



City of Castlewood
Meeting Agenda - City Council

Monday, January 5, 2026

6:00 PM

City Hall

1. Call to Order/Pledge of Allegiance
2. Approval of Agenda
3. Public Comment
4. Approval of Meeting Minutes
5. Approval of Bills
6. Reports

Old Business

1. Gulley Clean Out Code Enforcement Update
2. Third Avenue Presbyterian Church Update
3. Facility Plan Banner December Report & Pre Construction Meeting
4. Other Old Business

New Business

1. Investment Report/Publish City Money
2. First Premier CD's Maturing
3. City Facility Use Rents 2026
7. Executive Session Personnel (SDCL 1-25-2(3))
8. Salary Resolutions
9. Adjournment

City of Castlewood – Council Members

***Mayor – Brian Ries**

***Council Members – Ward I – Stef Goldhorn & Jeannette Bohls**

Ward II – Heather Schmit & LeeAnne Dufek

Ward III – Chad Ries & Beau Schooley



ENGINEERING REPORT

TO	City of Castlewood, SD
DATE	December 29, 2025
SUBJECT	City Engineer's Report

24504.00 Castlewood Wastewater Facility Plan (Project Manager – Christa Timmer)

Project Summary:

- Complete televising assistance and prepare a wastewater facility plan. This work includes evaluating existing conditions of the collection system and WWTF, projection of future flows and loading, an evaluation of improvements needed for ongoing use of the sanitary sewer and WWTF, and Report Preparation. This work also includes providing bidding or other documentation for the city to complete televising of their sanitary sewer system.

Project Status:

- Contract documents have been completed for the Collection System Televising project. The Agreement and Notice to Proceed were signed by the Mayor on December 17th. A pre-construction meeting has been tentatively scheduled with Hydro-Klean for the first week of January.

Project Schedule:

- Kickoff Meeting – Complete
- Finalizing televising bid documents – Complete
- Collection System Televising: Bid Opening – Complete
- Collection System Televising: Award Contract – Complete
- Collection System Televising: Notice to Proceed – Complete
- Collection System Televising: Substantial Completion – May 15, 2026
- Collection System Televising: Final Completion – June 1, 2026
- Data Collection – March 2026
- Alternative Evaluation - May 2026
- Submit Draft Facility Plan for Review – August 2026
- Submit Final Facility Plan and Present Findings to Council – September 2026
- State Water Plan Application – October 1, 2026
- Public Hearing – December 2026
- Project Funding Application – January 1, 2027

Council Action for Consideration: None.

24630.00 Castlewood Drainage Study (Project Manager – Kent Johnson)

Project Summary:

- This study is intended to be a comprehensive evaluation of the existing stormwater drainage that contributes runoff within the city limits. This comprehensive overview will be completed using LiDAR data to determine general overland flow. Locations with concentrated flow or areas with known drainage deficiencies will have a field survey performed, if determined necessary. The watershed and sub-watershed runoff flows will be determined for each delineated area



within the study boundary. Localized areas, identified to have drainage issues will be evaluated further to determine options for drainage improvements. Focus will be placed on known areas of concern, including along Main St between 1st Ave and 3rd Ave and on 3rd Ave from Market St to Alice St. This plan will not effectively address private property drainage issues arising from adjacent property improvements; however, it will attempt to address public and/or street drainage that discharges through private property.

Project Status:

- Banner will schedule a kickoff meeting with City staff in January 2026 and perform survey data collection if weather allows.

Project Schedule:

- Kickoff Meeting – January 2026
- Data Collection – January 2026 – March 2026 (weather dependent)
- Stormwater Analysis – April 2026 – June 2026
- Prepare Drainage Report – July 2026 – September 2026
- Present Report findings to City staff and Council – October 2026
- Deliver Final Report – October 2026

Council Action for Consideration: None.

Pending Contracts / Proposals

None.

Banner Associates, Inc.

Tel | 605.692.6342 Toll Free | 1.855.323.6342

www.bannerassociates.com