June 2, 2025, Meeting Minutes

The Castlewood City Council met on the above date at 7:00 pm with the following members present: Mayor Brian Ries, Jeanette Bohls, Heather Schmit, Chad Ries, Stef Goldhorn, LeeAnne Dufek. Absent: Beau Schooley. Also present: Logan Ruesink, Doug Gerhold, Ron White & Dave Wernke.

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 with the addition of First Premiere CD's, Dump gate and landscaping at the Wellness Depot by H. Schmit and seconded by C. Ries. All members present voting aye and the motion passed.

Public Comment. Ron White was present for public comment and addressed his concerns about the Third Avenue ditches after the Basin project and the inability to mow with a rider due to the new slope and resurface job. The Mayor stated that Basin would come back to address those concerns.

A motion was made to approve the May 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 June bills by Dufek and seconded by Bohls, all members present voting aye and the motion passed.

GENERAL FUND		
WAGES	PAYROLL	16002.83
ASHLEY VANTZELFDE	SOFTBALL REFUND	15.00
BREANNA BEEBE	SOFTBALL REFUND	15.00
KAT ANDERSON	SOFTBALL REFUND	15.00
BRIAN RIES	CELLPHONE REIMBURSEMENT	30.00
CITIZENS STATE BANK	ACH UTILITY AND PAYROLL FEES	20.00
TWOTREES TECHNOLOGIES	COMPUTER SOFTWARE	1704.88
DELTA DENTAL	GROUP INSURANCE	48.70
GREAT AMERICA	COPIER LEASE	127.10
HAMLIN COUNTY REPUBLICAN	PUBLISHING & SUPPLIES	655.78
ITC	UTILITIES	275.47
NORTHWESTERN ENERGY	UTILITIES	92.00
OTTERTAIL	UTILITIES	2622.32
VISA	SUPPLIES	719.55
GREEN APPLE SEPTIC TANK SERVIC	CITY BUILDING REPAIRS	945.00
SEPPALA HEATING & AIR	CITY BUILDING REPAIRS	187.68
THE SHERWIN WILLIAMS CO	PAINT CITY SIGN	84.90
WATERTOWN WHOLESALE	CITY BUILDING SUPPLIES	142.80
HAMILN COUNTY AUDITOR	POLICE CONTRACT	4225.00
AXESS COOPERATIVE	STREETS REPAIRS AND MAINT	473.20
POPHAM CONSTRUCTION LLC	CHIP ROCK SWEEPING	2899.40
STAN HOUSTON EQUIPMENT COMPANY	STREETS REPAIRS AND MAINT	73.50
BASS SANITATION	SOLID WASTE COLLECTION	7140.00

SOUTH DAKOTA DEPARTMENT OF REV	SANITATION SALES TAX	447.26
DAKOTA DUMPSTERS	ROLL OFF RENTAL	1285.94
MENARDS	RECREATION SUPPLIES	343.74
ROY'S SPORT SHOP	REC SMALL EQUIPMENT	939.93
DAKOTA PORTABLE TOILETS	UTILITIES	195.00
KEVEES HOMETOWN GROCERY	CONCESSIONS	196.92
WATERTOWN WHOLESALE	PARK SUPPLIES	265.95
BARNES & NOBLE, INC	LIBRARY SUPPLIES	88.15
FIRST PREMIER BANK	LIBRARY RENTALS	150.00
BITUMINOUS PAVING, INC.	IMPROVEMENTS	52314.50
LOT PROS, INC	IMPROVEMENTS	15000.00
GENERAL FUND TOTALS		**109742.50**

WATER FUND

CORE & MAIN	WATER - SUPPLIES	76.46
DAKOTA SUPPLY GROUP	WATER - SUPPLIES	28.41
DEPT OF AG & NATURAL RESOURCES	WATER - FEES	220.00
LL & SONS EXCAVATING, INC.	WATER - REPAIRS & MAINTENANCE	3571.44
OTTERTAIL	WATER - UTILITIES	94.44
SOUTH DAKOTA RURAL DEVELOPMENT	Water - Loan Principal	559.10
SOUTH DAKOTA RURAL DEVELOPMENT	Water - Loan Interest	677.90
SD ASSOCIATION OF RURAL WATER	WATER - FEES	445.00
SIOUX RURAL WATER	WATER - SIOUX RURAL WATER	17046.25
WINWATER	WATER - SUPPLIES	1671.95
WATER FUND TOTALS		24390.95

