

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY AUGUST 20, 2020 6:00 P.M.**

AGENDA

1) ROLL CALL

Kitzmilller, McCoy, Butler, Lutz, Hirsch

2) PLEDGE OF ALLEGIANCE

3) CALL FOR CHANGES

Approval of the Agenda of the Regular Meeting of the Summerset City Commission for August 20, 2020 as presented or amended.

4) CONSENT CALENDAR

APPROVAL OF THE MINUTES

- 4A)** Approval of the minutes of the Regular Meeting August 6, 2020 as presented or amended.

APPROVAL OF THE CLAIMS

- 4B)** Approval of claims, hand checks in the amount of \$34,091.21 from August 6, 2020 to August 19, 2020 as presented or amended.

5) USGS GROUNDWATER PRESENTATION

6) AUDIT UPDATE

7) UTILITY BILLING ADJUSTMENTS

Approval of utility billing adjustments of \$777.22 for the period of July 1, 2020 to July 31, 2020

8) PUBLIC HEARING

8A) Motion to open public hearing on the following:

- 1) Zoning Request: **AG to Single Family Residential (R1)** Powles Land Development, LLC- Lots 17 thru 19, Block 1; Lots 5 thru 8, Block 2; and Lots 1 thru 12, Block 5; and Dedicated Public Right-of-Way for Glenwood Drive and Arapahoe Street of Sun Valley Estates. Formerly a Portion of the Un-platted Portion of the SE ¼ of Section 14 Township 4 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota

Motion to close public hearing

8B) Action item – Vote on proposed public hearing item

1) Zoning Request: **AG to Single Family Residential (R1)** Powles Land Development, LLC- Lots 17 thru 19, Block 1; Lots 5 thru 8, Block 2; and Lots 1 thru 12, Block 5; and Dedicated Public Right-of-Way for Glenwood Drive and Arapahoe Street of Sun Valley Estates. Formerly a Portion of the Un-platted Portion of the SE ¼ of Section 14 Township 4 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota

9) **ORDINANCE TSO 2020-01**

First reading of Ordinance TSO 2020-01 An Ordinance to zone Powles Land Development, LLC- Lots 17 thru 19, Block 1; Lots 5 thru 8, Block 2; and Lots 1 thru 12, Block 5; and Dedicated Public Right-of-Way for Glenwood Drive and Arapahoe Street of Sun Valley Estates. Formerly a Portion of the Un-platted Portion of the SE ¼ of Section 14 Township 4 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota

10) **SECOND READING OF ORDINANCE 31.024**

11) **CITIZENS INPUT**

12) **ITEMS FROM CITY ATTORNEY**

Executive Session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues.

13) **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.

ALL MEETINGS OF THE SUMMERSET CITY COMMISSION ARE OPEN TO THE PUBLIC

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY August 6, 2020 6:00 P.M.**

Mayor Lutz called the Regular Meeting to order at 6:00 p.m. Commissioners Kitzmiller, McCoy, Butler and Hirsch were present. The City Attorney was absent. City Administrator was present.

Mayor Lutz led the Pledge of Allegiance.

Motion by Kitzmiller, second by Butler to amend the Agenda for August 6, 2020. Item 6a exchanged with item 13. Motion carried

Motion by Butler, second by Hirsch to approve the July 16, 2020 Minutes as presented. Motion carried.

APPROVAL OF MINUTES

APPROVAL OF CLAIMS

Motion by Hirsch, second by McCoy to approve the claims and hand checks in the amount of \$83,078.78, from July 16, 2020 through August 5, 2020 as amended. Motion carried.

A & B Business Solutions	July Monthly Invoice	\$329.18
Aflac Remittance	Accident Insurance	\$290.87
Allen, Don	August Phone Stipend	\$50.00
Anderson, Dan	August Phone Stipend	\$50.00
Ambrose, Jon	August Phone Stipend	\$50.00
Axon Enterprises Inc.	LE Professional Fees	\$7325.50
BankWest	Deposit	\$100.00
Black Hills Energy	July Utilities	\$5771.51
Butler, Dave	August Phone Stipend	\$50.00
C Haveman Business Services	July Billing	\$5050.00
Candace Sealey	Phone Stipend August	\$50.00
Colton Juso	August Phone Stipend	\$50.00
Delta Dental	August Billing Employee Insurance	\$498.60
Dakota Pump	Repair & Maint.	\$4066.25
Demerseman Jensen	July Legal Fees	\$2840.00
Electrical Engineering & Equipment	Repair Generator	\$1165.00
First Interstate Bank	Loan Payment	\$5767.50
Ford Motor Credit	2020 Police Interceptor	\$1479.21
Golden West Technologies	Managed Services	\$1862.50
Greenapsis	Professional Fees	\$280.00
Harmon Lonnie	August Phone Stipend	\$50.00
HDR Engineering Inc.	Task Order 19-01 General	\$2975.48
Health Pool Of SD	Employee Medical	\$8788.00
Hermanson Egge Engineering	Residential Inspections June	\$1235.00
Hirsch, Clyde	August Phone Stipend	\$50.00
Kitzmiller, Michael	August Phone Stipend	\$50.00
Lisa Fleury	WWDEP Refund	\$50.00
Lutz, Bryce	August Phone Stipend	\$50.00
Mastercard	July Charges	\$4872.67
MBFS USA LLC	Freightliner Payment	\$3068.32

