

August 4, 2022 Meeting Minutes

The Castlewood City Council met on the above date at 6:30 pm with the following members present: Mayor Brian Ries, Jeanette Bohls, Heather Schmit, Chad Ries, Stef Goldhorn, and LeeAnne Dufek. Also present: Cassidy Borer, Marc Lewno, Mort Schooley, and Josh Spilde.

The meeting was called to order by the mayor. The agenda was presented with the addition of golf course resignation and executive session. A motion to approve was made by Schmit and seconded by C. Ries. All members present voting aye and the motion passed.

The pledge of allegiance was led by the mayor.

No public comments were made.

June meeting minutes were presented. A motion to approve was made by Dufek and seconded by Goldhorn. All members present voting aye and the motion passed.

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

GENERAL FUND: Wages, 10,984.53. Brian Ries, cell phone reimbursement 30.00. Tom MaCavoy, refund 400.00. Corner Market, supplies 261.74. Grant and Williams, audit 12122.00. Hamlin County Republican, publishing 230.00. Hamlin County Republican, supplies 586.50. SD Health pool, insurance 1888.57. ITC, utilities, 248.38. Menards, supplies 258.51. Office Peeps, supplies 312.10. Ottertail, utilities 476.54. SD Retirement, retirement 272.25. Seppala Heating, repairs 341.19. Visa, supplies 266.20. Hamlin County Auditor, police contract 3358.33. Estelline Coop, supplies 2525.25. Menards, supplies 99.00. NW Energy, utilities 34.95. Ottertail, street lighting 1837.48. Popham, services 150.00. Bass Sanitation, garbage 4980.00. SD Dept of Revenue, sales tax 346.61. JW Roll off, rubble utilities 1243.92. Castlewood Elevator, supplies 41.45. Concrete Dakota, supplies 579.36. Elkton Youth Sports, supplies 55.00. Roy's Sports Shop, supplies 112.70. Ships Inn, supplies 176.63. Leslie Tvedt, supplies 75.00. Watertown Wholesale, supplies 1893.27. ABC Lock and Key, supplies 638.16. Audio and Video Connection, repairs 12650.00. Dakota portable Toilets, rentals 195.00. Heeymeyer Electric, repairs 147.98. P3 Electric, repairs 2000.00. Barnes and Nobel, supplies 549.55. Arley Fadness, supplies 21.50. Jan Schiernbeck, supplies 21.51. First Premier bank, rentals 150.00.

TOTAL GENERAL FUND DISBURSEMENTS: 62,561.16

WATER FUND: Banner, fees 4407.20. Core & Main, supplies 10.81. Dakota Supply Group, supplies 10.08. Ottertail, utilities 495.87. SD One Call, repairs 111.30. SD Public Health, supplies 55.00. SD Rural Development, loan 1237.00.

TOTAL WATER FUND DISBURSEMENTS: 6,327.26.

SEWER FUND: Dakota Pump & Control, repairs 565.31. Ottertail, utilities 67.33. Wells Fargo, loan 6490.99.

TOTAL SEWER FUND DISBURSEMENTS: 7123.63.

GOLF FUND: Wages, 11704.41. A&D Graphics, supplies 1318.05. City of Castlewood, liquor 234.37. City of Castlewood, utilities 30.00. Castlewood Locker, food 408.29. Castlewood Elevator, supplies 248.14.

Chesterman, pop 100.00. Corner Market, food 554.60. Corner Market, pop 48.00. Dakota Portable Toilets, supplies 195.00. Dakota Tobacco, tobacco 227.18. Delta Dental, insurance 42.70. Doug's Service & Marine, supplies 1361.97. Ellwein Brothers, liquor 2095.45. Estelline Coop, supplies 41.07. Ferguson Waterworks, repairs 492.02. Hamlin County Republican, supplies 15.00. HD Electric, utilities 1147.19. ITC, utilities 165.36. Johnson Brothers, liquor 1272.81. NB Golf, repairs 522.27. Office Peeps, supplies 54.60. Porter, liquor 825.55. Republican, liquor 521.73. Ron's Saw Shop, supplies 78.99. SD Dept of Revenue, tax 2882.23. SD Retirement, retirement 136.13. Southern Glaziers, liquor 221.58. TSYS, services 1196.13. Visa, supplies 191.13. Watertown Wholesale, food 757.05. Winsupply, repairs 276.37.

