

June 8th, 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, LeeAnne Dufek, & Stef Goldhorn. Absent: Beau Schooley. Also present: Logan Ruesink, Justin Bucher of Banner Associates, Jerry Gerberding, Kent Popham, Reuben Meyer, Tanner and Mindy Huntington representing Tracy Huntington of TNT Enterprises.

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 Citizen's CD Maturity 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 May meeting minutes by Bohls and seconded by Dufek, all members present voting aye and the motion passed.

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

A & D GRAPHICS 261.45 GOLF COURSE SUPPLIES, AUTO VALUE 409.00 GOLF COURSE REPAIRS, BANNER 14672.00 ENGINEERING FEES, BASS SANITATION 7140.00 SANITATION SERVICES, BEACON ATHLETICS LLC 1116.47 REC SUPPLIES, CANNON ELECTRIC 1334.44 ELECTRICAL WORK, CASTLEWOOD SCHOOL DISTRICT 641.10 CONCESSIONS SUPPLIES, CHESTERMAN (COKE) 775.20 GOLF COURSE POP, CITIZENS STATE BANK 20.00 ACH FEES, CODE ENFORCEMENT SPECIALISTS 368.51 CODE ENFORCE, TWOTREES TECHNOLOGIES 284.25 FINANCE OFFICE SOFTWARE, DAKOTA DUMPSTERS 1355.11 ROLL OFF RENTAL, DAKOTA PORTABLE TOILETS 195.00 CAMPGROUND UTILITIES, DAKOTA TOBACCO 227.42 CIGARETTES, DELTA DENTAL 289.20 GROUP INSURANCE, DOUGS SERVICE & MARINE 155.45 GOLF COURSE REPAIRS, ELO PROF LLC 8650.33 AUDIT, AXESS COOPERATIVE 2077.46 GOLF COURSE MAINT, FIRST PREMIER BANK 150.00 LIBRARY RENT, GREAT AMERICA 378.83 COPIER LEASE, GREEN APPLE SEPTIC TANK SERVICE 320.00 BALLFIELD PUMPING, HAMLIN COUNTY REPUBLICAN 511.06 PUBLISHING, HAMLIN COUNTY AUDITOR 4225.00 POLICE CONTRACT, HD ELECTRIC 1263.91 GOLF COURSE ELECTRIC, HEYNER WELDING 104.92 GOLF COURSE REPAIRS, ITC 671.28 UTILITIES, J&L MACHINE AND WELD 145.84 GOLF COURSE REPAIRS, JOHN DEERE FINANCIAL 414.09 STREETS REPAIRS AND MAINT, KEVEES HOMETOWN GROCERY 878.23 GOLF COURSE POP, KEVEES HOMETOWN GROCERY 310.78 WELLNESS SUPPLIES, KEVEES HOMETOWN GROCERY 487.46 REC CONCESSIONS, LIVE TICKET 800.00 GOLF COURSE ADVERTISE, MENARDS 1028.95 STREETS SUPPLIES, MINNESOTA VALLEY TESTING 1948.00 SEWER CHEMICAL, NORTHWESTERN ENERGY 511.75 UTILITIES, OTTERTAIL 3099.29 UTILITIES, PIVOTAL PRINTING 15.00 FINANCE OFFICE SIGN,