MDU	Utilities	\$147.66
Meade County Auditor	July Charges	\$1998.18
Michon Holt	WWDEP Refund	\$100.00
ONSOLVE	Code Red	\$2500.00
Palmer, Brandy	August Phone Stipend	\$50.00
Rapid City Journal	Publications	\$235.34
Royce Rentz	WWDEP Refund	\$50.00
SDARWS	Annual Dues	\$625.00
SDRS Supplemental	Supplemental Retirement	\$400.00
Servall	Monthly Fees	\$130.51
SDRS	Employee Retirement	\$4867.45
Steffeck, Nicole	WWDEP Refund	\$50.00
Stephanie McCoy	August Phone Stipend	\$50.00
Stiehl, Robert	WWDEP Refund	\$135.89
Tanner Fenenga	August Phone Stipend	\$50.00
Taylor, Justin	August Phone Stipend	\$50.00
Teledyne Instruments	Repair & Maint.	\$1210.29
TNT Construction	Erosion Control Deposit	\$1000.00
United States Treasury	Payroll Tax Deposit July	\$8902.16
USA Bluebook	Supplies	\$191.42
VAST	Fax/phone/Internet	\$739.84
Verizon Wireless	LE Voice and Mobile Broadband	\$200.15
Wells Fargo	Bobcat Payment	\$1079.30

AUDIT UPDATE

Commission was updated on the status of the audit. Audit is not complete.

APPROVAL OR ASSISTANT FINANCE OFFICER NEW HIRE

Motion by Kitzmiller, second by McCoy to approve Morgan Valandra for the Assistant Finance Officer position at \$16 per hour within budget. Motion carried.

DISCUSSION OF NONRENEWAL OF SOLID WATED CONTRACT

Discussion on not renewing Solid Waste contract with Kieffer Sanitation.

SECOND READING OF SUPPLEMENTAL BUDGET 2020.1

Second reading of Supplemental Budget 2020.01 was completed.

RESOLUTION 2020-11

Motion by Hirsch, second by McCoy to approve Resolution 2020-11. Resolution authorizing the execution of contractual documents with the state of South Dakota for the receipt of Cares Act Funds to address the Covid-19 public health crisis. Roll call vote. All ayes.

RESOLUTION 2020-12

Motion by Kitzmiller, second by Butler to approve Resolution 2020-12. Resolution authorizing purchase of solid waste hauling equipment. Roll call vote. All ayes.

DESIGNATION OF CHANGE IN FINANCIAL INSTITUTION

Motion by Hirsch, second by McCoy to approve the change in financial institutions from First Interstate Bank to Bankwest. Motion carried. Mayor Lutz abstained.

FIRST READING OF ORDINANCE 31.024

The first reading of ordinance 31.024 was completed.

ITEMS FROM CITY ATTORNEY

Executive session per SDCL 1-25-2 for discussing legal, economic development and personnel issues. Motion to move into Executive session by Kitzmiller, second by Hirsch at 6:15 p.m. Motion to exit Executive session by Kitzmiller, second by Butler at 6:30 p.m.

WAGE DISCUSSION FOR CITY ADMINISTRATOR

Motion by Kitzmiller, second by McCoy to approve wage increase of City Administrator to \$65,000 a year within budget. Motion Carried.

DISCUSSION ON REOPENING DATE OF ADMINISTRATIVE OFFICES TO PUBLIC

A discussion of reopening the administrative offices was had.

CITIZENS INPUT

None

Motion by Kitzmiller second by McCoy to enter executive session at 6:24. Motion by Butler second by McCoy to adjourn executive session at 6:46.

ADJOURNMENT

Motion for adjournment at 6:35p.m. by McCoy, second by Butler. Motion carried.

Check Register Report

Date: 08/19/2020

Time: 9:46 am

Page: 1

City of Summerset

BANK: EFT-F1B

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
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EFT-F1B Checks

7012023	08/19/2020	Printed			1245	SOUTH DAKOTA STATE TREASURER	Sales Tax	974.58
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Total Checks: 1	Checks Total (excluding void checks):	974.58
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Total Payments: 1	Bank Total (excluding void checks):	974.58
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Total Payments: 1	Grand Total (excluding void checks):	974.58
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ACCOUNT HISTORY REPORT

Date: 08/05/2020
 Time: 2:09pm
 Page: 1

City of Summerset

 Trans Date Transaction Type Mult Usage Prev Read RESIDENTIA STAGE BARN DEBT RESER TAX Other
 Entry Date Note Meter No. Curr Read COMMERCIAL Penalty GARBAGE Total
 Record No. P H Maintenanc XTRA TRASH New Bal

 Acct No: MURCO Cust Name: COLIN MURPHY Cycle: 1 Seq #: 0000000000
 Loc ID: ASTC-006500-0000-00 Svc Addr: 6500 ASTORIA COURT Section: SS Class: RESIDENTIAL

