

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

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

Mayor Torno led in the Pledge of Allegiance.

Commissioner Butler gave the invocation.

COMMISSIONER REPORTS

Reports were given by the Commissioners.

Motion by Butler, second by Thurman, to approve the agenda for the regular meeting of the Summerset City Commission for March 3rd, 2022. Motion carried.

CONSENT CALENDAR

Motion by Kitzmiller, second by Thurman, to approve the minutes of the regular meeting of February 17th, 2022. Motion carried.

APPROVAL OF CLAIMS

Motion by Thurman, second by Butler, to approve the claims and hand checks in the amount of \$133,830.21 from February 17th, 2022 through March 2nd, 2022 as presented or amended. Motion carried.

A&B BUSINESS SOLUTIONS	Water Machine	374.04
AKER, LORRAE	WWDEP Refund	50.00
AMBROSE, JONATHAN	Phone Stipend	50.00
BLACK HILLS ENERGY	Utilities	6,137.00
BORRIES, JONATHAN	WWDEP Refund	50.00
Butler, Dave	Phone Stipend	50.00
CANDACE SEALEY	Phone Stipend	50.00
CARDMEMBER SERVICES	Credit Card Charges	55.95
DELTA DENTAL	Employee Dental	792.00
DUCHENEAUX, HALAYNA	Phone Stipend	50.00
GREENAPSIS	Janitorial	320.00
GUMMO, DANA	Balance Refund	34.34
GUTHRIE INC.	Erosion Control	1,000.00
HDR ENGINEERING, INC	General Engineering	816.25
HEALTH POOL OF SD	Employee Medical	16,254.14
HERMANSON EGGE ENGINEERING	Building Inspection Services	1,155.00
HIRSCH, CLYDE	Phone Stipend	50.00
HUNT, DREW	Phone Stipend	50.00
HYDRO-KLEAN, INC	Televise Lines	16,206.65
JONES, JESSICA	WWDEP Refund	48.18
JUSO, COLTON	Phone Stipend	50.00

KITZMILLER, MICHAEL	Phone Stipend	50.00
Kayl, Anthony	Phone Stipend	50.00
MACRANDER, MATTHEW	Phone Stipend	50.00
MEADE COUNTY TREASURER	Property Taxes	722.54
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
RAPID CITY JOURNAL	Publications	372.39
SCHIEFFER, LISA	Conference Travel	233.12
SCHROCK, BRIELLE	Phone Stipend	50.00
SD PUBLIC ASSURANCE ALLIANCE	2022 Renewal	48,167.77
SDRS-SUPPLEMENTAL	Supplemental Retirement	575.00
SERVALL UNIFORM & LINEN SUPPLY	Monthly Fees	143.10
SIMPSON,ANDREW	WWDEP Refund	100.00
STOLTZ, DONALD	WWDEP Refund	50.00
TANNER FENENGA	Phone Stipend	50.00
THURMAN, KATHLENE	Phone Stipend	50.00
TNT CONSTRUCTION	Erosion Control	1,000.00
TORNO, MELANIE	Phone	50.00
UNITED STATES POSTAL SERVICE	Postage	1,000.00
USA BLUEBOOK	WWTP Supplies	443.14
VAST BROADBAND	Fax/Phone/Internet	1,081.27
Verizon Wireless	LE Voice & Mobile Broadband	380.12
ALLEN, DON	Phone Stipend	50.00
AFLAC REMITTANCE PROCESSING	Employee Accident Insurance	186.94
CARDMEMBER SERVICES	Credit Card Charges-Jan22	9,567.57
SDRS	Retirement	9,542.28
UNITED STATES TREASURY	Payroll Taxes February	15,971.42

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

Motion by Kitzmiller, second by Butler to approve the following payroll. Motion carried.

Dept. 4000 - \$19,544.31 Wastewater/Public Works

Dept. 4110 - \$2,333.32 Commission

Dept. 4120 - \$1,083.33 Mayor

Dept. 4140 - \$13,136.32 Finance

Dept. 4210 - \$28,439.23 Police

Dept. 4652 - \$300.00 Planning & Zoning

UTILITY BILLING ADJUSTMENTS

Motion by Butler, second by Kitzmiller to approve utility billing adjustments of \$314.13 for the period February 1st thru February 28th, 2022. Motion Carried

FIRST READING FOR ORDINANCE 2022-01

Revision to ordinance Title XV Chapter 153 – Subsection 153.025 Adoption of Building Code.

Motion by Thurman, second by Butler to approve first reading of Ordinance 2022-01. Motion carried.

Motion by Kitzmiller, second by Butler to set second reading of Ordinance 2022-01 for March 17th, 2022. Motion carried.

FIRST READING FOR ORDINANCE 2022-02 w/amendments

Revision to ordinance Title XV Chapter 152 – Subsection 152.01 Adoption of 2018 International Building Code by Reference.

Motion by Butler, second by Thurman to open discussion on amendments. Motion carried. City Administrator Lisa Schieffer spoke to the amendments.

Motion by Butler, second by Kitzmiller to close discussion on amendments. Motion carried.

Motion by Butler, second by Thurman to approve first reading of Ordinance 2022-02. Motion carried.

Motion by Butler, second by Kitzmiller to set second reading of Ordinance 2022-02 for March 17th, 2022. Motion carried.

FIRST READING FOR ORDINANCE 2022-03 w/amendments

Revision to ordinance Title XV Chapter 152 – Subsection 152.02 Adoption of 2018 International Property Maintenance Code by Reference.

Motion by Kitzmiller, second by Butler to open discussion on amendments. Motion carried. City Administrator Lisa Schieffer spoke to the amendments.

Motion by Kitzmiller, second by Butler to close discussion on amendments. Motion carried.

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

Motion by Thurman, second by Butler to set second reading of Ordinance 2022-03 for March 17th, 2022. Motion carried.

FIRST READING FOR ORDINANCE 2022-04 w/amendments

Revision to ordinance Title XV Chapter 152 – Subsection 152.03 Adoption of 2018 International Residential Code by Reference.

Motion by Kitzmiller, second by Thurman to open discussion on amendments. Motion carried. City Administrator Lisa Schieffer spoke to the amendments.

Motion by Kitzmiller, second by Thurman to close discussion on amendments. Motion carried.

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

Motion by Thurman, second by Kitzmiller to set second reading of Ordinance 2022-03 for March 17th, 2022. Motion carried.

FINANCE - FIRST READING OF SUPPLEMENTAL ORDINANCE 2022-05

Motion by Butler, second by Kitzmiller to approve first reading of Ordinance 2022-05. Motion carried.

Motion by Butler, second by Thurman to set second reading of Ordinance 2022-05 for March 17th, 2022. Motion carried.

CITIZENS INPUT

Meade County Treasurer, Robin Shrake, introduced herself.

UPCOMING EVENTS:

Board of Equalization will be Monday, March 21st at 6:00 p.m.

ITEMS FROM CITY ATTORNEY

Motion by Thurman, second by Butler, to enter into executive session at 6:28 p.m. per SDCL 1-25-2 for discussing legal, economic development, negotiations, and personnel issues. Motion carried.

Motion by Thurman, second by Butler, to come out of executive session at 6:59 p.m. Motion carried.

ADJOURNMENT

Motion by Kitzmiller, second by Butler, to adjourn at 6:59 p.m. Motion carried.

