

Castlewood City Council Meeting
October 13, 2021

The Castlewood City Council met on the above date at 7 pm with the following members present: Mayor Brian Ries, Jeanette Bohls, Jeff Shepherd, Heather Schmit, Jenny Olson, Chad Ries, and Michelle Barker. Also Present: LeeAnne Dufek, Shawn Mullaney, Cassidy Borer, and Marc Lewno.

The meeting was called to order by the mayor. The agenda was presented by the mayor and a motion of approval was made by Schmit and seconded by Olson. All members present voting aye and motion passed.

The pledge of allegiance was led by the mayor.

The mayor opened up the discussion for public comment. Mullaney addressed some concerns with a few properties around town that may need to be further evaluated by our code enforcer. The mayor will take note of the properties mentioned and said he will visit with code enforcement and get a letter sent to the property owners. No other public comments were made.

Meeting minutes from September 8, September 22, and September 29 were presented to council for review. Bohls made mention to add the finance officers' signature on the September 29th minutes. Meeting minutes were asked for approval. A motion was made by Barker and seconded by Bohls. All members present voting aye and motion passed.

The following bills were presented for approval. Bohls asked about duplicate checks, which will be voided by Borer. A motion was made by Bohls and seconded by Barker. All members present voting aye and motion passed.

GENERAL FUND: Wages, 776.20. Brian Ries, cell phone 30.00, Marc Lewno, cell phone 30.00. Hamlin County Republican, publishing 420.44. Hamlin County Auditor, police contract 3358.33. First Premier Bank, rental 150.00. Office Peeps, supplies 243.41. Ottertail, utilities 2630.20. ITC communications, utilities 272.33. Mack Landscaping, services 3045.92. Code Enforcement Specialists, services 234.40. Green Apple Septic Service, services 271.70. Overhead Door, services 209.69. Popham Construction, 150.00. SD Department of Labor, fees 55.00. SD Retirement Systems, retirement 162.96. Visa, supplies 454.23. Watertown Wholesale, supplies 104.76. Sanford Health, services 84.00. Dunnick, Inc, services 159.00. Fastenal, services 233.00. Christian Book Distributors, supplies 202.86. Castle Arts, services 260.00. ADAPCO, equipment purchased 3245.00. Kari Nedved, expense 90.00.
TOTAL GENERAL FUND DISBURSEMENTS: \$16873.43.

GOLF FUND: Wages, 8232.54. Doug Gerhold, services 480.00. James Janssen, services 70.56. Sheila Gerhold, services 70.56. Rochelle Rudebusch, supplies 28.41. Bass Sanitation, services 210.00. Castlewood Corner Market, supplies 713.17. Castlewood Elevator, 618.80. Castlewood Locker, supplies 138.80. Dakota Portable Toilets, services 195.00. Delta Dental, insurance 164.80. Ferguson Waterworks, services 832.47. HD Electric, utilities 665.30. ITC, utilities 228.17. LG Everest, services 224.54. NB Golf Carts, services and rentals 1233.98. Office Peeps, supplies 5.62. Ron's Saw Shop, services 43.99. SD Health Pool, insurance 1395.71. SD Retirement, retirement 1549.80. VGM Financial, expense 42.03. Watertown Wholesale, supplies 320.00. Winsupply, services 297.60.
TOTAL GOLF FUND DISBURSEMENTS: \$ 18638.32.

SEWER FUND: Ottertail, utilities 126.35.
TOTAL SEWER FUND DISBURSEMENTS: \$126.35.

SOLID WASTE FUND: Bass Sanitation, services 4980.00.0
TOTAL SOLID WASTE DISBURSEMENTS: \$4980.00.

WATER FUND: Wages, 4661.92. Banner, services 4400.00. Castlewood Ministerial Association, expense 100.00. Ottertail, utilities 278.02. SD Health Pool, insurance 4990.93. SD Public Health Laboratory, services 457.72. SD Retirement, retirement 1714.56. Thein Well, services 8189.24.
TOTAL WATER FUND DISBURSEMENTS: \$24792.39.

TOTAL DISBURSEMENTS OF ALL FUNDS: \$64534.03.

Mayor's report. The mayor let council know he has completed his training with Borer and she is now on her own.

Finance Officer report. Borer is now in the office on her own and available for any questions from 7:30 to 3:30. She is currently working on building the new utility billing software and getting all monthly and quarterly reports up to date.

Maintenance report. Lewno informed council a few weeks ago there were reports of vandalism at the city dump. The sheriff was notified and they have found the individual who committed the act. He has been told the punishment will be community service. Lewno is asking for any ideas of what this individual can do, any ideas are welcome. Stacy Smith has been working and keeping busy with mowing and tree trimming.

Building permits. The city accepted one building permit from Pro Housing for a new garage. Project is near complete.

Second Reading of the Medical Marijuana Ordinate and Licensing was presented to council for approval. A motion was made by C. Ries and seconded by Schmit. All members present voting aye and motion passed.

Jerald Gerberding Property Rezoning application was given to council. Jerald is moving his property from an Agricultural Zone to an Industrial Zone. A motion to approve was made by C. Ries and seconded by Bohls. All members present voting aye and motion passed.

Joey Barrett Special Exception Permit was open for council discussion. Barrett was present during this time and gave council an update on his proposed plan to run a home occupation out of his garage. Council would like to change the ordinance to allow this in a detached garage. Borer will draft the change and present it at the next council meeting.

Steve Jurren's Cotton Tree. The cotton tree was brought up in past meetings due to the potential danger of the tree falling and causing severe damage or injury. Marc will reach out to adjacent property owners to determine whose property it is located on and we can move forward on how to properly handle the situation.

Industrial Park Property Purchase. Two individuals are looking at purchasing lots in Industrial Park. They had expressed interest in a 100x210 ft lot, but after further evaluation, would like to purchase the property behind them as well. Council discussed a price, and agreed upon \$8000 per property. Borer will connect with the individuals and proceed. A motion to approve was made by Bohls and seconded by C. Ries. All members present voting aye and motion passed.

Sand/Salt Spreader. Lewno updated council on his concerns with the spreader that was previously approved for purchase and that it may not meet all the city's needs. There is a better model that will last much longer and provide many safety aspects. A motion to approve the purchase was made by Barker and seconded by Bohls. All members present voting aye and motion passed.

Gravel on alleyways was discussed being led by C. Ries. There have been concerns with the large potholes and the safety of driving through the alleys. Lewno said he has been using crushed concrete to fill holes and it works well. Lewno will get prices and determine the best solution.

Siren time and testing. With the new siren, the ability to perform tests and change siren times was discussed. Council would like to leave the siren the same and add a monthly severe weather test throughout the summer months. Lewno and Borer to work on scheduling those.

Updating Zoning ordinance. First District is performing zoning ordinance updates and Borer would like to get Castlewood added to the list. Council asked that she find out when they were last updated before approving to move forward. She will gather the information and present it at the next council meeting.

Connecting Point Computer. Borer presented a quote for a new computer, back up system, and antivirus software to use in her office. The new computer and additional software will up security, provide additional back up for the new programs, and give her better speed and access to functions needed. Her old computer will move to the maintenance shed for Lewno to use. A motion was made by Bohls and seconded by C. Ries. All members present voting aye and motion passed.

General Journal Entries were presented. A motion to approve was made by Barker and seconded by Schmit. All members present voting aye and motion passed.

There were no golf course register voids for September.

A motion at 8:02 pm to adjourn was made by Ries and seconded by Schmit. All members present voting aye and motion passed.

Finance Officer
Cassidy Borer