Date	Transaction Type	Mult Usage	Prev Read	RESIDENTIA	STAGE BARN	DEBT RESER	TAX	Other
07/08/2020	A Adjustment	0.0000	0	0.00	0.00	0.00	0.00	0.00
07/08/2020	Bulk p/u June		0	0.00	0.00	0.00		12.50
165949				0.00	0.00	12.50		81.18
ACCOUNT TOTALS:				0.00	0.00	0.00	0.00	0.00
				0.00	0.00	0.00		12.50
0.00				0.00	0.00	12.50		

 Acct No: RENES Cust Name: NATHANIEL RENES Cycle: 1 Seq #: 0000000000
 Loc ID: ASTL-006685-0000-01 Svc Addr: 6685 ASTORIA LANE Section: SS Class: RESIDENTIAL

Date	Transaction Type	Mult Usage	Prev Read	RESIDENTIA	STAGE BARN	DEBT RESER	TAX	Other
07/08/2020	A Adjustment	0.0000	0	-68.68	0.00	0.00	0.00	0.00
07/08/2020	Moved but acct active s ill		0	0.00	0.00	0.00		-68.68
165948				0.00	0.00	0.00		0.00
ACCOUNT TOTALS:				-68.68	0.00	0.00	0.00	0.00
				0.00	0.00	0.00		-68.68
0.00				0.00	0.00	0.00		

 Acct No: WHITE Cust Name: MYRON WHITE Cycle: 1 Seq #: 0000000000
 Loc ID: BELL-010000-0000-03 Svc Addr: 10000 BELLINGHAM DRIVE Section: SS Class: RESIDENTIAL

Date	Transaction Type	Mult Usage	Prev Read	RESIDENTIA	STAGE BARN	DEBT RESER	TAX	Other
07/06/2020	A Adjustment	0.0000	0	-9.16	0.00	0.00	0.00	0.00
07/06/2020	Tennant Responisble for 4 days		0	0.00	0.00	0.00		-9.16
165864				0.00	0.00	0.00		59.52
ACCOUNT TOTALS:				-9.16	0.00	0.00	0.00	0.00
				0.00	0.00	0.00		-9.16
0.00				0.00	0.00	0.00		

 Acct No: WAKCH Cust Name: CHRIS WAKELEY Cycle: 1 Seq #: 0000000000
 Loc ID: BELL-010000-0000-04 Svc Addr: 10000 BELLINGHAM DRIVE Section: SS Class: RESIDENTIAL

Date	Transaction Type	Mult Usage	Prev Read	RESIDENTIA	STAGE BARN	DEBT RESER	TAX	Other
07/06/2020	A Adjustment	0.0000	0	-79.33	0.00	0.00	0.00	0.00
07/06/2020	Adjustment		0	0.00	0.00	0.00		-79.33
165865				0.00	0.00	0.00		0.00
ACCOUNT TOTALS:				-79.33	0.00	0.00	0.00	0.00
				0.00	0.00	0.00		-79.33
0.00				0.00	0.00	0.00		

 Acct No: SHEJA Cust Name: JASON SHEEHAN Cycle: 1 Seq #: 0000000000
 Loc ID: BELL-010000-0000-05 Svc Addr: 10000 BELLINGHAM DRIVE Section: SS Class: RESIDENTIAL

Date	Transaction Type	Mult Usage	Prev Read	RESIDENTIA	STAGE BARN	DEBT RESER	TAX	Other
07/13/2020	A Adjustment	0.0000	0	-59.52	0.00	0.00	0.00	0.00
07/13/2020	Moved but still owes fo 4days		0	0.00	0.00	0.00		-59.52
166024				0.00	0.00	0.00		9.16

ACCOUNT HISTORY REPORT

Date: 08/05/2020

Time: 2:09pm

Page: 2

City of Somerset

 Trans Date Transaction Type Mult Usage Prev Read RESIDENTIA STAGE BARN DEBT RESER TAX Other
 Entry Date Note Meter No. Curr Read COMMERCIAL Penalty GARBAGE Total
 Record No. P H Maintenanc XTRA TRASH New Bal

 Acct No: SHEJA Cust Name: JASON SHEEHAN Cycle: 1 Seq #: 0000000000
 Loc ID: BELL-010000-0000-05 Svc Addr: 10000 BELLINGHAM DRIVE Section: SS Class: RESIDENTIAL

ACCOUNT TOTALS: -59.52 0.00 0.00 0.00 0.00
 0.00 0.00 0.00 -59.52
 0.00 0.00 0.00

 Acct No: LAYMI Cust Name: MICHAEL LAYSON Cycle: 1 Seq #: 0000000000
 Loc ID: CAMP-006614-0000-00 Svc Addr: 6614 CAMBRIDGE PLACE Section: SS Class: RESIDENTIAL

07/08/2020 A Adjustment 0.0000 0 0.00 0.00 0.00 0.00 0.00
 07/08/2020 Bulk p/u May 0 0.00 0.00 0.00 35.00
 165952 0.00 0.00 35.00

