

December 6, 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: Cassidy Borer, Marc Lewno, Rich Uchert, Justin Butcher, and Jerry Gerberding.

The meeting was called to order by the mayor. The agenda was presented by the mayor and a motion to approve was made by C. Ries and seconded by Shepherd. All members present voting aye and motion passed.

The pledge of allegiance was led by the mayor.

No public comments were made.

Approval of meeting minutes for November 1, 2021 were presented for council approval. A motion was made by Barker and seconded by Bohls.

Edit of August, September, October, and November minutes were presented. The mayor informed council that the General Journal entries for those months were missed by mistake and have since been added by Borer. A motion to approve was made by Bohls and seconded by Schmit. All members present voting aye and motion passed.

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

GENERAL FUND: Wages, 421.87. Ottertail, utilities 2338.97. Northwest Energy, utilities 240.70. Bass Sanitation, utilities 30.00. Mac's, supplies 331.96. Duininck, repairs 1093.95. Marc Lewno, supplies 37.95. Visa, supplies 239.31. SD Municipal League, services 1024.31. Office Peeps, supplies 82.60. Castlewood Corner Market, supplies 25.10. Demco, supplies 103.47. Popham Construction, services 450.00. P3 Electric, services 90.00. Hamlin County Republican, publishing 241.21. Roy's sport shop, supplies 175.84. Barnes and Nobel, supplies 125.56. Hamlin County Auditor, police contract 3358.33. First Premier Bank, rental 150.00. Estelline Coop, supplies 234.05. JW Roll Off, services 269.30. TOTAL GENERAL FUND DISBURSEMENTS: 11696.40.

GOLF FUND: Wages, 3275.13. SD Health, insurance 1395.71. Delta Dental, insurance 41.20. Visa, supplies 296.07. SD Dept of Health, services 170.00. Green Apple Septic, services 282.15. ITC, services 21.67. HD Electric, utilities 514.48. Stan Houston Company, supplies 166.00. Fastenal, supplies 43.32. Estelline Coop, supplies 128.95. Print 'em Now, supplies 586.00. Dakota Portable Toilets, supplies 97.50. NB Golf Carts, services 157.09. TOTAL GOLF DISBURSEMENTS: 7175.27.

SEWER FUND: Ottertail, utilities 194.92. Northwest Energy, utilities 19.78. TOTAL SEWER DISBURSEMENTS: 214.70.

SOLID WASTE FUND: Bass Sanitation, services 4950.00. TOTAL SOLID WASTE DISBURSEMENTS: 4950.00.

WATER FUND: Wages, 4991.78. Marc Lewno, supplies reimbursement 37.30. Ottertail, utilities 176.97. SD Health Pool, insurance 3192.047. SD One Call, services 97.65. Winwater, services 850.20. Thein Well, services 275.00. Banner, services 2600.00
TOTAL WATER FUND DISBURSEMENTS: 13120.97.

TOTAL DIBURSEMENTS OF ALL FUNDS: 37157.34.

Mayors Report. The mayor updated council on our policy for approving and passing ordinances. According to the SD Municipal League, you are only required to have 5 days between first and second readings. For example, the city budget was passed and approved and had 7 days between readings, it will become effective 20 days after it is published in the paper, which will meet its December 30 deadline.

Finance Officer report, none.

Maintenance Report. Lewno updated council on his plans to meet with Sioux Rural Water at the beginning of the year. Sioux Rural Water plans to come in and help Marc flush our lines and turn the valves around town. Prior to flushing Lewno and Borer will put a notice in the paper and on the city's Facebook page.

Building permits, none.

Banner Information presented by Rich Uchert and Justin Butcher. Plans were shown to council and an update on the progress of the project. Banner would like to hold a public meeting to discuss any questions or concerns with the city residents.

Jerald Gerberding Property Rezoning Second Reading. Ordinance 21-05 was presented to council to change the property from Agricultural to Industrial. A motion to approve was made by Olson and seconded by Barker. All members present voting aye and motion passed.

GERB'S SECOND ADDITION

City Finance Officer Certificate

I, the duly appointed, qualified and acting City Finance Officer of the City of Castlewood, South Dakota, hereby certify that all special assessments, which are liens upon any land shown in the plat of **"Gerb's Second Addition to the City of Castlewood, Hamlin County, South Dakota"** as shown by the records of my office, have been fully paid.

Dated this 6th day of December, 2021.

Finance Officer

CASTLEWOOD CITY COUNCIL RECOMMENDATION

Resolution No. 21.04

Be it resolved by the City Council, Castlewood, South Dakota, having viewed this plat and having received a recommendation from the Castlewood City Plan Commission, does hereby approve this plat of: **"Gerb's Second Addition to the City of Castlewood, Hamlin County, South Dakota"** and the City Finance Officer is hereby directed to endorse on such plat a copy of this resolution and certify the same thereon.

