

November 1, 2021 Meeting Minutes

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, Doug Gerhold, Cassidy Borer, and Marc Lewno.

The meeting was called to order by the mayor. The agenda was presented by the mayor with Shepherd adding the City Dump. A motion of approval was made by Schmit and seconded by Barker. All members present voting aye and motion passed.

The pledge of allegiance was led by the mayor.

No public comments were made.

Meeting minutes from October 13, 2021 were presented to council for review. Meeting minutes were asked for approval. A motion was made by Bohls and seconded by C. Ries. All members present voting aye and motion passed.

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

GENERAL FUND: Wages, 627.97. Marc Lewno, cell phone 30.00. Brian Ries, cell phone 30.00. Northwest Energy, utilities 73.76. Ottertail, utilities 2286.49. ITC, utilities 206.91. Hamlin County Auditor, police contract 3358.33. Visa, supplies 1415.61. Office Peeps, supplies 207.36. Bass Sanitation, utilities 30.00. Menards, supplies 769.99. Heiman Fire Equipment, services 163.00. Castlewood Corner Market, supplies 3.99. Barnes and Noble, supplies 156.87. First Premier Bank, rental 150.00. Estelline Coop, supplies 222.35. JW Roll Off Service, services 302.48. Hamlin County Republican, publishing 427.32.

TOTAL GENERAL FUND DISBURSEMENTS: 10,462.43

GOLF FUND: Wages, 6392.31. ITC, utilities 162.71. HD Electric, utilities 212.60. Castlewood Croner Market, supplies 100.66. Gerhold Brothers, supplies 294.37. Dakota Portable Toilets, rental 195.00. NB Golf Carts, services 156.89. Ferguson Waterworks, services 591.99. Castlewood Locker, supplies 168.17. Estelline Coop, supplies 771.33. Delta Dental, insurance 41.20. Fastenal, supplies 43.32. SD Health Pool, services 1393.21. Auto Value, supplies 185.67. Winsupply, supplies 297.61. Department of Revenue, 360.88. TSYS Credit Card, 197.73.

TOTAL GOLF FUND DISBURSEMENTS: 11,565.65

SEWER FUND: Ottertail, utilities 123.65. MVTL Laboratories, services 1535.00.

TOTAL SEWER FUND DISBURSEMENTS: 1658.65.

SOLID WASTE FUND: Bass sanitation, services 4950.00. Department of Revenue, 355.33.

TOTAL SOLID WASTE FUND DISBURSEMENTS: 5,305.33.

WATER FUND: Wages, 4853.55. Ottertail, utilities 156.93. Hawkins, services 1830.90. Visa, supplies 12.66. SD One Call, services 42.00. Banner, services 7200.00. Sd Dept of Health, services 470.72. SD Health Pool, insurance 3194.57. Rural Development Loan, 1237.00.

TOTAL WATER FUND DISBURSEMENTS: 18,998.33.

TOTAL DISBURSEMENTS OF ALL FUNDS: 47,990.39.

No reports from Mayor Ries or Borer.

Maintenance report. Lewno took care of some alleys and potholes by filling with crushed concrete. He will get pricing to compare a ton of gravel vs crushed concrete to finish.

Golf Course report was given by Gerhold. He presented the council with a quote made by Thein Wells out of Minnesota to get a well dug and a new pump that he would like to have done before the end of the year. If council does not approve of a well, he noted that the pump will need to be replaced regardless. The golf course currently runs a hose from the ball field to feed the sprinkler systems and it has not been keeping up with the demands of water once farmers start using their irrigation systems. The Well will be added to the December meeting for council discussion.

Building Permits were presented. Pro Housing LLC was approved for partial demolition and addition to their property on Alice Street. Project is to begin soon.

Survey of Industrial lots will need to be done in order to proceed in the completion of purchase. Borer would like to have the lots plotted as well in order for the City Attorney to draft up purchase agreement. The cost will roughly be \$2,000. A motion of approval was made by Bohls and seconded by C. Ries. All members present voting aye and motion passed.

Employee Health Insurance increases were presented to council. The city currently pays the employee only portion of insurance which will increase next year. Changes were already added into the 2022 budget.

Liquor Licenses were presented from Ships Inn and Tables. A motion to approve was made by Barker and seconded by Bohls.

Home Occupation Ordinance draft was presented by Borer. Council added changes and would like to see a draft and first reading at the December meeting.

Zoning Ordinance Update. The last time the city updated their zoning ordinance was in 1998. We are in high need to update. The cost to 1st District is \$5,000. A motion to approve was made by C. Ries and seconded by Olson. All members present voting aye and motion passed.

Water Project. Banner would like to come discuss an update on the water project with council on December's meeting.

City Dump was added to agenda. Shepherd was curious when the dump plans to close. Lewno informed council he is looking at closing it November 13th in order to complete burn and clean up before snowfall. If there are any questions you are to give him a call. A notice will be put on the sign and on the City's Facebook Page.

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

There were no golf course register voids for September.

A motion at 7:57 pm to adjourn was made by C. Ries and seconded by Schmit. All members present voting aye and motion passed.

Cassidy Borer
Finance Officer