

**SUMMERSET CITY COMMISSION
REGULAR MEETING
ZOOM MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY FEBRUARY 18, 2021 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 February 18, 2021 as presented or amended.

4) CONSENT CALENDAR

APPROVAL OF THE MINUTES

- 4A)** Approval of the minutes of the Regular Meeting February 04, 2021 as presented or amended.

APPROVAL OF THE CLAIMS

- 4B)** Approval of claims, hand checks in the amount of \$78,993.58 from February 4, 2021 to February 11, 2021 as presented or amended.

5) PRELIMINARY AND FINAL PLAT APPLICATION

Plat of Lot 4, Block 2 of Summerset USA. Formerly the Un-Platted Remainder of Block 2 of Summerset USA Located in the NW ¼ of the SE ¼ of the NW ¼ of Section 25, Township 3 North Range 6 East, Black Hills Meridian, City of Summerset, Meade County South Dakota.

5a) Action item: Motion for approval

6) RESOLUTION 2021-02

6a) Action item: Motion to approve Resolution 2021-02 for plat of Lot 4, Block 2 of Summerset USA.

7) **APPROVAL OF NEW PLANNING AND ZONING MEMBER**

7a) Action item: Motion to approve Dustin Hirsch to the Planning and Zoning Board for a term of 3 years.

8) **CITY ADMINISTRATOR MONTHLY UPDATE**

9) **CITIZENS INPUT**

10) **ITEMS FROM CITY ATTORNEY**

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

11) **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

Topic: Commission meeting

Time: Feb 18, 2021 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81832818672?pwd=V3l1WkJLUWpQbEo4MDIRSG9ZS0k4Zz09>

Meeting ID: 818 3281 8672

Passcode: 811003

One tap mobile

+12532158782,,81832818672#,,,,*811003# US (Tacoma)

+13462487799,,81832818672#,,,,*811003# US (Houston)

Meeting ID: 818 3281 8672

Passcode: 811003

Find your local number: <https://us02web.zoom.us/j/81832818672?pwd=V3l1WkJLUWpQbEo4MDIRSG9ZS0k4Zz09>

**SUMMERSET CITY COMMISSION
REGULAR MEETING
ZOOM MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY February 04, 2021 6:00 P.M.**

Commissioner Kitzmiller called the Regular Meeting to order at 6:01 p.m. Commissioners Kitzmiller, Hirsch, McCoy and Butler were present. The Finance Officer was present. The City attorney, City Administrator and, Mayor Lutz was absent.

Commissioner Kitzmiller led the Pledge of Allegiance.

Motion by Butler, second by Hirsch to approve the agenda for the Regular Meeting of the Summerset City Commission for February 04, 2021. Motion carried

Motion by McCoy, second by Kitzmiller to approve the January 21, 2021 minutes as presented. Motion carried.

APPROVAL OF CLAIMS

Motion by McCoy, second by Butler to approve the claims and hand checks in the amount of \$53,696.12 from January 21, 2021 through February 03, 2021 as presented or amended. Motion carried.

A & J Screening	Uniform Allowance 2020	\$618.75
A&B Business Solutions	Monthly Contract	\$543.11
Allen, Don	Phone Stipend	\$50.00
Ambrose, John	Phone Stipend	\$50.00
Black Hills Energy	Utilities	\$6,253.03
Buntain, Josh	Phone Stipend	\$50.00
Butler, Dave	Phone Stipend	\$50.00
Sealey, Candace	Phone Stipend	\$50.00
Cox, Melody	WWTP Refund	\$50.00
Delta Dental	Employee Dental Insurance	\$475.90
First Interstate Bank	Deb Service	\$4,911.76
Ford Motor Credit Company	Police Interceptor	\$1,479.21
Golden West Industrial	Managed Services	\$2,024.50
Greenapsis	Professional Disinfecting	\$280.00
Harmon, Lonnie	Phone Stipend	\$50.00
Health Pool of SD	Employee Medical Insurance	\$10,187.29
Hermanson Egge Engineering	14 Residential Inspections	\$1,330.00
Hirsch, Clyde	Phone Stipend	\$50.00
Juso, Colton	Phone Stipend	\$50.00
Kitzmiller, Micheal	Phone Stipend	\$50.00
Kayl, Anthony	Phone Stipend	\$50.00
Lutz, Bryce	Phone Stipend	\$50.00

