

January 5th, 2026 Meeting Minutes

The Castlewood City Council met on the above date at 6:00 p.m. with the following members present: Mayor Brian Ries, Jeanette Bohls, Heather Schmit, Chad Ries & Beau Scholey, Stef Goldhorn & LeeAnne Dufek. Also present: Logan Ruesink, John Schmit, Doug Gerhold & Jerry Gerberding.

The meeting was called to order by the Mayor and the pledge of allegiance was led by the Mayor.

A motion was made to approve the agenda with the addition of code enforcement contract by C. Ries and seconded by H. Schmit, all members present voting aye and the motion passed.

Public Comment. Jerry Gerberding was present to discuss his concerns about potential flooding in the spring. He suggested a hot water jet to clean out the culvert under 3rd avenue and Merrill Street. Gerberding also inquired about an emergency action plan and procedures if it does flood in the spring. The Mayor stated the City would work closely with Hamlin County Emergency Management if it were to flood and that a council meeting would be had after an agenda was posted in 24 hours. Each City Department would be allowed \$2,000 to spend on emergency services and supplies in the event of a flood. Maintenance Supervisor J. Schmit stated sandbags would be available and that jetting culverts would be addressed after it thaws as well as removing trees from the gulley.

A motion was made to approve the December meeting minutes by Bohls and seconded by C. Ries, all members present voting aye and the motion passed.

A motion was made to approve the January bills by H. Schmit and seconded by Dufek, all members present voting aye and the motion passed.

ACTIVE HEATING 232.81 SHOP REPAIRS, BANNER 5512.50 FACILITY PLAN, BASS SANITATION 10334.22 SANITATION SERVICES, CASTLEARTS 260.00 WEBSITE UPDATES, CITIZENS STATE BANK 20.00 ACH FEES, TWOTREES TECHNOLOGIES 405.95 MANAGED SERVICES, DAKOTA PORTABLE TOILETS 1235.00 CWOOD DAYS SERVICES, DELTA DENTAL 92.40 GROUP INS, FIRST PREMIER BANK 150.00 LIBRARY RENTALS, GREAT AMERICA 210.41 COPIER LEASE, HAMLIN COUNTY REPUBLICAN 286.45 PUBLISHING, HAMILN COUNTY AUDITOR 3855.62 POLICE CONTRACT, HAMLIN HIGHWAY DEPT 702.25 SNOW REMOVAL SALT SAND, HD ELECTRIC 526.02 GOLF COURSE UTILITIES, INCONTROL 1042.69 CHEMICAL FEED PUMP WATER, ITC 488.87 UTILITIES, KEVEES HOMETOWN GROCERY 30.46 STREETS SUPPLIES, MADISON NATIONAL LIFE INS 24.00 GROUP INS, MICHAEL TODD 420.42 STREETS REPAIRS AND MAINT, NIHCA 199.00 WELLNESS MEMBERSHIP DUES, NORHTWESTERN ENERGY 485.32 UTILITIES, OFFICE PEEPS 195.65 FINANCE AND WELLNESS SUPPLIES, OTTERTAIL 2784.42 UTILITIES, RIVERSIDE TECHNOLOGIES, INC. 300.00 WELLNESS MANAGED SERVICES, SOUTH DAKOTA RURAL DEVELOPMENT 1237.00 WATER LOAN,

SD DEPT REVENUE 715.26 SALES TAX, SIOUX RURAL WATER 7106.50 WATER PURCHASE, STAR LAUNDRY 153.12 RUG RENTALS, TEAM LAB 114.00 SEWER SUPPLIES, TITAN MACHINERY 14900.00 SNOW BLADE, VISA 67.74 GOLF SUPPLIES, VISA 268.16 WELLNESS SUPPLIES, VISA 74.52 STREETS SUPPLIES, VISA 330.57 FINANCE SUPPLIES, WATERTIGHT INC 878.80 COMMUNITY CENTER REPAIRS, WILKINSON LAW OFFICE 6541.55 ATTORNEY FEES, PAYROLL 18542.35 PAYROLL, SOUTH DAKOTA RETIREMENT 1789.22 RETIREMENT, HEALTH POOL OF SOUTH DAKOTA 1975.08 HEALTH INSURANCE, EFTPS 4431.42 PAYROLL TAXES

Mayor Report. None.

Finance Office Report. Ruesink state that W2's for 2025 were completed and mailed. Ruesink provided the most recent payroll report as well as the bank reconciliation citing no known discrepancies and that year end instructions were just sent from our accounting software provider so she would be working on closing out 2025 making sure everything balanced. Ruesink also asked council on behalf of Chelsea Rudebusch if she were to host classes at the community center on a weeknight, would the \$100 fee still be applicable. Council concluded that the \$100 would still apply and that the only exemptions for that fee would be a nonprofit organization like 4H or the American Legion to host their meetings or an approved benefit.

Maintenance Report. None.

Golf Report. Gerhold contacted the carpet cleaners for the clubhouse and stated that the five newer carts that were ordered came in. Gerhold had some numbers on pieces of equipment that were budgeted to be upgraded and wanted approval to order those. The Mayor stated that the quotes for the upgrades would need to be listed out separately on next month's agenda for approval.