ACCOUNT TOTALS: 0.00 0.00 0.00 0.00 0.00
 0.00 0.00 0.00 35.00
 0.00 0.00 35.00

 Acct No: RENNA Cust Name: NATE RENNER Cycle: 1 Seq #: 0000000000
 Loc ID: CASD-007225-0000-00 Svc Addr: 7225 CASTLEWOOD DRIVE Section: SS Class: RESIDENTIAL

07/06/2020 A Adjustment 0.0000 0 -5.00 0.00 0.00 0.00 0.00
 07/06/2020 Late Fee 0 0.00 0.00 0.00 -5.00
 165861 0.00 0.00 0.00 137.36

ACCOUNT TOTALS: -5.00 0.00 0.00 0.00 0.00
 0.00 0.00 0.00 -5.00
 0.00 0.00 0.00

 Acct No: KEPJU Cust Name: JUSTIN KEPLER Cycle: 1 Seq #: 0000000000
 Loc ID: CASD-007450-0000-02 Svc Addr: 7450 CASTLEWOOD DRIVE Section: SS Class: RESIDENTIAL

07/06/2020 A Adjustment 0.0000 0 -5.00 0.00 0.00 0.00 0.00
 07/06/2020 Late Fee 0 0.00 0.00 0.00 -5.00
 165862 0.00 0.00 0.00 68.68

ACCOUNT TOTALS: -5.00 0.00 0.00 0.00 0.00
 0.00 0.00 0.00 -5.00
 0.00 0.00 0.00

 Acct No: SLAP2 Cust Name: SLAPSHOT LLC Cycle: 1 Seq #: 0000000000
 Loc ID: FREL-007051-0000-00 Svc Addr: 7051 FREEDOM LANE Section: USA Class: COMMERCIAL

07/08/2020 A Adjustment 0.0000 0 0.00 0.00 0.00 0.00 0.00
 07/08/2020 Meter readst switched w 7050 0 -202.70 0.00 0.00 -202.70
 165946 0.00 0.00 0.00 216.50

ACCOUNT HISTORY REPORT

Date: 08/05/2020
Time: 2:09pm
Page: 3

City of Summerset

Trans Date	Transaction Type	Mult Usage	Prev Read	RESIDENTIA	STAGE BARN	DEBT RESER	TAX	Other
Entry Date	Note	Meter No.	Curr Read	COMMERCIAL	Penalty	GARBAGE		Total
Record No.				P H	Maintenanc	XTRA TRASH		New Bal

Acct No: SLAP2	Cust Name: SLAPSHOT LLC	Cycle: 1	Seq #: 0000000000
Loc ID: FREL-007051-0000-00	Svc Addr: 7051 FREEDOM LANE	Section: USA	Class: COMMERCIAL

ACCOUNT TOTALS:	0.00	0.00	0.00	0.00	0.00
	-202.70	0.00	0.00		-202.70
0.00	0.00	0.00	0.00		

Acct No: DREST	Cust Name: STEVEN DREWISKE	Cycle: 1	Seq #: 0000000000
Loc ID: REMI-010345-0000-02	Svc Addr: 10345 REMINGTON STREET	Section: SS	Class: RESIDENTIAL

07/02/2020	A Adjustment	0.0000	0	52.03	0.00	0.00	0.00	0.00
07/02/2020	Credit Balance Paid 7/1 2020		0	0.00	0.00	0.00		52.03
165845				0.00	0.00	0.00		0.00
ACCOUNT TOTALS:				52.03	0.00	0.00	0.00	0.00
				0.00	0.00	0.00		52.03
0.00				0.00	0.00	0.00		

Acct No: STGBA	Cust Name: STAGEBARN LODGING	Cycle: 1	Seq #: 0000000000
Loc ID: STAG-007900-0000-00	Svc Addr: 7900 STAGE STOP ROAD	Section: USA	Class: COMMERCIAL

07/13/2020	A Adjustment	0.0000	0	30.14	0.00	0.00	0.00	0.00
07/13/2020	Adjustment		0	0.00	0.00	0.00		30.14
166025				0.00	0.00	0.00		127.84
ACCOUNT TOTALS:				30.14	0.00	0.00	0.00	0.00
				0.00	0.00	0.00		30.14
0.00				0.00	0.00	0.00		

Acct No: HOTEL	Cust Name: SUMMERSET HOTEL LLC	Cycle: 1	Seq #: 0000000000
Loc ID: STAG-007900-0000-01	Svc Addr: 7900 STAGE STOP ROAD	Section: USA	Class: RESIDENTIAL

07/30/2020	A Adjustment	0.0000	0	0.00	0.00	0.00	0.00	0.00
07/30/2020	Adjustment		0	-54.48	0.00	0.00		-54.48
166830				0.00	0.00	0.00		-54.48
ACCOUNT TOTALS:				0.00	0.00	0.00	0.00	0.00
				-54.48	0.00	0.00		-54.48
0.00				0.00	0.00	0.00		

Acct No: MULCA	Cust Name: CARRIE KERR	Cycle: 1	Seq #: 0000000000
Loc ID: STEA-007888-0000-01	Svc Addr: 7888 STEAMBOAT ROAD	Section: SV	Class: RESIDENTIAL

07/08/2020	A Adjustment	0.0000	0	0.00	0.00	0.00	0.00	0.00
07/08/2020	Bulk p/u May		0	0.00	0.00	0.00		15.00
165951				0.00	0.00	15.00		15.00