SEWER FUND

OTTERTAIL	SEWER - UTILITIES	299.84
SEWER FUND TOTALS		**299.84**

GOLF FUND

WAGES	PAYROLL	12545.23
CHESTERMAN (COKE)	GOLF POP	238.20
DAKOTA PORTABLE TOILETS	Golf Services & Fees	195.00
DAKOTA TOBACCO	GOLF TOBACCO	448.56
DELTA DENTAL	GOLF GROUP INSURANCE	48.70
ELLWEIN BROTHERS	Golf Beer	1539.70
AXESS COOPERATIVE	GOLF REPAIRS & MAINTENANCE	2527.44
HD ELECTRIC	GOLF UTILITIES	1048.28
ITC	GOLF UTILITIES	237.14

KEVEES HOMETOWN GROCERY	Golf Food	202.76
KEVEES HOMETOWN GROCERY	GOLF POP	47.92
NB GOLF	GOLF UTILITIES	407.02
PORTER DISTRIBUTING CO.	Golf Beer	953.10
SOUTH DAKOTA DEPARTMENT OF REV	GOLF SALES TAX	3615.26
VISA	GOLF SUPPLIES	40.10
VISA	GOLF SUPPLIES	261.25
WATERTOWN WHOLESALE	GOLF CANDY	796.05
GOLF FUND TOTALS		**25151.71**

WELLNESS FUND		
WAGES	PAYROLL	3530.92
BASS SANITATION	WELLNESS EQUIPMENT PURCHASED	800.00
ITC	WELLNESS UTILITIES	199.56
KEVEES HOMETOWN GROCERY	WELLNESS SUPPLIES	195.30
MACK LANDSCAPING	WELLNESS EQUIPMENT PURCHASED	10168.39
RIVERSIDE TECHNOLOGIES, INC.	WELLNESS SERVICES AND FEES	300.00
SD DEPT REVENUE	WELLNESS SALES TAX EXPENSE	346.51
VISA	WELLNESS SERVICES AND FEES	45.05
WATERTOWN WHOLESALE	WELLNESS SUPPLIES	162.50
GREAT AMERICA	WELLNESS SERVICES AND FEES	102.15
WELLNESS FUND TOTALS		**15850.38**

Mayor Report. None.

Finance Report. Ruesink provided council with the bank reconciliation which was an accurate reflection of the accounting software, there was no variance in what was reconciled versus reported. Ruesink would be attending Finance Officer School in Pierre Tuesday, June 10th thru Friday, June 13th and the finance office would only be open on Monday, June 9th.

Maintenance Report. None.

Golf Report. Gerhold stated the course water wells were pumping a lot and that they needed more rain. The clubhouse manager provided Gerhold with a sales report and the course was $30,000 ahead of last year for April and May. Gerhold expressed his needs for a zero-turn radius mower and said he would provide some quotes at next month's meeting.

Proposal Wastewater Facility Plan Banner. This item was tabled last month and discussion was had on whether the City would need assistance from Banner on the bid work for televising sewer lines which would be an additional $16,600.00 to the $43,100.00 wastewater facility plan. Discussion was also had on the potential grants to fund half of this facility plan which was the first step in starting any large-scale sewer infrastructure project. A motion was made to approve the assistance from Banner on the televising work and the waster facility plan for a total cost of $59,700.00 by Goldhorn and seconded by Dufek, all members present voting aye and the motion passed.

American Legion Community Center. Harry Boner of the American Legion met with a couple council members before the meeting and they decided the four framed prints would go in the board room.

Community Center Sewer Back Up. Discussion was had on if the city was going to replace all of the upper and lower cabinets in the kitchen or just replace the L shaped cabinets by the kitchen sink that were tore out. Council decided to just replace the L shaped cabinets and both countertops so that they matched.

