

Castlewood City Council
May 3, 2021

The Castlewood City Council met in regular session on the above date at 7:00 p.m. with the following members present: Jenny Olson, Jeanette Bohls, Heather Schmit, Jeff Shepherd, Mayor Brian Ries, Chad Ries. Absent: Michelle Barker. Also present: Sheila Gerhold, Rick Ries, Wesley Grantham, Ayrica DeBoer, Landon Vetter, Kyle and Brigitte Kooima, LeeAnne Dufek and Terry Koellner.

The meeting was called to order by the mayor.

The agenda was presented for approval. Sheila Gerhold asked to add discussion on social media to the agenda. A motion by C. Ries and seconded by Schmit to approve the agenda with all members present voting aye and motion passed.

The Pledge of Allegiance was led by Mayor Ries.

The minutes of April 5th, 2021 were approved on a motion by Schmit and seconded by Bohls with all members present in favor and motion passed.

The following bills were presented and approved on a motion by Shepherd and seconded by C. Ries with all members present voting aye and motion passed:

GENERAL FUND: Wages 5760.43; Brian Ries, mayor salary \$2716.68; Heather Schmit, annual salary 1939.35; Michelle Barker, annual salary 1939.35; Jeanette Bohls, annual salary 1985.53; Jenny Olson, annual salary 1847.00; Jeff Shepherd, annual salary 1847.00; Chad Ries, annual salary 1797.00; Sheila Gerhold, meetings salary 820.33; Rick Ries, meetings salary 518.10; SD Health Pool, group ins. 1519.34; SD Retirement, retirement 1016.62; AFLAC, group ins. 87.58; Delta Dental, group ins. 82.40; Electronic Federal Tax Payment, ss & wh 4301.55; Visa, supplies 8.99; ITC Communications, utilities 147.49; H-D Electric street lighting 19.18; Department of Revenue, ½ of malt beverage license 150.00; Brian Ries, cell phone 30.00; First Premier Bank, library rent 150.00; Bass Sanitation, utilities 30.00; Ottertail, utilities 2575.62; SD Public Assurance Alliance, liability, property, vehicle ins. 12,021.04; Hamlin Co. Republican, publishing & advertising 670.81; Castlewood Building Supplies, supplies 97.70; Northwest Energy, utilities 364.61; Menard's, supplies 286.81; Janice Schiernbeck, books 105.60; Arlington Insurance Agency, bond insurance 556.50; Castlewood Corner Market, supplies 13.34; Fastenal, supplies 325.29; Office Peeps, supplies 82.60; Hamlin County Auditor, police contract 3358.33; Estelline Coop, supplies 379.18; Hamlin Highway Department, supplies 34.04.
TOTAL GENERAL FUND DISBURSEMENTS: \$49,585.39.

BUSINESS DISTRICT FUND: Castle Arts, reissue for lost check 260.00; MAS Media, website maintenance 81.25. TOTAL BUSINESS DISTRICT FUND DISBURSEMENTS: \$341.25.

WATER FUND: Visa, supplies 56.04; Hawkins, Inc., supplies 758.88; Ottertail, utilities 76.69; SD Association of Rural Water, dues 420.00; Richard Ries, cell phone 30.00; Kurt Seppanen, meter deposit refund 100.00; SD Public Health Laboratory, water testing 42.00; SD Public Assurance Alliance, liability, vehicle, property insurance 1482.05; SD One Call, locates 2.10; Rural Development, payment 1237.00.
TOTAL WATER FUND DISBURSEMENTS: 4204.76.

SEWER FUND: Ottertail, utilities 913.12; SD Public Assurance Alliance, liability, vehicle, property insurance 494.01; ITC Communications, autodialer 40.02.

Wells Fargo, quarterly payment 6490.99. TOTAL SEWER FUND DISBURSEMENTS: \$7938.14;

SOLID WASTE FUND: Bass Sanitation, contract 4950.00; Department of Revenue, sales tax 349.01.
TOTAL SOLID WASTE FUND DISBURSEMENTS: \$5299.01.