POPHAM CONSTRUCTION LLC 150.00 STREET SWEEP, PORTER DISTRIBUTING CO. 1744.70 GOLF COURSE BEER, RIDDLES GLASS 171.43 GOLF COURSE REPAIRS, RIVERSIDE TECHNOLOGIES, INC. 300.00 WELLNESS SECURITY, RONS SAW SHOP 101.97 STREETS REPAIRS AND MAINT, ROY'S SPORT SHOP 37.50 REC EQUIPMENT, RYAN SIKKINK 146.52 STREETS SUPPLIES, SANFORD HEALTH OCCMED 52.00 TESTING FEES, JAN SCHIERNBECK 38.89 LIBRARY SUPPLIES, SOUTH DAKOTA DEPT OF REVENUE 4653.70 SALES TAX, SD DEPT REVENUE 300.00 BEER AND TRANSFER LICENSE, SIOUX RURAL WATER 13131.15 WATER PURCHASE, STAR LAUNDRY 308.96 RUG RENTAL, SUSIE BENIKE 82.35 WELLNESS SUPPLIES, TEAM LAB 440.00 SEWER CHEMICAL, VISA 205.54 GOLF MAINT SUPPLIES, VISA 971.01 FINANCE OFFICE SUPPLIES, VISA 3.32 STREETS SUPPLIES, VISA 194.75 WELLNESS SUPPLIES, VISA 373.18 GOLF VISA, WATERTOWN LAWN AND GARDEN 88.00 GOLF COURSE REPAIRS, WATERTOWN WHOLESALE 2314.40 GOLF COURSE CANDY, WINWATER 3787.79 WATER METER PARTS, ZIMCO 829.00 GOLF COURSE SUPPLIES, PAYROLL 24032.15 PAYROLL, SOUTH DAKOTA RETIREMENT 1913.66 RETIREMENT, HEALTH POOL OF SOUTH DAKOTA 5579.16 HEALTH INSURANCE, EFTPS 5736.32 PAYROLL TAXES

Mayor Report. None.

Finance Report. Ruesink provided council with the most recent payroll report as well as 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 at Finance Officer School in Chamberlain the rest of the week.

Maintenance Report. Sikkink stated that there were roughly 20-30 water meters that needed some attention, he and L. Ruesink would work on this list over the next couple of months. Chemicals for spraying mosquitos had arrived and a budget larger than \$1500 would likely be needed for next year as the dollar doesn't go very far. Sikkink would be spraying for mosquitos in the near future.

Golf Report. The clubhouse manager Rochelle Rudebusch provided council with a sales comparison analysis report and the course was a couple thousand dollars ahead of April and May last year. Previous golf course superintendent Doug Gerhold was still training R. Ruesink and clocking about twenty hours per week. The golf course would host its first big tournament this weekend and the course is looking great.

Glacial Lakes Asphalt Pothole Repair Quote. This item was tabled at the last meeting in order to get Sikkink's opinion on what he would like to see done. Sikkink stated that obviously all of the areas needed attention it was just a matter of when they wanted to do it and if there was money in the budget. Ruesink stated that we had not budgeted for this item. Kent Popham was present and stated if the quote was accepted he wouldn't be able to get to it until mid-July. A motion was made to accept the quote from Glacial Lakes Asphalt in the amount of \$18,783.71

to repair the potholes by Dufek and seconded by C. Ries. All members present voting aye and the motion passed.

Facility Plan Banner May Report & Funding Opportunity. Justin Bucher with Banner the city's engineering firm was present to discuss the May Facility Plan report and a few other items on the agenda. Bucher reported that televising was complete and that they were awaiting a report from Hydro-Klean for the city to review. Bucher also touched on the drainage study stating that data collection was complete on culverts throughout the entire city and a drainage model had been prepared. Banner would like to get together with the city to discuss the findings on both the drainage study and the facility plan as soon as possible so that the facility plan could be completed by the September meeting and the city could get on the state water plan by October. Bucher also provided council with a flyer on the different funding opportunities currently or coming available in the form of grants and loans that would be helpful if a big project arises out of the two studies.

Bulk Water Dispenser Quote. Sikkink received a verbal quote from Jim Urban of WinWater for a dispenser that would take coins and bills that would be around \$5500.00. Sikkink explained that the bulk water isn't used much but the price needs to be increased as the city is now on Sioux Rural Water. The Scada system always calls Sikkink when the bulk water dispenser is used, so he was going to contact Sioux Rural Water to see if that could be fixed. This item would be discussed again at the next meeting when a quote was obtained and if the price could be adjusted.