ACCOUNT HISTORY REPORT

Date: 08/05/2020
Time: 2:09pm
Page: 4

City of Summerset

Trans Date Transaction Type Mult Usage Prev Read RESIDENTIA STAGE BARN DEBT RESER TAX Other
Entry Date Note Meter No. Curr Read COMMERCIAL Penalty GARBAGE Total
Record No. P H Maintenanc XTRA TRASH New Bal

Acct No: MULCA Cust Name: CARRIE KERR Cycle: 1 Seq #: 0000000000
Loc ID: STEA-007888-0000-01 Svc Addr: 7888 STEAMBOAT ROAD Section: SV Class: RESIDENTIAL

ACCOUNT TOTALS: 0.00 0.00 0.00 0.00 0.00
0.00 0.00 0.00 15.00
0.00 0.00 0.00 15.00

Acct No: LUIBR Cust Name: CHASE LUIKENS Cycle: 1 Seq #: 0000000000
Loc ID: TELL-013917-0000-00 Svc Addr: 13917 TELLURIDE STREET Section: SV Class: RESIDENTIAL

07/06/2020 A Adjustment 0.0000 0 -5.00 0.00 0.00 0.00 0.00 0.00
07/06/2020 Late Fee 0 0.00 0.00 0.00 0.00 -5.00
165863 0.00 0.00 0.00 0.00 63.68

ACCOUNT TOTALS: -5.00 0.00 0.00 0.00 0.00
0.00 0.00 0.00 -5.00
0.00 0.00 0.00 0.00

Acct No: HAGJO Cust Name: JOSH HAGEMANN Cycle: 1 Seq #: 0000000000
Loc ID: TELL-014760-0000-01 Svc Addr: 14760 TELLURIDE STREET Section: SV Class: RESIDENTIAL

07/08/2020 A Adjustment 0.0000 0 0.00 0.00 0.00 0.00 0.00 0.00
07/08/2020 Bulk p/u May 0 0.00 0.00 0.00 0.00 35.00 103.68
165950 0.00 0.00 0.00 35.00

ACCOUNT TOTALS: 0.00 0.00 0.00 0.00 0.00
0.00 0.00 0.00 35.00
0.00 0.00 0.00 35.00

Acct No: HALJA Cust Name: JAMES HALE Cycle: 1 Seq #: 0000000000
Loc ID: VENT-010038-0000-02 Svc Addr: 10038 VENTURA LANE Section: SS Class: RESIDENTIAL

07/14/2020 A Adjustment 0.0000 0 40.00 0.00 0.00 0.00 0.00 0.00
07/14/2020 Insufficient Funds 6/30 2020 0 0.00 0.00 0.00 0.00 40.00
166127 0.00 0.00 0.00 0.00 71.50

ACCOUNT TOTALS: 40.00 0.00 0.00 0.00 0.00
0.00 0.00 0.00 40.00
0.00 0.00 0.00 0.00

Acct No: ALLJA Cust Name: DANIEL ALLARDS Cycle: 1 Seq #: 0000000000
Loc ID: VENT-010101-0000-04 Svc Addr: 10101 VENTURA LANE Section: SS Class: RESIDENTIAL

07/08/2020 A Adjustment 0.0000 0 68.68 0.00 0.00 0.00 0.00 0.00
07/08/2020 Credit balance upon mov ng 0 0.00 0.00 0.00 0.00 68.68
165947 0.00 0.00 0.00 0.00 0.00

ACCOUNT HISTORY REPORT

Date: 08/05/2020
 Time: 2:09pm
 Page: 5

City of Summerset

 Trans Date Transaction Type Mult Usage Prev Read RESIDENTIA STAGE BARN DEBT RESER TAX Other
 Entry Date Note Meter No. Curr Read COMMERCIAL Penalty GARBAGE Total
 Record No. P H Maintenanc XTRA TRASH New Bal

 Acct No: ALLJA Cust Name: DANIEL ALLARDS Cycle: 1 Seq #: 000000000
 Loc ID: VENT-010101-0000-04 Svc Addr: 10101 VENTURA LANE Section: SS Class: RESIDENTIAL

 ACCOUNT TOTALS: 68.68 0.00 0.00 0.00 0.00 0.00
 0.00 0.00 0.00 0.00 0.00 68.68
 0.00 0.00 0.00 0.00

 GRAND TOTALS: -40.84 0.00 0.00 0.00 0.00 0.00
 -257.18 0.00 0.00 0.00 0.00 -200.52
 0.00 0.00 0.00 97.50 0.00 0.00



RECEIVED
MAR 23 2020

COMMUNITY PLANNING & DEVELOPMENT SERVICES

City of Summerset
7055 Leisure Lane, Summerset, SD 57718
Phone: (605) 718-9858 Fax: (605) 718-9883 Web: www.summerset.us

APPLICATION FOR DEVELOPMENT REVIEW

REQUEST (please check all that apply)

- Annexation
- Comprehensive Plan Amendment
- Fence Height Exception
- Planned Development (Overlay)
 - Designation
 - Initial Plan Final Plan
 - Major Amendment
 - Minimal Amendment

- Subdivision
 - Layout Plan
 - Preliminary Plat
 - Final Plat
 - Minor Plat
- Rezoning
- Road Name Change

- Conditional Use Permit
 - Major Amendment
 - Minimal Amendment
- Vacation
 - Utility / Drainage Easement
 - R.O.W. / Section Line Highway
 - Access / Non-Access
 - Planting Screen Easement
- OTHER (specify) _____

LEGAL DESCRIPTION (Attach additional sheets as necessary)

EXISTING Lots 17 thru 19, Block 1; Lots 5 thru 8, Block 2 and Lots 1 thru 12, Block 5; and Dedicated Public Right of Way for Glenwood Dr.

