

October 8th, 2025 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, Stef Goldhorn, LeeAnne Dufek. Absent: Beau Scholey. Also present: Logan Ruesink, Doug Gerhold, John Schmit, Jerry Gerberding, Reuben Meyer, Justin Bucher of Banner Associates. Richard & Lois Wiarda later joined the meeting.

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 Spilde 1st Addition lot 1 and golf course VFD by C. Ries and seconded by Dufek, all members present voting aye and the motion passed.

There was no public comment.

A motion was made to approve the September meeting minutes by H. Schmit and seconded by Bohls, all members present voting aye and the motion passed.

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

BANNER 6172.25 FACILITY PLAN, BASS SANITATION 7500.00 SOLID WASTE COLLECTION, BEACON ATHLETICS LLC 707.00 PARKS REPAIRS AD MAINT, CASTLEARTS 260.00 WEBSITE UPDATE, CHESTERMAN (COKE) 516.10 GOLF COURSE POP, CLARK'S HANDYMAN SERVICE 297.50 COMMUNITY CENTER REPAIRS, COLONIAL RESEARCH 168.42 SUPPLIES, TWOTREES TECHNOLOGIES 294.00 MANAGED SERVICES FINANCE, DAKOTA DUMPSTERS 1100.36 ROLL OFF RENTAL, DAKOTA PORTABLE TOILETS 195.00 GOLF COURSE SERVICES, DAKOTA PUMP & CONTROL 758.17 LIFT STATION SERVICE, DAKOTA SUPPLY GROUP 193.24 STREETS REPAIRS AND MAINT, DAKOTA TOBACCO 306.60 GOLF COURSE TOBACCO, DAKTRONICS, INC 1575.00 CITY SIGN REPAIR, DELTA DENTAL 97.40 GROUP INS, DOUGS SERVICE & MARINE 732.58 GOLF COURSE REPAIRS AND MAINT, ELITE DRAIN & SEWER 187.50 GOLF COURSE REPAIRS, ELLWEIN BROTHERS 1464.05 GOLF COURSE BEER, ELO PROF. LLC 7500.00 AUDIT, AXESS COOPERATIVE 1840.54 STREETS GOLF PARKS MAINT, FIRST PREMIER BANK 150.00 LIBRARY RENT, GLACIAL LAKES ASPHALT LLC 2971.43 PINE ALICE STREET REPAIR, GREAT AMERICA 200.01 COPIER LEASE, GREEN APPLE SEPTIC TANK SERVIC 320.00 SEPTIC SERVICE BALLFIELD, HAMLIN COUNTY REPUBLICAN 118.77 PUBLISHING, HAMLIN HIGHWAY DEPT 2157.35 CULVERTS, HD ELECTRIC 1079.70 GOLF COURSE UTILITIES, ITC 711.79 UTILITIES, J&L MACHINE AND WELD 556.33 GOLF COURSE REPAIRS AND MAINT, JOHN DEERE FINANCIAL 65.00 REPAIRS AND MAINT, JOHSON BROS OF SOUTH DAKOTA 719.92 GOLF COURSE LIQUOR, KEVEES HOMETOWN GROCERY 696.45 GOLF COURSE SUPPLIES, MENARDS 204.03 SUPPLIES, NORHTWESTERN ENERGY 79.66 UTILITIES,

