



City of Castlewood
Meeting Agenda - City Council

Monday, December 8, 2025

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. Banner Drainage Study Reconsideration with Grant
2. Third Avenue Drainage Project if Study is Approved
3. Facility Plan Banner November Report
 - A. Review Bid Evaluation
 - B. Approve Notice of Award
 - C. Execution of the Contract Documents including the Notice to Proceed & Agreement
4. Gulley Clean Out Update, Easements & Controlled Burn
5. 2nd Reading Ordinance 25-4 2025 Budget Supplement
6. American Legion Shed
5. Other Old Business

New Business

1. Special Permit Request Mack
 2. Citizen's Bank CD Matured
 3. 2026 Insurance Policy Renewal
 4. City/School Election Agreement
 5. Payloader and Snowblade for Tractor
 6. Personal Training at Wellness Depot Proposal
 7. Cybersecurity Updates
 8. Resolution 25-7 Establishing Water Rates
 9. Resolution 25-8 Establishing Sewer Rates
7. Executive Session Personnel (SDCL 1-25-2(3))
7. Adjournment

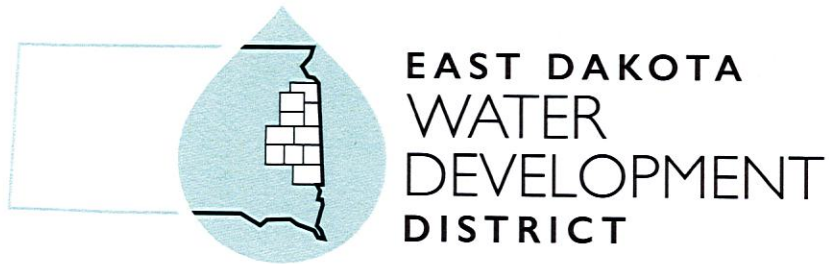
City of Castlewood – Council Members

***Mayor – Brian Ries**

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

Ward II – Heather Schmit & LeeAnne Dufek

Ward III – Chad Ries & Beau Schooley



November 24, 2025

Mr. Brian Ries, Mayor
City of Castlewood
P.O. Box 17
Castlewood, South Dakota 57223

Dear Mr. Ries:

At its November 20th, 2025, meeting, the Board of Directors of the East Dakota Water Development District (District) voted to award project assistance funds to the City of Castlewood in support of a preliminary engineering report for proposed storm water improvements. Specifically, the Board agreed to provide cost-share assistance to cover fifty percent (50%) of the cost of the effort, up to a maximum amount of \$32,450.

It is District practice to provide project assistance grant funds on a reimbursement basis. At such time as the City would like to request District funds pledged to this effort, please provide the following:

1. A letter requesting reimbursement for the District-eligible funds expended; and
2. A copy of any billings or expenses to substantiate the request.

Please note that action on payment requests is only taken at the monthly EDWDD Board meetings (typically the third Thursday of the month), so I would ask that reimbursement requests be submitted at least 5 to 7 days in advance of the meeting. If you have any questions about the Board's actions, or the reimbursement procedure, please let me know.

If you have any questions about the Board's actions, please let me know.

Sincerely,

Jay P. Gilbertson
Manager/Treasurer

cc: Justin Bucher, Banner Associates



Banner Associates, Inc.
409 22nd Ave S
Brookings, SD 57006
Tel 605.692.6342
Toll Free 855.323.6342

October 2, 2025

City of Castlewood
Brian Ries
204 E Main St.
Castlewood, SD 57223

RE: Engineering Services Contract for City of Castlewood Stormwater Drainage Study - 2025

Mayor Ries:

Thank you for the opportunity to present this agreement for engineering services for the above referenced project. This stormwater drainage study agreement is for the level of effort associated with the preparation of a Preliminary Engineering Report (PER). The PER will identify improvements that can be incorporated into future improvement projects.

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.

We are providing the following scope and estimate costs for a Preliminary Engineering Report (PER) drainage study.

SCOPE OF SERVICES

Task No. 1 – Data Collection

- For the identified study area, use the available LiDAR surface data to delineate watersheds and use survey points identified by the drainage problem locations to determine sub-watershed flows.
- Determine impervious area percentage, slope, and soil type for each watershed contributing to the study area.
- Survey areas of existing storm sewer infrastructure
 - Assume five (5) days of limited survey field work with a two-man crew.
 - Topographic survey at drainage issue locations.
 - Existing drainage infrastructure.
 - Pertinent house or structure elevations where needed.



- Road centerline and edges.
 - Outfall locations.
- Download survey data for use in mapping and stormwater model.

Task No. 2 – Stormwater Analysis

- We understand that the City of Castlewood may not have detailed storm water design criteria. We will initially plan to use the City of Brookings, SD design criteria and may amend the criteria after discussion with the City staff during preliminary analysis.
 - Drainage systems will be analyzed for both the minor (5-year) and major (100-year) storm. Minor drainage systems are typically designed to provide protection against regularly recurring damage, to reduce street maintenance costs, and to provide an orderly urban drainage system. Storm sewer systems consisting of underground piping and drain inlets are considered part of the minor storm drainage system. The major storm drainage systems, such as drainage channels, street conveyance, or other overland flow routes, are typically designed to prevent major property damage or loss of life.
- Stormwater model, Evaluate Capacity of Existing System.
 - Using the survey data gathered and watershed delineations, a stormwater model will be developed of the drainage issue locations to determine the existing system capacity, or the peak flows generated at each location.
 - A general model will be developed over the remaining areas (areas not surveyed) to quantify the storm flows for future planning purposes.
- Stormwater model, Evaluate Capacity of Proposed Alternatives.
 - Develop alternatives using the stormwater model that will alleviate the drainage problems at previously identified locations and consider any downstream improvements that will be required.
 - Discuss alternatives with City Staff and determine if more investigation is necessary.
 - Stormwater model results will be prepared to show comparisons between the existing and proposed alternatives.
- An updated storm sewer map will be provided.
- Four (4) On-Site Meetings are included in this task:
 - (2) Meet with City Staff and identify drainage issue locations.
 - (2) Discuss alternatives with City Staff and determine if more investigation is necessary.

Task No. 3 – Drainage Report

- A Preliminary Engineering Report will be prepared which will include the following:
 - Assess which alternatives are most economical or reasonable to include in cost estimates.
 - Create report figures of the alternatives.
 - Comparison of alternatives including a “no action alternative.”
- One (1) On-Site Meeting to discuss Report with City Staff and present report to City Council
- Address any comments and prepare final copy of Report for approval by City Council



Information to be Provided by the City

It is understood that the City of Castlewood will provide the following:

- City Staff to assist in identifying existing stormwater infrastructure
- City Staff will provide access to manholes, inlets or other parts of the stormwater system necessary for this study
- Permission for safe Right-of-Entry by Banner employees onto private property where survey data is to be gathered.
- Base Map identifying locations of known drainage problems
- Water, Sanitary Sewer and Storm Sewer Utility maps, if available

EXCLUSIONS

Based on our understanding of the project, the following items are excluded from our Scope of Services:

- Grant Application Assistance.
- Private property drainage issues.
- Facility Plan Document.
- Final design plans.
- Geotechnical Investigation.
- Hazardous Materials.
- Permitting.

