

December 5, 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, Marc Lewno and Harry Boner.

The meeting was called to order by the mayor. The agenda was presented and a motion to approve was made by Dufek and seconded by C. Ries. All members present voting aye and the motion passed.

The pledge of allegiance was led by the mayor.

There were no public comments made.

A motion was made to approve November's meeting minutes by Bohls and seconded by Dufek. All members present voting aye and the motion passed.

Approval of bills. A motion was made to approve by Dufek and seconded by Goldhorn. All members present voting aye and the motion passed.

GENERAL FUND

Payroll	Wages	12024.01
Auto Value	Repairs/Maint	793.06
Bass Sanitation	Utilities	5060.00
Brian Ries	Reimbursement	60.00
Castlewood Building Supplies	Repairs/Maint	2151.80
Christian Books	Supplies	109.41
Connecting Point	Services	297.50
Estelline Coop	Repairs/Maint	364.53
First Premier Bank	Rent	150.00
Gerhold Brothers	Repairs/Maint	107.10
Hamlin County Republican	Publishing	225.19
Hamlin County Auditor	Police Contract	3358.33
Heiman Fire Equipment	Inspection	60.00
Hillyard	Supplies	479.16
Innovative Office Solutions	Supplies	225.74
ITC	Utilities	253.63
JW Roll Off	Services	133.44
Mack Concrete	Park Improvements	2700.00
Marc Lewno	Reimbursement	30.00
Northwestern Energy	Utilities	55.18
Office Peeps	Supplies	242.46
Ottertail	Utilities	2668.01
Popham Construction	Repairs/Maint	300.00
Roy's Sport Shop	Repairs/Maint	619.81
South Dakota Dept of Revenue	Fees	25.00
South Dakota Municipal League	Dues	979.64

VISA	Supplies	534.84
Watertown Wholesale	Supplies	123.05
Wilkinson Law Office	Attorney Services	1143.00
GENERAL FUND TOTAL	35273.89	

GOLF COURSE FUND

Payroll	Wages	6198.42
City of Castlewood	Golf Course Fees	716.61
Castlewood Elevator	Repairs/Maint	245.00
Dakota Portable Toilets	Services	195.00
Delta Dental	Group Insurance	42.70
Dougs Service Marine	Repairs/Maint	630.45
Estelline Coop	Repairs/Maint	437.95
Gerhold Brothers	Repairs/Maint	275.40
HD Electric	Utilities	127.21
ITC	Utilities	46.52
South Dakota Dept of Revenue	Sales Tax	331.29
South Dakota Dept of Health	Food License	170.00
Stan Houston Equipment	Repairs/Maint	309.79
TSYS	Fees	326.75
GOLF COURSE FUND TOTAL	10131.98	

SEWER FUND

Gerhold Brothers	Repairs/Maint	561.00
Northwestern Energy	Utilities	43.79
Ottertail	Utilities	142.73
SEWER FUND TOTAL	747.52	

WATER FUND

Banner	Engineering Fees	782.00
Cierra Lundquist	Utilities	35.48
Hawkins	Supplies	1003.22
Ottertail	Utilities	241.72
South Dakota Rural Development	Water Loan	1237.00
WATER FUND TOTAL	3299.42	

Mayor Report. None

Finance Report. Logan is working diligently with Kristie and the Mayor to wrap up year 2022.

Maintenance Report. None

Golf Course Report. The insurance company issued a check for the control unit for irrigating the golf course for roughly \$6,200.00, the remaining \$4,000.00 will be paid once the work is completed and an invoice is submitted to insurance. A motion to approve the work to be completed was made by Dufek and seconded by C. Ries. All members present voting aye and the motion passed. Doug will also replace the flow meter at the pump house for roughly \$800.00. The carpets will be cleaned at the golf course in January and Doug will send the crew over to do the finance office and the board room. Discussion about replacing some golf carts and a new fairway mower took place and council would decide at a special meeting in December.

Building permits. Greg and Stephanie Dobbs, bathroom remodel. Lois Wiarda, wall stabilization project. Galen Swenson, replaced garage damaged by tornado.

Sioux Rural Water Vote. Dates and times for informational public meetings with SRW at the community center were set for Tuesday, Dec. 20th from 2:30 p.m. to 4:00 p.m. and Wednesday, January 18th from 6:30 p.m. to 8:00 p.m.

Water Rate Changes. The first reading of the water rate change ordinance keeping the minimum at \$30.00 for 0 to 2,000 gallons and increasing the rate to \$3.00/1,000 gallons for anything in excess of 2,000 gallons. A motion was made to approve by C. Ries and seconded by Schooley. All members present voting aye and the motion passed.

Liquor Tax Abolishment. The first reading of the liquor tax ordinance abolishing the 5% liquor tax to license holders in their liquor agreements. A motion was made to approve by Bohls and seconded by Schmit. All members present voting aye and the motion passed.

Copier quote. A motion was made to approve a new copier lease from Office Peeps by Bohls and seconded by C. Ries. All members present voting aye and the motion passed.

Other Old Business. Discussion took place regarding letters being sent out for replats.

Election Agreements. A motion to approve the election agreements with the Castlewood School was made by Dufek and seconded by Goldhorn. All members present voting aye and the motion passed.

Supplemental Budget. The first reading of the supplemental budget for 2022 to include the Cere's invoice for debris removal of \$280,500.00 was made by Dufek and seconded by Schmit. All members present voting aye and the motion passed.

Benefits/employee handbook. Discussion was made and copies of changes to the employee handbook were given to council members to review.

Rezoning City Lots. A motion was made to approve rezoning city lots that have been re-platted by Bohls and seconded by Schooley. All members present voting aye and the motion passed.

Rekey Building and Rental Agreements. Discussion was held on rekeying the entire city office building for security purposes. Harry Boner, representing the American Legion was present to discuss their agreement with the city regarding the community center. A small focus group that consists of American Legion members and city officials will be formed to come together on a new agreement. Rental agreements for the community center were also discussed and council was presented with a sample rental agreement to review.

Collections for past due utility bills. The city finance officer will reach out to collection agencies to see what the cost to the city would be if they hand over utility accounts to collect on.

Special Liquor License. A motion was made to approve a special liquor license for Ship's Inn to serve alcohol at the Castlewood School Christmas party on Friday, December 9th at the community center. The motion to approve was made by Dufek and seconded by Bohls. All members present voting aye and the motion passed.

A motion to adjourn was made by Schmit and seconded by C. Ries. All members present voting aye and the meeting was adjourned at 8:10 p.m.

Logan Kool

Finance Officer