The above and foregoing resolution was duly passed and adopted.

Dated at Castlewood, South Dakota this 6th day of December, 2021.

Mayor

ATTEST:

City Finance Officer,

Castlewood, South Dakota

CASTLEWOOD CITY PLAN AND COMMISSION RECOMMENDATION

Resolution No. 21.04

The plat of **"Gerb's Second Addition to the City of Castlewood, Hamlin County, South Dakota"** has been duly examined and it appears that said plat is in all respects lawful and proper and entitled to approval and is hereby recommended for approval by the City of Castlewood Plan Commission.

Dated this 6th day of December, 2021.

Chairman,
Castlewood City Plan Commission

Jerald Gerberding Property Plat. Resolution 21-05 was presented to council for Gerbs second addition. A motion to approve was made by Shepherd and seconded by C. Ries. All members present voting aye and motion passed.

Industrial Park Plat was presented to council. The city recently has had interested in lots to purchase in our industrial Lot. Plot for Resolution 21-04 was presented to council for approval. A motion to approve was made by Barker and seconded by Bohls. All members present voting aye and motion passed.

CASTLEWOOD INDUSTRIAL PARK SECOND ADDITION

City Finance Officer Certificate

I, the duly appointed, qualified and acting City Finance Officer of the City of Castlewood, South Dakota, hereby certify that all special assessments, which are liens upon any land shown in the plat of **“Castlewood Industrial Park Second Addition in the City of Castlewood, Hamlin County, South Dakota”** as shown by the records of my office, have been fully paid.

Dated this 6th day of December, 2021.

Finance Officer

CASTLEWOOD CITY COUNCIL RECOMMENDATION

Resolution No. 21.05

Be it resolved by the City Council, Castlewood, South Dakota, having viewed this plat and having received a recommendation from the Castlewood City Plan Commission, does hereby approve this plat of: **“Castlewood Industrial Park Second Addition in the City of Castlewood, Hamlin County, South Dakota”** and the City Finance Officer is hereby directed to endorse on such plat a copy of this resolution and certify the same thereon.

The above and foregoing resolution was duly passed and adopted.

Dated at Castlewood, South Dakota this 6th day of December, 2021.

Mayor

ATTEST:

City Finance Officer,

Castlewood, South Dakota

CASTLEWOOD CITY PLAN AND COMMISSION RECOMMENDATION

Resolution No. 21.05

The plat of **“Castlewood Industrial Park Second Addition in the City of Castlewood, Hamlin County, South Dakota”** has been duly examined and it appears that said plat is in all respects lawful and proper and entitled to approval and is hereby recommended for approval by the City of Castlewood Plan Commission.

Dated this 6th day of December, 2021.

Chairman,
Castlewood City Plan Commission

Home Occupation Ordinance First Reading was presented by Borer. Council was asked if they would like to include R1 districts as well as the R2 for home occupations. Council decided to add and the changes will be made and presented in the second reading at the January 2022 meeting. A motion to approve the First reading of the Home occupation Ordinance was made by C. Ries and seconded by Barker. All members present voting aye and motion passed.

Economic Development Terms are coming up soon. Borer and Mayor Ries will compile of list of and advertise available openings.

Joint City School Election Agreement was presented to council. The City School Election will take place the second Tuesday of April, 2022. A motion to approve a joint election was made by Schmit and seconded by Olson. All members present voting aye and motion passed.

Golf Course Well was presented to council. A motion to approve the digging and purchase of a new well and pump was made by Bohls and seconded by Shepherd. All members present voting aye and motion passed.

Umpire pay was discussed. Borer reached out to other cities to compare umpire pricing. Council decided to pay \$30 for behind the plate and \$25 for outfield umpires. A motion to approve payment for the summers umpires was made by Bohls and seconded by Olson. All members present voting aye and motion passed.

Christmas Decorations and lights for remaining poles on 4th Ave and Main Street was discussed. Mayor Ries asked council for the thoughts and opinions on purchasing lights and possibly replacing old lights down main street. Council asked the Mayor and Borer to check on pricing to possibly start prep to order for next year. Borer and Lewno also informed council that they will be donating lights, candy, and decorations and using the city plow in the lighted parade on December 19th.

General Journal Entries to be presented at January meeting.

A motion to go into executive session at 8:30 p.m. was made by C. Ries and seconded by Barker.

Council was out of executive session at 8:45 p.m.

A motion to adjourn meeting was made by Schmit and seconded by Barker at 8:46 p.m.

Cassidy Borer
Finance Officer