(SEAL)

ATTEST:

Candace Sealey
Finance Officer

Melanie Torno
Mayor

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

Check Register Report

Date: 03/15/2022

Time: 8:36 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								
84	03/15/22	Printed			0167	SD DEPARTMENT OF REVENUE	Sales Tax Feb	960.41

Total Checks: 1	Checks Total (excluding void checks):	960.41
Total Payments: 1	Bank Total (excluding void checks):	960.41
Total Payments: 19	Grand Total (excluding void checks):	52,358.11

March 2022 Waste Water Department report

Daily Operations

Talked to Tucker Michaels with Claims Associates about estimate for greenhouse repairs. He thought they were high so he's doing some more research. 2-28

Taylor in Waste Water Collection class 3/1-3

Meeting with Claims Associates and RCS to reassess the greenhouse claim. Mr. Michaels is looking for another contractor to give an estimate on repairs for comparison as he is still convinced the estimate from RCS is too high 3-8

HDR asked for pictures of the SCADA 3-8

Chris Robinson (HDR) stopped by to look at SBR blueprints. 3-10

Mr. Michaels came to the plant with a contractor to look at damages to green house with the intention of getting a second quote for repairs. He was not optimistic about getting one from him. 3-10

Received an email from Chris Robinson (HDR) He indicated that the SRF board meets April 12th and 13th at which time we should find out how much assistance we will receive for the plant upgrade project. 3-14

Special Projects

Meeting with HDR reps to discuss upgrades to current system to accommodate expansion 2-24

Misc

February 2022 Public Works report

Solid Waste

Dot pre trip inspections, delivered and cleaned trash cans, preventative maintenance grease, fuel, oil filters etc. Hauled multiple roll offs to recycling facilities in Rapid City.

Weekly trash pickup in North and South Summerset.

Street

Replaced more sun faded streets signs. Met with BHP and contacted RCS Construction for final plan on street lights. Met with HDR regarding upcoming street repair projects and Waste Water expansion project. Began street sweeping from winter debris. Discussion with police dept on police monitoring road conditions overnight. Removed snow fence from area by Polaris. Repaired water heater at Police Dept.

Parks & Grounds Maintenance

Installed Deer fence at City Hall tree for tree trunk protection as per our Tree Grant.

Met with mayor regarding park project. Installed flagpole at WWTP.

Equipment maintenance

Prepared mowers for summer mowing oil, blades, tire pressure etc.

Finance Department Monthly Recap February

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 Preparation
- Circulation of Petitions Deadline 2/28/2022
- Supplemental Budget

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

- Worker's Compensation Payroll Audit-will be receiving a refund**
- 2021 Annual Reporting**
- Began Preparation for Kiwanis 2022 Pancake feed which we participate in
- Department Manual/ Job descriptions
- Move In/Outs Returns
- Tech Support For Payroll Stubs

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
-
-
-

February 2022 Summerset Police Department Report

Grants

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

We are currently operating under the Federal Highway Safety grant. We have \$1,997.00 left in the speed enforcement portion

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Calls for Service

We answered 290 calls for service from February 1 to February 28, 2022.

Community Involvement

Officers attended basketball games at Stagebarn Middle School, providing extra security.

SRO provided Stagebarn parents with vital internet/digital safety after a sexting incident.

Public Safety

Officers investigated several suspicious vehicle incidents at businesses in Summerset. Officers also investigated suspicious individuals/circumstances in Summerset neighborhoods. Officers conducted several traffic stops. The traffic stops led to DUI arrests, warrant arrests and drug arrests.

Misc.

SRO Palmer assisted City administration with tech issues (iPads). SRO Palmer troubleshoot printer issues in the 2016 Explorer. She also determined what the error was with the 2016 vehicle cameras.

FEBRUARY 2022 CITY ADMINISTRATOR REPORT

ECONOMIC DEVELOPMENT

- Reviewed the Governor's Office of Economic Development Annual Report.
- Renewed additional property listings on GIS Planning – Econ. Development.
- Reviewed the SD Tourism Strategic Plan for 2022-2025.
- Invited to Governor's Office of Economic Development Conference.

GRANTS

- Reviewing grants for possible outdoor recreational facilities.
- Portal is now open on ARPA Grant funding for reporting. Said reports due April 30, 2022.
- Reviewed the NEU and Non-UGLG's Agreements and Supporting Documents Guide for ARPA.

PLANNING & ZONING

- Attended one (1) Planning & Zoning Meeting.
- Visited with R. Davis regarding annexation and rezoning.
- Met with J. Semmler regarding right-of-way and vacation of a street.
- Meeting with M. Torno, C. Robinson and L. Shagla (HDR) regarding layout plans of Sun Valley and Norman Ranch.
- Visited with T. Clark regarding review on BH Golf Cars and building permit.
- Met with M. Cropley to discuss the process for a proposed RV Park.
- Visited with B. Hunter regarding changes to an existing cell phone tower/permit. Also, visited with B. Rich from Meade County and L. Shagla regarding the same.
- Completed work on IBC, IRC and IPMC ordinance changes.
- Meeting with T. Wiczorek, L. Berg, M. Torno and L. Shagla (HDR) regarding proposed platting of Gollnick property.
- Drafted fence variance and sent out 36 certified letters.
- Met with T. Vanderpol to discuss platting options and section line vacation. Also, visited with B. Rich from Meade County since the property is located outside of city limits but within our jurisdiction.
- Milliron Granite & Stone drafted plans sent to L. Shagla (HDR) for review.
- BH Golf Cars submitted second amended plans in for review by L. Shagla (HDR).
- Received a rezoning application from C. Gollnick.
- Received Summerset Meadows – J. Rudland Final Plat and sent the same to HDR for review.
- M. Leon submitted attorney paperwork for declaration of easement.
- Visited with B. Powles and T. Fenenga regarding drainage lots. Also, visited with City Attorney M. Wheeler regarding quit claim deeds on the same.
- Discussion with P. Olsen on two lots in Summerset USA that could be getting sold.
- Received a call from Attorney K. Hagg regarding expansion of family practice on lots for sale in Summerset USA.
- Had meeting with A. Roeber, M. Torno, L. Shagla, T. Clark and R. Huffman regarding commercial building permit.
- Discussion with A. Krogman, appraiser, on property in Summerset.

*See next page

MISC. CONT

- Followed up with L. Zeller from BHCLG regarding status on application with DANR.
- Traveled to Pierre for Municipal Day at the Legislature. Networked with legislators on sewer expansion.
- Met with J. Ambrose, D. Butler, T. Fenenga, C. Robinson, L. Shagla (HDR) and M. Torno to view the sewer treatment area and discuss the expansion.
- Attended two (2) Commission Meetings.
- Visited with Attorney E. Nies regarding Norman Ranch.
- Visited with census bureau regarding updating the information on the BAS Survey.
- Visited with B. Powles regarding hold harmless agreement with Gingras on recycle bin location. Also, visited with SDPAA and City Attorney M. Wheeler to draft a proposed agreement.
- Set up conference call with L. DeBolt regarding Incode 10 software for March 17th.
- Met with T. Fenenga and representatives from Fonroche lighting to discuss replacement and new subdivision lighting-Solar.
- Meeting with E. Eisenbraun from Golden West to go over the quarterly review.
- Visited with M. Wheeler regarding a proposed RV Park and possible conflict of interest with Hermanson Egge Engineering.
- Drafted notices on four (4) ordinances and sent the same to the paper.
- Completed survey from Power Almanac.
- Received call from A. Radway regarding meeting on expansion and possible new high school. Said meeting is March 14th and city officials are requested to be there.
- Zoom meeting on GOSCOMA conference.
- Working on Manual for City Administration "How To".
- Completed Game, Fish & Parks SD Outdoor Recreational Survey from SDSU.
- Followed up with Director of Equalization Rhea Crane on Local Boards of Equalization.