TOTAL GOLF DISBURSEMENTS: 29,095.37.

TOTAL ALL FUNDS DISBURSEMENTS: 105,107.42.

Golf Course Register Voids were presented. A motion to approve was made by Dufek and seconded by Bohls. All members present voting aye and motion passed.

Mayors Report. The mayor would like to put a thank you note in the paper for those who helped and volunteered from the tornado. Auto water payments can now be set up to come out through any bank, but those who are currently on auto pay will need to fill out and sign new authorization forms if they would like to continue with auto payments. Beau Schooley will be appointed next council meeting to fill the empty seat on council.

Finance Report. Part time office hours for Cassidy will be Monday and Wednesday 7:30-3:30 and Friday 7:30—11:30. Deb will continue with her 20 hours a week until Cassidy is back full time in September.

Maintenance Report. City dump has been cleaned and cleared out. Operation as usual.

Golf report. June was a great and very busy month. There were 3 tournaments and a successful couples tournament.

Spilde Development. Looking at updating ordinance for septic tanks for PUD developments. Look at self-funded TIF's. Josh will get a quote for roads, water, and sewer. There will potentially be 39 lots which will be a mix of residential and commercial use.

Josh asked council for approval to move forward in plotting out 4 lots on 4th Ave due to immediate needs. Council gave the go ahead and they will approve once a plat is presented.

Building permits. Lucas Mack, Castlewood School, Stacy Meyer, Jamie Riley, Castlewood Community Foundation, and Dallas Sikkink.

Old Business. None

Easement Request. Mort Schooley would like to bore a 1 ½ inch water line under 6th Ave from his old house to his new house to connect to the well for irrigation. Council will table for later discussion.

Industrial Lot. Rylan Ojala would like to also purchase lot 3 for \$8,000. A motion to approve purchase was made by Dufek and seconded by Bohls. All members present voting aye.

Sidewalks. Some concerns with fixing existing sidewalks in town. Borer will do some research on grants.

Economic Development. Chelly Lewandowski would like to be on the board. The current policy states a member must live in the city limits. Mayor Ries would like to change it to say they either live in or own a business in the city to be on the board. A motion to approve the change and add Chelly to the economic development was made by C. Ries and seconded by Goldhorn. All members present voting aye.

Lift station. A flange and base elbow in the pump are completely worn out which is causing the pump to work harder than normal. It seems that all parts are original so will need to be replaced. If and when the issues are being fixed, sewer will need to be shut down for 2-4 hours. Marc will try to find a time in the day where there is limited usage, possibly sometime in the middle of the night. Moving forward, we may need to consider having yearly inspections on the sewer lift to avoid any issues. A motion to approve repair and yearly inspection was made by C. Ries and seconded by Goldhorn. All members present voting aye.

Government change. A discussion to change our form of government to one at large was held again. This would change the city from 3 wards to one large ward. In order to change, a petition would need to go around with 15% of voters signing. After that, an open vote would be held in order to pass. If it does, this will change for the next election in April of 2023.

Investment report was presented. A motion to approve was made by Bohls and seconded by C. Ries. All members present voting aye.

Dog bite. A resident was bit last month by a dog. Council made the decision to deem the dog vicious. A letter will be sent to the owner and they will have to follow proper protocol as stated in our ordinance. A motion to approve was made by Dufek and seconded by Schmit. All members present voting aye.

Playground update. Both playgrounds at the ball field will need rubber or rock. Marc will get a quote for both and will decide which is best.

The next council meeting will take place on Wednesday, September 7th at 7pm due to Labor Day on Monday.

Resignation. Golf course employee Ali Bruinsma. A motion to approve was made by C. Ries and seconded by Goldhorn. All members present voting aye.

A motion to enter executive session at 8:17 was made by Bohls and seconded by Schmit. All members present voting aye.

A motion to adjourn was made by C. Ries and seconded by Schmit. All members present voting aye and meeting was adjourned at 8:33.

Finance Officer

Cassidy Borer