GOLF FUND: Wages 3437.44; TSYS Merchant Solutions, credit card fees 84.95; Department of Revenue, sales tax 67.23; Ellwein Brothers, beer 1567.05; Porter Distributing, beer 239.90; VGM Financial, cart lease 420.30; Visa, pop, supplies 180.28; Electronic Federal Tax Payment, ss & wh 1377.79; ITC Telecommunications, utilities 322.01; H-D Electric, utilities 671.26; Sheila Gerhold, Wages 1534.27; Baily Mack, wages 246.58; Neil Dvorak, wages 166.23; SD Health Pool, group ins. 635.64; Delta Dental, group ins. 41.20; SD Retirement Systems, retirement 741.48; Dakota Portable Toilets, port a pot 195.00; Zimco Supply, chemicals & supplies 4563.92; SD Public Assurance Alliance, liability, vehicle, property insurance 2470.09; Menard's, supplies 69.99; Castlewood Corner Market, supplies 15.86; Castlewood Locker, supplies 79.90; Estelline Coop, supplies 1506.26; Watertown Wholesale, supplies 60.66; Hamlin Co. Republican, advertising 200.00. TOTAL GOLF FUND DISBURSEMENTS: \$20,895.28

TOTAL DISBURSEMENTS, all funds: \$88,263.83.

No one appeared for public comments.

Mayor's report he discussed the proposed ordinance for medical marijuana. A notice will be put in the paper and the council will vote on it at the next meeting.

The Finance Officer's report she had contacted the state concerning the Mosquito grant and they stated the city can use the grant money if approved to purchase the sprayer at a cost of \$3290.55.

Building permits issued for April were Casey Eidson for a garage and Ernie Karst for a garden shed. The mayor discussed with the council about going back and look at a building permits and moving permits to make sure they were done correctly.

The malt beverage license for Cat's Corner Conveniences was presented for approval. A motion by Shepherd and seconded by Olson to approve the license and allow the mayor to enter into the operating agreement with them. All in favor and motion passed.

The second reading for supplemental budget ordinance 21-1 was approved on a motion by Bohls and seconded by Schmit with all members present voting aye and motion passed.

On a motion by C. Ries and seconded by Olson to enter into executive session at 7:08 p.m. to discuss personnel. The council returned to regular session at 7:15 p.m.

Discussion was held on the recreation board. Kelsi Langenfeld resigned and Kyle Kooima gave a speech about resigning from all recreation duties. He stated Wesley Grantham would take over the boys' league. Mayor Ries thanked Kyle for his years of service on recreation and youth football. A motion by Bohls and seconded by C. Ries to accept the resignations and advertise for recreation board members. All in favor and motion passed.

Discussion was held on clean up days. Quotes were obtained for the dumpsters that sit at the dump.

Gary Gabur quote for a dumpster is \$100 per empty dumpster and \$42.00 per ton for landfill fee. Ryan Ruesink's quote for a dumpster is \$225 per empty dumpster plus landfill fee. A motion by Schmit and seconded by Bohls to accept Gary Gabur's quote with all members present in favor and motion passed.

Discussion was held on the park that the Castlewood Historical Society would like to put in the parking lot east of Strait Insurance. The council wondered who was responsible for the upkeep of the park. Any decisions were tabled until the June meeting.

The meeting was adjourned with the old council.

The meeting was called to order by Mayor Ries.

Oaths of office were held for Chad Ries, Jeanette Bohls and Heather Schmit.

Nominations for president were held. Shepherd nominated Schmit. C. Ries nominated Bohls. A paper ballot vote was held with Bohls receiving 3 votes and Schmit receiving 2 votes. Nominations for vice president were held. Bohls nominated Schmit for Vice President. A motion by C. Ries and seconded by Olson on nominations of Bohls for President and Schmit for Vice President with all members present voting aye and motion passed.