Mid-American Research	WWTP Supplies- Nitrite Gloves	\$172.00
Montileaux, Casey	Phone Stipend	\$50.00
Moore, Jerry	Refund WWTP Deposit	\$50.00
Palmer, Brandy	Phone Stipend	\$50.00
Print Market	Busines Cards	\$161.00
RC Journal	Publications	\$149.08
SDRS- Supplemental	Supplemental Retirement	\$425.00
Servall Uniform & Linen Supply	Monthly Fees	\$137.03
McCoy, Stephanie	Phone Stipend	\$50.00
Fenenga, Tanner	Phone Stipend	\$50.00
Taylor, Justin	Phone Stipend	\$50.00
USA Bluebook	WWTP Supplies	\$521.70
Valandra, Morgan	Phone Stipend	\$50.00
Vast	Fax/Phone/Internet	\$409.87
Wells Fargo Financial	Bobcat Payment	\$1079.30
SDRS	January Retirement Contribution	\$7,201.12
United States Treasury	Payroll	\$12,886.47

UTILITY BILLING ADJUSTMENTS

Motion by Butler, second by Hirsch to approve the utility billing adjustments in the amount of \$476.03 for period January 01, 2021 to January 31, 2021 Motion carried.

CITY ADMINISTRATOR MONTHLY UPDATE

The Finance Officer gave an update of things going on in the City and the purchase of a smartboard in the commission room and iPads.

CITIZENS INPUT

One resident had input on a police matter

ITEMS FROM CITY ATTORNEY

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

ADJOURNMENT

Motion for adjournment at 6:06 p.m. by Hirsch, second McCoy. Motion carried.

(SEAL)
ATTEST:

Candace Sealey
Finance Officer

Bryce Lutz
Mayor

Published February 13th, 2021 at a cost of \$88.54

Check Register Report

Date: 02/11/2021

Time: 2:58 pm

Page: 2

City of Summerset

BANK: BANKWEST EFT

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

18	02/11/2021	Printed			1245	SOUTH DAKOTA STATE TREASURER	Sales Tax Collected	958.25
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Total Checks: 1

Checks Total (excluding void checks):

958.25

Total Payments: 1

Bank Total (excluding void checks):

958.25

Total Payments: 22

Grand Total (excluding void checks):

79,951.93

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.

