

April 4, 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, Jeff Shepherd, Heather Schmit, Chad Ries, Jenny Olson, and Michelle Barker. Also Present: Cassidy Borer, Shawn Mullaney, Joey Barrett, and Doug Gerhold.

The meeting was called to order by the mayor. The agenda was presented by the mayor with the addition of a Home Occupation application with council acting as the Board of Adjustments. A motion to approve was made by C. Ries and seconded by Schmit. All members present voting aye and motion passed.

The pledge of allegiance was led by the mayor.

No public comments were made.

A Home Occupation Application was presented to the Board of Adjustments for Martin Joey Barrett with no expiration. A motion to approve was made by C. Ries and seconded by Olson. All members present voting aye and motion passed.

Meeting Minutes for March 7 and March 21, 2022 were presented for approval. A motion to approve was made by Bohls and seconded by Barker. All members present voting aye and motion passed.

The following bills were presented for approval. A motion to approve was made by C. Ries and seconded by Barker. All members present voting aye and motion passed.

GENERAL FUND: Wages, 5440.16. Northwest Energy, utilities 2456.90. Bass Sanitation, utilities 30.00. ITC, utilities 478.07. Ottertail, utilities 2298.37. SDRS, retirement 919.18. Health Pool of SD, insurance 2686.12. First Premier Bank, rental 150.00. Brian Ries, cell phone 30.00. Hamlin County Auditor, police contract 3558.33. Popham construction, services 3100.00. Hamlin Hwy Department, supplies 200.00. Estelline Coop, supplies 302.26. Overhead door, services 443.88. Visa, supplies 183.27. Barnes and Noble, supplies 194.47. Corporate Warehouse Supply, 979.75. Castle Arts, services 260.00. Hamlin Co. Republican, publishing 167.62. Connecting Point, services 382.00. Office Peeps, supplies 165.52. McLeods, election supplies 73.65. Heemeyer Electric, services 421.48. Auto Value, supplies 109.63. Corner Market, supplies 11.97. JW Roll Off, services 156.58. Menards, supplies 340.74.
TOTAL GENERAL DISBURSEMENTS: 25,539.95

GOLF FUND: Health Pool of SD, insurance 800.05. Delta Dental, insurance 85.40. Thein Well, services 19737.00. Doug's Service and Marine, services 2247.30. Hamlin Co. Republican, publishing 15.00. ITC, utilities 5.86. Estelline Coop, supplies 16.74. Nivel Parts, supplies 75.98.
TOTAL GOLF DISBURSEMENTS: 22, 983.33

SEWER FUND: Ottertail, utilities 130.53. Watertown Wholesale, supplies 304.60.
TOTAL SEWER DIBURSEMENTS: 435.13.

SOLID WASTE FUND: Bass Sanitation, services 4950.00.
TOTAL SOLID WASTE FUND DISBURSEMENTS: 4950.00.

WATER FUND: Banner, services 14400.00. Ottertail, utilities 387.96. Visa, supplies 349.14. Hamlin Co. Republican, publishing 146.51. Dakota Supply Group, supplies 392.78.
TOTAL WATER FUND DISBURSEMENTS: 15,676.39.

TOTAL DISBURSEMENTS ALL FUNDS: 69,584.80.

General Journal Entries for February and March were presented. A motion to approve was made by Bohls and seconded by Olson. All members present voting aye and motion passed.

Mayor update: none.

Finance Update: none.

Maintenance update. None.

Golf update. Well is complete. Due to the new well not producing enough pressure as expected, the well will not be replacing the current pond that is used for the sprinkler system. A small pump will be added this summer as a minimal cost and will be used with the new well to fill the pond.

Building Permits were presented. Greg Hentges is constructing a fence in his rear and side property line and Grow Castlewood for the addition of a fence around the new football field.

Old Business: none.

