due as reflected on the billing statement prepared by the City of Summerset Finance Department. The debit entry will have an effective date the 20<sup>th</sup> of the month during which the bill is due. If this day falls on a non-business day, the effective date will be the following business day. If all or any portion of the ACH Debit should be returned or dishonored by my bank for any reason, I understand that I must submit that payment along with any applicable fees and interest to the City of Summerset by check, cash, or money order. I further understand that I can revoke this authorization through my bank and the City of Summerset at any time within a 10-day notification.

*I have provided the appropriate bank information by attaching a copy of a voided check.*

**PLEASE PRINT**

Yes! Text for alerts

Customer Name \_\_\_\_\_ Phone # \_\_\_\_\_

Service Address \_\_\_\_\_

Yes! Email my City Utility Bill (E-billing)

Email Address \_\_\_\_\_  
\_\_\_\_\_

Bank Name \_\_\_\_\_

Bank Address \_\_\_\_\_

Checking Account Information:

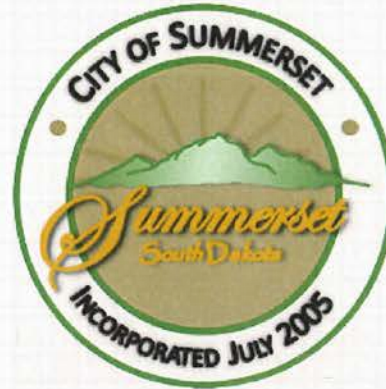
Bank Routing/Transit Number \_\_\_\_\_

Bank Account Number \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Please attach a voided check or deposit slip to this form. Personal and Financial information provided herein will be kept strictly confidential. Thank you!*

# Sewer Services and Garbage Collection



**Security Deposits:** Per City Ordinance 30 Article IV Section 30.01.440 (C), Services will not be initiated until the deposit requirement is paid in full based upon the type of service required  
**Commercial Accounts \$100**  
**Residential Owners \$50**  
**Residential Rental \$100**

Sun Valley Garbage Pick-Up: Every Wednesday  
Summerset Garbage Pick-Up: Every Thursday  
\*Holidays may change these days.

**Billing and Late Fees:** The sewer use billing shall be monthly and shall be based on the current rate. Per City Ordinance 30 Article IV Section 30.01.450, the City shall assess a fifteen-dollar (\$15.00) penalty for payments received after the 20th of each month; and a 1.5% per month on all balances of \$100.00 after the 30th/31st of each month. Each customer shall be notified by mail of the delinquent account along with the attachment of penalty.

**Rate and Monthly Charge:** City Ordinance 30 Article IV Section 30.01.440 (A) requires all wastewater and industrial waste discharged to the wastewater facilities shall be paid for by the tenant or owner of the premises served, according to the following schedule:  
Sewer Service Charge- \$36.00  
Sewer Maintenance Reserve Fee- \$4.50  
Sewer Debt Reserve Fee- \$2.20  
SRF Fee - \$7.90  
Solid Waste Collection Fee- \$18.03  
**Total: \$68.63**



## *Essential Monthly Dates:*

**Commission Meetings:**

**Regular Meetings 1st and  
3rd Thursday of each month**

**Planning and Zoning Meetings:**

**2nd and 4th Tuesday of every  
month**

**Late Fee penalty on overdue accounts:**

**21st of each month**



## Recycling Do's and Don'ts

### **Acceptable Items:**

- Aluminum Bottles
- Hairspray Cans
- Spray Starch Cans
- Glass Food Jars (mayo, pickles, etc)
- Plastic Beverage Containers (milk, water, etc)
- Plastic Food Containers (ketchup, etc)
- Coffee Cans
- Empty Paint Cans
- Mono Colored Cardboard (NOT SHINY)
- Aluminum Beverage Cans (pop, etc)
- Shaving Creams Cans
- Glass Beverage Bottles (beer, wine, etc)
- Plastics #1,#2, #5 and #7
- Detergent Containers
- Plastic Hair Care Bottles (shampoo, etc)
- Empty Aerosol Cans
- Steel Food Cans (soup, tuna, etc)