Ordinance 2022-01

**AN ORDINANCE AMENDING ORDINANCE TITLE XV, CHAPTER 153, SUBSECTION
153.025 ADOPTION OF BUILDING CODE**

AN EXISTING ORDINANCE OF SUMMERSET SD

§ 153.025 ADOPTION OF BUILDING CODE.

The city hereby adopts, for the purpose of establishing rules and regulations for the construction, alteration, removal, demolition, equipment, use, and occupancy, location, and maintenance of buildings and structures, including permits and penalties, 2018 International Residential Building Code and the 2018 International Building Code, except such portions as are herein deleted, modified, or amended. One copy of each of the codes with all the amendments has been filed with the city's Finance Office and the same are hereby adopted and incorporated fully as if set out at length herein, and from the date on which this chapter shall take effect, the provisions thereof shall be controlling in the construction of all buildings and structures therein contained within the city.

Passed and adopted this _____ day of March 2022.

Melanie Torno, Mayor

ATTEST:

Candace Sealey, Finance Officer

VOTE:

Torno:

Kitzmilller:

Butler:

Hirsch:

Thurman:

First Reading: March 3, 2022

Second Reading: March 17, 2022

Adoption:

Publication: two weeks*

Effective:

Published twice at the total approximate cost of \$_____.

Ordinance 2022-02

**AN ORDINANCE AMENDING ORDINANCE TITLE XV, CHAPTER 152, SUBSECTION 152.01
ADOPTION OF 2018 INTERNATIONAL BUILDING CODE BY REFERENCE**

AN EXISTING ORDINANCE OF SUMMERSET SD

§ 152.01 ADOPTION OF 2018 INTERNATIONAL BUILDING CODE BY REFERENCE.

There is adopted by the city that certain code, recommended by the International Code Council, known as the International Building Code, 2018 edition. The code is adopted for occupancies except single- and two-family dwellings. A copy of the same is on file in the office of the city.

Passed and adopted this _____ day of March 2022.

Melanie Torno, Mayor

ATTEST:

Candace Sealey, Finance Officer

VOTE:

Torno:

Kitzmilller:

Butler:

Hirsch:

Thurman:

First Reading: March 3, 2022

Second Reading: March 17, 2022

Adoption:

Publication: two weeks*

Effective:

Published twice at the total approximate cost of \$_____.

Ordinance 2022-03

**AN ORDINANCE AMENDING ORDINANCE TITLE XV, CHAPTER 152, SUBSECTION 152.02
ADOPTION OF 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE BY REFERENCE**

AN EXISTING ORDINANCE OF SUMMERSET SD

**§ 152.02 ADOPTION OF 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE BY
REFERENCE.**

There is adopted by the city for the purpose of prescribing regulations for the practical safeguarding of persons and property from hazards arising from housing, and for the removal of blighted structure in population areas, that certain code recommended by the International Code Council known as the International Property Maintenance Code, 2018 edition, specifically Chapters 1 through 8 thereof. A copy of the same is on file in the office of the city.

Passed and adopted this _____ day of March 2022.

Melanie Torno, Mayor

ATTEST:

Candace Sealey, Finance Officer

VOTE:

Torno:

Kitzmilller:

Butler:

Hirsch:

Thurman:

First Reading: March 3, 2022

Second Reading: March 17, 2022

Adoption:

Publication: two weeks*

Effective:

Published twice at the total approximate cost of \$_____.

Ordinance 2022-04

**AN ORDINANCE AMENDING ORDINANCE TITLE XV, CHAPTER 152, SUBSECTION 152.03
ADOPTION OF 2018 INTERNATIONAL RESIDENTIAL CODE BY REFERENCE**

AN EXISTING ORDINANCE OF SUMMERSET SD

§ 152.03 ADOPTION OF 2018 INTERNATIONAL RESIDENTIAL CODE BY REFERENCE.

There is adopted by the city that certain code recommended by the International Code Council known as the International Residential Code for One- and Two-Family Dwellings, 2018 edition, specifically Chapters 1-11, Chapter 44, and Appendices E, H, J and K thereof. The city also adopts Section P2904 Dwelling Unit Fire Sprinkler systems as amended within this code. The code is adopted for one- and two-family dwellings only. A copy of the same is on file in the city's Finance Office.

Passed and adopted this _____ day of March 2022.

Melanie Torno, Mayor

ATTEST:

Candace Sealey, Finance Officer

VOTE:

Torno:

Kitzmiller:

Butler:

Hirsch:

Thurman:

First Reading: March 3, 2022

Second Reading: March 17, 2022

Adoption:

Publication: two weeks*

Effective:

Published twice at the total approximate cost of \$_____.

Building Valuation Data – AUGUST 2018

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. The BVD will be updated at six-month intervals, with the next update in February 2019. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the “average” construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2018 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again it should be noted that, when using this data, these are “average” costs based on typical construction methods for each occupancy group and type of construction. The average costs include foundation work, structural and nonstructural

building components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
- 3.

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget} \times (\%)}{\text{Total Annual Construction Value}}$$

Example

The building department operates on a \$300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is \$30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300,000 \times 75\%}{\$30,000,000} = 0.0075$$

Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

$$\text{Permit Fee} = \text{Gross Area} \times \text{Square Foot Construction Cost} \times \text{Permit Fee Multiplier}$$

Example

Type of Construction: IIB

Area: 1st story = 8,000 sq. ft.
2nd story = 8,000 sq. ft.

Height: 2 stories

Permit Fee Multiplier = 0.0075

Use Group: B

1. Gross area:
Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:
B/IIB = \$173.98/sq. ft.
3. Permit Fee:
Business = 16,000 sq. ft. x \$173.98/sq. ft x 0.0075
= \$20,878

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

Square Foot Construction Costs ^{a, b, c}

Group (2018 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	244.21	236.18	230.55	221.01	207.82	201.82	214.02	189.83	182.71
A-1 Assembly, theaters, without stage	223.45	215.42	209.80	200.25	187.31	181.32	193.26	169.33	162.21
A-2 Assembly, nightclubs	190.08	184.73	180.34	172.99	163.33	158.82	166.99	147.83	142.92
A-2 Assembly, restaurants, bars, banquet halls	189.08	183.73	178.34	171.99	161.33	157.82	165.99	145.83	141.92
A-3 Assembly, churches	224.47	216.44	210.82	201.27	189.73	183.73	194.28	171.74	164.62
A-3 Assembly, general, community halls, libraries, museums	188.77	180.74	174.11	165.57	151.59	146.63	158.58	133.64	127.52
A-4 Assembly, arenas	222.45	214.42	207.80	199.25	185.31	180.32	192.26	167.33	161.21
B Business	195.88	188.76	182.90	173.98	159.08	153.13	167.31	139.76	133.67
E Educational	207.44	200.32	195.11	186.22	173.62	164.85	179.83	151.63	147.30
F-1 Factory and industrial, moderate hazard	115.30	109.99	103.87	99.84	89.72	85.56	95.69	73.79	69.57
F-2 Factory and industrial, low hazard	114.30	108.99	103.87	98.84	89.72	84.56	94.69	73.79	68.57
H-1 High Hazard, explosives	107.85	102.54	97.43	92.40	83.50	78.33	88.25	67.57	N.P.
H234 High Hazard	107.85	102.54	97.43	92.40	83.50	78.33	88.25	67.57	62.34
H-5 HPM	195.88	188.76	182.90	173.98	159.08	153.13	167.31	139.76	133.67
I-1 Institutional, supervised environment	194.98	188.36	182.90	175.20	161.40	157.01	175.29	144.58	140.08
I-2 Institutional, hospitals	327.69	320.57	314.72	305.80	289.87	N.P.	299.12	270.56	N.P.
I-2 Institutional, nursing homes	227.45	220.33	214.47	205.56	191.65	N.P.	198.88	172.34	N.P.
I-3 Institutional, restrained	222.66	215.54	209.69	200.77	187.11	180.16	194.09	167.80	159.71
I-4 Institutional, day care facilities	194.98	188.36	182.90	175.20	161.40	157.01	175.29	144.58	140.08
M Mercantile	141.54	136.19	130.80	124.45	114.24	110.73	118.45	98.74	94.83
R-1 Residential, hotels	196.81	190.20	184.74	177.03	162.97	158.58	177.13	146.15	141.65
R-2 Residential, multiple family	165.05	158.44	152.98	145.27	132.00	127.61	145.37	115.18	110.68
R-3 Residential, one- and two-family ^d	154.04	149.85	145.98	142.32	137.11	133.50	139.93	128.29	120.75
R-4 Residential, care/assisted living facilities	194.98	188.36	182.90	175.20	161.40	157.01	175.29	144.58	140.08
S-1 Storage, moderate hazard	106.85	101.54	95.43	91.40	81.50	77.33	87.25	65.57	61.34
S-2 Storage, low hazard	105.85	100.54	95.43	90.40	81.50	76.33	86.25	65.57	60.34
U Utility, miscellaneous	83.66	79.00	74.06	70.37	63.47	59.32	67.24	50.19	47.80