DELIVERABLES AND SCHEDULE

The project deliverable for this project will be a Preliminary Engineering Report level drainage study.

The report will include a priority list for drainage improvements and current year budget estimates for the costs of those improvements. The report will be useful as a planning tool for long range capital improvements planning for the City of Castlewood. Completion of the Stormwater Preliminary Engineering Report will require a total of 10 to 12 months including the data collection, cost estimating, evaluation of alternative, and preparation of the report. Based on our current knowledge of the schedule for the project, Banner agrees to complete the drainage report according to the following schedule:

Task 1 – Data Collection	3 months
Task 2 – Stormwater Analysis	3 months
Task 3 – Drainage Report	4 months



COMPENSATION

Banner Associates proposes to provide the services on an hourly rate basis with an aggregate (Not-to-Exceed) limit of **\$64,900** plus applicable taxes. These costs do not include cost for any permits required by agencies for review. Any work that falls outside this scope will be billed separately base on our hourly rates accordance with the attached free schedule. Billings will be provided on a monthly basis and will be based on the "Schedule of Labor Rates and Expenses", dated January 2025 and subsequent updates. This Letter of Contract incorporates and includes Banner's Schedule of Labor Rates and Expenses and General Conditions.

If you required any additional information or want to discuss the project further, please contact our office at 605-692-6342.

Sincerely,

A handwritten signature in black ink that reads "Pat Carey".

Pat Carey, PE
Sr. Vice President

A handwritten signature in black ink that reads "Justin Bucher".

Justin Bucher, PE
Project Engineer

Enclosure:

1. Schedule of Labor Rates/General Conditions

ACKNOWLEDGMENT OF ACCEPTANCE

Accepted this _____ day of _____

Client: _____

Business: **City of Castlewood**



Banner Associates, Inc.
409 22nd Ave S
Brookings, SD 57006
Tel 605.692.6342
Toll Free 855.323.6342

SCHEDULE OF LABOR RATES AND EXPENSES

January 2025

Administrative	\$60.00 to \$195.00/Hour
Surveying/Geomatics	\$80.00 to \$180.00/Hour
Technicians.....	\$75.00 to \$140.00/Hour
Environmental Scientist.....	\$80.00 to \$185.00/Hour
Staff Engineer	\$100.00 to \$160.00/Hour
Project Engineer	\$120.00 to \$185.00/Hour
Project Manager	\$145.00 to \$285.00/Hour

1. Meals at State Rates.
2. Lodging at actual cost.
3. Reimbursables:
 Mileage..... \$0.85/mile
4. All other direct project expenses at actual cost of materials.

Rates are subject to change annually.

GENERAL CONDITIONS

Agreement. The entire Agreement between the Client and Banner shall consist of the Letter of Contract, the Schedule of Labor Rates and Expenses and these General Conditions ("Agreement"). The Agreement represents the entire, integrated Agreement and supersedes all other negotiations, representations or agreements, either written or oral. The Agreement may be amended only by written agreement of the Parties. Banner's services are limited to those specifically identified in the Agreement.

Authorization to Proceed. Execution of this Agreement by the Client will be authorization for Banner to proceed with the Services, unless otherwise provided in the Agreement.

Cost Opinions. Any opinion of cost provided by Banner will be on a basis of experience and judgment, but, since construction costs are dependent upon many market and other conditions over which Banner has no control, Banner shall not be responsible for variations between actual costs and any opinion of cost.

Standard of Care. In the performance of its professional services, Banner will use that degree of care and skill ordinarily exercised by similarly situated professionals under like and similar circumstances. No express or implied warranties are applicable to, or provided with, any of Banner's services

Payment. Monthly invoices will include charges incurred during the preceding month. Payment of the invoice is due within thirty (30) days following the date of the invoice. A charge of one and one-half percent (1 1/2%) per month, or the maximum legal rate for commercial accounts, whichever is less, will be charged for late payment. Client shall be responsible for reimbursing Banner for all costs incurred in collecting delinquent amounts owed by Client.

Termination. This Agreement may be terminated for convenience upon 30 days' written notice, or for cause, if either party fails to substantially perform as required under the Agreement through no fault of the other party and does not commence to diligently correct such nonperformance within 5 days of receipt of written notice. Upon termination, Banner will be paid for all services authorized and performed up to the termination date plus reasonable termination expenses incurred by Banner as a result of the termination.. This Agreement will otherwise terminate upon completion of all applicable requirements of the Agreement. The Indemnity and Limitation of Liability Provision shall survive any termination of this Agreement.

Indemnity and Limitation of Liability. The Client agrees to defend, indemnify and hold Banner and its professionals, officers, employees representatives and agents harmless from and against all claims, costs, expenses (including attorney's fees and expenses) asserted against Banner in connection with the Project, including, but not limited to claims involving hazardous substances, except to the extent caused by the sole negligence of Banner. Banner's liability to the Client for losses, damages or injuries arising out of the performance of Banner's services or the Project will be limited to a sum not to exceed the greater of \$50,000 or Banner's fee (to a maximum of \$1,000,000 or the amount of any insurance available to cover such liability if less than \$1,000,000).

Severability. If any provision of this Agreement is held to be invalid or unenforceable, the remainder of the Agreement shall not be affected and shall continue to be valid and enforceable to the fullest extent permitted by law.

Hazardous Substances. Unless specifically stated in this Agreement, Banner shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site

Interpretation. This Agreement and any claims or disputes arising out of, or relating to, the Agreement shall be governed by the laws of the State of South Dakota, other than any choice of law provisions under South Dakota law.

No Third Party Beneficiaries. This Agreement is for the sole benefit of Client and Banner and nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, any third party against either Client or Banner.

Responsibility for Construction. The Client agrees that in accordance with generally accepted construction industry standards, Banner shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Project, since they are solely the responsibility of the contractor, and Banner shall not have control over or charge of, and shall not be responsible for, acts or omissions of the contractor, including, but not limited to the contractor's failure to perform its work in accordance with industry standards and the requirements of any plans and specifications.



ENGINEERING REPORT

TO	City of Castlewood, SD
DATE	November 25, 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:

- Sanitary Sewer System Cleaning and Televising Project was advertised for bids on October 29th. Bids were opened on Tuesday November 18th at 3:00 pm. Seven bids were received, with the low bidder being Hydro-Klean LLC from Des Moines, IA. The bid was \$41,295.00 (or 37%) under the Engineer's Estimate of \$112,500.00.

