

January 2022 Public Works report

Solid Waste

Greased all trucks/ pre-trip inspections, Cleaned all trucks inside, washed after every use in snow/wet weather.

Repaired broken clamp on lift arm, repaired broken wheels on cans. Hauled recycling, trash 2x a week

Street

Repaired broken stop sign, Yearly sign inspections/replacement. Met with AET/USGS for well drilling. Met with Black hills power on street lights for RCS apartments. Installed wall and glass window in Police Department (2 weeks). Installed shop air lines. Salted intersections. Met with multiple fence companies for City Hall fence quote. Repaired street lights. Addressed code enforcement issues. Completed Drews 90 day review.

Parks & Grounds Maintenance

Repaired broken chain link fence by basketball court area.

Equipment maintenance

All trucks cleaned inside and out.

Garbage trucks greased all zerks including in the body.

Serviced bobcat.

Both roll offs greased all fluids checked.

Block heater inoperable on Mack will get repaired

Installed chain holder and cone rack on flatbed.

January 2022 Summerset Police Department Report

Grants

We are currently operating under the COP's grant. This is paying the salary of three additional officers.

We are currently operating under the Federal Highway Safety grant. We were able to purchase two new RADARS at a cost of \$2,500.00 each and two new PBT's from this grant.

We are looking into a Homeland Security grant at this time. The deadline is February 11th to submit our application.

Calls for Service

We answered 313 calls for service from January 1 to January 31 2022.

Community Involvement

N/A

Public Safety

N/A

Misc.

N/A

February 2022 Waster Water Department report

Daily Operations

Completed Discharge Monitoring Report and sent to DANR 2-1
Sent monthly Quality Control samples to lab 2-2
Cleaned effluent filters 2-11
Sent Reed Bed Sludge report to DANR 2-14

Special Projects

Talked to R Vasquez DANR about what reports needed to be sent to DANR upon completion of reed bed sludge removal to Belle Fourche land fill 2-4
Meeting with HDR, Mayor, City Administrator and Public Work Director discussed sites for new SBRs 2-3
Meeting with DPI to discuss upgrades to SS & SV Lift station controls and upgrade SCADA computer 2-9

Misc

Removed a piece of Water Warriors rope from #1 mixer 2-8

Finance Department Monthly Recap January

Week by Week Essential Functions

- Cash Receipting & Reports
- Monthly Cash and Account Reconciliation Reports (Journal Entries to General Ledger after review as needed)
- Accounts Payable (Beginning & Mid Month): Voucher creation, invoice processing, entering expenditures into General Ledger and creating checks for corresponding vouchers.
- Revenue/Expenditure review and correspondence with department heads to ensure correct classification of expenditures.
- Sales Tax, Payroll Tax, Retirement and Quarterly Reporting. Monthly invoicing on SRO contract to the County is done at this time. DOJ reporting and submission for reimbursement and other grant reporting as requested by department heads.
- Utility Billing (a daily process but month end and day due is most time sensitive) posting payments in Cash Receipts, processing credit card payments to accounts through lockbox, reconciling and adjusting customer accounts, posting late fees and sending penalty and collection notifications, general customer service, monthly billing procedures and statement production and disbursement.
- Time sheet review, payroll processing, employee cost and deduction review and implementation, human resource updates in Payroll system. Reconciliation of Accounts pertaining to employees and trial balances.

Financial Matters

- Monthly Revenue/Expenditure Report: Questions? Comments?
- Utility Billing Adjustments to Customer Accounts
- Working on Annual Reporting
- 2021 Audit Scheduled for March and Preparation
- April Municipal Election Noticing & Circulation of Petitions to begin
- Supplemental Budget to reimburse Powles Land Development
- Year end Close-Out: Supplement 2021 Budget, W-2s, 1099, Update Payroll Wages & Benefits, Enter 2022 Budget into General Ledger
- File all financial files records and make new files for 2022
- Schedule 2021 Audit

Administrative Operations

- General Customer Service
- Website Management
- Newsletter and Community Updates
- Document and Records Management and Retention
- Licensing, Permitting, Inspections
- Application processing & customer account tracking

Notable Highlights

- Entered New Budget Into General Ledger
- Year End Wrap- Up
- System Updates to include new customer late fees
- Payroll Changes, W-2s, 1099s
- Clear out 2021 Files and Create New Files for AP, Payroll, Deposits, Reconciliations
- Began Preparation for Kiwanis 2022 Pancake feed for Angel tree and Coats for Kids

Utility Billing Adjustments

- Customer Courtesy Late Fee Removal: our system can do a late fee on an unpaid late fee.
- Morton & Angels every month
- NSF Returned Payments
- Late Fees On NSF
-
-
-

JANUARY 2022 CITY ADMINISTRATOR REPORT

ECONOMIC DEVELOPMENT

- Meeting on Shop World with Mayor and Consultant.
- Updated property listings on GIS Planning – Econ. Development.
- Completed SEDC Annual Report for Summerset.

