

February 3rd, 2025 Meeting Minutes

The Castlewood City Council met on the above date at 7:00 p.m. with the following members present: Mayor Brian Ries, Jeanette Bohls, Heather Schmit, LeeAnne Dufek, Beau Schooley, absent Chad Ries and Stef Goldhorn. Also present: Logan Ruesink, John Schmit, Doug Gerhold, Thomas and Paige Olson, and Jeb Bludorn.

The meeting was called to order by the Mayor and the pledge of allegiance was led by the Mayor. A motion to approve the agenda with the public hearing on the Olson rezone cancellation was made by H. Schmit and seconded by Dufek. All members present voting aye and the motion passed.

There was no public comment.

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

A motion was made to approve the bills for February by Dufek and seconded by Bohls. All members present voting aye and the motion passed.

GENERAL FUND

WAGES	PAYROLL	13795.40
BRIAN RIES	CELLPHONE REIMBURSEMENT	30.00
CITIZENS STATE BANK	SAFETY DEPOSIT BOX	30.00
CITIZENS STATE BANK	ACH UTILITY PAYROLL FEES	20.00
TWOTREES TECHNOLOGIES	FINANCE SOFTWARE	179.00
FIRST DISTRICT ASSOCIATION	MEMBERSHIP DUES	954.81
GREAT AMERICA	COPIER LEASE	114.61
HAMLIN COUNTY REPUBLICAN	PUBLISHING	303.65
ITC	UTILITIES	269.75
MENARDS	SUPPLIES	119.99
OFFICE PEEPS	SUPPLIES	59.83
OTTERTAIL	UTILITIES	2513.04
SOUTH DAKOTA ASSOCIATION TOWNS	MEMBERSHIP DUES	324.50
VISA	SUPPLIES	555.49
SOUTH DAKOTA PUBLIC ALLIANCE	2025 INSURANCE POLICY	22655.62
HAMILN COUNTY AUDITOR	POLICE CONTRACT	589.75
MENARDS	STREETS REPAIRS AND MAINT	73.30
NORHTWESTERN ENERGY	UTILITIES	1135.81
SD ONE CALL	STREET SERVICES & FEES	40.95
BASS SANITATION	SOLID WASTE COLLECTION	4980.00
SOUTH DAKOTA DEPARTMENT OF REV	SANITATION SALES TAX	338.93
CODE ENFORCEMENT SPECIALISTS	CODE ENFORCEMENT	1500.00
AVERA HEART HOSPITAL OF SD	PARK EQUIPMENT	1751.00

ELITE	PARK REPAIRS AND MAINT	335.00
BARNES & NOBLE, INC	LIBRARY SUPPLIES	211.72
DEMCO	LIBRARY SUPPLIES	59.88
FIRST PREMIER BANK	LIBRARY RENTALS	150.00
KIBBLE EQUIPMENT	PARKS MOWER	28000.00
GENERAL FUND TOTALS		81092.03

WATER FUND

MAGUIRE IRON, INC	WATER - REPAIRS & MAINTENANCE	5500.00
OTTERTAIL	WATER - UTILITIES	154.24
SOUTH DAKOTA RURAL DEVELOPMENT	Water - Loan Principal	596.22
SOUTH DAKOTA RURAL DEVELOPMENT	Water - Loan Interest	640.78
SD PUBLIC HEALTH	WATER - FEES	585.00
SIOUX RURAL WATER	WATER - SIOUX RURAL WATER	7239.55
THEIN WELL	WATER - REPAIRS & MAINTENANCE	8747.58
WINWATER	WATER - SUPPLIES	1950.00
WATER FUND TOTALS		25413.37

SEWER FUND

WAGES	PAYROLL	322.95
DAKOTA PUMP & CONTROL	SEWER REPAIRS & MAINTENANCE	379.59
OTTERTAIL	SEWER - UTILITIES	193.58
WATERTOWN WHOLESALE	SEWER SUPPLIES	290.50
SEWER FUND TOTALS		1186.62