- Private Garages use Utility, miscellaneous
- For shell only buildings deduct 20 percent
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$22.45 per sq. ft.

CITY OF SUMMERSET
ORDINANCE NO. 2022.05
SUPPLEMENTAL APPROPRIATION ORDINANCE

Be it ordained by the City of Summerset that the following sums are supplementally appropriated to meet obligations of the municipality.

<u>EXPENDITURES</u>	General Fund Fund 101
4210 <u>Law Enforcement</u>	
	\$58,500
Total Law Enforcement	<u>\$ 58,500.00</u>

**Approved at Budget Hearings but not reflected in the budget system.*

4900 <u>Miscellaneous</u>	
Return Remainder Of Powles Surety 2021	\$ 30,000.00
Total Miscellaneous	<u>\$ 30,000.00</u>

4120 <u>Mayoral Expense</u>	
	\$ 3,100.00
Total Mayoral Other Expense	<u>\$ 3,100.00</u>

Total Appropriations

SECTION TWO

The following designates the fund or funds to which the money derived from the following source is applied.

<u>REVENUE</u>	General Fund Fund 101
<u>SOURCE OF FUNDING</u>	
Unassigned Fund Balance	<u>\$91,600</u>
<u>TOTAL MEANS OF FINANCE</u>	<u>\$ 91,600.00</u>

ENTERPRISE FUNDS

EXPENDITURES

Sewer Fund

SOURCE OF FUNDING
Unassigned Fund Balance

Dated this 3rd day of March, 2022.

ATTEST:

Candace Sealey, Finance Officer

Melanie Torno, Mayor

Vote: Kitzmiller:
Thurman:
Torno:
Butler:
Hirsch:

First Reading: March 3, 2022
Second Reading:
Adopted:
Published:

Published once at the approximate cost of \$XX.XX.

VISION BENEFIT PROPOSAL

CUSTOMIZED FOR City of Summerset



EYE CARE WITH A BIGGER FOCUS

Your well-being is at the heart of everything we do. Like harnessing the power of eye exams to detect signs of health conditions before they become more serious. That's why it's no surprise more than 81 million people in the U.S. choose VSP® Vision Care for their eye care and eyewear. For over 65 years, we've put people before profit—pushing the limits on what's possible to help everyone see well and be well.

**#1 IN ACCESS
TO QUALITY CARE***

Choice of an independent doctor or popular retail chain, including Visionworks®, Walmart, and more.

**#1 IN SELECTION
OF EYEWEAR***

The latest styles at the lowest out-of-pocket cost* in-store or online at eyeconic.com®.

**#1 IN MEMBER
SATISFACTION***

A no-hassle benefit that members enroll in and use more than any other vision plan.*

VSP CHOICE PLAN®: CUSTOMIZED BENEFIT OPTIONS AND MONTHLY RATES

OPTION 1 Employer Pays 0-24% of Premium for Employees and Dependents 10-50 Employees Enrolled			
FREQUENCY	COPAYS AND ALLOWANCES	ENHANCEMENTS AND SUPPLEMENTAL BENEFITS	MONTHLY RATES
Exam every 12 months	\$10 Exam Copay		Employee Only \$13.54
Lenses every 12 months	\$10 Frame/Lens Copay		Employee + One \$21.66
Frame every 24 months	\$130 Frame Allowance		Employee + Children \$22.11
Contact Lenses every 12 months (Instead of lenses and frame)	\$130 Contact Lens Allowance		Employee + Family \$35.65
OPTION 2 Employer Pays 75% or more of Premium for Employees. Dependent Coverage is Voluntary and Employee Paid 10-50 Employees Enrolled			
FREQUENCY	COPAYS AND ALLOWANCES	ENHANCEMENTS AND SUPPLEMENTAL BENEFITS	MONTHLY RATES
Exam every 12 months	\$10 Exam Copay		Employee Only \$12.19
Lenses every 12 months	\$10 Frame/Lens Copay		Employee + One \$19.50
Frame every 24 months	\$130 Frame Allowance		Employee + Children \$19.90
Contact Lenses every 12 months (Instead of lenses and frame)	\$130 Contact Lens Allowance		Employee + Family \$32.09
OPTION 3 Employer Pays 0-24% of Premium for Employees and Dependents 10-50 Employees Enrolled			
FREQUENCY	COPAYS AND ALLOWANCES	ENHANCEMENTS AND SUPPLEMENTAL BENEFITS	MONTHLY RATES
Exam every 12 months	\$10 Exam Copay		Employee Only \$11.96
Lenses every 12 months	\$25 Frame/Lens Copay		Employee + One \$19.14
Frame every 24 months	\$130 Frame Allowance		Employee + Children \$19.54
Contact Lenses every 12 months (Instead of lenses and frame)	\$130 Contact Lens Allowance		Employee + Family \$31.50

The Political rates quoted above for the VSP Choice Plan are valid based on: i. an effective date of May 1, 2022 for a client headquartered in South Dakota, ii. 24-month rate guarantee and contract term, and iii. the agreement that VSP will receive these amounts over the full plan term. Rates include all applicable taxes and health assessment fees known on the date of this proposal and exclude platform participation and associated fees. Individual experience is not available for pooled groups.

OPTION 4Employer Pays 75% or more of Premium for Employees; Dependent Coverage is Voluntary and Employee Paid
10-50 Employees Enrolled

FREQUENCY	COPAYS AND ALLOWANCES	ENHANCEMENTS AND SUPPLEMENTAL BENEFITS	MONTHLY RATES
Exam every 12 months	\$10 Exam Copay		Employee Only \$10.77
Lenses every 12 months	\$25 Frame/Lens Copay		Employee + One \$17.23
Frame every 24 months	\$130 Frame Allowance		Employee + Children \$17.59
Contact Lenses every 12 months (Instead of lenses and frame)	\$130 Contact Lens Allowance		Employee + Family \$28.35



THE VSP CHOICE PLAN IS FULL OF BENEFITS

The VSP Choice Plan is a full-service plan that offers choice, care, and maximum value through a VSP network provider.

AVERAGE SAVINGS OF 30% ON ALL LENS ENHANCEMENTS¹

Protection from UV, relief from digital eyestrain, and more.

COVERAGE FOR URGENT AND MEDICAL EYE CARE

Care for conditions like pink eye, dry eye, diabetic eye disease and glaucoma.