Project Schedule:

- Kickoff Meeting – Complete
- Finalizing televising bid documents – Complete
- Collection System Televising: Bid Opening – Complete
- Collection System Televising: Award Contract – December Council Meeting
- Collection System Televising: Notice to Proceed – January Council Meeting
- 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: Consideration of Award.

Pending Contracts / Proposals

Banner has prepared a proposal for a comprehensive city-wide drainage study. A copy of the proposal was provided at the September Council meeting for review and discussed at the October Council Meeting. Council direction was given to pursue funding opportunities before approval of the proposal. A funding request was made to East Dakota Water Development District (EDWDD) for up to 50% of the cost of the study, or \$32,450. The funding request was approved at the November 20th EDWDD Board Meeting.



Council Action for Consideration:

- Approve Engineering proposal.

Funding Opportunities

See attachment for potential funding opportunities for projects.

Banner Associates, Inc.

Tel | 605.692.6342 Toll Free | 1.855.323.6342

www.bannerassociates.com

FUNDING

GRANTS

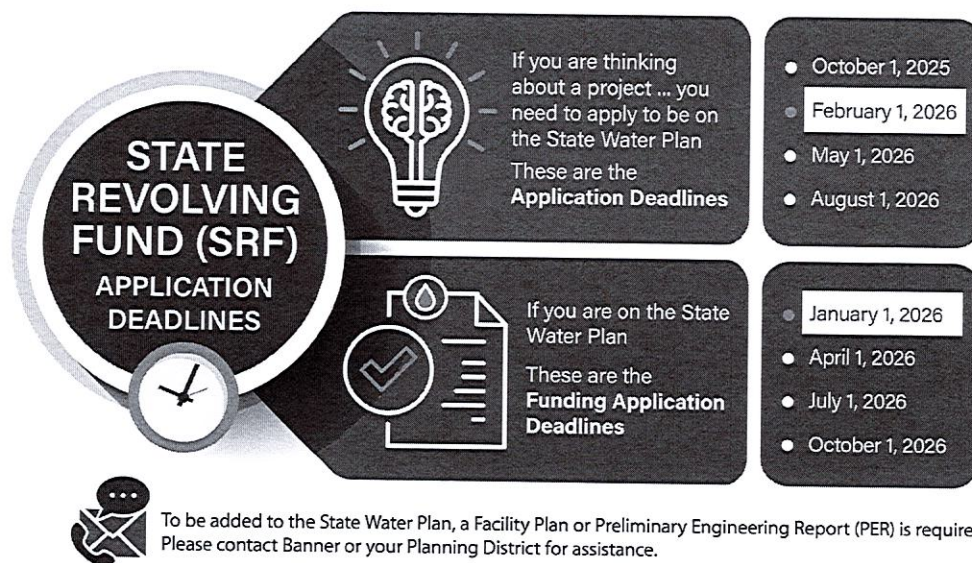
FUND NG

Funding opportunities are essential for municipalities as they provide resources to improve infrastructure, public services, and economic growth—supporting everything from transportation and utilities to safety and sustainability. Access to these resources moves critical projects forward and enhances quality of life. We're here to help you plan and apply! Reach out to your Banner representative or planning agency to get started.



STATE REVOLVING FUND (SRF) APPLICATION DEADLINES IN THE FIGURE BELOW

Federal funds from the EPA are distributed through South Dakota's State Revolving Loan Fund for Safe Water and Clean Water programs that fund improvements such as water, wastewater, and storm water projects. Refer to the following for upcoming deadlines.



EMERGING CONTAMINANTS IN SMALL DISADVANTAGED COMMUNITIES GRANT APPLICATION DEADLINES IN THE FIGURE ABOVE

This grant, funded by the federal Bipartisan Infrastructure Law (BIL), provides states with funds to award to small or disadvantaged communities to address emerging contaminants, including PFAS. Based on current projections, South Dakota may have up to \$47 million total available through 2026 from the EC-SDC. Please consider the following as you work to identify potentially eligible projects:

- Projects need to be on the State Water Plan and will follow the normal funding process through the Board of Water and Natural Resources.
- Eligible projects would likely also be eligible for Drinking Water State Revolving Funds so a joint funding package may be possible.
- Funding through this program is considered a direct federal grant which carries specific federal grant conditions, including federal procurement and audit requirements, required signage, Build America, Buy America materials requirements, and others.
- Eligibility requirements can be found on the EPA program website.



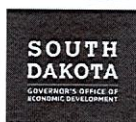
• SOUTH DAKOTA WALKABLE COMMUNITIES ACTIVE TRANSPORTATION ASSESSMENT GRANT APPLICATIONS DUE **JANUARY 23**

The South Dakota Department of Health will provide one South Dakota community (or two communities as an inter-community project) with technical assistance (provided by South Dakota State University Landscape Architect Students) in conducting active transportation assessments and providing recommendations for improving the built environment to increase walkability and bike-ability within that community or joint communities.



• LOCAL INFRASTRUCTURE IMPROVEMENT PROGRAM APPLICATIONS DUE **JANUARY 31**

This program through the Board of Economic Development can award grants for infrastructure construction and reconstruction that serve economic development projects.



• COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATIONS DUE **APRIL 1**

The South Dakota Governor's Office of Economic Development awards grants for a wide variety of community infrastructure needs in communities with a significant low-to moderate-income population. Examples include infrastructure improvement projects (water and wastewater), community centers, and more.



• TRANSPORTATION ECONOMIC DEVELOPMENT GRANT (Previously COMMUNITY ACCESS GRANT) APPLICATIONS DUE **APRIL 15**

This program through the SDDOT can award grants for several different community access needs: expanding access for new industries in industrial parks, developing new (or expanding) agri-business industries, and constructing new /reconstructing existing major streets in communities of 5,000 or fewer. Industrial Park and Agri-Business grant applications are the only two grants awarded in this application round with applications due April 15.



• LAND AND WATER CONSERVATION FUND APPLICATIONS DUE **APRIL DATE TBD**

A program through the GF&P, the Land and Water Conservation Fund (LWCF) is a federal aid assistance program to help states provide outdoor recreation facilities. The program provides up to 50% reimbursement for acquisition and development of outdoor recreation projects. Eligible applicants include City, County, Township, and Tribal governments. Some eligible projects may include but are not limited to playgrounds, ballfields, sport/play fields, picnic facilities, pools, ice rinks, golf courses, amphitheaters, winter sports facilities, visitor information facilities, and land acquisitions.



• RECREATIONAL TRAILS PROGRAM APPLICATIONS DUE **APRIL DATE TBD**

A program through the GF&P, the Recreational Trails Program (RTP) is a federal aid assistance program to help states provide and maintain recreational trails for both motorized and non-motorized trail use. The program provides up to 80% reimbursement for recreational trails for pedestrian use, biking, in-line skating, equestrian use, cross-country skiing, off-road motorcycles, OHV / UTV riding, four wheeling, snowmobiling, and more.