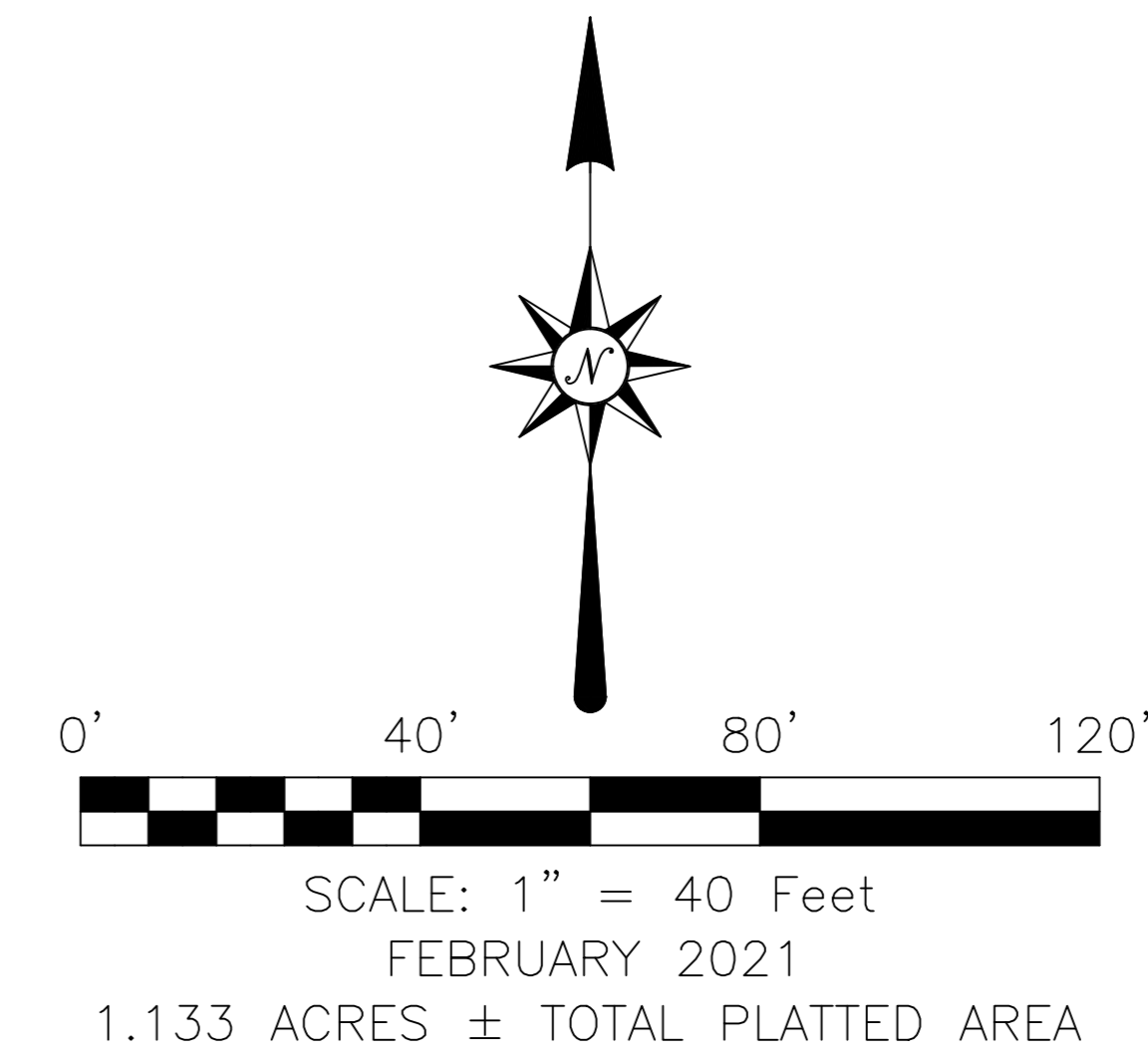
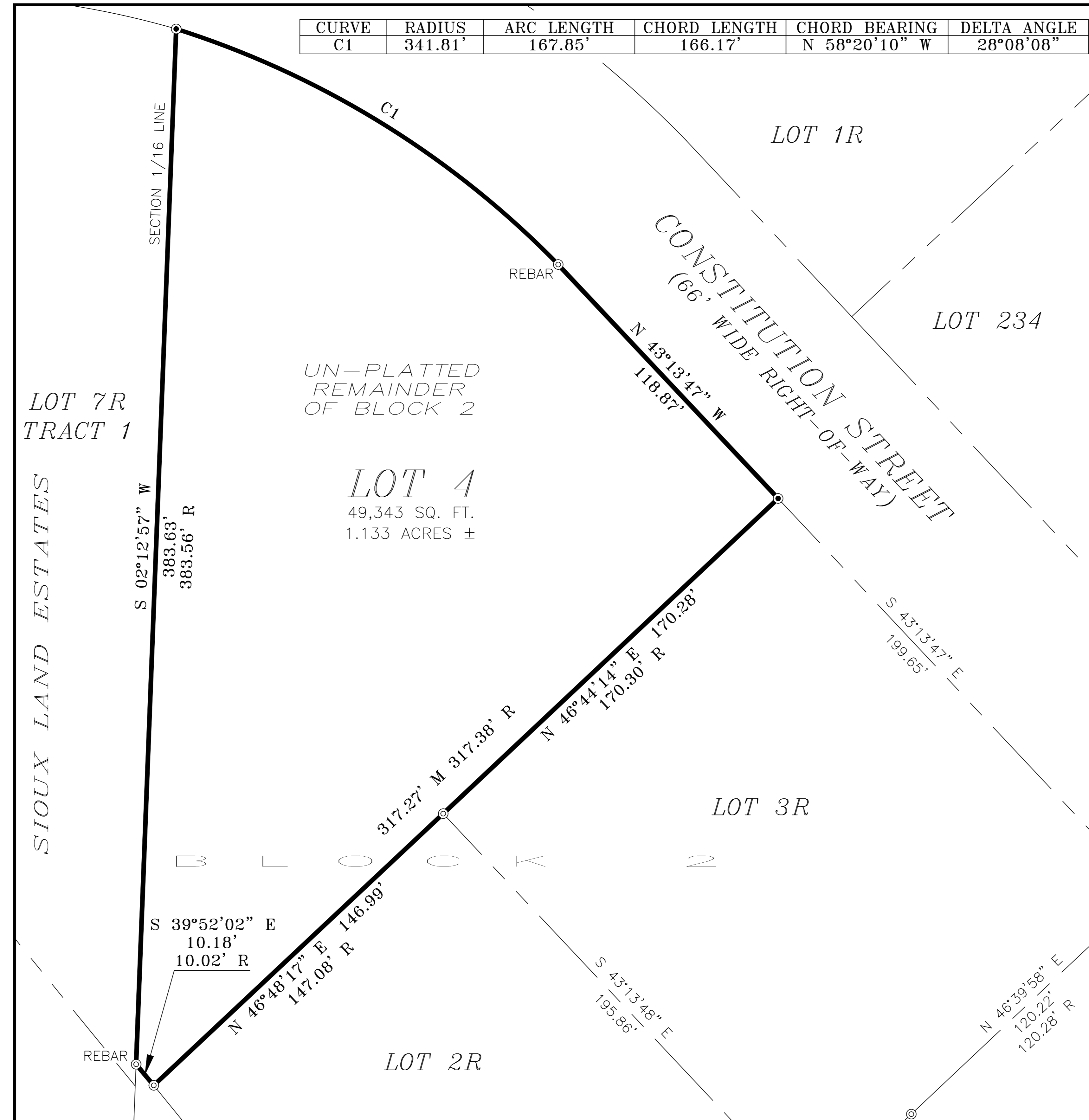
Dated at Summerset, South Dakota