UP TO \$3,000 IN SAVINGS

Contact lens rebates and discounts on hearing aids, prescriptions—the list goes on.²

VSP CHOICE PLAN BENEFITS		
	In-network	Out-of-network
Vision Care		
WellVision Exam*	Covered-in-full after copay	Reimbursed up to \$45
Contact Lens Exam, Fitting, and Evaluation (Standard & Premium)	Covered-in-full after copay, not to exceed \$60	Not applicable
Routine Retinal Scanning	Covered-in-full after copay, not to exceed \$39 ³	Not applicable
Frames		
	Covered-in-full after copay, up to frame allowance ⁴	
	20% off any amount above the allowance ^{3,4}	Reimbursed up to \$70
	Extra \$20 allowance on Featured Frame Brands ^{4,6}	
Lenses		
Single Vision		Reimbursed up to \$30
Lined Bifocal		Reimbursed up to \$50
Lined Trifocal	Covered-in-full after copay	Reimbursed up to \$65
Lenticular		Reimbursed up to \$100
Standard Progressive Lenses		Reimbursed up to \$50
Lens Enhancements Enhanced coverage may apply. Refer to the option(s) under Customized Benefit Options and Monthly Rates.		
Premium Progressive Lenses	\$95 - \$105	
Custom Progressive Lenses	\$150 - \$175	
Standard Anti-Reflective Coating	\$41	
Photochromic Lenses	\$75	
Solid Tints and Dyes	\$0	Not applicable
Plastic Gradient Tints	\$17	
Polycarbonate Lenses	\$31 - \$35; \$0 for children	
Scratch-Resistant Coating	\$17	
UV Protection	\$16	
Contact Lenses Instead of lenses and frame		
Elective	Covered-in-full, up to Contact Lens Allowance	Reimbursed up to \$105 ⁷
Necessary	Covered-in-full after copay	Reimbursed up to \$210

VSP CHOICE PLAN BENEFITS (CONTINUED)		
	In-network	Out-of-network
Additional Benefits		
Essential Medical Eye Care^{SM,8} Supplemental coverage beyond routine care to treat urgent issues/monitor ongoing conditions like pink eye, sudden vision changes, dry eye, diabetic eye disease and glaucoma	Covered-in-full after copay; not to exceed \$20	
Low Vision Supplemental testing and coverage for approved low vision aids; for members with vision loss that prevents reading, moving around in unfamiliar surroundings, and completing desired tasks	Up to \$1,000 every two years; covers 100% supplemental testing and 75% for approved low vision aid	Not applicable ⁹
VSP Laser VisionCareSM Program⁹ Discounted access for laser vision correction services	Average savings of 15-20% off retail price or 5% off promotional price	
Additional Pairs of Glasses	20% off unlimited additional pairs of prescription glasses and/or non-prescription sunglasses ^{3,4,5}	

**Offer employees a vision benefit they're going to love.
Contact your VSP representative to get started.**

Confidentiality Statement

This proposal has been designed by VSP specifically for City of Summerset. It contains confidential information that is unique to our plan designs and rate structures, all of which are critical to VSP trade secrets. For this reason, we respectfully request that the information in this proposal be treated as confidential, as allowed under applicable laws, and not released to any interested parties without VSP written consent. It is also important to note that our proposal is based on the scope of the obligations that VSP agrees to undertake. VSP will comply with state and/or federal rules and regulations as they pertain to prepaid vision plans with a defined benefit.

Exclusions and Limitations

- When covered-in-full benefits are obtained from a VSP network doctor, the member will have no out-of-pocket costs other than copays. Vision care and eyewear obtained from an out-of-network provider are subject to product availability and the same copays. For details, see above.
- Some eyewear and vision care may be limited or not covered under this plan, as follows. Please contact VSP Vision Care for more information.
 - Cosmetic materials, such as lenses with refractive correction of less than ± .50 diopter, unless otherwise stated above.
 - Services and/or materials not specifically indicated on this schedule as covered plan benefits.
 - Two pairs of glasses instead of bifocals.
 - Replacement of lenses, frames, and/or contact lenses furnished under this plan which are lost/broken/damaged, except at the normal intervals when services are otherwise available.
 - Orthoptics or vision training and any associated supplemental testing. Medical or surgical treatment of the eyes and services associated with CRT or orthokeratology.
 - Contact lens insurance policies or service agreements. Refitting of contact lenses after the initial (90-day) fitting period. Additional office visits associated with contact lens pathology.
 - Contact lens modification, polishing, or cleaning.
- Local, state, and/or federal taxes, except where VSP is required by law to pay.
- Coverage shall be governed solely by the terms of your VSP contract.

Additional exclusions and limitations related to specific benefits of the VSP Choice Plan:

1. Savings off average usual and customary pricing based on VSP claims data.
2. Hearing aid discounts are not available in CA or WA.
3. Based on applicable laws, benefits may vary by location.
4. Benefits may vary at retail chain locations. Costco frame allowance is \$70 as prices already include discounts instead of those noted. Extra frame allowance on Featured Frame Brands is not available at Costco, Walmart and Sam's Club.
5. 30% off applies to glasses purchased the same day as the member's eye exam from the same VSP doctor who provided the exam. Members also receive 20% off unlimited additional pairs of glasses valid through any VSP network provider within 12 months of the last covered eye exam. Exceptions at retail locations may apply.
6. Reflects current promotion. Featured Frame Brands are subject to change. Available only to VSP members with applicable plan benefits through VSP network doctors and in-network locations. Not available to members whose coverage includes an additional \$50 allowance on Featured Frame Brands. In the event of a conflict between this information and your organization's contract with VSP, the terms of the contract will prevail.
7. If \$100 in-network allowance is purchased, members will be reimbursed up to \$85 out-of-network.
8. Essential Medical Eye Care pays secondary to the member's medical insurance.
9. Discounts only available from VSP-contracted facilities.
10. Essential Medical Eye Care is available out-of-network in states where it's required by law.
11. Pre-made and ready-to-wear glasses are covered by plan's frame and lens benefit and is in lieu of prescription frame and lenses.

*2017 National Vision Plan Member Research

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VSP, WellVision Exam, VSP Choice Plan, VSP ProTec Safety Plan, and eyeconic.com are registered trademarks, and VSP Primary EyeCare Plan, VSP Laser VisionCare Program, and VSP Computer VisionCare Plan are service marks of Vision Service Plan. All other brands or marks are the property of their respective owners. 89283 VCXA

**ANNUAL REPORT FOR CITY OF SUMMERST
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2021
GOVERNMENTAL FUNDS--MODIFIED CASH BASIS**

