



Welcome to the City of Summerset

Meade County, South Dakota

Mayor's Message

As Mayor, I would like to welcome you to the City of Summerset, South Dakota.

In Summerset, we have a special blend of urban and rural living that is minutes from the Rapid City metro area and just a stone's throw from the beautiful Black Hills. This means we not only enjoy the best of the city, but we also enjoy a more relaxed lifestyle.

We have designed this welcome packet as a Quick Start Guide to living in Summerset. It is important for our citizens to be aware of surrounding amenities and opportunities to promote the welcoming community that Summerset exemplifies. In this packet you will find our history, city government and other useful information. Additionally, much of this information can be found on our website at www.summerset.us.

On our website, you will find information you need to stay on top of current issues and keep in touch with your elective representatives. The City of Summerset uses a mayor-commission form of government to provide effective and efficient public services to its residents.

Our Summerset City Commission Regular Meetings and Planning and Zoning sessions are open to all citizens and are held in the Commissioner's Meeting Room at Summerset City Hall, 12150 Siouxland Road. Regular meetings are held on the 1st and 3rd Thursday of each month at 7pm, and Planning and Zoning meetings are held on the 2nd and 4th Tuesdays of the month at 7pm.

I am very proud of our community and hope that you get involved in helping me make Summerset the best it can be. If you have questions, or if there is anything I can do to help, please don't hesitate to call (605) 718-9858.

Let me be the first to welcome you home to Summerset!

Sincerely,

George Mandas

Mayor



City of
SUMMERSET
A GREAT PLACE TO CALL HOME

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 which choose to become a part of this great community.

Summerset actually 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 2010 census was 1814! Summerset is located in Meade County, 10 miles north of Rapid City off Interstate 90, Exit 46, 48, or Exit 52 and is just 25 minutes from Rapid City Regional Airport.

Summerset City Hall is open weekdays from 9am to 5pm. Summerset operates under a commission form of government. Summerset Commission is a group of interested individuals who have been elected to put forth our 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 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 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

George Mandas

City Administrator

Jeff Mizenko

Commissioners

Gary Grosz
Elizabeth Halvorson
Richard Liggett
Bryce Lutz

Finance Officer

Vickie Jorgenson

Police Chief

Don Allen

All City Departments can be reached by calling City Hall at (605) 718-9858, Monday through Friday 9am to 5pm. For emergencies, please call the City of Summerset Police Department at (605) 721-6806.

Water

Summerset Subdivision Residents:	
Black Hawk Water District	787-5777
Sun Valley Subdivision Residents:	
Diamond D Water	787-5261

Sewer Accounts (All Areas)

Summerset Wastewater Utilities	718-9858
City of Summerset	
PO Box 783	
Summerset, SD 57718	

Summerset Subdivision Homeowner's Association

Judi O'Neal soa@knology.net	716-7560
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Phone & Internet

Knology Communications	721-2000
Midcontinent Communications	1-800-888-1300

Electric

Black Hills Power & Light	721-2660
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Gas

Montana Dakota Utilities	1-800-638-3278
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Garbage

Kieffer Sanitation	342-5575
Red River	341-2201
RSI	723-7723

Other Helpful Contact Information

Chamber of Commerce	415-0044
Jeff Kruen, President	
Game Fish & Parks	347-2861

Areas Schools

Elementary		
Piedmont Valley Elementary (Meade County School District) – K-6 th grades		787-5295
Black Hawk Elementary (Rapid City School District) – K-5 th grades		787-6701
Middle School		
Sturgis Williams Middle School (Meade County School District) – 6 th -8 th grades		347-5232
West Middle School (Rapid City School District) – 6 th -8 th grades		394-4033
High School		
Sturgis Brown High School (Meade County School District)		347-2686
Stevens High School (Rapid City School District)		394-4051



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Thank you for your interest in establishing a waste water account. In addition to the completed service application, the following information is required on all new accounts. Please read the following information carefully:

Owners: Per City Ordinance 30.01.445, All fees, charges and rates for sewer services, connections and tap fees are the responsibility of the property owner. In the event that a renter’s monthly fees are in arrears, the property owner/landlord shall be held responsible for any and all fees, late charges, and filing fees as have been incurred on the account.