Fireworks 4th of July/Castlewood Days. A motion was made to approve $2,000 be spent on Fireworks for the 4th of July and Castlewood Days each by C. Ries and seconded by Goldhorn. All members present voting aye and the motion passed.

Harry Street School Discussion. The reopening of Harry Street was discussed so that the flow of traffic was no longer obstructed. Council decided that a few of them would sit down with the school and devise a plan for traffic and parking as soon as possible.

Golf Course Co Clubhouse Manager Change & Wage, New Printer. A motion was made for Mary Simon's request to go back to a regular clubhouse employee at $12.00 an hour and to move Monique Haug & Alayana Benike to $15.00 for managerial duties when they fill in for Rochelle by Dufek and seconded by Bohls, all members present voting aye and the motion passed. Rochelle would also be purchasing a new printer around $500.00 for course business.

Water Meters on all City Buildings. The City experienced a couple significant leaks over the course of the month which drove up costs owed to Sioux Rural Water for water purchases in May. The community center and the city maintenance shop both had new water meters installed to track water usage. Blackhawk Construction had the City on the list for the coming weeks to install a meter pit at the cemetery and ball fields. The golf course would still need to be metered as soon as possible.

Pet Clinic July 12 at 9 a.m. Swimming Lesson July 28-Aug 1 bus leaves at 9:45 a.m. Just a reminder that the public is welcome to come register and vaccinate their dogs and cats from 9 to noon on Saturday July 12th. The public can also sign their children up for swimming lessons on the recreation page of the city website.

City Website Update for 2026. Donna Holman who fulfills our website requests suggested the City consider a website update from Upframe Creative after the new year as the current website was having bandwidth issues and could just use a facelift. Ruesink would bring the quote to the July meeting as the council was interested in the update.

First Reading Castlewood City Code Ordinance 25-1. The City is doing an extensive update of their city code from animal ordinances to lawn care and maintenance as this hasn't been done in a long time. A motion was made to approve the first reading of the Castlewood City Code Ordinance 25-1 by Dufek and seconded by Goldhorn, all members present voting aye and the motion passed.

Crosswalk Prairie Street between 1st Avenue & 2nd Avenue. Hamlin County Sherriff Chad Schlotterbeck said he had a request for a crosswalk to be put between 1st and 2nd avenue on Prairie Street for kids walking to and from school. The consensus was that if one crosswalk request was granted, all of the other requests would have to be granted, but perhaps there was some grant money available for them. Council felt the school resource officer should go to elementary classrooms and teach kids the proper way to cross the streets in town as they come from all over, down every street and thru every intersection. No formal action was taken on this item.

Shed 504 E Prairie St. Jerry Gerberding was seeking a building permit to put a shed on skids on his back lot that was not platted with the lot his house sat on. Ruesink contacted First District and it was decided that the building permit could be approved on the condition that Gerberding replat within two years.

314 & 315 Reservoir Proposal. Dave Wernke was present to discuss his plan to divert the water run-off from his neighbor's moved in house to his tree line in the back via an underground reservoir and sump pump. A motion was made to approve Dave Wernke's request by Dufek and seconded by Bohls, all members present and the motion passed.

Building Permits. Approved building permits, Fence 402 S 4th Ave, garden shed 315 E Merrill St and a fence at 812 N 1st Ave.

First Premier Cd's. A motion was made to roll over 5 cd's maturing on 06/15/25 from First Premier bank ranging from $56,000 to $64,000 into another 7-month CD special by Dufek and seconded by Bohls, all members present voting aye and the motion passed.

Landscaping at Wellness. Shane Mack asked if the city was interested in putting perennials in at the Wellness Depot as there was already a drip system installed with the sprinkler system. Dufek would meet with Shane to discuss options and bring to next meeting.

Dump Gate. C. Ries and maintenance supervisor J. Schmit decided one gate at the dump instead of two would be easier for the dump attendant and so that was installed.

A motion was made to adjourn at 8:18 p.m. by H. Schmit and seconded by Goldhorn, all members present voting aye and the motion passed.

Logan Ruesink
Finance Officer