• SMALL COMMUNITY PLANNING GRANT APPLICATIONS ACCEPTED ANY TIME

Grants are available for communities serving a population of 2,500 or fewer. These grants can be used to complete facility plans or preliminary engineering reports used to make informed infrastructure decisions and to apply for State Revolving Loan Funds (SRF). Communities can be reimbursed up to 80% of the cost of these engineering studies. Communities can apply for this grant any time throughout the year.



• USDA RURAL DEVELOPMENT APPLICATIONS ACCEPTED ANY TIME

USDA Rural Development is a federally funded program that awards loans and grants for various infrastructure improvement projects. This program primarily serves populations of communities fewer than 10,000. Facility plans or preliminary engineering reports are required for this funding source. Communities can apply for this grant any time throughout the year.



• ECONOMIC DEVELOPMENT ADMINISTRATION FUNDING APPLICATIONS ACCEPTED ANY TIME

The Economic Development Administration (EDA) is providing financial assistance to communities through various programs. From financial assistance to areas impacted by natural disasters to economic development, EDA has a wide variety of programs that may fit your community goals. Their website, <https://sfgrants.eda.gov/s/>, helps explain the program goals and eligibility requirements.

BID TAB

PROJECT: Castlewood Sanitary Sewer System Cleaning & Televising
Castlewood, South Dakota
BAI No. 24504.00

CERTIFIED BY: Jessica Weinkauff
Jessica Weinkauff PE
DATE: 11/21/2025

BID OPENING Time & Date: November 18, 2025 at 3:00 PM

BID OPENING Location: Office of the Finance Officer, 204 E Main Street, Castlewood, SD 57223

Bidder Number	Bidder's Name and Address	Bid Security	Acknowledged Addendum (1 issued)	Base Bid
	Engineer's Estimate			
1	Municipal Pipe Tool Company, LLC Hudson, IA	10% BB	Yes	\$ 112,500.00
2	Hydro-Klean, LLC Des Moines, IA	10% BB	Yes	\$ 79,975.00
3	National Power Rodding Corp. Chicago, IL	10% BB	Yes	\$ 71,205.00
4	Empire Pipe Services North Mankato, MN	10% BB	Yes	\$ 108,275.00
5	RP Constructors, LLC North Sioux City, IA	10% BB	Yes	\$ 85,895.00
6	Pipe Detectives, Inc. Jamestown, ND	10% BB	Yes	\$ 159,850.00
7	Visu-Sewer, LLC Oak Grove, MN	10% BB	Yes	\$ 91,610.00
				\$ 112,875.00

* a yellow cell indicates a math error and shows the corrected amount.

NOTICE OF AWARD

Date of Issuance: December 8, 2025
Owner: City of Castlewood Owner's Project No.:
Engineer: Banner Associates, Inc. Engineer's Project No.: 24504.00
Project: Sanitary Sewer System Cleaning and Televising
Contract Name: Unit Price Base Bid
Bidder: Hydro-Klean, LLC.
Bidder's Address: 333 NW 49th Place, Des Moines, IA 50313

You are notified that Owner has accepted your Bid dated **November 13, 2025** for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: **Sanitary Sewer System Cleaning and Televising**

The Contract Price of the awarded Contract is **\$71,205.00**. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

Electronically sent unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☒ Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner **Electronically sent** counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any): **None**

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: **City of Castlewood**

By (signature): _____

Name (printed): _____

Title: _____

Copy: Engineer

EJCDC® C-510, Notice of Award.

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and American Society of Civil Engineers. All rights reserved.

#24504.00

Page 1 of 1



Banner Associates, Inc.
409 22nd Avenue South
Brookings, SD 57006
Tel 605.692.6342
Toll Free 855.323.6342
www.bannerassociates.com

November 26, 2025

Logan Kool Ruesink
City Finance Officer
City of Castlewood
204 E Main St.
Castlewood, SD 57223

RE: Bid Results – Castlewood Sewer System Cleaning and Televising

Dear Mrs. Kool Ruesink:

On November 18th, 2025, the City of Castlewood held a bid opening for the Castlewood Sewer System Cleaning and Televising project. A total of seven (7) bids were received and read aloud by Banner Associates, as shown on the attached Certified Bid Tabulation. All Bids were accompanied with a 10% Bid Bond, acknowledged the receipt of Addendum #1 and included the necessary supporting documentation. Bid amounts ranged from \$71,205.00 to \$159,850.00. The Engineer's Opinion of Cost for the project was \$112,500.

Evaluation of the Bids indicates the average of the Base Bids is 37% lower than the Engineer's Opinion of Cost. This is due to an improvement in the bidding climate in the area and the increased interest shown by the number of bidders, driving competition and lower prices. Hydro-Klean, LLC of Des Moines, IA is deemed the low, responsive, responsible bidder for the city council to consider for award in the amount of \$71,205.00.

If you have any questions or would like to discuss this letter in more detail, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "Jessica Weinkauff". The signature is fluid and cursive, with the first name "Jessica" being more prominent.

Jessica Weinkauff, PE
Banner Associates, Inc.

Enclosures

1. Certified Bid Tab

From: Castlewood Post 250 <castlewoodpost250@gmail.com>
Sent: Thursday, November 6, 2025 3:41 PM
To: Castlewood Community Center Logan
Subject: guest internet and misc.

Hi Logan. Just checking to see what the guest network password is for the community center. I know will be using it tonight and possibly on Saturday.

Your flags hopefully will show up today. If so, I can place them in the fire hall so that they are secure. The invoice will be with the flags.

The post never heard back from Justin (Fire Chief) regarding the possible use of their property to bring in that shed. Would it be possible to place it up against the building on the east side of the hall. There will still be room to get around it, but it will be tight., 9' maybe. it would not affect the drainage area to the east side of the community center. Could this be discussed with the counsel for their consideration? Please advise.

THank you,

Harry

Ordinance #25-4
2025 Budget Supplement

(Amending Ordinance #24-9 ANNUAL BUDGET, 2025 Appropriation Ordinance)

BE IT ORDAINED by the City of Castlewood, South Dakota that the following sums are appropriated to meet the needs of the municipality in addition to the sums previously appropriated in the 2025 Appropriation Ordinance.

The Purpose of these appropriations is to provide spending authority in the current fiscal year to cover cost in these funds.

