

Castlewood City Council
June 7, 2021

The Castlewood City Council met in regular session on the above date at 7:00 p.m. with the following members present: Mayor Brian Ries, Jeanette Bohls, Jeff Shepherd, Heather Schmit, Chad Ries, Michelle Barker. Absent: Jenny Olson. Also present: Sheila Gerhold, Shawn Mullaney, Rich and Lois Wiarda, Matt Aas, LeeAnne Dufek and Chad Schooley.

The meeting was called to order by the mayor.

The agenda was presented for approval. A motion by Bohls 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.

No one appeared for public comments.

The minutes of April 26, 2021, May 3, 2021 and May 17, 2021 were approved on a motion by Schmit and seconded by Barker with all members present voting aye and motion passed.

The following bills were presented and ordered paid on a motion by C. Ries and seconded by Schmit with all members present voting aye:

GENERAL FUND: Wages 5760.43; Marc Lewno, wages 110.82; SD Health Pool, group ins. 1519.34; AFLAC, group ins. 87.58; Delta Dental, group ins. 82.40; SD Retirement Systems, retirement 830.62; First Premier Bank, library rent 150.00; Bass Sanitation, utilities 30.00; JW Roll Off Service, clean up days 458.76; Office Peeps, supplies 82.60; Colonial Research Chemical Corp, supplies 243.60; ITC Communications, telephone 147.21; Barnes & Noble, supplies 123.15; Mac's Hardware, supplies 76.34; Janice Schiernbeck, books 22.75; Brian Ries, cell phone 30.00; Wilkinson & Schumacher, professional fees 144.00; Christian Book Distributors, books 162.92; Ottertail, utilities 2230.53; Castlewood Building Supplies, repairs 745.44; Northwest Energy, utilities 297.15; Castlewood Elevator, lime and spray 579.22; Hamlin Co. Republican, publishing 252.48; Leslie Tvedt, recreation supplies 319.49; Alexis Antony, recreation supplies 98.36; Roy's Sport Shop, recreation supplies 72.75; Gerhold Brothers, gravel 463.50; Macksteel, repairs 42.21; Fastenal, supplies 103.69; Hamlin County Auditor, police contract 3358.33; Estelline Coop, supplies 439.46; Popham Construction, sweep streets 2400.00; J&L Machine, repairs 290.70; Jenny Olson, recreation supplies 585.73; Electronic Federal Tax Payment, ss & wh 1576.56; H-D Electric, utilities 19.18.

TOTAL GENERAL FUND DISBURSEMENT: 23,937.30.

BUSINESS DISTRICT FUND: Ayrice & Chuck DeBoer, loan proceeds 33,600.00; Ayrice and Chuck DeBoer, new business grant, 5000.00; Wilkinson & Schumacher, professional fees 416.00; Jerry Gerberding, new home incentive 5000.00; Ivar Kulla, new home incentive 5000.00;

TOTAL BUSINESS DISTRICT FUND: \$49,016.00.

WATER FUND: Rick Ries, comp. time and vacation pay \$4723.10; Electronic Federal Tax Payment, ss & wh 1345.41; SD Retirement, retirement 716.40; Visa, postage 34.19; Rural Development, payment 1237.00; Gerhold Brothers, repairs 816.00; Hamlin Co. Republican, publishing 228.82; Rick Ries, cell phone 30.00; SD Public Health Laboratory, water testing 28.00; Ottertail, utilities 381.60.

TOTAL WATER FUND DISBURSEMENTS: \$9540.52

SEWER FUND: MVTL Laboratories, ground water testing 1535.00; Colonial Research Chemical, Corp. 877.68; ITC Communications, utilities 40.02.
TOTAL SEWER FUND DISBURSEMENTS: \$2452.70.

SOLID WASTE FUND: Bass Sanitation, contract 4950.00; Department of Revenue, sales tax 343.94.

GOLF FUND: Wages 3437.44; Baily Mack, wages 814.53; Allison Bruinsma, wages 664.92; Erin Ruesink, wages 198.09; James Janssen, wages 741.11; Neil Dvorak, wages 405.19; Mary Ellen Black, wages 166.23; Miranda Engels, wages 132.99; Rochelle Rudebusch, wages 324.15; Sheila Gerhold, wages 1156.84; Delta Dental, group ins. 41.20; SD Health Pool, group ins. 635.64; SD Retirement, retirement 677.36; A&D Graphics, supplies 619.00; Watertown Wholesale, supplies 503.59; Castlewood Locker, supplies 159.80; Estelline Coop, supplies 95.83; Zimco Supply, supplies 2018.00; Office Peeps, supplies 134.41; Coca cola, pop 125.00; Dakota Tobacco, tobacco 420.56; Menard's, supplies 50.88; Castlewood Corner Market, supplies 23.62; Auto Value, repairs 117.16; ITC Communications, utilities 162.33; NB Golf Cars, repairs 42.63; Dakota Portable Toilets, supplies 195.00; Doug's Service & Marine, repairs 125.84; L.G. Everist, sand 189.51; TSYS Merchant Solutions, credit card fees 1198.28; Ellwein Brothers, beer 820.65; Porter Distributing, beer 226.00; Johnson Brothers, liquor 253.03; Department of Revenue, sales tax 2678.23; Electronic Federal Tax Payment, ss & wh 1714.76; VGM Financial, cart lease 420.30; H-D Electric, utilities 922.43; Visa, pop & Supplies 741.35.
TOTAL GOLF FUND DISBURSEMENTS: \$23,353.88.
TOTAL DISBURSEMENTS, all funds: \$113,594.34.

