

November 7, 2022 Meeting Minutes

The Castlewood City Council met on the above date at 7 pm with the following members present: Mayor Brian Ries, Jeanette Bohls, Heather Schmit, Chad Ries, Stef Goldhorn, Beau Schooley, and LeeAnne Dufek. Also present: Logan Kool, Doug Gerhold and Marc Lewno.

The meeting was called to order by the mayor and the pledge of allegiance was led by the mayor. The agenda was presented with the addition of the city's electronic sign repair. A motion to approve was made by C. Ries and seconded by Dufek. All members present voting aye and the motion passed.

There were no public comments made.

A motion was made to approve October's meeting minutes by Goldhorn and seconded by C. Ries. All members present voting aye and the motion passed.

Approval of bills. A motion to approve the bills was made with the exception of the Boldt Construction invoice pending FEMA approval for insurance claim, by Dufek, seconded by Bohls. All members present voting aye and the motion passed.

GENERAL FUND: Wages, 5519.93. Bass Sanitation utilities, 4980.00. Bold Construction rubble site, 2928.75. Ceres Environmental rubble site, 280173.61. Colonial Research supplies, 263.84. Connecting Point equipment, 1503.01. Corner Market supplies, 4.99. First Premier library rentals, 150.00. Hamlin County Republican publishing, 217.44. Hamlin County Auditor police contract, 3358.33. Innovative Office supplies, 100.16. ITC utilities, 241.88. JW Roll Off repairs, 386.16. Kristie Sikkink repairs, 84.88. LG Everist repairs, 254.30. Logan Kool supplies, 43.50. Northwestern Energy utilities, 17.97. Office Peeps supplies, 293.80. Ottertail utilities, 2400.96. Popham Construction repairs, 150.00. South Dakota Dept of Rev sales tax, 326.24. Visa supplies, 475.09. Watertown Wholesale supplies, 85.40.

TOTAL GENERAL FUND: 303,962.31

SEWER FUND: Northwestern Energy utilities, 22.54. Ottertail utilities, 146.78. Watertown Wholesale supplies, 154.05.

TOTAL SEWER FUND: 323.37

WATER FUND: WW Tire repairs, 542.90. Dakota Supply Group repairs, 333.20. Dept of Ag fees, 220.00. HD Electric repairs, 71.55. Menards supplies, 89.97. Minnesota Valley Testing supplies, 1748.46. Ottertail utilities, 175.08. SD One Call repairs, 82.95. Thien Well repairs, 275.00.

TOTAL WATER FUND: 3539.11

GOLF FUND: Wages, 6478.45. Bass Sanitation utilities, 240.00. City of Castlewood liquor, 205.45. City of Castlewood utilities, 63.00. Corner market food, 11.35. Dakota Portable supplies, 341.25. Dakota Tobacco, 289.55. Delta Dental insurance, 42.70. Doug's Service Maine repairs, 30.12. Estelline COOP repairs, 935.01. Doug Gerhold repairs, 640.00. HD Electric utilities, 751.27. ITC utilities 162.93. Rons Saw Shop repairs, 349.14.

TOTAL GOLF FUND: 10540.22

Mayor report. Health insurance costs rising from \$795.45 to \$827.27 for a single person.

Finance report. Training has been going well. Mayor Ries and Bryant City Finance Officer, Kristie Sikkink have been assisting with the training.

Maintenance report. Marc is informing Ottetail of all the street lights that are out, hydrant lines are flushed. Would like to replace Christmas lights for main street. The mulch has not showed up for the ball fields.

Golf course report. Golf course is closed and final touches are being applied for winter. Will look at new golf carts for next year once 2022 sales numbers are finalized. Possibly purchase a new fairway mower. C. Ries suggest Doug get a quote.

Building permits. Mark Ramsey: 18 x 14ft deck with a handicap accessible ramp, Kayla Crain: fence, Kelly Haug: new home. Dufek referenced more building taking place around town and stated that will need permits. Mayor Ries reminded council to inform finance office if buildings are being built without a permit and a letter can be sent to remind the property owner to obtain a proper permit.

City water supply. Mayor Ries asked the council for any feedback or questions regarding the recent decision to move to Sioux Rural Water. A quote to construct a new well was received for \$1.6 million. A discussion followed.

Old business. Dufek asked for an update on the employee handbook. An updated version will be present in December.

Current Water rates were discussed and will be presented at the next meeting for approval.

Ken Schooley easement request. Ken presented an easement request document. A motion to approve was made by C. Ries seconded by Goldhorn. C. Ries yay, Goldhorn yay, Bohls yay, Dufek yay, Schmit yay, Schooley abstained. Motion to approve fails 2-3.

Surplus property- 3 laptops. The city currently owns three laptops with no value. A motion was made to destroy the surplus property by C. Ries and seconded by Goldhorn. All members present voting aye and the motion passed.

Housing incentives. A motion was made to approve housing incentives presented for Keith Miller and Ron White by Bohls, seconded by Dufek. All members present voting aye and the motion passed.

Office printer Lease. Office Peeps presented a quote for a new office printer as the current printer is now obsolete. Bohls requested Finance Officer to obtain a second quote.

Mayor Ries called to order the Planning Commission and City Council Public Hearing on Ketari Variance Request. Mayor Ries stated that the City Council will be serving as both the Planning Commission and City Council for this portion of the meeting.

7:00 pm the public hearing was open.

Roman Ketari requested a variance as an overhang will be within the 20ft. setback. No residents presented any dispute. Mayor Ries closed the Public Hearing. The City Council then held discussion on the property. A motion to approve the variance request was made by Dufek, seconded by Goldhorn. All members present voting aye and the motion passed. Mayor Ries declared the board out of the Planning Commission.

Expired building permits. A discussion was held regarding taking an action on expired building permits.

Update signers on bank account. A motion to update signers on the city bank accounts was made by Bohls seconded by Schooley, remove Bohls, Borer, add C. Ries, Logan Kool. All members present voting aye and the motion passed.

Hamlin County Mitigation Plan. A motion to approve the Hamlin County Mitigation Plan was made by C. Ries, seconded by Schmit. All members present voting aye and the motion passed.

Main Street Business Sidewalks and snow removal. A letter will be sent out to every business owner with the ordinance for snow removal on sidewalks. The city will not pay for snow removal this year.

Compost site at rubble site. Marc explained that in order for the city to take leaves, grass clippings and other garden vegetation the city needed a compost site. An estimate of a compost site will be obtained. The city dump is now closed for the season and will resume normal hours come spring.

ACH payroll/utility payments. Finance office is in the process of setting up ACH utility payments and direct deposit for payroll.

5% liquor tax and agreements. A motion to abolish the 5% liquor tax effective January 1, 2023 was made by Dufek and seconded by Schooley. An official ordinance change will be presented in December. All members present voting aye and the motion passed.

City sign repair. A quote was presented. A motion to repair the city's electronic sign was made by Bohls, seconded by Schmit. All members present voting aye and the motion passed.

Executive Session 1-25-2 (1,3) A motion to enter executive session as made by C. Ries and seconded by Schmit. All members present voting aye and the motion passed. Council entered executive session at 8:28 p.m. The Mayor declared the board out of executive session at 9:02 p.m.

A motion to adjourn was made by Dufek and seconded by C. Ries. All members present voting aye and the meeting was adjourned at 9:02 p.m.

Logan Kool
Finance Officer