OTHER FINANCING USES:

414.2 Finance Office	\$ 5,000.00
419.2 Gov't Building	\$ 20,000.00
431.0 Streets	\$ 60,000.00
432.0 Sanitation	\$ 35,000.00
452.0 Park	\$ 40,000.00
602.0 Water	\$ 20,000.00
604.0 Sewer	\$ 50,000.00
459.0 Golf	\$ 115,000.00
450.0 Wellness	\$ 2,000.00

TOTAL APPROPRIATIONS

\$ 347,000.00

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SOURCE OF FUNDING:

Undesignated Fund Balance	\$347,000.00
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TOTAL FUNDING

\$347,000.00

Dated this 8th day of December, 2025.

ATTEST:

Brian Ries, Mayor

Logan Ruesink, Finance Officer

Passed First Reading: November 3rd, 2025

Passed Second Reading & Adopted: December 8th, 2024

Published: December 10th, 2025

Special Permit Request

What are you requesting to do: to play music on Main Street

Name: Russell & Lorie Mack

Location: 112 E Main St

Stations: 96.9 & 99.1 rock or country

Dates: December 9, 2025 – December 9, 2026

Times: 8 a.m. – 9 p.m. stereo is on a timer

Noise Level: 3 out of 10

Reasoning: People enjoy it, other towns have it, nice addition to our downtown

Questions for council: If we need a noise permit to play music, then does the school need a permit for all of their events? And the elevator a permit for their fans? Everyone in our parades?

Will all of the local businesses, residents or school doing spontaneous outdoor events involving music have to get on a monthly council meeting to obtain a noise permit during the day now as previously they just had to obtain one for between 10:00 p.m. and 6 a.m.?

Can the music actually be heard in the buildings with doors and windows shut and can all of you confirm that?

Comments:

We initially contacted the Mayor, state's attorney and other people in the community nearly three years ago to see what they thought about having it and the feedback was positive.

People have reached out stating that they come to town for something different than what they are used to, to eat, to look at the mural, listen to music etc.

A number of residents have expressed that they miss the music.

At the end of the day, we're just trying to improve the Castlewood Community and bring more people to town to enjoy our downtown as much as we do.

South Dakota Public Assurance Alliance

2026 Anniversary Rating Supplement

City of Castlewood

NOTE: If a complete renewal packet is not received by the due date indicated, we will auto-renew the policy with a 3% increase in liability and inflation guard increase in property. No other changes will be accepted throughout the year.

Governmental General Liability

Due: December 18, 2025

Member Information

Name City of Castlewood
Address PO Box 17, Castlewood, SD 57223

Contact Logan Kool Ruesink, Finance Officer
Telephone 605-793-2220

	Previous February 1, 2025	Effective February 1, 2026
General Liability Limit	\$1,000,000	_____
Deductible	\$0	_____
Employees & Officials		
Full Time Employees	3	_____
Part Time Employees	40	_____
Elected Officials	7	_____
Population	690	_____

Financials

Please include 2026 Budget

Total Operating Expenditures	\$1,246,212	_____
Deductions		
Capital Improvements	\$0	_____
Independent Contractors Expenses	\$0	_____
Welfare Benefits (Not Administration)	\$0	_____
Debt Service	\$37,050	_____
Police Expenditures	\$60,000	_____
Total Deductions	\$97,050	_____
Adjusted Operating Expenditures	\$1,149,162	_____
Total Operating Expenditures - Total Deductions		
Liquor Receipts		
On-Sale	\$0	_____
Off-Sale	\$0	_____
Receipt On/Off Sale	\$0	_____

***Note: Contact us for any special events which may occur throughout the year.**

Payroll

Fire Department	\$0	_____
Sewer Department	\$3,600	_____
Waterworks	\$0	_____
Electric Utility	\$0	_____
Gas Utility	\$0	_____

Do You Have These Exposures To Be Covered Through SDPAA?

	#	
Ambulance Service - Number of Ambulances	0	_____
EMTs, Paramedics, Nurses	0	_____
Garbage Dump/Landfill/Refuse Site	0	_____
Swimming Areas - Pools	0	_____
<i>Diving Boards</i>	0	_____
<i>Flumes - Total length in feet</i>	0	_____
<i>Plunges</i>	0	_____
Fireworks Displays	1	_____
Golf Courses	1	_____
<i>Holes</i>	9	_____
Road Miles	12	_____
Fire Fighters - Number of Volunteers Excluding EMTs	0	_____
<i>Do the Volunteer Fire Fighters have separate coverage? (Y/N)</i>		_____
Zoos	0	_____
Bridges	1	_____
Dams	0	_____
Boats	0	_____
Daycare Children	0	_____
Public Health Department (Y/N)	N	_____
Airport (Y/N)	N	_____
Skateboard Parks	0	_____
Home Health Care Providers	0	_____
Campgrounds (Y/N)	Y	_____
<i># of Sites</i>	12	_____
Gun/Archery Ranges (Y/N)	N	_____
<i>If yes, are ranges owned/operated by you? (Y/N)</i>	N	_____
4-H Coordinator (employed by you) (Y/N)	N	_____
Boards Operating Under Your Authority (Y/N)	N	_____
Special Events involving Alcoholic Beverages (Y/N)	N	_____
<i>Contact the SDPAA to obtain special event coverage for these events</i>		
Drone, owned and operated by your entity (Y/N)	N	_____

Additional Renewal Questions:

Enhanced Crime Coverage (Y indicates already enrolled)	N	_____
--	---	-------

Have you hired an employee who had a prior theft or dishonest act involving loss of money, securities or other property valued over \$10,000? (Y/N) N _____

*If you have knowledge of such prior theft or dishonest act, an incident involving that employee may be excluded for Crime coverage under the SDPAA Crime coverage.
Contact the SDPAA to procure separate coverage on a case-by-case basis.*

Are you responsible for water quality testing? (Y/N) Y _____

If so, please describe: _____

Are you responsible for water distribution to residents? (Y/N) Y _____

If so, please describe: _____

NEW Member-run operations or exposures: _____
Please describe: _____

*Hired, Leased or Borrowed Autos are included if you purchase auto liability coverage through SDPAA. This coverage will be added via endorsement on your general liability coverage if you do not purchase auto liability through SDPAA.

Automobile Liability

	Previous February 1, 2025	Effective February 1, 2026
Limit	\$1,000,000	_____
Deductible	\$0	_____
Uninsured/Underinsured Motorist Limits	\$100,000	
Medical Payments	\$5,000	
Number of Vehicles		
Private Passenger, Police & Light/Medium Trucks (GVW 0-20,000 lbs - trucks only)	1	_____
Heavy Trucks, Fire, Dump, Ambulance (GVW 20,000-45,000 lbs - trucks only)	1	_____
Extra Heavy Trucks, Buses (GVW over 45,000 lbs - trucks only)	0	_____
Antiques, Snowmobiles, ATV/UTVs, FEMA Mobile Homes, etc.	0	_____
Motorcycles	0	_____
Trailers	0	_____
Golf Carts	0	_____
Total	2	_____

Automobile Physical Damage

Effective February 1, 2026

Please review and amend the attached vehicle physical damage list and deductibles.