The following appointments were presented by Mayor Ries:

City Finance Officer: Sheila Gerhold

City Attorney: Todd Wilkinson

City Newspaper: Hamlin County Republican

City Official Depositories: Citizen's State Bank and First Premier Bank

Buildings/dump ground: Jeff Shepherd, chairman-Chad Ries

Liquor: Jeanette Bohls, chairman – Michelle Barker

Streets: Chad Ries, chairman – Jeff Shepherd

Water & Sewer: Jeanette Bohls, chairman – Michelle Barker

Zoning/Construction: Brian Ries, chairman – Jenny Olson

Wellness Center: Jenny Olson, chairman – Chad Ries

Golf: Michelle Barker, chairman – Heather Schmit

Economic Development: Breanna Beebe, chairman (23); Landon Vetter (23); Ruth Fodness (22); Kristie Sikkink (22); Alisha Nielsen (21)

Park and Recreation: Open (23); Bernie Hupf (22); Travis Everson (22); Open (21); Open (21).

A motion by Bohls and seconded by Schmit to approve the appointments. Roll call Vote: Bohls, Olson, Schmit, C. Ries. Nay: Shepherd. Majority in favor and motion passed.

Moving permits for Lance Craig and Jay Leichtenberg were presented for approval. Lance Craig is moving an existing building on his property to a different location. Jay Leichtenberg is purchasing a 12 x 20 shed. A motion by Schmit and seconded by Olson to approve the moving permits. All in favor and motion passed.

Discussion was held on the moving of the playground equipment. The playground will be moved to the west side of the north softball field. Shepherd, C. Ries and Rick Ries will do the measuring and work with the Football field committee for the placement of the playground equipment.

Landon Vetter, representing the Economic Development Board, requested a loan for Chuck and Ayrica Deboer to open Ida's Café and Mercantile. They are requesting a loan of \$33,600 at 4.5% interest and a 10-year amortization schedule. A motion by Shepherd and seconded by C. Ries to approve the loan with all members in favor and motion passed. They also requested a business grant in the amount of \$5000 for the new business. A motion by Bohls and seconded by C. Ries to approve the grant with all members in favor and motion passed.

The water project consisting of rehabilitating the existing water tower plus replacing approximately 6,500 LF of water mains and line looping was discussed. The total project cost is \$1,222,000. The loan amount of \$800,000 will be through the State Revolving loan fund and cash on hand of \$422,000 will be used. The water rates will increase approximately \$15.58 to fund the loan payments. Resolution #21-3 which is giving approval to issue and sell revenue bonds to finance this project. A motion by Bohls and seconded by C. Ries to approve the Resolution #21-3. All members in favor and motion passed.

Quotes for the new siren were presented for approval. A quote from Federal Signal in the amount of \$20,888.12 and a quote from Minn Kota Communications in the amount of \$22,322.04 were received. A motion by C. Ries and seconded by Schmit to approve the low quote with Federal Signal and have them do the new siren job. All in favor and motion passed.

The Ship's Inn asked to close a portion of the parking in front of their building to have a rib cook off. A motion by C. Ries and seconded by Bohls to allow them to close a portion of their parking. Ship's Inn would also like a noise permit for August 13th during Castlewood Days. A motion by Bohls and seconded by Schmit to approve the noise permit with all members present in favor and motion passed.

The following will be employees for the Castlewood Golf Course: Erin Ruesink \$13 per hour; Miranda Engels \$12 per hour; Rochelle Rudebusch \$13 per hour; Baily Mack \$12 per hour; Allison Bruinsma, \$12 per hour; Mary Ellen Black, \$12 per hour; Jim Janssen \$15 per hour; Neil Dvorak \$15 per hour; Kabren Jackson \$10.50 per hour. Discussion was also held on having the businesses uptown feed the golfers on Men's Night and Ladies Day. A motion by Schmit and seconded by Olson to approve all wages with all members present in favor and motion passed.

The General Journal entries were approved on a motion by Shepherd and seconded by C. Ries with all members in favor and motion passed.

The cash register voids were approved on a motion by Schmit and seconded by Bohls with all members in favor and motion passed.

Discussion was held on social media concerning employees.

A motion by Schmit and seconded C. Ries to adjourn. The meeting adjourned at 8:30 p.m.

Sheila Gerhold
Finance Officer