Gulley Cleanout, General Maintenance & Berm. Sikkink provided council with pictures of trees and debris in the gulley between 2nd and 4th avenue and cleaned up what he could; he was still awaiting quotes for tree removal. Sikkink inquired with council what the expectations were for mowing in the gulley stating that some areas were hard on the mowers and that the city did not have the right equipment, in addition to dangerous slopes for mowing. The consensus was that Sikkink should mow what he was comfortable mowing given the equipment and conditions. L. Ruesink stated that letters were sent out to all adjacent landowners to the gulley asking for written approval to access the gulley thru their property when needed and most of those letters came back signed but a couple had not. Reuben Meyer was present and told council he observed the gulley after the most recent rains and said the water flowed fine at 4th avenue but slowed down quite a bit between 4th and 2nd avenue over the last four years which dates back to the tornado. Dufek stated that trees and debris from the tornado in the gulley have been affecting the town ever since and that the city would continue to work on the drainage issue. Jerry Gerberding was also present and inquired again about a tree near 2nd avenue culvert that was frozen in the gulley and if it had been removed yet. This item would be discussed at the

next meeting as quotes for tree removal came in and Gerberding would reach out to SoDak Construction to see if they would attend a meeting to get some of the water issues resolved.

Public Hearing Alcoholic Beverage License New Applications & Transfer. The Mayor opened the public hearing regarding the renewal and transfer of the malt beverage license from Cat's Corner Convenience to TNT Enterprises and the new off sale wine and off sale liquor license for TNT Enterprises. Mindy and Tanner Huntington were present representing Tracy Huntington of TNT Enterprises and explained their plans with their new endeavor. Clarence and Melissa Rhody of Cat's Corner Convenience signed an affidavit allowing for the malt beverage transfer. There was not public comment on the alcoholic beverage license activities. The Mayor closed the public hearing. A motion was made to approve the transfer and renewal of the on/off sale malt beverage license from Cat's Corner Convenience to TNT Enterprises and the new off sale wine and liquor applications for TNT Enterprises by H. Schmit and seconded by Bohls. All members present voting aye and the motion passed.

Gravel Alleys. Sikkink stated his intent to gravel all alleys in town as soon as possible using the general maintenance expense budget.

July Meeting Date Change. The July council meeting date was changed to Tuesday, July 7th at 6 p.m.

Golf Course Surplus Old Mowers. 3 old fairway mowers and one old green mower were declared surplus at zero value and they would be taken to the scrap yard.

City Maintenance Tool Purchase. Sikkink explained his need for various tools including a generator down the road so that it does not have to be shared with the golf course, a ladder, drill, Sausal, flashlights, grease gun, a fridge, microwave and other small tools that would cost between three and four thousand dollars. A motion was made to approve the tool purchase costing between three and four thousand dollars by Bohls and seconded by C. Ries. All members present voting aye and the motion passed.

Property Appraisal Report. The city's insurance vendor (South Dakota Public Assurance Alliance) came last year and did an appraisal on all buildings and contents of the city. L. Ruesink recently received that report with the values and presented it to council. L. Ruesink stated Lynn Brenn, a representative of SDPAA, would be coming through this month to discuss those values and what the council can do with them.

Economic Development Board. Currently the city only had one person on their economic development board, and the board previously recommended the city hire an economic development officer instead. Ruesink stated that the Governor's Office of Economic Development suggested the city reach out to the non-profits such as the Grow Castlewood or

Community Foundation to see if they would be interested in being part of the city's development board. Further discussion on this topic would commence at the next meeting.

Mowing Residential Lots. Previously the city would mow a couple of lots on Garvin Drive adjacent to the golf course as it didn't take long and they wanted those lots to look nice. The council discussed mowing residential lots and the consensus was that if the city mows those lots, even for a fee, other residents in town may want the city to do the same for them. As a result the city would no longer be mowing private residential lots. Regarding right of ways, historically the city has always mowed the right of way along fourth avenue as the council wants this to look nice when entering town. Right of ways immediately adjacent to residents properties are their responsibility to maintain.

Canvass Vote. The seal on the poll book for the Castlewood Municipal Election held on June 2nd, 2026 for the ward three councilman seat for a one-year term was broken and reviewed. A motion was made to accept the official vote canvass at 35 votes for Beau Schooley and 22 votes for Lance White, resulting in Beau Schooley becoming the councilman for ward three for a one-year term by C. Ries and second by H. Schmit. All members present voting aye and the motion passed.