GOLF FUND

WAGES	PAYROLL	5712.36
AVERA HEART HOSPITAL OF SD	GOLF EQUIPMENT PURCHASED	1751.00
HAMLIN COUNTY REPUBLICAN	Golf Services & Fees	153.00
HD ELECTRIC	GOLF UTILITIES	648.11
ITC	GOLF UTILITIES	5.84
GOLF FUND TOTALS		8270.31

WELLNESS FUND

WAGES	PAYROLL	2434.91
AVERA HEART HOSPITAL OF SD	WELLNESS EQUIPMENT PURCHASED	1751.00
ITC	WELLNESS UTILITIES	127.96

OFFICE PEEPS	WELLNESS SUPPLIES	302.40
PUSH PEDAL PULL	WELLNESS EQUIPMENT PURCHASED	75769.37
WELLNESS FUND TOTALS		80385.64

Mayor Report. None

Finance Report. Ruesink on behalf of Rochelle Rudebusch the golf course clubhouse manager stated that the course would be getting all Coke products through Coke as they deliver and canisters will no longer be available, liquor prices may need to increase a quarter this season due to this supply change. Ruesink provided council with the most recent payroll report as well as the bank reconciliation which was an accurate reflection of the accounting software with no variance in reconciled versus reported. Ruesink noted that the auditor's would be coming for the 2024 audit as soon as the annual report is completed which is due in May.

Maintenance Report. None.

Golf Report. Gerhold found a nice Truckster from Doug's Service Marine out of Canby for \$27,000 and didn't think the current Truckster the city owned was only worth \$5,000 on a trade in so he suggested the city keep the old one so that city maintenance had one to use all the time. Gerhold said that he didn't need another mower this year so the Truckster purchase would not put the golf course over budget. The three new golf carts would be on their way soon and the official invoices for the Truckster and carts would need to be approved at the March meeting before payment was issued.

2nd Reading Sodak Construction Rezone Ag to R2. Jeb Bludorn of Sodak Construction was present and provided council with an engagement letter from Civil Design Inc that stated they would be doing engineering services regarding FEMA, a site layout, grading and drainage plan as well as a sanitary sewer and water plan for the site prior to building the 8 plex to address the public's concerns at the public hearing on the rezone. A motion was made to approve the 2nd Reading of Ordinance 25-1 by Sodak Construction for the rezone of Spilde 1st addition lot 1 from agricultural to R2 "general residential district" by Bohls and seconded by Dufek. All members present voting aye and the motion passed.

NOTICE OF ADOPTION ORDINANCE 25-1

Notice is hereby given that Ordinance 25-1, an ordinance to amend section 2.06 adopted by Ordinance 23-17 dated 10/24/2023 as amended, of the Zoning Ordinance of the City of

Castlewood was duly adopted by the City Council on the 3rd day of February and will become effective on the 11th day of March, 2025.

Ordinance 25-1

AN ORDINANCE ENTITLED, an ordinance to amend section 2.06 adopted by Ordinance 23-17 dated 10/24/2023 as amended, of the Zoning Ordinance of the City of Castlewood.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CASTLEWOOD, SOUTH DAKOTA: that Section 2.06 adopted by Ordinance 23-17 dated 10/24/2023, as amended, of the Zoning Ordinance of the City of Castlewood be amended to classify the following property: SPILDE 1ST ADDITION: LOT 1 CASTLEWOOD CITY from Agricultural to R2 General Residential District.

Passed and adopted the 3rd day of February, 2025.

Mayor Brian Ries

Finance Officer Logan Ruesink

Published Feb 19th, 2025 at a total cost of \$__.

Legion Baseball. No one was present to discuss Legion Baseball and the council moved on to the next item.

Other Old Business. None.

Olson Plat Approval Conflicting Surveys. Thomas and Paige Olson had Mack Land Surveying clean up their lot lines as the landowner to the north of them had a survey that showed an overlap with their lot. Instead of settling the matter in court, Olson's decided to take less footage and replat the property due to the two conflicting surveys' so that they would have clear title. A motion was made to approve the "Popham Second Addition" plat to clean up lot lines by Schooley and seconded by H. Schmit. All members present voting aye and the motion passed.