GRANTS

- Visited with D. Allen – Police Chief on Homeland Security Grants/Cameras.
- Reset – ASAP logins for grant access.
- Grants.gov cleaned up access to Bureau of Fiscal Service US Treasury.
Checked on HMGP grant funding from FEMA for initiative projects.

PLANNING & ZONING

- Attended one (1) Planning & Zoning Meeting.
- Meeting with M. Leon to discuss vacation of easement.
- Discussion with Levi Kretch on property he would like to buy in Summerset/P. Olsen.
- Researched Planning & Zoning terms of active officers/prepared Oath of Offices for two members.
- Contacted Meade County on new addressing for Summerset Heights Apartments.
- Sent out 66 certified letters for rezoning on Kaelem Court and Summerset City Campus/Drafted notices.
- Met with Robert Hood regarding covenants on property and possible lawsuit with neighbor.
- Worked on IBC, IRC and IPMC ordinance changes.
- Received layout plan on Sun Valley Phase 3 – sent to engineer for review.
- Received layout plan on Rockiron Estates – sent to engineer for review.
- Follow up on discussion with J. Semmler on two lots adjacent to his property – possible vacation row.
- Discussion with realtor regarding Hatch property – annexation/rezoning.
- Layout plan submitted on Norman Ranch.
- Commercial plans submitted on BH Golf Cars.
- Sent review to Jason Hanson on Mini Storage @ Infinity.
- Meeting with Cropleys on RV Park/annexation/rezoning – Reviewed Dept. of Health Campground lic.
- Researched West Golden Plat from 01/2021 it had not been filed. Drafted resolution for filing.
- Worked on fence variance for the City.

MISC.

- Placed Notice of Vacancy in the paper for April 12th election.
- Prepared paperwork to send to SDPAA on wrecked police vehicle and greenhouse claim.
- Followed up on recorded Warranty Deed with Title Company on land purchased by the City.
- Attended three (3) Commission Meetings.
- Reviewed upcoming Legislative Bills that affect municipalities.
- Received call from S. Rost and others regarding feasibility of lagoon.
- Attended via Zoom the West River Business Services Regional Meeting and Quarterly Meeting.
- Contacted by Lysann Zeller – Mayor resigned application to the State and we can now use local match dollars.

MISC. CONT

- Reviewed contract with Golden West on proposed technology services/ completed MRA for remote use.
- Set up Local Government Board Account to post municipal news and links.
- Completed census survey and followed up on any additional items they made need.
- Discussed with R. Anderson the levy and tax dollars that Summerset has apportioned to BH Fire.
- Updated the SD Municipal League salary survey for 2022
- Follow up w/City Attorney on marijuana questions.
- Sent updated ordinances off to American Legal to update the website.
- Set up meeting with T. Wiczorek/Mayor regarding future development Stage Stop.

**SUMMERSET CITY COMMISSION
REGULAR MEETING
SUMMERSET MUNICIPAL BUILDING
7055 LEISURE LANE
THURSDAY FEBRUARY 3RD, 2022 6:00 P.M.**

Mayor Torno called the Regular Meeting to order at 6:00 p.m. Commissioners Hirsch, Kitzmiller, Thurman, and Butler were present. The City Attorney, and City Administrator were also present.

Mayor Torno led the Pledge of Allegiance.

Commissioner Butler gave the invocation.

COMMISSIONER REPORTS

Reports given by Mayor Torno and Commissioners Hirsch, Kitzmiller, Thurman, and Butler.

Motion by Thurman, second by Butler, to approve the agenda for the Regular Meeting of the Summerset City Commission for February 3rd, 2022. Motion carried.

CONSENT CALENDAR

Motion by Hirsch, second by Kitzmiller, to approve the minutes of the Regular Meeting of January 20th, 2022. Motion carried.