Gulley Cleanout Code Enforcement Update. There were some trees identified as blocking the gulley on private property and Ruesink contacted code enforcement officer Tim Austin to see what could be done about these. Austin stated that given the fact that it was the middle of winter and the trees were frozen in the gulley there was no sense in sending the letters now as the landowners could not do anything about them yet anyways. Council instructed Ruesink to send letters to those landowners in February asking for approval to access their properties and the city to assist them with removing the trees from the gulley when the ground thawed.

Third Avenue Presbyterian Church Update. J. Schmit again stated in public comment that the insignificant sized culvert needed to be replaced and that the rest of the culverts would be addressed when the ground thawed.

Facility Plan Banner December Report & Pre-construction Meeting. Council reviewed Banner's December Facility plan report and the council was invited to attend the pre-construction meeting for the televising project at 2 p.m. on Thursday the 8th.

Other Old Business. None.

Investment Report/Publish City Money. Ruesink provided council with the December 31st, 2025 investment report and was instructed to publish this along with fund balances.

INVESTMENT REPORT

December 31, 2025

First Premier Bank

Account	Interest Rate	Amount
Money Market Account	2.67%	\$1,325,840.66
Water & Sewer Reserve	0.22%	\$47,791.96
CD's	3.6-3.88%	<u>\$861,997.52</u>
TOTAL		\$2,235,630.14

79% of the city's money is at First Premier

Citizen's State Bank

Account	Interest Rate	Amount
Checking	.05 %	\$68,993.21
Golden Passbook	0.67%	\$47,598.15
HIFI SAVINGS GOLF	0.25%	\$56,427.42
HIFI SAVINGS WELLNESS	0.25%	\$32,824.97
<u>CD'S</u>	3.6-4.1%	<u>\$726,047.37</u>
TOTAL		\$931,891.12

21% of the city's money is at Citizen's State Bank

TOTAL CITY MONIES \$3,167,521.26

General Fund Balance \$704,958.40
Business District Fund Balance \$730,975.89
Municipal Street Fund Balance \$757,086.86
Water Fund balance \$122,495.13
Water Reserve Fund Balance \$23,536.34
Sewer Fund Balance \$647,303.18
Sewer Reserve Fund Balance \$23,536.34
Golf Course Fund Balance \$138,866.95
Wellness Fund Balance \$18,972.02

Outstanding Checks \$209.87

First Premier CD's Maturing. A motion was made to roll five cd's at First Premier bank maturing on 01/15/26 into another 7-month special with the best interest rate by Dufek and seconded by Goldhorn. All members present voting aye and the motion passed.

City Facility Rents 2026. A motion was made to approve the following city facility use rents for 2026: Castlewood Fire District \$1200, Castlewood Ambulance \$400, Castlewood School District golf range \$1200, Castlewood School District ballfields supplies and maintenance \$300, and the community center \$100 by Goldhorn and seconded by Schooley. All members present voting aye and the motion passed.

Code Enforcement Contract. A motion was made to approve the 2026 code enforcement contract with the removal of properties from the list with minor issues after council review by H. Schmit and seconded by Schooley. All members present voting aye and the motion passed.

A motion was made to go into executive session for Personnel (SDCL 1-25-2(3)) at 6:45 p.m. by Bohls and seconded by H. Schmit. All members present voting aye and the motion passed.

The Mayor declared council out of executive session at 7:27 p.m.

A motion was made to approve the 2026 salary resolution 26-1 by Schooley and seconded by Bohls. Roll call vote Schooley yay, Bohls yay, C. Ries yay, Goldhorn yay, Dufek yay, H. Schmit abstained. Motion passed 5-0.

2026 SALARY RESOLUTION

RESOLUTION #26-01

Mayor-\$2300 a year plus \$50 a meeting if in attendance, cellphone allowance \$30.00 per month

Councilman-\$1300 a year plus \$50 a meeting if in attendance

Maintenance Supervisor-\$5033.05 per month plus single rate paid on insurance, \$50 a meeting if in attendance, \$60 a weekend for on call services, monthly cellphone allowance \$30.00 per month

Finance Officer-\$4704.75 per month, \$50 a meeting if in attendance, plus single rate paid on insurance

Part time Maintenance Worker \$17 per hour, \$60 per weekend on call and regular rate per hour for any hours worked on call

Library-\$400 a month for librarian

Recreation coach-\$500 per team

Various Activities Recreation Employee, \$12.00 per hour

Concession Stand Manager- \$450.00/month

Concession Stand employee-\$13.00

Golf Course Superintendent \$4039.33 per month, plus single rate paid on insurance, \$50 a meeting if in attendance

Clubhouse employee \$12.00-20.00 per hour

Golf Course Ground employee \$12.00-20.00 per hour

Clubhouse Manager \$15-\$22 per hour

Assistant Clubhouse Manager \$13-\$18 per hour

Wellness Center Manager \$20 per hour, cellphone allowance \$30.00 per month

Wellness Center Janitorial Worker \$16 per hour

City Landfill Attendant \$16.15 per hour

Mayor Brian Ries

Logan Kool Ruesink, Finance Officer

Passed and approved on January 5, 2026

A motion was made to adjourn at 7:30 p.m. by H. Schmit and seconded by Goldhorn. All members present voting aye and the motion passed.

Logan Ruesink
Finance Officer