

February 2nd, 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, & LeeAnne Dufek, absent Stef Goldhorn. Also present: Logan Ruesink, John Schmit, Doug Gerhold, Anthony & Sherrie DeLisi, and Brooke Clymer.

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 by H. Schmit and seconded by C. Ries, all members present voting aye and the motion passed.

There was no public comment.

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

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

ACTIVE HEATING 449.25 CAP GAS LINE COMM CENTER, AVERA HEART HOSPITAL OF SD 1344.99
AED COMMUNITY CENTER, BANNER 1365.00 ENGINEERING FEES, BARNES & NOBLE, INC 161.94
LIBRARY SUPPLIES, BASS SANITATION 7140.00 SANITATION SERVICES, BRIAN RIES 30.00
CELLPHONE REIMBURSEMENT, CHRISTIAN BOOKS 85.74 LIBRARY SUPPLIES, CITIZENS STATE
BANK 30.00 SAFETY DEPOSIT BOX, CITIZENS STATE BANK 20.00 PAYROLL UTILITY ACH FEES,
CODE ENFORCEMENT SPECIALISTS 1500.00 CODE ENFORCEMENT RETAINER, TWOTREES
TECHNOLOGIES 256.00 MANAGED SERVICES, DOUGS SERVICE & MARINE 49600.00 MOWING
EQUIPMENT, AXESS COOPERATIVE 631.41 STREETS REPAIRS AND MAINT, FIRST DISTRICT
ASSOCIATION 983.45 ANNUAL DUES, FIRST PREMIER BANK 150.00 LIBRARY RENT, GERHOLD
BROTHERS 107.10 GRAVEL ALLEY CATHOLIC CHURCH, GREAT AMERICA 122.59 COPIER LEASE,
HAMLIN COUNTY REPUBLICAN 174.55 PAPER RENEWAL, HD ELECTRIC 646.97 UTILITIES,
INCONTROL 725.50 WATER CYBERSECURITY, ITC 475.87 UTILITIES, MICHAEL TODD INDUSTRIAL
SUPPLY 268.14 STREETS REPAIRS, NORRIS AMERICAN CARPET CARE 417.30 GOLF COURSE
CARPET CLEAN, NORHTWESTERN ENERGY 729.88 UTILITIES, OFFICE PEEPS 60.90 GOLF COURSE
SUPPLIES, OTTERTAIL 2881.22 UTILITIES, POPHAM CONSTRUCTION LLC 2480.00 SNOW
REMOVAL, RIVERSIDE TECHNOLOGIES, INC. 300.00 WELLNESS MANAGED SERVICES, SOUTH
DAKOTA RURAL DEVELOPMENT 1237.00 WATER LOAN, SD DEPT REVENUE 411.03 WELLNESS
SALES TAX, SD DEPT REVENUE 452.48 GARBAGE SALES TAX, SDML 1085.00 MEMBERSHIP DUES,
SIOUX RURAL WATER 6798.45 WATER PURCHASE, SOUTH DAKOTA ASSOCIATION TOWNS 349.50
MEMBERSHIP DUES, TITAN MACHINERY 534.29 NEW BLADE ADJUSTMENTS, VISA 3.28 STRETS
SUPPLIES, VISA 391.57 FINANCE OFFICE SUPPLIES, PAYROLL 16432.85 PAYROLL, SOUTH DAKOTA

RETIREMENT 1404.28 RETIREMENT, HEALTH POOL OF SOUTH DAKOTA 1975.08 HEALTH INSURANCE, EFTPS 3931.39 PAYROLL TAXES

Mayor Report. The City received a \$10,000 small community planning grant from South Dakota Department of Ag & Natural Resources to help with the costs of the facility plan which is \$59,700.00.

Finance Report. Ruesink provided Council with the bank reconciliation which was an accurate representation of the accounting software. There was not variance in what was reconciled versus reported. Ruesink stated per Banner the City would be requesting another grant from East Dakota Water Development District on the morning of February 19th in Brookings at their board meeting and that she would be there on the City's behalf. Ruesink would like to use an AI-notetaker application at future meetings to transcribe the meeting into text and save some time with the minutes, this technology would run around \$20/month. Ruesink also reminded council that the annual equalization meeting is Monday, March 16th at 6 p.m.

Maintenance Report. J. Schmit stated that even though it hasn't snowed much, they have been busy moving snow because of the wind. J. Schmit was currently working with InControl on installing the polyphosphate pump in the new Sioux Rural Water meter building so that the City could be in compliance with water samples as too much copper was present in a handful of samples. J. Schmit also stated that Hydro-Klean would be back in town on Tuesday to start up their sewer line televising and cleaning project after a rough start with the cold temperatures.

Golf Report. Gerhold was present to discuss a few items listed on the agenda and stated that he checks the clubhouse frequently when it is very cold out. Gerhold had picked up one of the mower's budgeted for from Doug's Service Marine and was patiently waiting for Council to announce his new replacement.