	General Fund	BBB Fund	TIF #1 Fund	Total Governmental Funds
Beginning Balance	\$ 1,388,776	\$ 31,666	\$ 805,839	\$ 2,226,280
Revenues and Other Sources:				
Taxes:				
Property Taxes	\$ 659,306		\$ 596,252	\$ 1,255,558
General Sales and Use Taxes	\$ 931,491	\$ 56,641		\$ 988,132
Gross Receipts Business Taxes	\$ 4,299			\$ 4,299
Penalties and Interest on Delinquent Taxes	\$ 371			\$ 371
Licenses and Permits	\$ 71,123			\$ 71,123
Intergovernmental Revenues:				
State Grants	\$ 273,890			\$ 273,890
State Shared Revenue	\$ 45,476			\$ 45,476
County Shared Revenue:	\$ 1,310			
Other Intergovernmental Revenue	\$ 13,245			\$ 13,245
Charges for Goods and Services:				
Sanitation	\$ 183,274			\$ 183,274
Fines and Forfeits				
Court Fines and Forfeits				\$ -
Miscellaneous Revenue and Other Sources:				
Investment Earnings	\$ 207		\$ 1,262	\$ 1,469
Maintenance Assessments	\$ 2,250			\$ 2,250
Contributions and Donations from Private Sources	\$ (3,313)			\$ (3,313)
Other Revenues	\$ 189,015			\$ 189,015
Compensation for Loss or Damage to Capital Assets				\$ -
Long Term Debt Issued	\$ -			\$ -
Total Revenue and Other Sources	\$ 2,371,944	\$ 56,641	\$ 597,514	\$ 3,026,099
Expenditures and Other Uses:				
Legislative	\$ 39,260			\$ 39,260
Executive	\$ 17,791			\$ 17,791
Elections	\$ 415			\$ 415
Financial Administration	\$ 209,269			\$ 209,269
Other General Government	\$ 217,390			\$ 217,390
Police	\$ 791,983			\$ 791,983
Fire	\$ 32,764			\$ 32,764
Protective Inspection	\$ 10,887			\$ 10,887
Highways and Streets	\$ 365,916			\$ 365,916
Sanitation	\$ 238,293			\$ 238,293
Humane Society				\$ -
Parks	\$ 7,518			\$ 7,518
Urban Redevelopment and Housing	\$ 21,005			\$ 21,005
Economic Development		\$ 22,269		\$ 22,269
Debt Service	\$ 361,200		\$ 296,800	\$ 658,000
Other Expenditures	\$ 70,900			\$ 70,900
Total Expenditures and Other Uses	\$ 2,384,591	\$ 22,269	\$ 296,800	\$ 2,703,660
Transfers In (Out)			\$ -	\$ -
Special Item Developer Surety	\$ 100,000			\$ 100,000
Increase/Decrease in Fund Balance	\$ 87,353	\$ 34,372	\$ 300,714	\$ 422,439
Ending Balance:				
Restricted	\$ -	\$ 66,038	\$ 1,106,553	\$ 1,172,590
Assigned	\$ 834,024			\$ 834,024
Unassigned	\$ 1,018,610			\$ 1,018,610
Governmental Long-term Debt				\$ 2,273,851

PROPRIETARY FUNDS--MODIFIED CASH BASIS

	<u>Sewer Fund</u>
Beginning Balance	<u>\$ 1,021,680</u>
Revenues	<u>\$ 786,850</u>
Expenses	<u>\$ 581,481</u>
Transfers In (Out)	<u>\$ -</u>
Ending Balance: Unrestricted	<u>\$ 1,087,903</u>
Long-term Debt	<u>\$ 1,847,255</u>

The preceding financial data does not include fiduciary funds or component units. Information pertaining to those activities may be obtained by contacting the municipal finance officer at 605-718-9858.

Municipal funds are deposited as follows:

<u>Depository</u>	<u>Amount</u>
Bank West	<u>\$ 3,706,374</u>
	<u>\$ 3,706,374</u>

Published March x, 2022 at a cost of \$xx.xx

Prepared by:
Richard E. Huffman
DEMERSSEMAN JENSEN
TELLINGHUISEN & HUFFMAN, LLP
516 5th Street, P.O. Box 1820
Rapid City SD 57709-1820
(605) 342-2814

DECLARATION OF PERMANENT UTILITY EASEMENT

Declaration of Easement. FOR AND IN CONSIDERATION of the sum of One Dollar (\$1.00), and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, New Leaf, L.L.C., 7875 Black Hawk Road, Black Hawk, SD 57718 (hereinafter "Declarant") owner of Tract 1A of Pine Hills Subdivision, Meade County, South Dakota hereby grants and conveys a twenty foot (20') permanent easement for Utilities to the current and future owner of Tract 1B of Pine Hills Subdivision, Meade County, South Dakota, the "Grantee", as is shown on the attached Exhibit A which is incorporated herein by reference subject to the conditions hereinafter set forth, as hereinafter described.

Such easement shall include the right to enter upon the easement property to construct, install, operate, inspect, maintain, and repair utilities and related appurtenant facilities upon said property.

The area, which is the subject of this easement, shall be kept free of all obstacles, including fences, shrubs, walls, or other items which obstruct the visibility or usefulness of the easement except for the currently existing chain-link fence that crosses the easement area in two places which will remain in place and when the area is being used for utility purposes it may be taken down and put back up.

This easement shall include the right to enter upon the afore-described real property and otherwise to do those things reasonably necessary to effectuate its purpose.

No Obstruction. No owner now or in the future shall construct any fence, barrier, gate or other obstruction, whether temporary or permanent, across the easement area to prevent the free access, use and enjoyment of the utility easement created hereby except for the currently existing chain-link fence that crosses the easement area in two places which will remain in place and when the area is being used for utility purposes it may be taken down and put back up.

Binding Effect. This easement shall be deemed appurtenant to and run with the real property herein described for the benefit of the other property, and is a perpetual and continuing easement until replaced, released or modified by a written instrument signed by the owners of Tract 1A and Tract 1B of Pine Hills Subdivision, Meade County, South Dakota or their respective successors and assigns. This easement shall be binding upon and inure to the benefit of all futures owners or their successors and/or assigns.

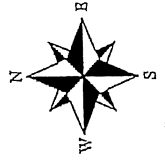
'EXHIBIT A'

For the Purpose of Showing the Proposed 20' Utility Easement for the benefit of Tract 1A and 1B of Pine Hill Subdivision.

All Located in the NE 1/4 of the SE 1/4 of Section 36, Township 3 North, Range 6 East, Black Hills Meridian, City of Summeret, Mead County, South Dakota.



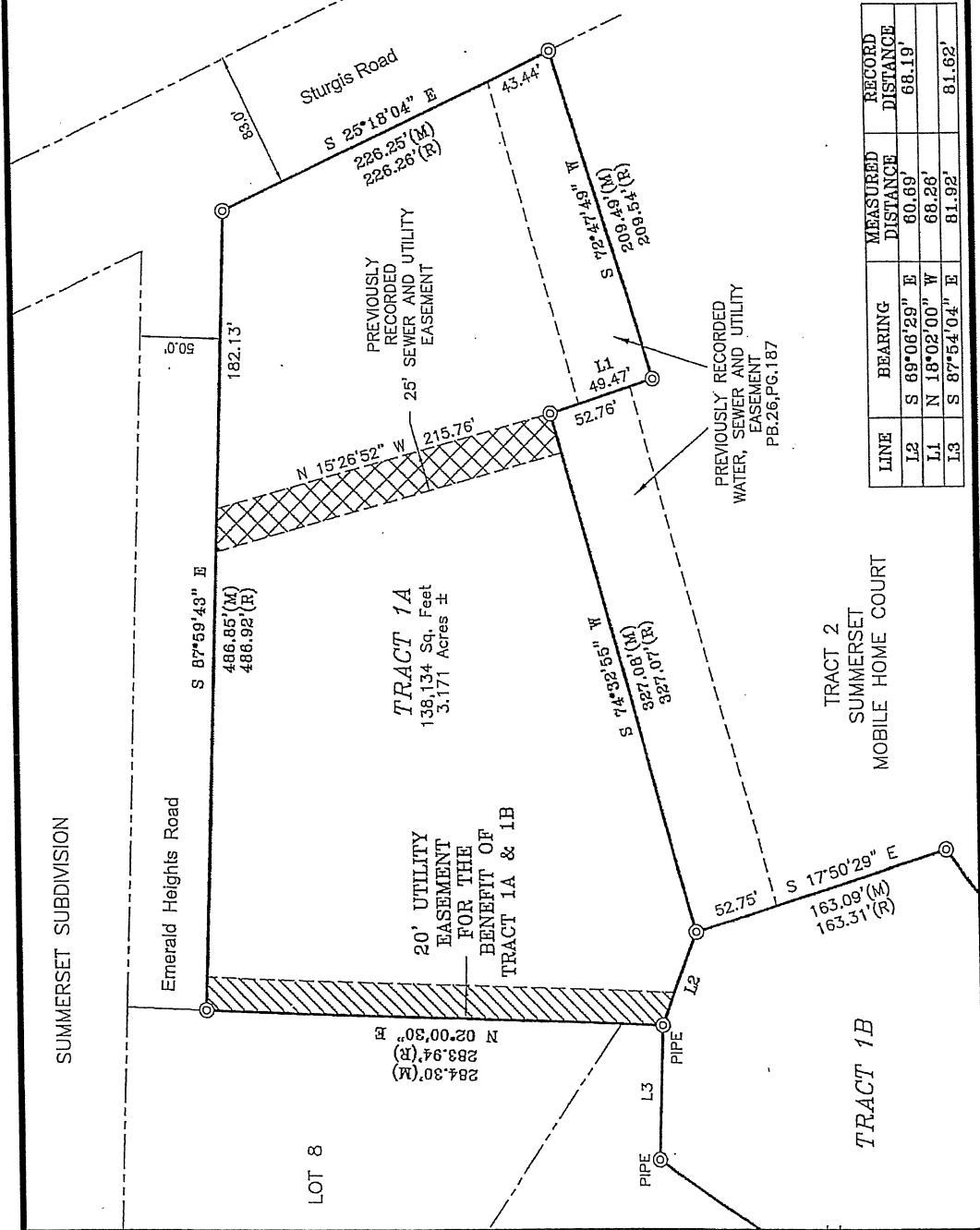
Shanon Vasknetz
Shanon Vasknetz SDRLS 7719