### **Non-Acceptable Items:**

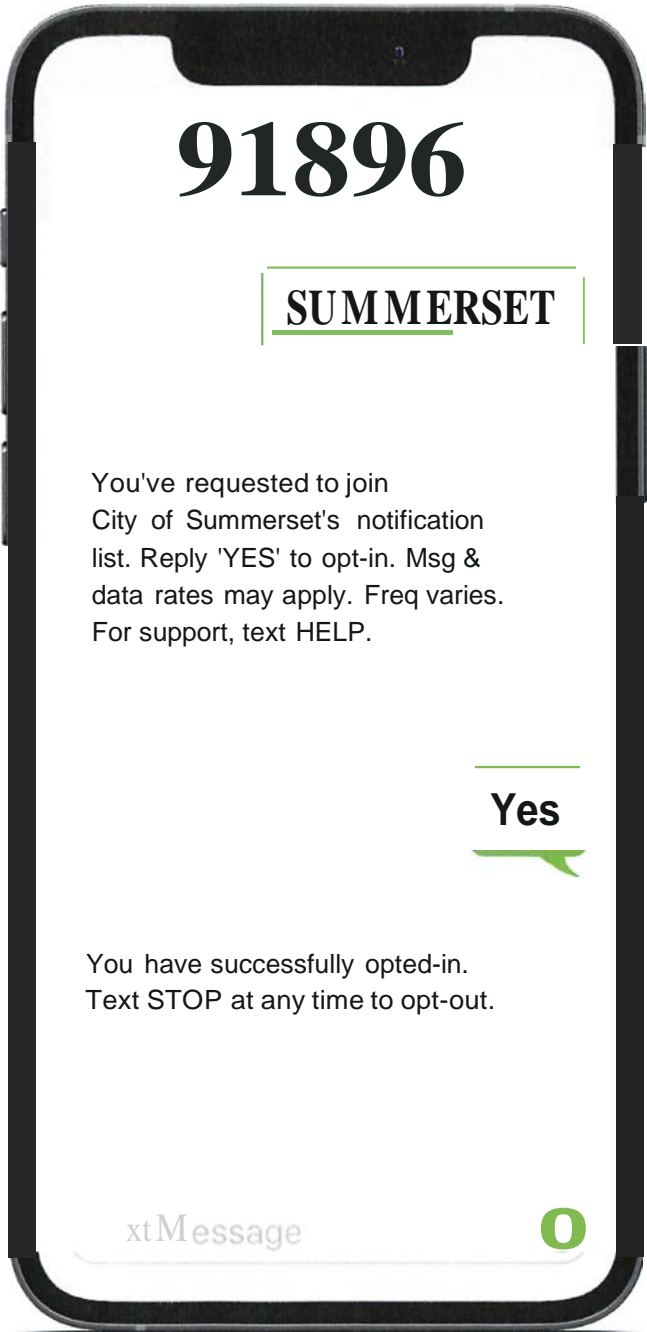
- Aluminum Foil
- Cardboard-Shiny
- Cereal Boxes
- Food Wrap
- Mirrors
- Paperboard
- Pool Chemical Containers
- Pyrex
- Clothes Hangers
- Pots
- Toasters
- Window Glass
- Automobile Oil
- Ceramics
- Drinking Glasses
- Light Bulbs
- Packing Peanuts
- Plastic Shopping Bags
- PVC
- Scrap Metal
- Pie tins, roasting pans
- Styrofoam
- Toys

### **RECYCLING LOCATIONS:**

Located at the end of Leisure Lane/Recreational Drive.

Located at the end of Glenwood Drive going towards the Public Works Shop.

**! Summerset Alerts**



**Sign up  
to receive  
city text  
message  
notifications!**

Opt-in today,

Text **SUMMERSET**

To: **91896**

**What to Expect:**

After the initial keyword is sent, you will receive a confirmation message asking you to reply YES to verify opt-in.

View terms and privacy policy info at: [textmygov.com/opt-in-terms-conditions](http://textmygov.com/opt-in-terms-conditions) Msg & Data rates apply. Msg frequency varies. Text STOP at any time to opt-out. Text **HELP** for contact info.