

## General City Information

- Our website: [www.cityofspearfish.com](http://www.cityofspearfish.com) contains information on all City departments.
- The BH Pioneer is the official newspaper for the City.
- Like us on Facebook for announcements and information.
- A monthly newsletter is included with the utility bills which includes City and Community information and events.

## City of Spearfish Regular Meeting Times

*Meetings are held in Council Chambers  
2nd Floor City Hall*

- City Council meetings are held the 1st & 3rd Monday at 5:30pm
- Public Works Committee meeting - Tuesdays at 4:15pm before Council
- Legal & Finance Committee meeting - Wednesdays at 4:15pm before Council
- Planning Commission - 1st & 3rd Tuesday at 3:00pm
- Parks, Recreation, Forestry Advisory Board - 3rd Thursday at 7:30am

*If a meeting falls on a holiday,  
it will be scheduled the following day.  
Visit the website for meeting times,  
agendas & minutes.*

## Hours of Operation

### Building & Development Services

Monday - Friday from 7:30am - 4:30pm

### Grace Balloch Memorial Library

Monday - Thursday from 9:00am - 7:00pm

Friday - Saturday from 9:00am - 5:00pm

Sunday from 1:00pm - 5:00pm

### Finance Office

Monday - Friday from 7:30am - 4:30pm

### Public Works

Monday - Friday from 7:30am - 4:30pm

### Rec & Aquatics Center

Monday - Friday from 5:30am - 9:00pm

Saturday from 8:00am - 6:00pm

Sunday from Noon - 6:00pm

## Community Information

### Register to Vote!

At the City Hall Finance Office or call the County Auditor at 578-1941 or online at [sdsos.gov](http://sdsos.gov)

### SD Driver's Licensing

Wednesdays & Fridays from 8am-5pm (applications accepted until 4pm) at Hudson Hall,  
222 W Hudson Street, Spearfish.

For more information, please call 800-952-3696

### Lawrence County Information

90 Sherman Street, Deadwood

Treasurer 578-1862

- License Plates
- Vehicle Registration
- Property Taxes

Auditor 578-1941

- Voter Registration

### Visit Spearfish

603 Main Street \* 717-9294

### Spearfish Area Chamber of Commerce

106 W Kansas Street \* 642-2626

Contact the Chamber for a Welcome Packet!

### SD Department of Labor

1300 North Ave \* 642-6900

### Spearfish School District

Business Office

525 E Illinois Street \* 717-1201

### SD Helpline Center

#### Dial 211

Helpline Center provides resources for direct basic need services such as food, shelter, clothing, medical care, financial assistance and employment services.

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**To abide by the Fair and Accurate Credit Transactions Act, the City of Spearfish will only allow the applicant(s) to make changes to and billing inquiries on an account.**

Effective 11/1/08 - The City of Spearfish developed an Identity Theft Prevention Program pursuant to the Federal Trade Commission's Red Flags Rule, which implements Section 114 of the Fair and Accurate Credit Transactions Act of 2003. (16 CFR. § 681.2.)



## Customer Information

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[www.cityofspearfish.com](http://www.cityofspearfish.com)

## City Directory

### Building & Development Services

625 N 5th Street \* 2nd Floor \* 642-1335

Building Dept, Engineering & Floodplain,  
Planning & Zoning

### City Administration

625 N 5th Street \* 2nd Floor \* 642-1354

Mayor & City Council, City Administrator,  
Human Resources

### Campground

404 S Canyon Street \* 642-1340 \* Seasonal

### Finance Office

625 N 5th Street \* 1st Floor \* 642-1325  
Accounts Payable, Cemetery, Solid Waste Collection,  
Utility Billing, Water/Sewer Maintenance

### Fire Department

622 Canyon Street \* 642-1313  
Burn permits, Volunteer Fire Fighter Info

### Library

625 N 5th Street \* 642-1330

### Parks Department

122 Recreation Lane \* 717-1189

### Police Department

225 W Illinois Street \* 642-1305

Bicycle Licenses, Code Enforcement,  
Fingerprinting, Parking, Pet Tags

### Public Works

625 N 5th Street \* 2nd Floor \* 642-1333

Restricted Use Site, Street Dept, Snow Removal

### Rec & Aquatics Center

122 Recreation Lane \* 722-1430

Building & Park Shelter Rentals,  
Fitness Classes, Waterpark

## YOUR GARBAGE PICKUP DAY IS

### Automated Garbage Collection System

To continue to make our system operate more efficiently and to abide by state mandates, below are listed the regulations for garbage collection:

- ◆ Please place your container at the curb/alley by **7:00am**. Please note arrows on top of lid. If your container is not out for pickup and you need it emptied, please notify our office. There will be an extra charge for this service. Please note, pickup times will vary.
  - ◆ Garbage must be bagged and placed in the automated container. **Extra garbage on the ground is subject to additional charges.**
  - ◆ The Solid Waste Department will only empty City issued containers.
  - ◆ If you continually have extra garbage, please call the Utility Billing Office to obtain a larger container or a second container.
  - ◆ Place container far enough away from mailboxes, vehicles, trees, fences and garages so the truck has enough room to empty the container.
  - ◆ **Yard waste is not allowed in your city issued garbage containers.** You may take leaves & grass clippings to the Spearfish Restricted Use site free of charge.
  - ◆ Construction materials are not allowed in the containers. You may take these materials to the Spearfish Restricted Use Site for a fee.
  - ◆ Containers must be removed from the curb within 24 hours after emptied. Containers should not be stored at a location closer to the curb than the front of the residence.
  - ◆ Cardboard disposal, see "Recycling".
  - ◆ During the winter season, please place your container along the edge of the plowed street so it is accessible to the automated garbage truck.
- For questions or more information, please call the Utility Billing Office at 642-1325.**

### Customer Deposits

A security deposit of \$150.00 is collected from all customers establishing city services. Deposits are held for 3 years, and with good payment history, will be refunded to the current balance or applied to the final bill.

## RESIDENTIAL RATES

Minimum Bill (with 65-gal container) - \$79.29

Water Base Rate	\$15.71
First 2,000 gallons, per 1,000 gallons	\$2.11
2,001-8,000 gallons, per 1,000 gallons	\$3.71
8,001-30,000 gallons, per 1,000 gallons	\$4.12
30,001 and up, per 1,000 gallons	\$4.33
Sewer Line Maintenance & Updating	\$20.56
Wastewater Treatment	\$26.64
Garbage Collection 65-gal container	\$15.38
	(\$16.38 w/ tax)
95-gal container	\$18.18
	(\$19.36 w/ tax)

Effective 1-1-20. Rates are subject to change at city council's discretion.

### Payment Options

Accepted are cash, check, credit/debit cards or money order.

- ◆ Pay online - [www.cityofspearfish.com](http://www.cityofspearfish.com).
- ◆ Pay by phone - **855-312-4507**.
- ◆ Automatic direct payment from a checking, savings, debit or credit card account is available. You may access the form online or at the Finance Office.
- ◆ Payments can be mailed, dropped off at the City Hall Utility Billing Office or in the payment drop box located in the City Hall parking lot for your convenience.

A fee of \$40.00 will be charged for each non-sufficient funds check or automatic payment.

### Water Meters

- ◆ Each property connected to City water service has a meter registering water usage for that structure.
- ◆ Meters are typically installed near the location the water is plumbed into the structure. Water meters are almost always installed indoors due to our freezing conditions.
- ◆ Meters are read electronically in 1,000 gallon increments. The difference is taken between the previous months meter reading and current month, then multiplied by 1,000.
- ◆ Access to the water meter may be requested by the utility billing office for routine maintenance.
- ◆ The property owner owns and is responsible for any repairs to the tap on the City water main, service line and curb stop. A list of City approved contactors to make any repairs is available.

## Billing & Penalties

Water meters are read each month. The reading date depends on which "Zone" a property resides in. Once the bills are prepared, they are mailed to the customers and are due 21 days after mailing. Due dates vary depending on the zone.

Customers may sign up for e-billing by contacting the Finance Office at 642-1325.

Unpaid balances will receive a 5% penalty and could result in possible notification of delinquency.

**Attention Renters! Landlords will be notified of any delinquencies. Accounts revert back to the property owner on the third delinquency.**

### Traveling?

The City of Spearfish offers a reduced rate for those residential and commercial properties that are vacated for 30 consecutive days. This rate includes minimum water and sewer line charges. This rate is not retroactive. An administrative fee does apply.

Call the Finance Office at 642-1325 to learn more.

### Moving?

Please contact Utility Billing 3 days prior to your move date. Failure to do so could result in additional charges.

### City of Spearfish Restricted Use Site (RUS)

Located approximately 1.5 miles north of Exit 10 on Hwy 85, then left (west) on Camp Comfort Road

Spring/Summer hours are 9am-5pm, 7 days/week

Fall/Winter hours are 9am-5pm, Mon-Sat

Call Public Works for more information 642-1333 or visit [www.cityofspearfish.com](http://www.cityofspearfish.com)

### Recycling

Please contact Kieffer Sanitation at 892-4635 for your recycling needs. Items accepted in the recycling containers: Aluminum, steel, plastics and glass.

A free drop off for newspaper/whitepaper and flattened, corrugated cardboard is located at the RUS during their business hours.

Visit [cityofspearfish.com](http://cityofspearfish.com) for more information on recycling.