Motion by Kitzmiller, second by Butler, to approve the Special Meeting of January 23rd, 2022. Motion carried.

APPROVAL OF CLAIMS

Motion by Thurman, second by Hirsch, to approve the claims and hand checks in the amount of \$69,304.83 from January 20th, 2022 through February 2nd, 2022 as presented or amended. Motion carried.

A&B BUSINESS SOLUTIONS	Monthly Contract	331.34
ALLEN, DON	Phone	50.00
AMBROSE, JONATHAN	Phone Stipend	50.00
AMERICAN LEGAL	Online Code Of Ordinances	475.00
BLACK HILLS ENERGY	Utilities	6,742.89
Butler, Dave	Phone Stipend	50.00
CANDACE SEALEY	Phone Stipend	50.00
CARDMEMBER SERVICES	December PD Credit Card	55.95
CITY OF RAPID CITY	Solid Waste Disposal	4,954.42
DELTA DENTAL	Employee Dental Insurance	947.60
DUCHENEAUX, HALAYNA	Phone Stipend	50.00
HAWKINS INC.	Defoamer	2,412.00
HEALTH POOL OF SD	Employee Medical Ins	15,463.68
HIRSCH, CLYDE	Phone Stipend	50.00
HUNT, DREW	Phone Stipend	50.00
JUSO, COLTON	Phone Stipend	50.00
KITZMILLER, MICHAEL	Phone Stipend	50.00
Kayl, Anthony	Phone Stipend	50.00
MACRANDER, MATTHEW	Phone Stipend	50.00
MONTILEAUX, CASEY	Phone Stipend	50.00
NASSER, RICH	Phone Stipend	50.00

O'GRADY, BRENDA	Phone Stipend	50.00
OPSTEDAHL, TAYLER	Phone Stipend	50.00
PALMER, BRANDY	Phone Stipend	50.00
SCHIEFFER, LISA	Phone Stipend	50.00
SCHROCK, BRIELLE	Phone Stipend	50.00
SD MUNICIPAL LEAGUE	Building Officials	210.00
SD MUNICIPAL LEAGUE	District 10 Meeting	26.00
SD ONE CALL	December Notifications	22.05
SDRS-SUPPLEMENTAL	Supplemental Retirement	575.00
TANNER FENENGA	Phone Stipend	50.00
THURMAN, KATHLENE	Phone Stipend	50.00
TORNO, MELANIE	Phone Stipend	50.00
VAST BROADBAND	Fax/Phone/ Internet	1,144.23
Verizon Wireless	LE Voice & Broadband	380.14

APPROVAL OF PAYROLL – JANUARY 2022 – SDCL 6-1-10

Motion by Kitzmiller, second by Hirsch to approve payroll as follows. Motion carried.

Dept. 4000 - \$19,520.42 Wastewater/Public Works

Dept. 4110 - \$2,333.32 Commission

Dept. 4120 - \$1,083.33 Mayor

Dept. 4140 - \$13,067.32 Finance

Dept. 4210 - \$27,670.33 Police

Dept. 4652 - \$300.00 Planning & Zoning

UTILITY BILLING ADJUSTMENTS

Motion by Butler, second by Hirsch to approve utility billing adjustments of \$321.71 for the period January 1st thru January 31st, 2022. Motion carried.

FIRST READING OF TSO 2022-03.

Summerset Subdivision Lots 1-12 of Lot E-1 of Lot E, Block 9, Section 36, Township 3 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota.

a/k/a Kaelem Ct. Said property is zoned PD (Planned Development) and said petitioner requests the zoning to be changed to R1 (Single Family Residential).

Motion by Butler, second by Kitzmiller to approve first reading of Ordinance TSO 2022-03. Motion carried.

Motion by Kitzmiller, second by Butler to set second reading of Ordinance TSO 2022-03 for February 17th, 2022.

Motion carried.

FIRST READING OF TSO 2022-04.

Summerset Subdivision Lots AR, BR and C of Lot 1, Block 9, Section 36, Township 3 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota. Said property is zoned PD (Planned Development) and said petitioner requests the zoning to be changed to C1 (General Commercial).

Motion by Hirsch, second by Thurman to approve first reading of Ordinance TSO 2022-04. Motion carried.

Motion by Butler, second by Hirsch to set second reading of Ordinance TSO 2022-04 for February 17th, 2022.

Motion carried.