1" = 80 Feet
JANUARY 2022

LEGEND
© Found Rebar & Cap Marked
THINGELSTAD RLS 4371'

Reference Plats:
Plat Book 26 at Page 187.
PREPARED BY: Baseline Surveying Inc.,
2306 Junction Avenue, Sturgis, SD 57785
Phone (605) 490-1401
EMAIL: baseline7719@gmail.com JOB NO. 20-133



LINE	BEARING	MEASURED DISTANCE	RECORDED DISTANCE
L2	S 69°06'29" E	60.69'	68.19'
L1	N 18°02'00" W	68.26'	
L3	S 87°54'04" E	81.92'	81.62'





COMMUNITY PLANNING & DEVELOPMENT SERVICES

City of Summerset
12150 Siouxland Dr., 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
- Variance
- 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 AR, BR, C and D of Lot 1, Blk 9, Section 36, T3N, Range 6E BHM, City of Summerset, Meade Co SD

PROPOSED _____

LOCATION _____

Size of Site-Acres	Square Footage	Proposed Zoning
--------------------	----------------	-----------------

DESCRIPTION OF REQUEST: <u>8' fence around campus of City Offices</u>	Utilities: Private / Public
HARDSHIP:	Water
	Sewer

APPLICANT

Name City of Summerset Phone 605 718 9858
 Address 7055 Leisure Ln E-mail cityinfo@summerset.us
 City, State, Zip Summerset SD 57718

PROJECT PLANNER - AGENT

Name _____ Phone _____
 Address _____ E-mail _____
 City, State, Zip _____

OWNER OF RECORD (If different from applicant)

Name City of Summerset Phone 605 718 9858
 Address 7055 Leisure Ln E-mail cityinfo@summerset.us
 City, State, Zip Summerset SD 57718

Melzer 2-24-22
 Property Owner Signature Date

Signature Date
 Print Name: _____
 Title*: _____

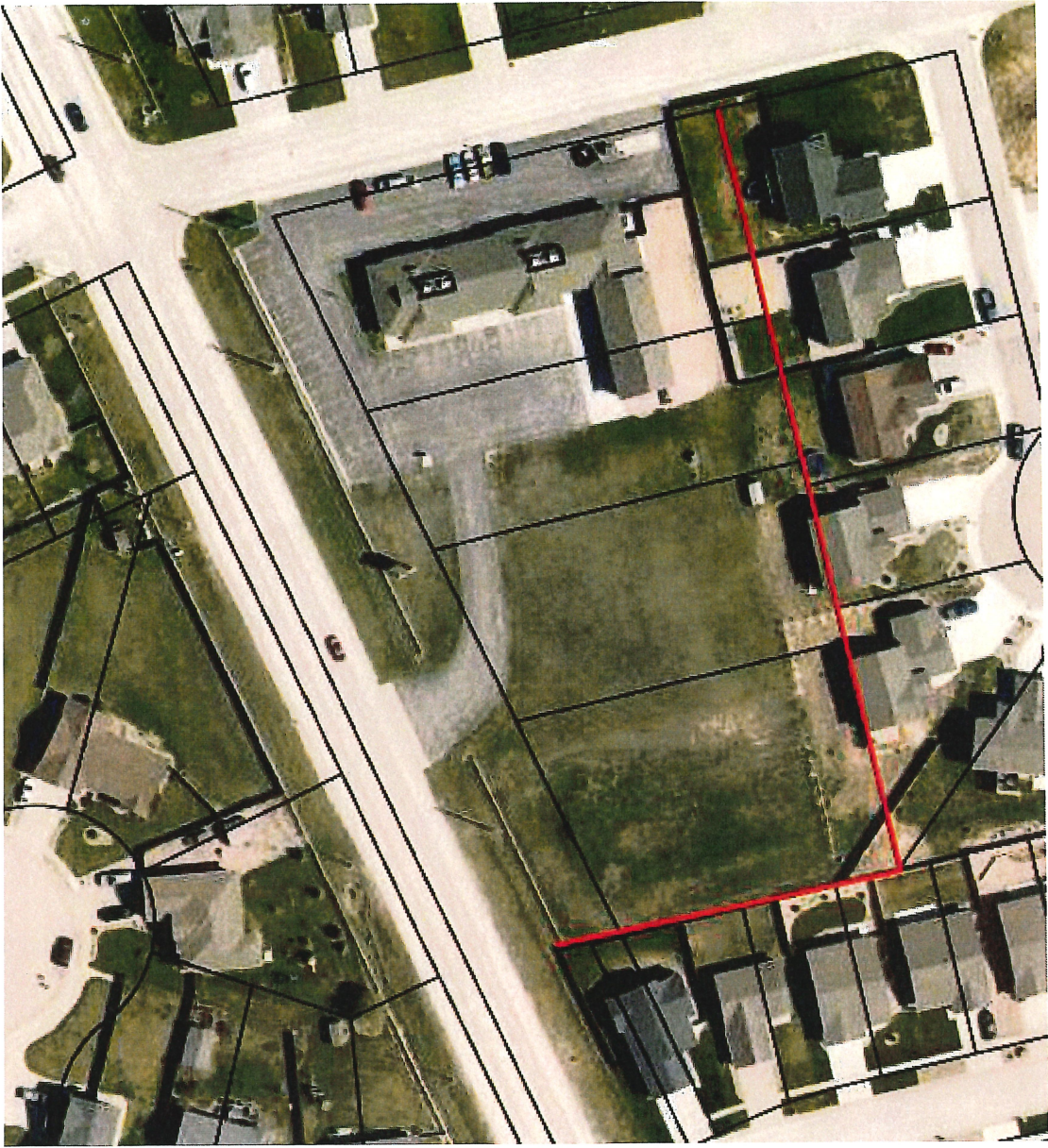
*required for Corporations, Partnerships, etc.

FOR STAFF USE ONLY

ZONING	
Current	<u>C1</u>
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: _____
-



§ 155.180 FENCES.

Regulations regarding fences shall be as follows.