Any borrowed or leased vehicle needs to be added to the schedule of coverage to be included in coverage.

Statement of Values - Vehicles

City of Castlewood

No.	Year, Make, Model	VIN	New/Stated Cost	Valuation	Garaging Address	Benefit Deductible (\$)		
						SP	Comp	Coll
1	2002 GMC Sierra Pickup	1456	\$21,725	ACV		N/C	100	250
2	2004 Sterling L8511 Snow Plow	2831	\$26,500	ACV		N/C	100	250
3	Any Leased/Borrowed Vehicle		\$25,000	ACV		N/C	100	250
Total			\$73,225			(N/C = No Coverage)		

Please add and/or delete any changes to your current coverage. Then sign, date and return to us for review.

Authorized Signature: _____ Date: _____
(Vehicles)

P 6000 (01/01/2022)

NOTE: If a complete renewal packet is not received by the due date indicated, we will auto-renew the policy with a 3% increase in liability and inflation guard increase in property. No other changes will be accepted throughout the year.

Property

Due: December 18, 2025

Member Information

Name City of Castlewood
Address PO Box 17, Castlewood, SD 57223

Contact Logan Kool Ruesink, Finance Officer
Telephone 605-793-2220

Effective February 1, 2026

Coverages Requested

Inflation Guard

*Note: An automatic increase is added to Buildings and Contents for inflation. The inflation rate will be set annually based on the current state of the market.

Additional Schedules to be attached if applicable:

Inland Marine
Fine Arts
EDP Software
EDP Hardware
Mobile Equipment

Actual cash value and replacement cost valuations are shown on the attached schedules. If you wish to change these valuations, please mark accordingly on the Statement of Values.

Blanket limits pertain to buildings and contents and agreed amounts are applied to inland marine, EDP, fine arts and mobile equipment.

*** Any projects expected or indicated to result in a new structure or location over \$5,000,000 during this coverage period, please indicate below and / or contact our underwriting department.

SDPAA now has the ability to export your Statement of Values and provide the information to you in Excel format. Please contact our office if you wish to receive this information electronically.

Statement of Values - Buildings & Contents
City of Castlewood

Code Loc No	Address GPS	Value Building / Contents	Deduct- ible	Valu- ation	Occupancy	Sq Ft Yr Blt	Cnst NB	Sprnk E/WS	Stry Boiler?
1-1	Lot 7 & 8, Block 4	\$103,754	\$500	RC	Equipment Storage	1,664	2	N	1
	Castlewood SD 44-43.417N, 97-01.835W	\$148,337					8		☐
1-2	Lot 7 & 8, Block 4	\$671,462	\$500	RC	Water Tower		3	N	
	Castlewood SD 44-43.409N, 97-01.815W	\$0					8	WS	☐
1-3	Block 3	\$0	\$500	RC	Library		1	N	
	Castlewood SD	\$90,948					8		☐
1-4	Lot 7 & 8, Block 4	\$105,893	\$500	RC	City Shop & Equipment Storage (Includes Scada System)	1,064	2	N	1
	Castlewood SD 44-43.401N, 97-01.941W	\$154,169					8		☐
2-5	Right of way West End 1st	\$11,766	\$500	RC	Pump House	112	1	N	1
	Castlewood SD 44-43.361N, 97-01.941W	\$2,969					8	WS	☐
3-6	Lot 4 1st, Block 26	\$14,506	\$500	RC	Brown Material Storage Bldg	308	1	N	1
	Castlewood SD 44-43.225N, 97-02.132W	\$2,969					8		☐
4-7	Lot on Oak Street Lot 7, 1st	\$6,778	\$500	RC	Pump House Warehouse	64	1	N	1
	Castlewood SD 44-43.401N, 97-02.025W	\$2,969					8	WS	☐
7-10	Main Street	\$715,319	\$500	RC	Fire Hall, City Office, Community Center	5,950	3	N	1
	Castlewood SD 44-43.373N, 97-01.750W	\$26,701					8		☐
7-32	Main Street	\$28,324	\$500	RC	Emergency Warning Siren		7	N	
	Castlewood SD 44-43.373N, 97.01-750W	\$0					8		☐
7-45	Main Street	\$39,823	\$500	RC	45KW GeneratorSP- 520-1-1N1S#ME- 20-301		7		
	Castlewood SD	\$0					8		☐
8-11	Outlot Q	\$110,263	\$500	RC	Softball Field Concession Stand/ Restrooms	660	1	N	1
	Castlewood SD 44-43.218N, 97-02.160W	\$5,933				1998	8		☐

Statement of Values - Buildings & Contents
City of Castlewood

Code Loc No	Address GPS	Value Building / Contents	Deduct- ible	Valu- ation	Occupancy	Sq Ft Yr Blt	Cnst NB	Sprnk E/WS	Stry Boiler?
10-14	Block 26, Lot 7 & 8	\$21,519	\$500	ACV	Baseball Field Scoreboard		7	N	
	Castlewood SD 44-43.249N, 97-02.205W	\$0					8		☐
10-15	Block 26, Lot 7 & 8	\$112,104	\$500	RC	Lights @ Baseball Field Ballpark		7	N	
	Castlewood SD 44-43.225N, 97-02.152W	\$0					8		☐
10-22	Block 26, Lot 7 & 8	\$61,611	\$500	RC	Fence at Baseball Field		7	N	
	Castlewood SD 44-43.325N, 97-02.180W	\$0					8		☐
10-23	Block 26, Lot 7 & 8	\$21,500	\$500	RC	2 Dugouts at Baseball Fields	180	1	N	1
	Castlewood SD 44-43.325N, 97-02.180W	\$0					8		☐
10-29	Block 26, Lot 7 & 8	\$43,915	\$500	RC	Portable Bleachers at Ballpark		7	N	
	Castlewood SD 44-43.325N, 97.02-180W	\$0					8		☐
10-47	Block 26, Lot 7 & 8	\$12,217	\$500	RC	Pitching Machine Equipment Storage Bldng		1		
	Castlewood SD	\$0					8		☐
10-48	Block 26, Lot 7 & 8	\$1,358	\$500	RC	Disc Golf Course Equipment (9 Stations)		7		
	Castlewood SD	\$0					8		☐
11-16	Outlot Q	\$85,928	\$500	RC	N Softball field Lights		7	N	
	Castlewood SD 44-43.225N, 97-02.158W	\$0					8		☐
11-18	Outlot Q	\$53,562	\$500	RC	Playground Equipment at City Park		7	N	
	Castlewood SD 44-43.325N, 97-02.180W	\$0					8		☐
11-24	Outlot Q	\$8,697	\$500	RC	Scoreboard at N Softball Field		7	N	
	Castlewood SD 44-43.225N, 97-02.158W	\$0					8		☐
11-25	Outlot Q	\$26,956	\$500	RC	Fence at N Softball Field		7	N	
	Castlewood SD 44-43.225N, 97.02.158W	\$0					8		☐