PAYROLL CHANGE

90-DAY REVIEW – PUBLIC WORKS LABORER

Motion by Kitzmiller, second by Butler to open discussion on 90-day review raise. Motion carried.

Motion by Hirsch, second by Thurman to approve Drew Hunt 90-day review raise to \$20.50. Motion carried.

CITIZENS INPUT

None

UPCOMING EVENTS:

City of Summerset Offices will be closed Monday, February 21st in honor of President's Day.

ITEMS FROM CITY ATTORNEY

Motion by Butler, second by Hirsch, to enter into Executive Session at 6:24 p.m. per SDCL 1-25-2 for discussing legal, economic development, negotiations, and personnel issues. Motion carried.

Motion by Butler, second by Kitzmiller, to come out of executive session at 7:45 p.m. Motion carried.

ADJOURNMENT

Motion by Kitzmiller, second by Hirsch, to adjourn at 7:46p.m. Motion carried.

(SEAL)

ATTEST:

Candace Sealey
Finance Officer

Melanie Torno
Mayor

Published once _____, 2022 at a cost of \$ _____.

Check Register Report

Date: 02/15/2022

Time: 10:50 am

Page: 1

City of Summerset

BANK: BANKWEST

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
BANKWEST Checks								
25287	02/15/22	Printed			1781	BAYMOUNT	Conference Lodging	163.98
25288	02/15/22	Printed			0021	BLACK HAWK WATER USERS DISTRIC	Monthly Usage	32.00
25289	02/15/22	Printed			1799	BRODIE, RAYNETTE	WWDEP Refund	50.00
25290	02/15/22	Printed			1504	CBH CO-OP	Govt Fuel	3,601.55
25291	02/15/22	Printed			0036	CITY OF RAPID CITY	Sollid Waste Disposal	3,748.45
25292	02/15/22	Printed			1800	CRESPIN, PHILIP	WWDEP Refund	50.00
25293	02/15/22	Printed			0765	DEMERSSEMAN JENSEN	Legal Services	1,072.50
25294	02/15/22	Printed			0246	GOLDEN WEST TECHNOLOGIES	Managed Services/Licenses	2,684.00
25295	02/15/22	Printed			1369	GREENAPSIS	Professional Fees/ Janitorial	480.00
25296	02/15/22	Printed			1802	GUMMO, DANA	WWDEP Refund-Rental	100.00
25297	02/15/22	Printed			1133	HDR ENGINEERING, INC	Engineering	13,362.63
25298	02/15/22	Printed			1769	HUNT,DREW	Training	55.00
25299	02/15/22	Printed			1797	KONOLD, AUSTIN	WWDEP Refund	50.00
25300	02/15/22	Printed			0937	MDU	Govt Utilities	1,525.46
25301	02/15/22	Printed			1101	MEADE COUNTY AUDITOR	January Dispatch	3,314.14
25302	02/15/22	Printed			1433	MIDCONTINENT COMMUNICATIONS	WWTP Phone	199.17
25303	02/15/22	Printed			1157	MIDCONTINENT TESTING LABS	Mid Continent Testing	163.50
25304	02/15/22	Printed			1796	MOSIER, DAVID	WWDEP Refund	50.00
25305	02/15/22	Printed			0008	RAPID CITY JOURNAL	Publications	595.77
25306	02/15/22	Printed			1801	SCHRODING, DEREK	WWDEP Refund	50.00
25307	02/15/22	Printed			0018	SD ONE CALL	Notifications	15.75
25308	02/15/22	Printed			1794	SDASRO	2022 Conference SRO	75.00
25309	02/15/22	Printed			1318	SDML	Publication Order	30.00
25310	02/15/22	Printed			1328	SERVALL UNIFORM & LINEN SUPPLY	Monthly fees	143.10
25311	02/15/22	Printed			1795	SHEERZ, ANTON	WWDEP Refund-Credit Refund	163.68
25312	02/15/22	Printed			1798	THOMPSON, ROBERT	WWDEP Refund	100.00
25313	02/15/22	Printed			1792	TRANSOURCE	Snow Plow Loader/Loader Rental	20,300.00
25314	02/15/22	Printed			1663	WESTERN MAILERS	Postcard Mailing	439.86
Total Checks: 28							Checks Total (excluding void checks):	52,615.54
Total Payments: 28							Bank Total (excluding void checks):	52,615.54