PROPOSED

LOCATION Unplatted portion of SE 1/4 of sec 14 Township 3 North Range 6 East

Size of Site—Acres 7.358

Square Footage

Proposed Zoning

DESCRIPTION OF REQUEST:

Plat new lots

- Utilities: Private / Public
- Water
- Sewer

APPLICANT

Name Brandon Powles Phone 605 431-2678
 Address PO Box 9652 E-mail brandonpowles@yahoo.com
 City, State, Zip Rapid City SD 57709 Signature [Signature] Date 3-19-20
PROJECT PLANNER - AGENT

Name _____ Phone 605 430 7740
 Address _____ E-mail gingras@gmail.com
 City, State, Zip _____ Signature [Signature] Date 3/19/20
OWNER OF RECORD (if different from applicant)

Name James E Gingras Phone 605 430 7740
 Address 7765 Elk Creek Rd E-mail gingras@gmail.com
 City, State, Zip Piedmont, SD 57769

[Signature] Property Owner Signature _____ Date _____
 _____ Property Owner Signature _____ Date _____

Signature _____ Date _____
 Print Name: _____
 Title*: _____
 Signature _____ Date _____
 Print Name: _____
 Title*: _____

*required for Corporations, Partnerships, etc.

FOR STAFF USE ONLY

ZONING
Current
North
South
East
West
Planner
File No.
Comp Plan
Received By:

- Sewer Utility
- Fire Department
- Public Works
- Planning
- Building Inspector
- Engineering
- City Code Enforcement
- Police
- City Attorney

- BHP&L
- Finance Officer
- Register of Deeds
- County - Planning
- SD DOT
- SD DENR
- Auditor - Annexation
- Drainage
- Parks & Recreation

- Diamond D Water
- Black Hills Water
- Quaal Road District
- Other: _____
- Other: _____
- Other: _____
- Other: _____

Planning and Zoning Meeting Date: _____
 Commission Meeting Date: _____
 Date Paid: 3-23-20

Payment Type: Cash Check Credit Card

4995 3-23-20

COUNTY TREASURER'S CERTIFICATE

I, Treasurer of Meade County, South Dakota, do hereby certify that all taxes which are liens upon the land described hereon, as shown by the records of my office, are fully paid.

Dated this _____ day of _____, 20____.

Meade County Treasurer

CERTIFICATE OF CITY FINANCE OFFICER

I, Finance Officer of the City of Summerset, South Dakota, do hereby certify that the foregoing instrument is a true and correct copy of the resolution adopted by the City Commission of the City of Summerset, South Dakota at a meeting held on the _____ Day of _____, 20____.

Finance Officer of the City of Summerset

CERTIFICATE OF CITY FINANCE OFFICER

I, Finance Officer of the City of Summerset, do hereby certify that all special assessments which are liens upon the within described lands are fully paid according to the records of my office.

Dated this _____ day of _____, 20____.

Finance Officer of the City of Summerset

CERTIFICATE OF PLANNING COMMISSION

The City of Summerset Planning and Zoning Commission certifies it has reviewed the final plat and hereby recommends approval to the City Commission of the City of Summerset, South Dakota.

Dated this _____ day of _____, 20____.

Planning Commission Member

RESOLUTION OF CITY COMMISSION

Whereas there has been presented to the City Commission of the City of Summerset, South Dakota, the within Plat of the above described lands, and it appears to this Council of Commissioners that:

- a. The system of streets set forth therein conforms to the system of streets of the existing plats of the City, and
b. All provisions of the City Subdivision Regulations have been complied with, and
c. All taxes and special assessments upon the Tract or Subdivision have been fully paid
d. And such plat and survey thereof have been executed according to law.

NOW THEREFORE, BE IT RESOLVED that said plat is hereby approved in all respects.

Dated at Summerset, South Dakota

this _____ day of _____, 20____.

Mayor of the City of Summerset

PRELIMINARY PLAT OF
Lots 17A, 17 thru 19, Block 1; Lots 5 thru 8, Block 2; and Lots 1A, 1 thru 12, Block 5;
Green Space 1; Green Space 2; AND Dedicated Public Right-Of-Way for
Greenwood Drive and Arapahoe Street, All of Sun Valley Estates.
Formerly a Portion of the Un-platted Portion of the SE 1/4 of Section 14, Township 3 North, Range 6 East,
Black Hills Meridian, City of Summerset, Meade County, South Dakota.