this _____ day of _____, 20____.

Mayor of the City of Summerset

PREPARED BY: BASELINE SURVEYING, INC.,
2305 JUNCTION AVENUE, STURGIS, S.D. 57785

Plat Of
Lot 4, Block 2 of Summerset USA.
Formerly the Un-Platted Remainder of Block 2 of Summerset USA
Located in the NW 1/4 of the SE 1/4 of the NW 1/4 of Section 25, Township 3 North,
Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota.



LEGEND

- Found or Set 5/8" Rebar with Cap Marked "VASKNETZ RLS7719".
- ⊙ Found "HINGLESTAD Cap RLS6014" Unless Otherwise Noted.
- (R) Indicates dimensions previously recorded.
- (M) Indicates measured this survey.

Per FEMA Mapping, FIRM Panel 46093C 1800F Designated in an area of Minimal Flood Hazards, Zone X, Effective Date 9/16/2011.

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 21 at Page 290 and Plat Book 24 at Page 175 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.

SURVEYOR'S CERTIFICATE

I, Shanon 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 hereunto set my hand and seal

this _____ day of _____, 20____.

Shanon E. Vasknetz
Registered Land Surveyor No. 7719

OWNER'S CERTIFICATE

We, West Golden Investments, LLC, Tony Douglas 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
We hereunto set our hands this _____ day of _____, 20____.

West Golden Investments, LLC; Owner
Tony Douglas, Managing Member

ACKNOWLEDGEMENT OF OWNERS

STATE OF CALORADO }
COUNTY OF _____ } SS

On this _____ day of _____, 20____, before me, the undersigned officer, personally appeared Tony Douglas, Designated as Managing Member of West Golden Investments, LLC, known to me to be the persons who executed the foregoing Owner's Certificate and acknowledged to me that they 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

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



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)

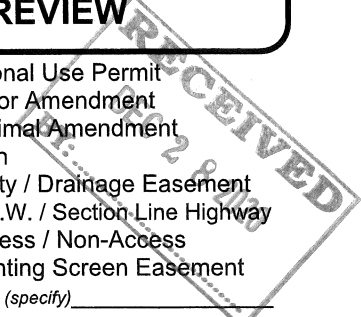
- Annexation
- Comprehensive Plan Amendment
- Fence Height Exception
- Planned Development (Overlay)
 - Designation
 - Initial Plan Final Plan
 - Major Amendment
 - Minimal Amendment

- Subdivision
 - Layout Plan
 - Preliminary Plat
 - Final Plat
 - Minor Plat

Plat will be prepared by Shanon Vasknetz. In progress

- 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

Remainder of Block 2 (Future)