Check Register Report

Date: 02/15/2022

Time: 10:50 am

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
BANKWEST EFT Checks								
74.	02/15/22	Printed			0322	AFLAC REMITTANCE PROCESSING	January Insurance Premium	186.94
75	02/15/22	Printed			1125	FIRST NATIONAL TRUST AND	P & I Payment	4,299.52
76	02/15/22	Printed			0167	SD DEPARTMENT OF REVENUE	Sales Tax	957.74
					Total Checks: 3	Checks Total (excluding void checks):		5,444.20
					Total Payments: 3	Bank Total (excluding void checks):		5,444.20
					Total Payments: 31	Grand Total (excluding void checks):		58,059.74

AMENDMENT TO TASK ORDER



THIS AMENDMENT TO Task Order No. 2021-01 is made by and between The City of Summerset (“OWNER”) and HDR Engineering, Inc. (“ENGINEER”).

WHEREAS, OWNER and ENGINEER entered into Task Order No. 2021-01, dated January 11, 2021; and

WHEREAS, OWNER and ENGINEER wish to amend the Task Order as contained herein.

OWNER and ENGINEER hereby agree as follows:

1.1 Task Order is hereby amended as follows:

- Activity 1 – On-Call Engineering Services
 - October Invoicing (1.0 Hr)
 - Pit Stop – Lot 3R Access Question (0.75 Hr)
 - November Invoicing (1.75 Hr)
 - Sewer Model Discussion with Modeler (0.5 Hr)

- Activity 3 – Minor Plat Review
 - Lot 228R and Lot 1R Sun Valley Estates Sub. Review (3.0 Hr)

- Activity 4 – Preliminary/Final Plat and Plan Review
 - Tract A of Lot N Revised Plat Review (1.5 Hr)
 - Norman Ranch Development Meeting (0.5 Hr)
 - Meeting about future development and variances for Remainder of Lot A & B and Tract C (1.0 Hr)
 - Meeting about sewer availability for Remainder of Lot A & B and Tract C (2.0 Hr)

- Activity 5 – Commercial Plat Review
 - Republic road and Apartments Plan Review (3.0 Hr)
 - BH Golf Cart Review (0.5 Hr)

Original Fee = \$25,171.00

Amendment = \$2,076.97

Total Fee = \$27,247.97

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to Task Order No. 2021-01 and accept all of the modifications contained herein, this _____ day of _____, 20__.

“OWNER”

BY: _____

NAME: _____

TITLE: _____

“ENGINEER”

BY: Jason L. Kjenstad

NAME: Jason Kjenstad

TITLE: Vice President

ATTACHMENT 2

City of Summerset - General Engineering Services Task Order Manhour Estimate - 2021 Task Order #1 - Amendment #1											
Personnel	Dustin Hamilton	Lindsay Shaglia	Chris Robinson	Gary Anderson	Nolan Fraser	TJ Yerdon	Rich Liggett	Carla Schwebach	Ellen Erickson	Total Hours	Total Cost
Rate Category/Description	Senior Project Manager	Project Manager/Engineer II	Engineer IV	Senior Land Surveyor	Survey Tech III	Engineer IV	CADD/GIS Tech IV	Project Controller	Project Assistant		
Billing Rate	\$205.00	\$130.00	\$165.00	\$150.00	\$120.00	\$165.00	\$135.00	\$95.00	\$90.00		
Activity 1 - On-Call Engineering		3.25						0.4154737		3.6654737	\$462
Activity 2 - On-Call CADD											
Activity 3 - Minor Plat Review		3.5	2	2.5						8	\$1,160
Activity 4 - Prelim/Final Plat & Plan Review		3.5								3.5	\$455
Activity 5 - Commercial Permit Review											
Activity 6 - Expenses		10.25	2	2.5				0.4154737		15.165474	\$2,077
Subtotals											
Amendment-#1 Totals		10	2	3				0		15	\$2,077
<i>Average Hours Per Week</i>		2.6	0.5	0.6				0.1			

Activity 6 - Expenses	
Travel/mileage	\$ -
Printing	\$ -
Survey/GPS Equipment	\$ -
Total Direct Costs	\$ -

Total Cost Summary	
Total Hours	15.16547368
Total Labor	\$2,076.97
Direct Costs	\$ -
Total Cost	\$2,076.97