Statement of Values - Buildings & Contents
City of Castlewood

Code Loc No	Address GPS	Value Building / Contents	Deduct- ible	Valu- ation	Occupancy	Sq Ft Yr Blt	Cnst NB	Sprnk E/WS	Stry Boiler?
11-26	Outlot Q	\$21,500	\$500	RC	2 Dugouts at N Softball Field	180	1	N	1
	Castlewood SD 44-43.225N, 97-02.158W	\$0					8		☐
11-27	Outlot Q	\$30,650	\$500	RC	Fence and Scoreboard at S Softball Field		7	N	
	Castlewood SD 44-43.161N, 97.02.050W	\$0					8		☐
11-28	Outlot Q	\$6,646	\$500	RC	2 Dugouts at S Softball Field	180	1	N	1
	Castlewood SD 44-43.161N, 97.02.050W	\$0					8		☐
11-36	Outlot Q	\$26,819	\$500	RC	Picnic Shelter at Park	1,200	1	N	
	Castlewood SD 44-43.324N, 97-02.147W	\$0				2010	8		☐
11-37	Outlot Q	\$9,738	\$500	RC	Playground Equipment Near Picnic Shelter in Park		7	N	
	Castlewood SD 44-43.322N, 97-02.157W	\$0				2010	8		☐
11-39	Lot 2, Outlot Q	\$20,969	\$500	RC	Baseball Field Concession Stand	140	1	N	1
	Castlewood SD 44-43.301N, 97-02.115W	\$1,485				2011	8		☐
11-50	Outlot Q	\$70,251	\$500	RC	Lights @ S Softball Field		7		
	Castlewood SD	\$0					8		☐
12-19	Block 26, Lot 1 & 2	\$53,205	\$500	RC	Bathroom/Crows Nest	288	1	N	2
	Castlewood SD 44-43.306N, 97-02.146W	\$0				2006	8		☐
14-31	4th Ave & County Rd	\$28,324	\$500	RC	Emergency Warning Siren		7	N	
	Castlewood SD 44-43.120N, 97-06.612W	\$0					8		☐
15-33	Trailer Park 184th Street and 459th Av	\$35,000	\$500	RC	Sanitary Sewer Lift Station		3	N	
	Castlewood SD 44-43.022N, 97-01.603W	\$0					8	WS	☐
16-34	Oak St & Main St	\$200,000	\$500	RC	Sanitary Sewer Lift Station		3	N	
	Castlewood SD 44-43.331N, 97-02.003W	\$0					8	WS	☐

Statement of Values - Buildings & Contents
City of Castlewood

Code Loc No	Address GPS	Value Building / Contents	Deduct- ible	Valu- ation	Occupancy	Sq Ft Yr Blt	Cnst NB	Sprnk E/WS	Stry Boiler?
16-46	Oak St & Main St	\$97,500	\$500	RC	70KW GeneratorSP- 8005N-3- 2N1S#MG-24-		7		
	Castlewood SD	\$0					8		☐
17-35	204 E Main St	\$21,003	\$500	RC	Welcome to Castlewood Sign		7	N	
	Castlewood SD 44-43.370N, 97-01.824W	\$0					8		☐
18-40	SD Hwy 22 and 459th Av	\$20,041	\$500	RC	Castlewood City Sign		7	N	
	Castlewood SD	\$0					8		☐
19-41	Castlewood Community	\$551,540	\$500	RC	Clubhouse	2,665	1	N	1
	Castlewood SD	\$31,320				2004	8		☐
19-42	Castlewood Community	\$78,689	\$500	RC	Maintenance Shed	2,560	1	N	1
	Castlewood SD	\$19,291				1995	8		☐
19-43	Castlewood Community	\$48,699	\$500	RC	Cart Shed	1,248	1	N	1
	Castlewood SD	\$0				1997	8		☐
19-44	Castlewood Community	\$6,348	\$500	RC	Pump House, Irrigation Pump & Equipment	64	1	N	1
	Castlewood SD	\$76,393				1997	8		☐
20-49	Campground	\$13,575	\$500	RC	Camper Hookups (12 Sites)		7		
	Castlewood SD	\$0					8		☐
21-51	111 1st Ave N	\$800,000	\$500	RC	Wellness Center	5,000	1		
	Castlewood SD	\$200,000				2025	8		☐
22-52	240 Alice	\$100,000	\$500	RC	Water Meter Building	1,000	1		
	Castlewood SD	\$50,000					8		☐

Statement of Values - Buildings & Contents
City of Castlewood

Code Loc No	Address GPS	Value Building / Contents	Deduct- ible	Valu- ation	Occupancy	Sq Ft Yr Blt	Cnst NB	Sprnk E/WS	Stry Boiler?
	Totals	\$4,497,752							
		\$813,484							

Please add and/or delete any changes to your current coverage. Then sign, date and return to us for review.

Authorized Signature: _____ **Date:** _____
(Buildings & Contents)

P 4025 (01/01/2022)

Statement of Values - Mobile Equipment
City of Castlewood

Deductible \$500

Valuation ACV

No.	Item Description	Serial No.	Limit	Dept
1	Unscheduled Misc. Prop - \$3500 max limit any one item		\$3,000	
2	Bogen GS250 Gold Seal Series PA System	07479201	\$900	
3	Case IH Maxxum 125 MFD	ZABE08409	\$69,000	
4	2013 JD 1435 Mower	TC1435D130337	\$26,588	
5	3000 Toro Greensmaster	04350-91464	\$1,500	Golf
6	3100 Toro Greensmaster	04353-50619	\$8,000	Golf
7	Toro Workman w/sander & sprayer	07361-250000834	\$15,000	Golf
8	Five (5) 2014 Club Car Precedent @ \$3600 per cart	ON FILE	\$18,000	Golf
9	(2) 2001 EZ Go Golf Carts @ \$2000 each		\$2,000	Golf
10	Boss Power Vplow 9'2" Blade		\$8,000	
11	Monroe 8' Sander		\$4,000	
12	Toro GR3150 Greens Mower	04357-310000306	\$13,500	Golf
13	2018 Toro Grounds Master 4010D with Air conditioning an	30636-402541293	\$58,000	
14	(5) 2013 Club Car Precedent Gas Golf Carts @ \$2,800 ea.	On File	\$14,000	Golf
15	(9) 2017 Club Car Precedents @ \$5,500 ea.		\$49,500	Golf
16	Toro RM 5510 Mower	03680-280000843	\$28,000	Golf
17	(5) 2018 Club Car Golf Carts @ \$5,700 ea.		\$28,500	Golf
18	Box Scraper		\$21,000	
Total			\$368,488	

Please add and/or delete any changes to your current coverage. Then sign, date and return to us for review.