PROPOSED

Lot 4R Block 2, Summerset USA, City of Summerset

LOCATION

Constitution Street, approx 300' N of American Eagle Rd

Size of Site-Acres *1.13 acres*

Square Footage *49,223*

Proposed Zoning *Existing Commercial*

DESCRIPTION OF REQUEST:

Minor plat to create a Lot from a described "remainder" parcel

Utilities: Private / Public

Water *Public - B.H.*

Sewer *Public - Summerset*

APPLICANT

Name *Spring Valley Ent, Curt Huus* Phone *605-484-4460*

Address *120 4th Ave SE Apt 3* E-mail *curt.huus@gmail.com*

City, State, Zip *Watford City, ND 58854* Signature *[Signature]* Date *12/21/20*

PROJECT PLANNER - AGENT

Name *Phil Olsen* Phone *605-390-8868*

Address *PO Box 795* E-mail *philolsen2@rap.midco.net*

City, State, Zip *Black Hawk SD 57718* Signature _____ Date _____

OWNER OF RECORD (If different from applicant)

Name *Same as applicant* Phone _____

Address _____ E-mail _____

City, State, Zip _____

Property Owner Signature _____ Date _____

Property Owner Signature _____ Date _____

Signature _____ Date _____

Signature _____ Date _____

Print Name: *Curt Huus*

Print Name: _____

Title*: *Treasurer*

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
- Other: _____
- Other: _____
- Other: _____
- Other: _____

Covenants filing fee? Yes No

Planning and Zoning Meeting Date: _____

Commission Meeting Date: _____

Date Paid: _____

Payment Type: Cash Check Credit Card

Final Plat Review

Lot 4, Block 2 Summerset USA

Formerly the Un-Platted Remainder of Block 2 of Summerset USA

*Located in the NW1/4 of the SE1/4 of the NW1/4 of Section 25, Township 3 North,
Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota*

General Information:

Parcel Acreage 1.133 Acres

Location City of Summerset, Approximately 300' East of Sioux Land Rd. and
Constitution St. intersection.

Date of Application Dec. 21st 2020

Surveyor's Job Number 20-302

Reviewed By: **Gary Anderson, LS, HDR Engineering, Inc.**

Purpose: Create Lot 4 from Un-Platted Remainder of Block 2

Access and Utilities: Water and sewer are both public with access off Constitution Street.

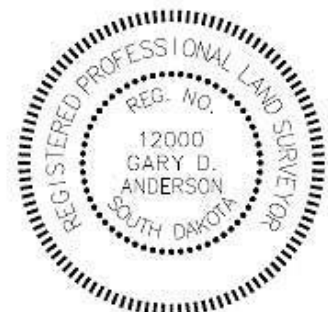
Fire Protection: Black Hawk Volunteer Fire Department.

Drainage: Appears to be addressed with minor drainage easements along lot lines.

Final Plat Review:

Edit spelling of "Calorado" to "Colorado" if this is the correct location for the Notary.

Gary Anderson, LS 12000



Prepared by:
City of Summerset
7055 Leisure Lane
Summerset SD 57718
605-718-9858

**CITY OF SUMMERSET
RESOLUTION 2021-02**

WHEREAS, there has been presented to the Board of Commissioners, of the City of Summerset, South Dakota a plat of the following described real property:

Plat of Lot 4, Block 2 of Summerset USA. Formerly the Un-Platted Remainder of Block 2 of Summerset USA Located in the NW ¼ of the SE ¼ of the NW ¼ of Section 25, Township 3 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County South Dakota.

and it appearing to the Board of Commissioners that said plat conforms to the existing plats of said City of Summerset, that the streets set forth therein conform to the system of streets of the municipality, that all provisions of the subdivision regulations have been complied with, that all taxes and special assessments upon the land have been fully paid, and that said 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 this 18th Day of February 2021.

ATTEST:
(SEAL)

Candace Sealey
Finance Officer

Bryce Lutz
Mayor

Published: XXXXXXXXXXXX
Effective: XXXXXXXXXXXX
STATE OF SOUTH DAKOTA)
)ss
COUNTY OF MEADE)

I, Candace Sealey, duly appointed Finance Officer of and for the City of Summerset, Meade County, South Dakota, do hereby certify that the foregoing is a true and correct resolution adopted by the City Commission of the City of Summerset at the regular meeting held on February 18, 2020.

Candace Sealey, Finance Officer