Cellphone Reimbursement. The Mayor proposed an update and additions to the current cellphone reimbursement policy that included reimbursement to the Mayor, city maintenance and wellness depot manager at \$30.00/month. The update would increase the monthly amount from \$30.00 to \$120.00/month and add the golf course superintendent and the finance officer to the reimbursement list. A motion was made to increase the monthly amount to \$120.00/month and add the finance officer for every month and the golf course superintendent at only 6 months of reimbursement effective immediately by Bohls and seconded by C. Ries. All members present voting aye and the motion passed.

Cleaning Community Center & Wage. The expectations for cleaning the community center were discussed as the finance officer stated that she was currently cleaning the bathrooms and doing some light cleaning elsewhere after renters and regular nonprofit groups used the facility. The finance officer didn't mind keeping an eye on the community center including light cleaning, but some weeks would not have time in her four-day work week to do so. A motion was made to offer the current quarterly deep cleaner to do weekly cleanings for two hours per week at \$16.00/hour by Dufek and seconded by Bohls. All members present voting aye and the motion passed.

Mike Christensen Dumping at Lagoon. The city council voted back in September of 2022 to allow Mike Christensen to dump wastewater into the city lagoons via Green Apple Septic Service who had a key to the lagoons. Sikkink called the state to make sure this was still okay and

requested Green Apple just meet him out there when they needed to dump instead of coming and going without the city's knowledge. Council decided Green Apple Septic should be invoiced at \$50.00 per dump and pass that cost on to Mike Christensen for insurance reasons.

Castlewood Days. The Mayor stated we were roughly 60 days out from Castlewood Days and asked the city council to pay for the insurance, porta potties and an additional \$1,000 for other expenses as in previous years. A motion was made to approve the city paying for the insurance, porta potties and an additional \$1,000 by C. Ries and seconded by H. Schmit. All members present voting aye and the motion passed.

CD Maturing 06/10/26. A motion was made to roll the CD at First Premier bank with a balance of \$511,339.04 into another 7-month special by Dufek and seconded by Goldhorn. All members present voting aye and the motion passed.

CD Maturing 06/04/26. A motion was made to roll the CD at Citizens State bank with a balance of \$219,431.25 into another 10-month special by Bohls and seconded by Dufke. All members present voting aye and the motion passed. L. Ruesink would put together an investment report for the July meeting and council would consider doing additional CD's.

Audio & Video at Finance Office. A motion was made for Dakota Surveillance to install an audio and video camera for the finance office in the amount of \$725.00 by Dufek and seconded by Goldhorn. All members present voting aye and the motion passed.

New Hires. A motion was made to approve new hires for the concessions and coaches including Cassidy Kirwin, Kelly Alexander, Nick & Steph Pillatzke, Buck Barber, Shawn McMillan, Landon Vetter, Carson Borer, and Tiffany Barthel by H. Schmit and seconded by Bohls. All members present voting aye and the motion passed.

Utility Billing. L. Ruesink explained how there are some multifamily housing units in town where each unit is metered separately but only one basic meter fee is being charged. Council concluded that every meter should have a basic meter fee. The finance officer was to send a letter notifying the multifamily housing units of the change.

8 Plex Culvert Replacement Project. Last fall a couple residents showed up to the meeting siting concern about the culvert at the 8 plex on 1st avenue was significantly damaged and not allowing water to flow through it so the water would go over the road to the west and cause water problems for others. The culvert was to be replaced this spring and the contractor stated they would complete the work in the month of June.

4th of July Candy Ravens Game. Dufek asked the council if they would be willing to supply the candy that the Booster Club previously supplied for the 4th of July Ravens baseball game at an approximate cost of \$120.00 and also provide free popcorn and icees. A motion was made to

approve the city supplying the candy, popcorn and icees by H. Schmit and seconded by Bohls. All members present voting aye and the motion passed.

Landscaping City Sign on 2nd Avenue. Council approved the owners of a residence on 2nd Avenue with a city sign in their yard to landscape around it to make it more appealing.

A motion was made to go into Executive Session for Personnel (SDCL 1-25-2 (1) at 7:50 p.m. by C. Ries and seconded by Bohls. All members present voting aye and the motion passed.

The Mayor declared council out of executive session at 8:09 p.m.

A motion was made to adjourn at 8:10 p.m. by H. Schmit and seconded by Goldhorn. All members present voting aye and the motion passed.

Logan Ruesink
Finance Officer