OFFICE PEEPS 599.69 GOLF COURSE SUPPLIES, OTTERTAIL 3302.38 UTILITIES, POPHAM CONSTRUCTION LLC 150.00 STREET SWEEPING, PORTER DISTRIBUTING CO. 266.75 GOLF COURSE BEER, RIVERSIDE TECHNOLOGIES, INC. 300.00 WELLNESS SERVICE CONTRACT, RONS SAW SHOP 237.98 GOLF COURSE REPAIRS, ROY'S SPORT SHOP 360.00 FOOTBALL JERSEYS, SOUTH DAKOTA RURAL DEVELOPMENT 1237.00 WATERLOAN, SD DEPT REVENUE 232.59 WELLNESS SALES TAX, SOUTH DAKOTA DEPARTMENT OF REV 2012.06 GOLF COURSE SALES TAX, SOUTH DAKOTA DEPARTMENT OF REV 457.36 GARBAGE SALES TAX, SD PUBLIC HEALTH 140.00 WATER SAMPLES, SIOUX RURAL WATER 9305.65 WATER PURCHASE, SKYVIEW CBS 8.50 COMMUNITY CENTER MATERIALS, STAN HOUSTON EQUIPMENT COMPANY 2370.00 STREETS REPAIRS AND MAINT, STAR LAUNDRY 154.48 RUG RENTAL, VISA 395.26 GOLF COURSE SUPPLIES, VISA 380.07 FINANCE SUPPLIES, VISA 200.13 STREETS REPAIRS AND MAINT, VISA 134.28 WELLNESS SUPPLIES, VISA 754.19 GOLF COURSE REPAIR PARTS, WATERTIGHT INC 3355.41 WATER METER INSTALLS, WATERTOWN WHOLESALE 1064.10 COMMUNITY CENTER SUPPLIES, PAYROLL 28445.78 PAYROLL, SOUTH DAKOTA RETIREMENT 1859.14 RETIREMENT, HEALTH POOL OF SOUTH DAKOTA 2689.90 HEALTH INSURANCE, EFTPS 6858.60 PAYROLL TAXES

Finance Report. Ruesink provided council the bank reconciliation which was an accurate reflection of the accounting software and there was a zero variance in reconciled versus reported. Ruesink noted the water fund is holding steady right around that \$100,000 mark and that substantial leaks have been fixed so our water loss ratio has come down significantly.

Streets Report. J. Schmit is starting to prepare things for winter and will be gone the last week in October for a family event, Dave & Stacey will be around to cover his duties.

Golf Report. Gerhold provided council with a report showing the continuous climb in revenues from 2021 to 2025 as the golf course will bring in over \$350,000 in receipts this year. Gerhold stated he too will be preparing the course for winter over the next month.

Banner Drainage Study Update & Proposal. Justin Bucher of Banner the city's engineering firm was present to further discuss the drainage study proposal for the city that would cost around \$65,000.00. Bucher stated this study would be a comprehensive look at storm water throughout the entire city with a focus on problem areas that the city is experiencing like third avenue. A drainage study was conducted in 2011 by SPN and the recommendation was to put curb and gutter throughout with a handful of other recommendations, the city has not acted on any of those recommendations since. Bucher reached out to East Dakota Water Development District and they said they would be interested in cost sharing on this study possibly providing funding for fifty percent of this project. Bucher strongly encouraged this study be completed before the culvert resets and work begins on Third Avenue.

Third Avenue Drainage Project Update. J. Schmit reached out to multiple contractors for resetting culverts and no one has had time to come look at the project yet but there was a lot of interest. Council discussed having a special meeting when those quotes came in so they could get back to Banner as soon as possible with an answer on the drainage study as Bucher would work to solidify a number on grant monies available. J. Schmit would also continue to work with the Presbyterian church on their sidewalk and drainage issues.

Facility Plan Banner September Report. Justing Bucher stayed to discuss this agenda item on behalf of Banner and stated the project would soon go out for bid as a team working with J. Schmit and Ruesink was in the final stages of putting together a bid packet for contractors interested in the televising project which was part of the facility plan. The contractor hired would come after the New Year to camera and clean sewer lines via all of the manholes in town and would be here for a couple weeks. A motion was made to advertise for the bid and council gave permission for the Mayor to sign documents pertaining to the facility plan by Dufek and seconded by Bohls. All members present voting aye and the motion passed.

Code Enforcement. There were a couple properties in town that Code Enforcement Specialists wanted to abate as no progress had been made on their recommendations to get their properties cleaned up. Council instructed Ruesink to have the Sheriff serve these properties the notice to abate. The Mayor stated council can decide if they wanted to keep our code enforcement contractor in March of 2026 as the contract came up for renewal.

2nd Reading 2026 Budget Appropriations Ordinance 25-3. A motion was made to approve the 2026 Budget Appropriations Ordinance 25-3 by Bohls and seconded by C. Ries. All members present voting aye and the motion passed.