FEB 02 2022

Invoice

Reference Invoice Number with Payment

HDR Engineering Inc.
Sioux Falls, SD 57104-6735

HDR Invoice No. 1200401935
Invoice Date 10-JAN-2022
Invoice Amount Due \$2,108.75
Payment Terms 30 NET

City of Summerset
Lisa Schieffer
7055 Leisure Lane
Summerset, SD 57718

Remit To PO Box 74008202
Chicago, IL 60674-8202
ACH/EFT Payments Bank of America ML US
ABA# 081000032
Account# 355004076604

Professional Engineering Services: 2021 General Engineering Services

Task Order Number: 2021-01

Professional Services
From: 21-NOV-2021 To: 30-DEC-2021

Professional Services Summarization	Hours	Billing Rate	Amount
Engineer II	10.25	130.00	1,332.50
Engineer IV	2.00	165.00	330.00
Project Controller	0.75	95.00	71.25
Senior Land Surveyor	2.50	150.00	375.00
	15.50		\$2,108.75
Total Professional Services			\$2,108.75

Amount Due This Invoice (USD) \$2,108.75

Fee Amount	\$25,171.00
Fee Invoiced to Date	\$27,247.97
Fee Remaining	(\$2,076.97)

Invoice

HDR Invoice No. 1200401935
Invoice Date 10-JAN-2022

HDR Internal Reference Only	
Client Number	9307
Cost Center	10181
Project Number	10279764

HDR Engineering, Inc. - Task Order 2021-1
 Billing Period November 2 - December 31, 2021

Week of	Project Manager D. Hamilton	Project Engineer L. Shaglia	Project Engineer S. Slowey	Project Engineer C. Robinson	Civil Engineer C. Baily	Land Surveyor Senior Land Surveyor G. Anderson	Civil Engineer K. Heidman	Cadd Tech. R. Liggett	Project Accountant C. Schwebach	Clerical/ Steno E. Erickson	Total Hours	Labor Charge
	Project Manager \$205	Engineer II \$130	Engineer III \$145	Engineer IV \$165	Engineer IV \$165	Senior Land Surveyor \$150	Engineer I \$115	CADD/GISTech IV \$135	Project Controller \$95	Project Assistant \$90		

Activity #1 - General Engineering Services

Monthly Invoicing (October)											1.00	\$ 130.00
Pit Slope - Lot 3R Access Question			1.00								0.75	\$ 97.50
Monthly Invoicing (November)			1.00						0.75		1.75	\$ 201.25
Sewer Model Discussion with Modeler			0.50								0.50	\$ 65.00
Activity Hours	0.00	3.25	0.00	0.00	0.00	0.00	0.00	0.00	0.75	0.00	4.00	\$493.75
Activity Fee	\$0	\$423	\$0	\$0	\$0	\$0	\$0	\$0	\$71	\$0		

Activity #3 - Minor Plat Review

Lot 228R and Lot 1R Sun Valley Estates Sub											3.00	\$ 440.00
Activity Hours	0.00	0.50	0.00	0.00	0.00	2.50	0.00	0.00	0.00	0.00	3.00	\$ 440.00
Activity Fee	\$0	\$65	\$0	\$0	\$0	\$375	\$0	\$0	\$0	\$0		

Activity #4 - Preliminary/Final Plat and Development Plan Review

Tract A of Lot N Revised Plat Review											1.50	\$ 195.00
Norman Ranch Development Meeting											0.50	\$ 65.00
Meeting about future development and variances for Remainder of Lot A & B and Tract C in the E2W2, SWNE											1.00	\$ 130.00
Meeting about availability for Remainder of Lot A & B and Tract C in the E2W2, SWNE				2.00							2.00	\$ 330.00
Task Series Hours	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	\$720.00
Sub-Task Fee	\$0	\$390	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		

Activity #5 - Commercial Permit Review

Republic Road and Apartments Plan Review											3.00	\$ 390.00
BH Golf Cart Commercial Building Permit Review											0.50	\$ 65.00
Task Series Hours	0.00	3.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.50	455.00
Sub-Task Fee	\$0	\$455	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Monthly Invoice Hours	0.00	10.25	0.00	0.00	0.00	2.50	0.00	0.00	0.75	0.00	15.50	\$2,108.75
Monthly Fee	\$0.00	\$1,332.50	\$0.00	\$0.00	\$0.00	\$375.00	\$0.00	\$0.00	\$71.25	\$0.00		

TSO 2022-03
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 155.021, and incorporated herein by this reference, shall be amended as it pertains to the following property:

Summerset Subdivision Lots 1-12 of Lot E-1 of Lot E, Block 9, Section 36, Township 3 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota.