(A) The regulation of fences is intended to protect the public safety and welfare while maintaining the integrity of the community; providing privacy; buffering noise; and allowing adequate air, light, and vision.

* (B) A building permit is required for all fences except for fences located in the Agricultural District.

(C) Fences not more than four feet in height may be located on any part of the lot except that such a fence may not be more than 30% solid where it is located within 30 feet of a street intersection, measuring along the property lines and connecting these two points by a straight line.

(D) (1) Fences not more than six feet in height may be erected on any part of a lot other than in the required front yard except for fences located in the Agricultural District which are exempt from the fence height requirements.

(2) The following are exceptions.

(a) On double frontage and corner lots used residentially, fences not more than six feet in height may be placed in one of the front yards, provided that the fence is placed from the rear building line to rear property line or portion thereof.

(b) The maximum fence height for golf courses, public swimming pools, school track and field areas, parks, and ballparks shall be eight feet on any portion of the lot. Fences associated with these uses shall not be more than 30% solid.

(c) The maximum fence height for public tennis courts or basketball courts shall be 12 feet and shall not be more than 30% solid on any portion of the lot.

* (d) In all commercial and industrial zoning districts, fences not more than eight feet in height may be located on any part of a lot other than the required front yard setback, except when such lot is adjacent to a residential use.

(E) All boundary line fences shall be located entirely upon the private property of the person, firm, or corporation constructing or causing the construction of such fence unless the owner of the property adjoining agrees, in writing, that such fence may be erected on the division line of the respective properties. The Building Inspector or City Planner may require any applicant for a fence permit to cause to establish the boundary lines of her or his property by a survey thereof to be made by a registered land surveyor.

(F) (1) Every fence shall be constructed in a substantial, workmanlike manner and of substantial material reasonably suitable for the purpose for which the fence is proposed to be used. Every fence shall be maintained in a condition of reasonable repair and shall not be allowed to become and remain in a condition of disrepair or danger, or constitute a nuisance, public or private.

(2) Any such fence which is, or has become dangerous to the public safety, health, or welfare, is a public nuisance, the Building Inspector is authorized to commence prior proceedings in the municipal court for the abatement thereof.

(3) Link fences, wherever permitted, shall be constructed in such a manner that the barbed end is at the bottom of the fence and the knuckle end is at the top thereof.

(Ord. passed 2-3-2011, § 2.26.060; Ord. passed 2-16-2017)

§ 155.181 YARD AND BUILDING SETBACK EXCEPTIONS.

PROPERTY OVERVIEW

CITY OF SUMMERSET (07/14/2021)

Previous Property Recommendations-SDPAA

The last property survey for the City of Summerset was conducted on June 20, 2017. All previous recommendations have been completed.

Property Claims-SDPAA

Based on the Open and Closed Claims Report dated May 31, 2021, there was one open property claims that involved hail damage with a total incurred of \$48,198.

Property Review:

I reviewed the Statement of Values-Buildings and Contents with Candace Sealey, Finance Officer. The following changes were recommended to be made to the list:

1. Location 2-5 is gone and should be removed from the list

In discussion with Lonnie regarding the content value of the properties listed on the Statement of Values, we noted there should be no adjustments made to the content values established at this time.

The underwriters should be aware that locations 2-2, 2-4, 2-17, and 5-11 have a generators, sewage treatment equipment, pumps, controls, filters, 60,000 gallon reservoir, security camera systems and water treatment equipment. The values of these components are not included in the building replacement values.

Observations:

Jon Ambrose escorted us through the public works property sites listed on the Statement of Values. He was very cooperative and willing to assist us in this process.

A property checklist of recommendations was prepared and will be sent to the City of Summerset with recommended repairs.

Unscheduled Properties:

I noted unscheduled properties that the underwriters should be aware of in their discussion of future coverage with the City of Summerset. They are listed as follows:

	DESCRIPTION AND LOCATION	VALUE	COST DATA	M&S CLASS
1	2 Sequencing Batch Reactors at Waste Water Treatment Plant	Member to Establish	No M&S Data	
2	Carport at Waste Water Treatment Plant	Member to Establish	No M&S Data	
3	Fence at City Park	\$8,233.00	M&S Data	
4	Fence at Lift Station on Recreational Drive	\$14,423.00	M&S Data	
5	Fire Hydrants at Various Locations	Member to Establish	No M&S Data	
6	Street Lights at Various Locations	Member to Establish	No M&S Data	
7	Picnic Shelter at Steamboat Park	\$39,485.00	M&S	D
8	Street Signs at Various Locations	Member to Establish	No M&S Data	

Conclusions:

The Marshall and Swift Commercial Estimator 7 building evaluation software (3rd Qtr. 2021 edition) was used in the preparation of the replacement cost. Building contents are not included in the evaluation process.

	DESCRIPTI ON AND LOCATION	VALUE	COST DATA	M&S CLASS
1	1. 2 Sequencing Batch Reactors at Waste Water Treatment Plant	Member to Establish	No M&S Data	
2	2. Carport at Waste Water Treatment Plant	Member to Establish	No M&S Data	
3	3. Fence at City Park	\$8,233.00	M&S Data	
4	Fence at Lift Station on Recreational Drive	\$14,423.00	M&S Data	
5	Fire Hydrants at Various Locations	Member to Establish	No M&S Data	
6	Street Lights at Various Locations	Member to Establish	No M&S Data	
7	4. Picnic Shelter at Steamboat Park	\$39,485.00	M&S	D
8	5. Street Signs at Various Locations	Member to Establish	No M&S Data	

	A	B	C	D	E	F	G	H	I	J
1										
2		Renew 1/20	SUMMERSET 2021 SDPAA PROPERTY SURVEY							
3										
4										
5			SOV	SBI 2021	Values					
6		Location	Value	Value	Values					
7		2-2	\$302,089.00	\$404,947.00	\$404,947.00	Attached ?	Contents	Valuation	Occupancy	
8		2-3	\$34,278.00	\$47,963.00	\$47,963.00		0	RC	Sewer Plant	
9		2-4	\$35,965.00	\$35,660.00	\$35,660.00		49,901.00	RC	Site Fence	
10		2-5	\$3,747.00	GONE			0	RC	UV Bldg	
11		2-6	\$266,124.00	\$266,124.00	\$266,124.00		0	RC	Fencing at Plant Lift	
12		2-8	\$34,251.00	\$25,000.00	\$25,000.00		0	RC	Plant Lift Station	
13		2-17	\$1,936,143.00	\$86,762.00	\$1,936,143.00	Attached ?	0	RC	Emergency Warning Siren	
14		2-18	\$498,623.00	\$498,623.00	\$498,623.00		0	RC	WWTP Effluent Filter	
15		2-19	\$300,000.00	\$180,662.00	\$180,662.00	Attached ?	0	RC	SBR Green House	
16		3-7	\$222,969.00	\$222,969.00	\$222,969.00		0	RC	Public Works Shop Build	
17		4-9	\$34,251.00	\$25,000.00	\$25,000.00		0	RC	Lift Station	
18		5-10	\$13,699.00	\$13,699.00	\$13,699.00		0	RC	Emergency Warning Siren	
19		5-11	\$22,408.00	\$36,490.00	\$36,490.00		0	RC	Playground Equipment	
20		7-14	\$215,229.00	\$215,229.00	\$215,229.00		0	RC	Picnic Shelter	
21		8-15	\$24,926.00	\$24,926.00	\$24,926.00		0	RC	Lift Station w/ 30 KW Ger	
22		9-16	\$764,909.00	\$990,941.00	\$990,941.00		0	RC	Playground Equipment	
23									City Office Building	
24			\$4,709,611.00	\$3,074,995.00	\$4,924,376.00					