Community Center Sewer Back Up & Progress Billing. Ruesink noticed a sewer gas smell coming from floor drains and was going to have that looked at. Clark's Handyman Service still had some finish work to do in the restrooms. Ruesink would provide a report regarding the sewer line in the community center as soon as someone could get here to look at it.

2026 Election Date Confirmation. A motion was made to approve the municipal election date of June 2nd for 2026 and going forward the city election will now align each year with the primary election date to be held in June by H. Schmit and seconded by Dufek. All members present voting aye and the motion passed.

10x12 Shed at City Building American Legion. A motion was made to approve the American Legion to put a 10 x 12 shed behind the community center with permission from the Castlewood Fire District in a location that would not affect snow removal or drainage by C. Ries and seconded by Goldhorn. All members present voting aye and the motion passed.

Other Old Business. Council requested an update from the attorney out of Sioux Falls regarding the Oak Avenue Street case.

Golf Course Trade 5 Carts. Gerhold requested the council approve trading five carts with NB Golf Cars for newer models in the amount of \$15,000.00 this year as we already had to supplement the golf course budget. A motion was made to approve the purchase of 5 newer golf carts at \$15,000.00 with NB Golf Cars by Dufek and seconded by C. Ries, all members voting aye and the motion passed.

InControl Cybersecurity Quote. InControl the company the city purchased the SCADA system from for the water tower had a renewal quote for cybersecurity in the amount of \$2418.50. A motion was made to approve InControl for cybersecurity in the amount of \$2418.50 pending approval from Sioux Rural Water by Dufek and seconded by Goldhorn, all members present voting aye and the motion passed.

SecureSD Cybersecurity Agreement. Dakota State University was recommended by the city's software engineers, Connecting Point to conduct a cybersecurity review. A motion was made to approve Ruesink to sign an agreement with Dakota State University to conduct a cybersecurity assessment by H. Schmit and seconded by Bohls. All members present voting aye and the motion passed.

Dog Running at Large Alice St. A resident came into the city office with her toddler crying after stating she had been attacked and chased by a small corgi on Alice Street. The finance officer reported the incident to the sheriff and gave them the woman's information. The finance officer was unclear as to if the sheriff found and cited the dogs owner or not but was told by the sheriff's office to put these incidents on record in case there are issues in the future. Council asked Ruesink to follow up with the Sheriff's office on the incident and report back at the November 3rd council meeting.

December Meeting Date Change. The regular council meeting date for December was changed to December 8th at 6 p.m.

Fall Newsletter. Ruesink was going to put together a fall newsletter and asked council what they would like to include in the newsletter. Council wanted to include snow removal, cleaning up and disposing of leaves so that they did not make it into the city's storm sewer and also an excerpt regarding portable storage containers as they are not allowed in city limits.

Tim Popham Alice Street Preliminary Replat. Tim Popham owns a number of different pieces of land on Alice Street and had a plat done to clean up the lot lines. Popham requested the council's preliminary approval before moving forward with the official plat from Mack Land Surveying. The council concluded that the preliminary plat could move forward for approval.

Spilde 1st Addition Lot 1. Neighboring property owners Jerry Gerberding and Reuben Meyer were present to express their concern about the condition of the Spilde 1st addition lot 1 property and its overgrowth of weeds and vegetation. The excessive rainfall this summer has caused a lot of said overgrowth to pile up in the gulley there also sparking concerns of water flow not moving correctly through there this coming spring if the city experiences a wet winter. Gerberding and Meyer would like to see the property cleaned up and again suggested a controlled burn. A motion was made to allow a controlled burn on Spilde 1st addition lot 1 pending the landowner and Castlewood Fire District approval by Dufek and seconded by Goldhorn. All members present voting aye and the motion passed.

Golf Course VFD. The variable frequency drive for the irrigation system went out at the golf course and Gerhold had a quote from P/3 electric for around \$6,000.00 to fix it. A motion was made to approve the quote from P/3 electric to fix the vfd for \$6,000.00 by Goldhorn and seconded by Bohls. 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 7:07 p.m. by Goldhorn and seconded by Bohls. 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 advertise and hire for the golf course superintendent position at \$50,000/year, full time and with benefits by Bohls and seconded by Dufek. All members present voting aye and the motion passed.

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