A motion by Bohls and seconded by Barker to enter into executive session at 7:05 to discuss personnel. All in favor and motion passed. The board returned to regular session at 7:25. A motion by Bohls and seconded by C. Ries to accept the resignation of Rick Ries and pay out his comp time and vacation balance. All in favor and motion passed.

The mayors' report he stated the recreation activities are all squared away and up and running.

Finance Officer's report was the siren is on the schedule to be installed and the West Nile grant has been applied for.

The building permits for May were Cheyenne Macavoy-fence; Alan Hofwalt – fence; and Bill Ruby – 30x56 shed. A motion by C. Ries and seconded by Barker to approve the building permits with all members present in favor and motion passed.

Moving permits are John Hein 10x12 new shed and Ryan Sikkink 10x20 shed and privacy fence. A motion by Bohls and seconded by Schmit to approve the moving permits with all members present in favor and motion passed.

Discussion was held on the moving of the playground. Discussion was held on moving to the east side of the softball fields. The council decided to stay with the approved plan of moving west of the softball fields.

Discussion was held on park which will be built east of the Strait Insurance. The historical society will do all maintenance on the part and a portion of the park will be on city street property. A motion by Barker and seconded by Bohls to approve the building of the park. All in favor.

Contracts for the engineers to do the city's water project were presented for approval. A motion by Bohls and seconded by C. Ries to approve the contracts with all members present in favor and motion passed. The engineers foresee bidding being done the last week of March 2022.

Discussion was held on a recreation coordinator position. Volga was a position that they pay this person \$15.00 per hour. Mayor Ries will work with recreation board to create a job description. Position would start in April of 2022. A motion by C. Ries to proceed with a second by Barkers. Roll call vote. Aye; Bohls, C. Ries, Barker, Schmit. Nay: Shepherd. Motion passed.

The appointment for the recreation board is Wade Mack. Bernie Hupf and Travis Everson are on there. A motion by Barker and seconded by Schmit to approve the appointment of Wade Mack. All in favor and motion passed.

The following people will be employees for recreation for the summer: Kelly Alexander, Breanna Beebe, Wade Mack, Dallas Sikkink, Craig Horn, Austin Tvedt, Nick Pillatzke, Ryder Johnson, Gracie Haug and Alexis Antony. Cory Akin and Becky Goens are not being paid by the city. A motion by Schmit and seconded by Bohls to approve the recreation employees with all members present in favor and motion passed.

Discussion was held on recreation t-shirts. It would help if the business doing the t-shirts are given more time to get them done.

The controllers for the baseball scoreboard are not working. Daktronics will be contacted to see if a new controller can be purchased.

The first reading of Ordinance 21-2 for the issuance of a permit for medical cannabis was held. A motion by Schmit and seconded by Barker to approve the first reading with all members present in favor and motion passed.

Chad Schooley was present to discuss purchasing a portion of the industrial park lots for storage units. He would like to purchase the south 490 feet x 421.8 feet of Outlot Q. A motion by C. Ries and seconded by Barker to sell the property to Chad Schooley for \$25,000 and he must build on it in 2 years or the city has the option of purchasing the property back. All in favor and motion passed.

Kristie Sikkink talked to Mayor Ries about doing a car wash fund raiser in front of the community building. A motion by Bohls and seconded by C. Ries to allow them to have the car wash and all members present in favor and motion passed.

Discussion was held on the city purchasing \$1500 worth of fireworks for July 2nd after the baseball games. A motion by Shepherd and seconded by Schmit to approve the fireworks. All in favor and motion passed.

A report from the code enforcement officer was given Mayor Ries. He has been to Castlewood and done his first inspection.

Discussion was held on the International Property Maintenance Code Ordinance that needs to be passed for some of code enforcements that are not included in city ordinances. The ordinance will be discussed again at the July meeting.

The water application by the Grow Castlewood Committee for the football field irrigation system was presented for approval. A motion by Barker and seconded by Bohls to approve the application with all members present in favor and motion passed.

Discussion was held on installing water to the campground. C. Ries will obtain a quote.

Clint Davis contacted mayor and 2 councilmen concerning the road in front of his house. C. Ries and Jeff Shepherd are going to go look at it and report back to the council in July.

A resident is complaining about the mowing the city is doing on property not owned by the city. No action was taken.

Discussion was held on the golf course ladies night food. A motion by Shepherd and seconded by Bohls to have the ladies go downtown and eat and support the local businesses. All in favor and motion passed.

An out-of-town person hauled several items of junk to the rubble site. Discussion was held on hiring someone to sit out there on Wednesday for 2 hours and on Saturdays from 9:00-noon. A motion by C. Ries and seconded by Schmit to hire someone for \$15 per hour to sit there. All in favor and motion passed.

The employee manual needs to be updated. A motion by Schmit and seconded by Ries to have the mayor, Jeanette Bohls and Heather Schmit update the employee manual. All in favor and motion passed.

The July meeting will be held on Tuesday, July 6th.

The Estelline Fire Department would like to borrow picnic tables from the campground for their street dance. The council decided to let them borrow 6 tables.

A motion by Schmit and seconded by Shepherd to approve the general journal entries. All in favor and motion passed.

A motion by C. Ries and seconded by Barker to approve cash register voids from the golf course with all members present in favor and motion passed.

A motion by Schmit and seconded by Bohls to adjourn. The meeting adjourned at 9:40 p.m.

Sheila Gerhold
Finance Officer