Renters: Valid lease agreement must include the page indicating names, address and telephone numbers of lessor/lessee and length of lease, page showing less responsibility for waste water service, and the signed signature pages of both lessor and lessee. Handwritten lease agreements must be notarized.

Security Deposits: Per City Ordinance 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 Owner Accounts (where the customer owns the property being served)	\$50
Residential Rental Account (where the customer does not own the property being served)	\$100

Billing and Late Fees: The sewer use billing shall be monthly and shall be based on the current rate. Per City Ordinance 30.01.450, the City shall assess a five-dollar (\$5.00) 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 30.01.440 (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:

Effective Date	Residential Fee	Debt Reserve	Storm Water	Maintenance Fee	Reserve Fee	Total
11/01/2012	\$36.00	\$2.20	\$0	\$0	\$4.50	\$42.70



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APPLICATION FOR WASTE WATER SERVICE

General Information (Please Print):

Customer Name _____ Move In Date _____

Service Address _____ SS# _____

Billing Address _____ Same as above

Email _____ Day Phone _____ Evening Phone _____ Cell _____

Employer _____ Employer Address _____

Spouse Name _____ SS# _____

Employer _____ Employer Address _____

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

Name of Property Owner/Landlord _____ Phone _____

Address _____ 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 \$5 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 _____

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Amount of Deposit _____ Date Paid _____ Payment Type: Cash Check Credit Card

Account Changes/Disconnect:

Forwarding Address _____ Effective Date _____

Notes:



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**ACH DEBIT AUTHORIZATION FOR
AUTOMATIC PAYMENTS OF WASTE WATER UTILITY BILLS**

I authorize **First Interstate 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 waste water 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 15th of the month during which the bill is due. In the event that 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. If a savings account has been chosen, I have provided that correct account number.

PLEASE PRINT

Resident Name _____ Phone Number _____
(as it appears on your utility bill)

Email Address _____

Service Address _____

Bank Name _____

Bank Address _____

Bank Account Number _____ Checking Savings

Bank Routing/Transit Number _____

Resident 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!



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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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APPLICATION FOR PET LICENSE – LIMIT OF 4 PETS PER OWNER

General Information (Please Print):

Resident Name _____ Date _____

Address _____ Pet Name _____

Email _____ Home Phone _____ Cell Phone _____

Pet Description _____

Animal Ordinance:

The City of Summerset has an Animal Ordinance. Effective January 1, 2008, the City requires licensing your family pet. Conditions of the ordinance are as follows:

33.03.01: LICENSING OF ANIMALS (DOGS & CATS)

Every home owner within the City limits owning or possessing a dog or cat of the age of six (6) months or more shall pay the City Finance Officer an annual fee in the sum of ten (10) dollars for any neutered or spayed dog or outdoor cat and/or a fee of twenty (20) dollars for intact dog or outdoor cat. All indoor cats are exempt from fees. The same fee will apply for any additional dogs or cats up to the pet limit of four (4) pets per pet owner. Such annual license fees shall be paid on or before the first day of January of each year and the City Finance Officer shall, upon payment and upon sufficient proof of the required rabies vaccination, issue the owner thereof a license tag. Such license tags shall be immediately attached to such animal by means of a collar or other reasonable permanent method.

33.03.01b: LICENSING OF ANIMALS (DOGS AND CATS)

Annual license fees received after January 15th of each year shall be subject to a late fee of ten (10) dollars per animal license. Failure to comply is deemed a violation of this Ordinance and shall be subject to the general penalty provision as set forth in Section 33.01.03.

33.03.02: CONDITIONS FOR ANIMAL LICENSING

As Conditions to the issuance of an animal license, the person making such application shall furnish a certificate from a licensed veterinarian that the animal sought to be licensed has been vaccinated for and made immune to rabies for the entire current license year.