Authorized Signature: _____ **Date:** _____
(Mobile Equipment)

P 5050 (01/01/2022)

Equipment Breakdown

	Previous February 1, 2025	Effective February 1, 2026
Property Damage Limit	\$5,311,236	
Deductible (Per Occurrence)	\$1,000	
Deductible (Transformers)	\$2,500	
Deductible (Electric)	\$25,000	

DEDUCTIBLE OPTIONS:

Building locations without transformers or power generating equipment have a standard deductible of \$1,000.

Deductible options include the below and include adjustments in the contribution respectively.

\$ 500
\$ 1,000
\$ 1,500
\$ 2,500
\$ 5,000
\$10,000

NOTE: Locations with transformers shall have a deductible of \$2.00 per KVA with a minimum deductible of \$2,500.

Electric locations shall have a deductible of \$25.00 per KVA with a minimum deductible of \$25,000.

Note: Please include copies of current boiler certificates.

Certificate Holders

The following is a list of certificates of coverage currently issued on your behalf. Please review, and delete those no longer applicable and return with your renewal applications.

Certificate Holder

Castlewood Public School
310 E. Harry St.
Castlewood, SD 57223

Certified Items

AD 2017 Bluebird School Bus, VIN#1723, From July 29, 2024 to August 3, 2024
Limit of Coverage \$300,000
(1) Specified Perils: -\$1 Deductible Each Cvd Auto
(2) Comprehensive: \$100 Deductible Each Cvd Auto
(3) Collision: \$250 Deductible Each Cvd Auto

AL General Cvg
Limit of Coverage \$1,000,000 Each Occurrence
\$0 Deductible Each Claim Including LAE

Estelline School District
708 Davis Ave E
Estelline, SD 57234

AD 2016 IC-CD 65 Passenger Bus, VIN#9216, From July 29, 2022 to August 6, 2022
Limit of Coverage \$100,000
(1) Specified Perils: Deductible Each Cvd Auto
(2) Comprehensive: \$100 Deductible Each Cvd Auto
(3) Collision: \$250 Deductible Each Cvd Auto

AL General Cvg
Limit of Coverage \$1,000,000 Each Occurrence
\$0 Deductible Each Claim Including LAE

SD DANR
523 E. Capitol
Pierre, SD 57501-3182

GL General Cvg
Limit of Coverage \$1,000,000 Each Occurrence
\$0 Deductible Each Claim Including LAE

TCF National Bank, Its successors and assigns
11100 Wayzata Blvd, Suite 801
Minnetonka, MN 55305

GL General Cvg
Limit of Coverage \$1,000,000 Each Occurrence
\$0 Deductible Each Claim Including LAE

P Five (5) Club Car Precedent @ \$3600 per cart, S#ON
FILE
Limit of Coverage \$18,000
\$250 Deductible Each Claim Including LAE

Please add and/or delete any changes to your current coverage. Then sign, date and return to us for review.

Authorized Signature: _____ Date: _____
(Entire Renewal Application)

Please Return To: South Dakota Public Assurance Alliance
PO Box 91348
Sioux Falls, SD 57106

(N/C = No Coverage)

Member Contact Information

Please take a moment to update the contact information below and return with the renewal packet.
Feel free to add any additional contacts as well.

Name (including position) and Address	Logan Kool Ruesink Finance Officer City of Castlewood PO Box 17 Castlewood, SD 57223	Phone Numbers	
Email	castcity@itctel.com	Office	605-793-2220
		Cell/Mobile	
		Work	
		Home	
		Fax	

Name (including position) and Address	John Schmit Maintenance City of Castlewood PO Box 17 Castlewood, SD 57223	Phone Numbers	
Email		Office	605-793-2290
		Cell/Mobile	
		Work	
		Home	
		Fax	

Thank you for updating your information.

COMBINED CITY-SCHOOL ELECTION AGREEMENT

This agreement is entered into this 8th day of December 2025 by and between the City of Castlewood, hereinafter known as the "City", and the Castlewood School District 28-1, hereinafter known as the "School", provides for combining the annual City and School elections and it is hereby agreed as follows:

1. The combined election shall be held on June 2, 2026, at the Castlewood Community Building.
2. The School Business Manager will select the election officials, for the combined election by March 15th of each year. It shall be the school's responsibility to appoint and notify the election officials.
3. The school district shall pay the election officials for the combined election. The City will reimburse the school for one-half of the costs of the election officials. The hourly rate of pay for all election officials for the combined election shall be agreed to by the City and the School District and shall be at \$15.00 per hour.
4. The City and School shall individually be responsible for publishing the notices required of each, including the notice of voter registration, which may be a combined notice.
5. There shall be two poll books used in the combined elections. In precincts where there will be persons voting who are eligible to vote in the school election only, the election officials when entering these voter's name in the poll book shall specifically designate in the margin of the poll book that they are school voters only. One poll book will be retained by the City Finance Officer and one by the School Business Manager.
6. Absentee ballots will be available at both the School Business Office and the City Finance Office. A voter may obtain ballots and vote the absentee ballots for both City and School at either location.
7. The City and School shall individually be responsible for printing of their required paper ballots for the school and city elections.
8. The City Finance Officer and School Business Manager shall work together to assemble all election supplies and materials and distribute said supplies and materials to the election officials. The costs of the materials and procedures shall be divided on an equitable basis between the School District and the City. If either entity does not need to have an election at the designated time, then they shall have no financial obligation regarding the costs of the election.
9. The election returns shall be canvassed separately by the Board of City Council and the Board of Education.
10. All other administrative election activities not specifically covered herein shall be coordinated by the City Finance Officer and the School Business Manager.

City of Castlewood

Castlewood School District 28-1

Mayor

Board President

Attest: _____
Finance Officer

Attest: _____
Business Manager

Dear City council board members and to whom it may concern,

I, Lexy Lundberg have completed and passed the required training to become a certified personal trainer. I would like to propose my personal training business as an independent contractor to partner with the Wellness Depot. For clients that would like to purchase monthly gym membership, they would pay myself as their trainer an additional \$30 an hour. In the event a client would not want buy the monthly fee, I would like to charge a fee of \$35 per hour, as this covers the offered Wellness Depot \$5 daily pass plus my training fee. I would then pay the city \$10 with this option.

In conclusion, I would like to put myself out there with a strong passion in fitness. I pride myself greatly on experience and a love for helping others live better. There is nothing more exciting to me then to share a vision of mine with the community that we moved into 5 years ago and made Castlewood our home! My husband and I have three little girls that will soon all attend the Castlewood school. With a goal of bringing in more business to the Depot, such a beautiful facility, just seems right to create more opportunity for our community rather than taking my business outside of it.