Lake Poinsett directory is sent out every year and the city and golf course in the past have had advertisements in them. The price for the golf course would be 200 dollars and the price for the city would be 400 dollars. A motion to approve to keep ads in the 2022 directory was made by Schmit and seconded by Barker. All members present voting aye and motion passed.

The football field and grand stands were discussed. Grow Castlewood will need an easement in order to build and use city property for the grandstands. Further discussion will be needed in the future regarding the playground equipment as well.

Schooley's Rezoning application. Will be tabled and discussed at a later date once a preliminary plan is in place.

Gerberding Country View Subdivision Plat. Will be tabled and discussed at a later date once a preliminary plan is in place.

Golf Course Clubhouse Update. A motion to approve Rochelle Rudebusch for a city credit card. Motion was made by Olson and seconded by Bohls. All members present voting aye and motion passed. Rochelle spoke to Mayor Ries about a few types of food and beverages she plans to serve at the clubhouse. There will be pizza, hot dogs, sandwiches, and snacks similar to previous years. There will be not supper served after men's or women's league. There are also plans to continue to purchase beverages locally from Corner Market.

Golf Course Carts. Doug Gerhold presented to council some concerns with a few existing golf carts that are close to the end of their lifetime. He has spoken with NB golf in Hendricks, MN, and they have 5 new carts that they will hold for us and take the old for trade in. Rough cost will be about 20,000 dollars. A motion to approve the trade in and purchase was made by C. Ries and seconded by Shepherd. All members present voting aye and motion passed.

Summer Rec. Mayor Ries proposed a wage increase for any summer rec coaches. A motion to approve hourly pay to 11.50 was made by C. Ries and seconded by Barker. All members present voting aye and motion passed.

Ballpark Sound System. Mayor Ries is obtaining quotes for a new sound system at the baseball field due to the old one not working properly. Council suggested asking the school about their plans with the new football field and what they are using for a sound system and see what can possibly be done as far as cost savings.

Castlewood Days. The Sheriffs department spoke with the Castlewood Days Committee about shutting down a larger portion of Main Street this year due to high traffic and an increase in activities on Saturday. The street would be closed from 3rd Ave to the Coop to provide more safety.

Employee Handbook. Mayor Ries has been in contact with the Municipal League and a few surrounding cities to work on improving the cities current employee handbook. He will have a draft to present to council at our May meeting.

Campground Water. Quotes from Gerhold Brothers and Barrett Wittenable were obtained. There are a few additional questions regarding price increases that need to be obtained and we will add to our next meeting.

Water Project. The state is awarding grants for water improvement projects. Castlewood will receive a percentage back on the total cost of the project. Mayor Ries asked council if they would like to keep the project plans as is, or add an additional piece with the grant money. The decision was made to look at the proposed plans and decide on another piece to add. The project may experience a month delay at most in order to complete the proper documentation needed for the grant.

Water Rate Increases. The mayor discussed the need for water rate increases due to the city being well below the state minimum. Council will continue to discuss to come up with rates and Borer will draft up an ordinance to start the process.

Canvas Election 4-18-22. The city election takes place on Tuesday, April 12th from 7am to 7pm. A meeting following on April 18th will take place at 6:30 pm to canvas the election results.

A motion to enter executive session was made by Schmit and seconded by Barker. All members present voting aye and motion passed. Council entered executive session at 8:18 pm.

Council exited executive session at 8:51 pm.

Golf course employees. A motion was made to hire the following:

Erin Ruesink at \$15 an hour, Kristin Ruesink at \$12.25 an hour, Bailey Mack at \$12.25 an hour, Randy Holman at \$12 an hour, Donna Holman at \$12 an hour, Jessica Little at \$12 an hour, Neil Dvorak at \$15 an hour, James Janssen at \$15 an hour

A motion to approve all hires was made by Schmit and seconded by C. Ries. All members present voting aye and motion passed.

A motion to adjourn at 8:53 was made by Schmit and seconded by Shepherd. All members present voting aye and motion passed.

Cassidy Borer
Finance Officer