Acknowledgement:

Please be sure to bring proof of your pet's rabies vaccination to receive your pet's licensing tag. The fees collected will help alleviate the administrative and supply costs of this program and will also help with funding the Summerset Police Department in finding your missing dogs and cats if that unfortunate situation should arise. **I have read and understand the above animal ordinance and licensing requirements.**

Signature _____ Date _____

FOR OFFICE USE ONLY

Annual Fee Amt _____ Date Paid _____ Payment Type: Cash Check Credit Card

Copy of vaccination records received? Yes No Tag Number _____

33.02.02: CERTAIN ANIMALS PROHIBITED

No person shall allow, bring, keep or maintain into or within the City of Summerset, whether under control or at large, any horse, cow, mule, swine, sheep, goats, fowl (chickens) and pigeons except as otherwise provided in Section 33.02.03.

Banned breeds of dogs are banned entirely and may not be owned or in the City of Summerset, South Dakota. Banned breeds of dogs are defined as any one of the following:

1. American Pit Bull Terrier
2. Staffordshire Bull Terrier
3. American Staffordshire Terrier
4. Presa Canario
5. Any dog whose sire or dam is a dog or breed which is defined as banned breed or dog herein.
6. And dog, whose owner registers, defines, admits, or otherwise identifies said dog of being a banned breed.
7. Any dog conforming, or substantially conforming, to the breed of American Pit Bull Terrier, American Staffordshire Terrier, or Staffordshire Bull Terrier as defined by the United Kennel club or American Kennel Clubs; or any dog which is of a breed commonly referred to as "Pit Bull" and commonly recognized and identifiable as such.

EXOTIC OR WILD ANIMALS

No persons shall keep an animal of a species prohibited or protected by Title 50 Code of Federal Regulations, or by South Dakota in a residential zone in the City of Summerset including the following:

1. All non-human primates
2. All wild cats of the family Felidae and their hybrid, except domestic cats
3. All species of bear
4. All wild carnivores or family Canidae and their hybrid, except domestic dogs
5. Venomous reptiles, fish, amphibians and arachnids
6. Any constrictor snake
7. All members of alligator, crocodile, and caiman families

Any person who violates this Chapter, Banned Breeds of Dogs, after given notice that they are in violation will have 48 hours to permanently remove the animal from the City limits. Failure to comply with this notice will subject the owner to all fines and costs plus any expense that the City would incur to remove the animal.

Dogs: \$10 (neutered) / \$20 (no neutered)

Cats: \$10 (outdoor neutered) / \$20 (outdoor not neutered) / \$0 (indoor)



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FENCE PERMIT APPLICATION - \$25

General Information (Please Print):

Property Owner Name _____ Date _____

Address _____ City/St/Zip+4 _____

Email _____ Phone _____ Cell Phone _____

Proposed Fence Height _____ Proposed Fence Type _____

Contractor/Installer _____ Phone _____

Cost:

The City of Summerset requires a fence permit for all fence installation on properties within Summerset. The cost of this permit is \$25.00. All fences are to be constructed or installed entirely on the owner's property only.

For your protection, we require fence installation contractors to be licensed by the City. No fence may be placed within a major drainage easement. Fences may not block or hinder the drainage of adjoining property or neighboring properties, either as it currently exists or will potentially exist. No fence may be installed in or encroach on any Right of Way, or on the edge of the road or street, nor along any sidewalk or pathway. Fences may not be constructed closer than two feet from any sidewalk. All fences must follow a reasonable grade in relationship to neighboring properties.

Fences in Sun Valley may not be constructed within 12 ½ feet of the Williston Basin Pipeline Easement. Be sure to check your plat information. Fences in residential areas may not exceed a height of six feet. Residential fences are not permitted in the front yard area. Specifically, residential fences may not be installed forward of the front corner of any home or garage. It is recommended that you contact your Homeowner's Association to verify compliance with their covenants.

Please note that fences are not permitted in major drainage easement areas. Fences installed in minor drainage easements shall be constructed at your own risk and the City shall not be liable.

CALL 811 BEFORE YOU DIG!

Acknowledgement:

I have read and understand the above billing process summary.

Signature _____ Date _____

FOR OFFICE USE ONLY

Paid: <input type="checkbox"/> Yes <input type="checkbox"/> No	Amount of Permit _____
Date Paid _____	Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> Credit Card