Wellness Depot. Deb McEldowney the wellness center manager was present to discuss a number of items regarding the Wellness Depot. Two new fitness instructors included Heidi Mennega and Lexy Lundberg would need to be approved as city employees. Council discussed Lexy Lunderberg being reimbursed for half of a strength training class after 90 days in the amount of \$157.75. McEldowney provided council with a new membership rate

option that included unlimited fitness classes. Council discussed limiting daily passes to 10 total per year as this was a membership only facility. The multi-purpose room of the wellness center could be rented out at four hours at a time for \$75 for non-members and \$50 for members. Bass Sanitation would be contacted regarding dumpster service for the Wellness Depot. RTI the company who installed the security cameras and key fob system at the wellness center offered a managed services contract at \$300/month for a year contract which included network and firewall help services as well as security and fob services, McEldowney and Ruesink thought a year of help with these items would be necessary. Prairie Lakes had some rehab equipment in mind that they may need down the road in the amount of \$7,000.00, McEldowney wondered if council would be open to helping purchase this equipment down the road. ITC offered a basic cable package that included 30 channels for roughly \$100/month for the five tv's at the wellness center which appeared to be the best deal rather than buying a live tv subscription through another vendor. NIHCA is a program the Wellness Depot can participate in at less than \$30.00/month that could potentially draw 200 eligible adults on Medicare in the Castlewood area to our facility. The program reimburses members for membership fees based on how many times they use the facility. A motion was made to approve all that was discussed above by Dufek and seconded by Bohls. All members present voting aye and the motion passed.

2024 Audit Engagement. ELO CPA's who conducted the City of Castlewood audit for 2023 submitted a proposal for the 2024 audit which would cost \$15,000 a significant increase from the \$10,000 the previous year. Ruesink explained how hard it was to even find an auditor as they are few and far between now. A motion was made to approve the 2024 audit proposal by ELO CPA's by H. Schmit and seconded by Schooley. All members present voting aye and the motion passed.

Declaration of Candidacy and Petition Circulation for Election. Ruesink stated that anyone wanting to run for city council can circulate petitions until Friday, February 28th at 5:00 p.m., petitions have to be notarized and to the finance office by this time.

Code Enforcement Contract. Council requested the most recent code enforcement report at the March meeting. A motion was made to approve the code enforcement contract for 2025 by Bohls and seconded by Schooley. All members present voting aye and the motion passed.

SDPAA 2025 Insurance Policy. Ruesink provided council with the 2025 city insurance policy renewal packet which included the new Wellness Depot, the Sioux Rural Water meter building and the SCADA system in the maintenance office. The policy increased roughly \$5,000 for the year with these large additions. A motion was made to approve the 2025

insurance policy by Dufek and seconded by H. Schmit. All members present voting aye and the motion passed.

Chip Sealing Quote. Bituminous Paving provided city maintenance with a quote for chip sealing to include E Main, Merrill St, E Market, Main east of county road, and 5th street in the amount of \$69,321.00. A motion was made to approve the quote from Bituminous Paving for \$69,321.00 by Dufek and seconded by H. Schmit. All members present voting aye and the motion passed.

Mower Quotes. J. Schmit provided council with two quotes for a new mower for parks and right of ways. The first quote was from Kibble equipment which included a trade in for an old mower of \$5,000.00, the new mower would cost \$28,000 after trade in. The second quote was from Eastside Equipment in the amount of \$28,292.48 which included the Sourcewell discount of \$7,621.02 which we were not eligible for. A motion was made to approve Kibble Equipment mower quote for \$28,000 by Bohls and seconded by Schooley. All members present voting aye and the motion passed.

Citizen's Bond Maturing 02/04/25. A motion was made to roll citizen's \$200,000 bond into another 10 month CD at 4.1% by Dufek and seconded by Bohls. Roll call vote Bohls yay, Dufek yay, H. Schmit abstain, Schooley yay. Motion passes 3-0.

A motion was made to adjourn at 8:02 p.m. by H. Schmit and seconded by Bohls. All members present voting aye and the motion passed.

Logan Ruesink

Finance Officer