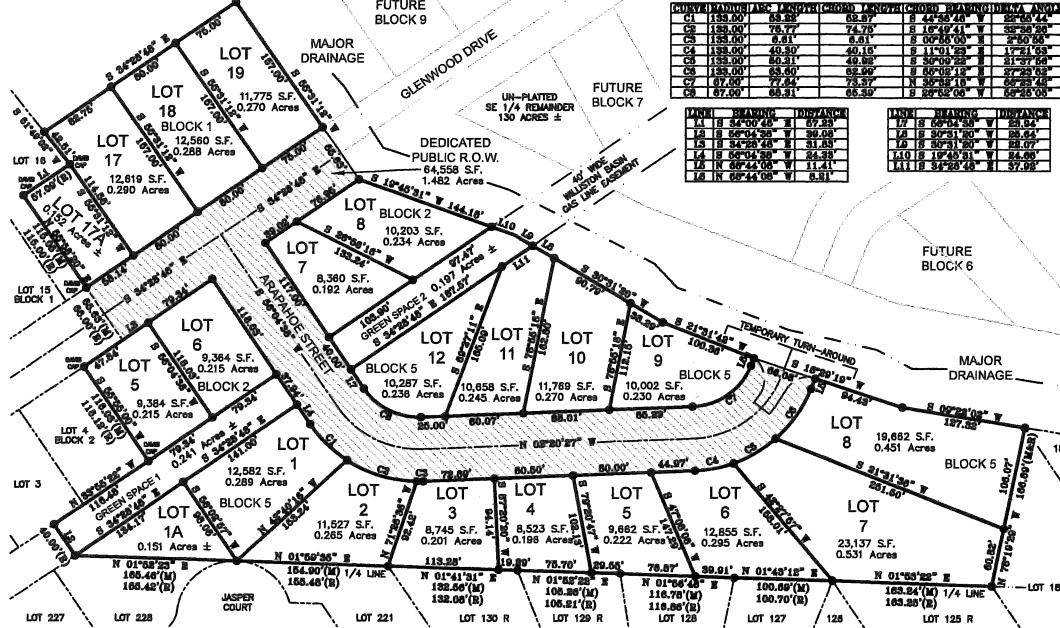


Table with columns: COUNTY, RADIUS, AREA, LENGTH, CHORD, BEARING, CHORD BEARING, DISTANCE, AREA. Lists data for various lots and blocks.

Table with columns: MARK, BEARING, DISTANCE. Lists data for various points and lines on the plat.

CERTIFICATE OF DIRECTOR OF EQUALIZATION

I, Director of Equalization of Meade County, South Dakota, do hereby certify that I have on record in my office a copy of the within described plat.

Dated this _____ day of _____, 20____.

Meade County Director of Equalization

APPROVAL BY HIGHWAY OR STREET AUTHORITY

The location of the proposed access to the Highway or Street as shown hereon is hereby approved. Any change in the location of the proposed access shall require additional approval.

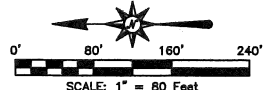
Dated this _____ day of _____, 20____.

City of Summerset Highway or Street Authority

SURVEYOR'S NOTES

- 1) Utility & Minor Drainage Easements: An eight foot (8') wide utility and minor drainage easement is hereby granted on the interior side of all lot lines. Removal or modification of any obstruction or impediment to such an easement shall be the financial responsibility of landowners.
2) Plats of Record as Reference: Plat Book 25, Pages 150-152, Plat Book 26, Page 178, Plat Book 26, Page 120 and Plat Book 27 at Pages 41-42 as previously recorded with the Meade County Register of Deeds Office in Sturgis, South Dakota.
3) Building Restrictions per the most recently adopted International Building Code and Building Setback Requirements per the City of Summerset Ordinances.
4) Basis of Bearings Using Geodetic North Determined from Global Positioning System (GPS).

DRAINAGE NOTES
All major drainage easements shown hereon shall be kept free of all obstructions including, but not limited to, buildings, walls, fences, hedges, trees and shrubs. These easements grant to all public authorities the right to construct, operate, maintain, inspect and repair such improvements and structures as it deems necessary to facilitate drainage from any source.



SCALE: 1" = 80 Feet
APRIL 2020
7.358 ACRES ± TOTAL PLATTED AREA

- LEGEND
● Set 5/8" Rebar with Cap Marked 'VASKNETZ RLS7719'.
● Found BROZ Cap RLS353 unless otherwise noted.
(R) Indicates dimensions previously recorded.
(M) Indicates measured this survey.

Minimal Flood Hazard, Zone X are present per FEMA Mapping, FIRM Panel 48093C1800F Effective Date 9/18/2011.

SURVEYOR'S CERTIFICATE

I, Sharon E. Vasknetz, 2305 Junction Avenue, Sturgis, SD, being a Registered Land Surveyor in the State of South Dakota, do hereby state that at the request of the Owners listed hereon, I have surveyed and platted the property shown and described hereon. I have marked upon the ground the boundaries in the manner shown, and that the plat is correct to the best of my knowledge, information and belief. Easements or Restrictions of Miscellaneous Record or Private Agreements that are not known to me are not shown hereon.