Noise Ordinance on Main. The Mayor provided council with two different documents and options for them to proceed with allowing or not allowing reoccurring music on Main Street. The first document was an entire rewrite of the current ordinance prohibiting music to be played on Main Street that is routine, recurring or ongoing play, but the document stated that a qualifying special event could allow for music to be played on a particular day. The second document was a Main Street music policy outline that could be used if the Council did want to allow reoccurring music on Main Street. The policy put restrictions on the recurring play of amplified music such as volume limits, genre types, duration of use and prohibited commercials, podcasts, and spoken commentary or spoken word programs. Council had some questions and needed some clarification of the two documents. A motion was made to table the decision on allowing or not allowing music on Main Street until next month by Dufek and seconded by H. Schmit. All members present voting aye and the motion passed.

A motion was made to go into Executive Session for Personnel & Contracts (SDCL 1-25-2(1,3)) by H. Schmit and seconded by Bohls at 6:22 p.m.

The Mayor declared Council out of session at 6:33 p.m.

A motion was made to hire Ryan Ruesink at \$50,000/year and full benefits with a March 1 start date by C. Ries and seconded by Schooley. All members present voting aye and the motion passed.

Schooley left the meeting at 6:35 p.m.

Facility Plan Banner January Report. Banner provided the Council with a report of what they had been working on over the past month regarding the facility plan, Council had no questions on this.

Golf Course Mower Purchases. A motion was made to purchase two newer mowers for \$49,600 after trading in two comparable mowers for \$20,100 by Bohls and seconded by C. Ries. All members present voting aye and the motion passed.

Community Center Sewer Project Update. J. Schmit stated that the sewer issue at the community center started after all three toilets were replaced with a residential Gerber brand. He thought maybe the issue was happening with the sewer line backing up because it simply wasn't getting enough water. J. Schmit would add flappers to the toilets to see if that resolved the problem before cutting into floors to access the problem area in the bays.

Tee Marker Advertising Golf Course. Gerhold was present to discuss tee marker advertising on each of the nine holes where a sign would be provided for businesses to pay \$375 for a three year advertising contract. There was also a larger sign on hole number four that Gerhold thought the Wellness Depot would benefit from. A motion was made to allow Gerhold to sell advertising signs at the golf course for \$375.00 for a three-year contract by Dufek and seconded by Bohls. All members present voting aye and the motion passed.

Industrial District Permitted and Conditional Use Change Discussion. Anthony, Sherrie DeLisi and Brooke Clymer were present to discuss their storage and retail ideas for the business in the industrial zone they just recently purchased. Current City ordinance does not allow for multi-uses with storage or retail business in the industrial zone. Ruesink spoke with Todd Kayes at First District and he said that rather than rezoning or "spot zoning" the Council would have the option to simply change the ordinance to allow for multi-use and retail in the industrial zone. The Council was okay with changing the ordinance and so a first reading would be held at the March 2nd meeting followed by a public hearing at the March 16th meeting. If approved the DeLisi's could possibly obtain a building permit by mid-April.

Brock Forde Replat Discussion. Brock Forde was wondering if it would be possible to parcel off his existing lot and shop to sell in the Castlewood Industrial Park on Oak Avenue and build another shop to the west of his existing shop. First District stated that he would need 30,000 square feet for the other lot so the City would have to agree to sell him another 15,000 square feet and easements would have to be placed over both properties for access as well as an agreement that the City would not be maintaining the access. Council discussed this matter and concluded that the City would like to hang on to the rest of its lots in the Castlewood Industrial Park as they also denied the elevator purchasing those lots. No action was taken on this item.

Farmer's Market Discussion. A Castlewood resident reached out inquiring about hosting a Farmer's Market in Castlewood every Friday from 3 pm to 7pm and wondered what the requirements from the City would be on this. The Mayor provided Council with a Farmer's Market Policy requiring a \$25 fee per vendor, proof of a sales tax license and compliance with SD health code laws and regulations regarding food preparation. The Council would finalize this policy next month at the March 2nd meeting and leave the rest to the organizer of the market.

Community Center AED. The AED at the Community Center would be expiring in March and the company was offering a \$400 rebate through March 31st. The Council would like city employees to be trained on the AED's. A motion was made to purchase a new AED for \$1344.99 by Dufek and seconded by Bohls. All members present voting aye and the motion passed.

Declaration of Candidacy & Petition Circulation for Election. Petitions could be circulated from February 2nd and turned into the finance officer no later than Tuesday, March 24th at 5:00 p.m. They Mayor reminded Council that petitions needed to be printed front and back on one page and are not allowed to be printed on separate pages, nor can they be stapled or taped. The election date if the City has to have one will be Tuesday, June 2nd 2026.

Open Meeting Laws Discussion. The Mayor went over a guide from SDML regarding open meeting laws and highlighted complete transparency within city operation and city council, discussed executive session requirements, among all of the other open meeting laws.

New City Website. Ruesink attended a meeting with Donna Holman, Jeanette Bohls, and Deb McEldowney in attendance along with Upframe Creative via Teams who would be putting our new website together. A link for "Pastel" would be sent out to Council and city departments for visual website feedback on the existing site. Discussion was had on economic development and what to do with our the Board, more discussion on this next month.

A motion was made to adjourn at 7:24 p.m. by H. Schmit and seconded by Bohls. All members present voting aye and the motion passed.

Logan Ruesink
Finance Officer