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

Dated this 17th day of February, 2022.

ATTEST:

CITY OF SUMMERSET

Candace Sealey, Finance Officer

Melanie Torno, Mayor

(Seal)

Vote: Torno:
Kitzmilller:
Butler:
Hirsch:
Thurman:

First Reading: February 3rd, 2022
Second Reading: February 17th, 2022
Adopted:
Publication:
Effective:

Published once _____ at approximate cost of \$_____.

TSO 2022-04
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 155.021, and incorporated herein by this reference, shall be amended as it pertains to the following property:

Summerset Subdivision Lots AR, BR and C of Lot 1, Block 9, Section 36, Township 3 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota.

which property shall be re-zoned from PD (Planned Development) to C1 (General Commercial) and that the zoning map shall be amended accordingly, which amendments are incorporated herein.

Dated this 17th day of February, 2022.

ATTEST:

CITY OF SUMMERSET

Candace Sealey, Finance Officer

Melanie Torno, Mayor

(Seal)

Vote: Torno:
Kitzmilller:
Butler:
Hirsch:
Thurman:

First Reading: February 3rd, 2022
Second Reading: February 17th, 2022
Adopted:
Publication:
Effective:

Published once _____ at approximate cost of \$_____.

NOTICE FOR PUBLICATION

ORDINANCE 2022-01

Be it ordained by the City of Summerset for revisions to ordinance Title XV
Chapter 153 – 153.025 Adoption of Building Code:

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on revised ordinance §153.025 dealing with Adoption of Building Code. Said first reading will be held at Summerset City Hall, 7055 Leisure Lane, Summerset SD on March 3rd, 2022 at 6:00 p.m. The purpose of the public hearing is to accept public comment on the proposed revised ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary arrangements.

Dated this 17th day of February 2022.

City of Summerset

Published once on _____, at the total approximate cost of \$_____.

NOTICE FOR PUBLICATION

ORDINANCE 2022-02

Be it ordained by the City of Summerset for revisions to ordinance Title XV,
Chapter 152, Subsection 152.01 - Adoption of 2018 International Building Code By
Reference:

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on
revised ordinance §152.01 dealing with Adoption of the 2018 International Building Code By
Reference. Said first reading will be held at Summerset City Hall, 7055 Leisure Lane,
Summerset SD on March 3rd, 2022 at 6:00 p.m. The purpose of the public hearing is to accept
public comment on the proposed revised ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the
Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary
arrangements.

Dated this 17th day of February 2022.

City of Summerset

Published once on _____, at the total approximate cost of \$_____.

NOTICE FOR PUBLICATION

ORDINANCE 2022-03

Be it ordained by the City of Summerset for revisions to ordinance Title XV,
Chapter 152, Subsection 152.02 - Adoption of 2018 International Property Maintenance
Code By Reference:

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on
revised ordinance §152.02 dealing with Adoption of the 2018 International Property
Maintenance Code By Reference. Said first reading will be held at Summerset City Hall, 7055
Leisure Lane, Summerset SD on March 3rd, 2022 at 6:00 p.m. The purpose of the public
hearing is to accept public comment on the proposed revised ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the
Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary
arrangements.

Dated this 17th day of February 2022.

City of Summerset

Published once on _____, at the total approximate cost of \$_____.

NOTICE FOR PUBLICATION

ORDINANCE 2022-04

Be it ordained by the City of Summerset for revisions to ordinance Title XV,
Chapter 152, Subsection 152.03 - Adoption of 2018 International Residential Code By
Reference:

NOTICE IS HEREBY GIVEN that the City of Summerset will set the first reading on
revised ordinance §152.03 dealing with Adoption of the 2018 International Residential Code By
Reference. Said first reading will be held at Summerset City Hall, 7055 Leisure Lane,
Summerset SD on March 3rd, 2022 at 6:00 p.m. The purpose of the public hearing is to accept
public comment on the proposed revised ordinance.

Individuals needing assistance related to the American Disabilities Act should contact the
Summerset City Finance Officer no less than 24 hours prior to this hearing to make necessary
arrangements.

Dated this 17th day of February 2022.

City of Summerset

Published once on _____, at the total approximate cost of \$_____.