IN WITNESS WHEREOF

I herewith set my hand and seal

this _____ day of _____, 20____.

Sharon E. Vasknetz
Registered Land Surveyor No. 7719

OWNER'S CERTIFICATE

We, Gingras Family Limited Partnership, James E. Gingras, Managing Member, do hereby certify that we are the owners of the land shown and described hereon, and that we did authorize and do join in and approve the survey and plat.

We further certify that the development of this land shall conform to all existing applicable zoning, subdivision, and erosion and sediment control regulations. Dedicated right-of-way as shown hereon is dedicated to public use.

IN WITNESS WHEREOF

I herewith set my hand this _____ day of _____, 20____.

Gingras Family Limited Partnership, Owner
James E. Gingras, Managing Member

ACKNOWLEDGEMENT OF OWNERS

STATE OF SOUTH DAKOTA }
COUNTY OF _____ } SS

On this _____ day of _____, 20____, before me, the undersigned officer, personally appeared James E. Gingras, described as Managing Member of Gingras Family Limited Partnership, known to me to be the person who executed the foregoing Owner's Certificate and acknowledged to me that he executed the same for purposes therein contained.

IN WITNESS WHEREOF, I hereby set my hand and official seal.

Notary Public _____ My commission expires: _____

OFFICE OF REGISTER OF DEEDS

Meade County Register of Deeds
EMAIL: baseline7719@gmail.com JOB NUMBER: 18-047

PREPARED BY: BASELINE SURVEYING, INC.,
2305 JUNCTION AVENUE, STURGIS, S.D. 57785 PHONE: 605-490-1401



CLENWOOD

ASPER

STEAMBOAT

TELLURIDE

SUMMITSET

89

89

TSO 2020-01
CITY OF SUMMERSET ZONING ORDINANCE
AMENDMENT

AN ORDINANCE AMENDING ZONING ORDINANCE
AND MAP INCORPORATED AT TITLE 155, CHAPTER
021

BE IT ORDAINED BY THE CITY BOARD OF COMMISSIONERS OF THE CITY OF SUMMERSET, Meade County, South Dakota that the following changes and amendments be made to the City of Summerset Zoning Ordinance, Title 155, Chapter 021.

BE IT ORDAINED that the zoning map referenced at Title 155, Chapter 021B, and incorporated herein by this reference, shall be amended as it pertains to the following property:

Powles Land Development, LLC- Lots 17 thru 19, Block 1; Lots 5 thru 8, Block 2; and Lots 1 thru 12, Block 5; and Dedicated Public Right-of-Way for Glenwood Drive and Arapahoe Street of Sun Valley Estates. Formerly a Portion of the Un-platted Portion of the SE ¼ of Section 14 Township 4 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota

which property shall be re-zoned from AG (Agricultural) to R-1 (Single Family Residential) and that the zoning map shall be amended accordingly, which amendments are incorporated herein.

Dated:

ATTEST:

CITY OF SUMMERSET

Candace Sealey, Finance Officer

Bryce Lutz, Mayor

(Seal)

Vote: Lutz:
Kitzmilller:
Butler :
Hirsch :
McCoy :

First Reading:
Second Reading:
Publication :

Published once at approximate cost of \$XXX.XX



Ordinance 31.024 Powers and duties of the city administrator.

The city administrator shall be the chief administrative officer of the city, responsible to the Board of Commissioners and mayor for the administration of all city affairs placed in the administrator's charge by this Code, other ordinances, and resolutions of the city.

The city administrator shall:

(a) Ensure that all provisions of this Code and all acts of the Board of Commissioners subject to enforcement by the city administrator or by officers' subject to the administrator's direction and supervision, are faithfully executed;

(b) Oversee and direct the administration of all departments, offices, and agencies of the city as directed by the Board of Commissioners and except as otherwise provided by this Code, or by state law, and to organize and administer the activities, operations, programs, services and day to day operations of the city;

(c) Make recommendations to the Board of Commissioners concerning the affairs of the city;

(d) Prepare and submit to the Board of Commissioners an annual budget not later than September first of each year;

(e) Ensure all terms and conditions in any contract or franchise to which the city is a party are faithfully kept and performed;

(f) Recommend appointment and promotion of all city employees and officers to the Board of Commissioners;

(g) When necessary, suspend or remove all city employees except as otherwise provided by law, this Code, or adopted personnel policies;

(h) Consolidate or combine offices, positions, departments, or units under his/her jurisdiction, subject to Commission approval;

(i) Serve as the liaison between city staff, the mayor and the Board of Commissioners;

(j) Attend all meetings of the Board of Commissioners, except as excused by the mayor;

(k) Keep the Board of Commissioners fully advised as to the future needs of the city;

(l) Provide for staff support services for the mayor and councilmembers;

(m) Submit updates and reports to the Board of Commissioners as requested;

(n) Delegate authority as deemed appropriate; and

(o) Perform such other duties as are specified in the position description, in this Code, by resolution or as may be required from time to time by the Board of Commissioners.

(p) the administrator shall at all times remain subject to the ultimate authority of the Board of Commissioners as a whole and the individual Commissioners designated as being the charge of each department (public safety, public works, utilities, finance and revenue) and the mayor.