

Castlewood City Council
May 6, 2019

The Castlewood City Council met in regular session on the above date at 7:30 p.m. with the following members present: Ryman Dockter, Heather Schmit, Jeff Shepherd, Jeff Dahl, Shawn Mullaney, Michelle Barker and Mayor Brian Ries. Also present: Sheila Gerhold, Rick Ries, Jeanette Bohls, Jenny Olson, Shawn Beck, Lonny Junker, Landon Vetter, Tom Nealon, Dan Platz, Jolene Wilhelmsen and Mr. & Mrs. Alex Kerkvliet.

The mayor called the meeting to order.

The agenda was presented for approval. A snow plow update was added to the agenda with a motion by Schmit and seconded by Shepherd with all members present and motion passed.

The Pledge of Allegiance was lead by Mayor Ries.

The minutes of April 1 and April 15, 2019, were approved on a motion by Shepherd and seconded by Dockter with all members present in favor and motion passed.

The following bills were presented and ordered paid on a motion by Mullaney and seconded by Dockter with all members present voting aye:

GENERAL FUND: Wages 5407.91; Brian Ries, annual mayor salary 2585.80; Jeff Shepherd, annual council salary 1754.65; Shawn Mullaney, annual council salary 1754.65; Jeff Dahl, annual council salary 1754.65; Heather Schmit, annual council salary 1754.65; Ryman Dockter, annual council salary 1708.48; Michelle Barker, annual council salary 1800.83; Rick Ries, meeting salary 518.10; Sheila Gerhold meeting salary 604.45; Justin Ries, wages 512.54; Janice Schiernbeck, election wages 115.44; Wanda Olson, election wages 115.44; Terra Ching, election wages 115.44; Richard Ries, quarterly comp time wages 2817.00; SD Health Pool, group ins. 1395.80; AFLAC, group ins. 87.58; Delta Dental, group ins. 82.40; SD Retirement Systems, retirement 1357.32; Brian Ries, cell phone 30.00; Bass Sanitation, garbage haul 15.00; First Premier Bank, library rent 150.00; ITC Communications, telephone 148.32; SD Governmental Finance Officer's Ass'n, finance officer's school 75.00; Gerhold Brothers, snow removal, gravel & berm work, 5329.50; Spencer Mack, snow removal 200.00; Demco, books 69.72; Ottetail, utilities 2380.68; Estelline Coop, supplies 236.21; Hamlin County Auditor, police contract 3250.00; Hamlin Co. Republican, publishing 266.37; Northwest Energy, utilities 474.75; SD Public Assurance Alliance, insurance 292.59; Janice Schiernbeck, books 111.06; Ship's Inn, meals for election 16.75; Overhead Door, repairs 505.10; Arlington Insurance Agency, bond insurance 560.00; Titan Machinery, repairs 260.00; Popham Construction, snow removal 760.00; McLeod's, election supplies 17.82; Castlewood Corner Market, supplies 142.52; Electronic Federal Tax Payment, ss & wh 4747.65; H-D Electric, street lighting 19.18; Department of Revenue, malt beverage license 150.00; Main Street Checks, supplies 124.25.
TOTAL GENERAL FUND DISBURSEMENTS: \$46,575.60.

BUSINESS DISTRICT FUND: Boyd Law Firm, professional fees 1560.00; Hamlin Co. Republican, advertising 400.00.
TOTAL BUSINESS DISTRICT FUND DISBURSEMENTS: \$1960.00.

MUNICIPAL STREET FUND: Boyd Law Firm, professional fees 108.00.

WATER FUND: Rural Development, payment 1237.00; Visa, postage 8.78; SD Association of Rural Water, dues 405.00; SD Public Health Laboratory, water testing 15.00; Richard Ries, cell phone 30.00; L&L Excavating, repairs 950.00; Postmaster, supplies 320.00; Hamlin Co. Republican, publishing 218.78; Ottetail, utilities 175.83; SD One Call, locates 2.10.
TOTAL WATER FUND DISBURSEMENTS: \$3362.49.

SEWER FUND: Wells Fargo, quarterly payment 6490.99; Ottertail, utilities 286.20; Stan Houston Company, supplies 218.05.
TOTAL SEWER FUND DISBURSEMENTS: \$6995.24.

SOLID WASTE FUND: Bass Sanitation, contract 3950.00; Department of Revenue, sales tax 267.59.
TOTAL SOLID WASTE FUND DISBURSEMENTS: \$4217.59.

GOLF FUND: Wages 4408.66; Neil Dvorak, wages 87.27; SD Retirement Systems, retirement 666.72; SD Health Pool, group ins. 583.98; Watertown Wholesale, supplies 269.72; Dakota Tobacco, tobacco 336.94; Coca Cola, pop 165.00; Office Peeps, supplies 30.03; Dakota Portable Toilets, port a pot 195.00; ITC Communications, utilities 304.03; Ron's Saw Shop, repairs 78.98; Nivel Parts, repairs 250.10; Zimco Supply, chemicals & supplies 2843.57; Estelline Coop, supplies 282.41; Hamlin Co. Republican, advertising 210.00; H-D Electric, utilities 443.33; TSYS Merchant Solutions, credit card fees 59.99; Visa, range balls & tool box 996.41; Ellwein Brothers, beer 564.15; Department of Revenue, sales tax 75.99; Johnson Brothers, liquor 18.00; Porter Distributing, beer 338.50; Electronic Federal Tax Payment, ss & wh 1253.53; VGM Financial, golf cart lease 420.30.
TOTAL GOLF FUND DISBURSEMENTS: \$14,882.61.

TOTAL DISBURSEMENTS, all funds: \$78,101.53.

Public Comments: Jolene Wilhelmsen was present on behalf of the residents at the Castlewood Assisted Living. The residents are concerned about the siren not working going into tornado season. She was told the Council will be discussing it later in the meeting because it is on the agenda.

Mayors report: The mayor discussed the mosquito grant and informed the finance officer she will apply for the grant. Warrior Road was discussed to see when the job will be getting done. The mayor discussed the contract the city attorney will draw up for the use of Kelly's Tree Services' lift. An additional quote was obtained and Kelly's Tree Service is the lower quote. The mayor also discussed properties in town that need to be cleaned up. He asked the council to obtain a list and give it to the finance officer so she can send letters out. The mayor also gave an update on the recent election regarding some voter issues that occurred in Ward III. The mayor indicated someone had contacted the city attorney about his involvement with the election workers. The mayor reached out to each election worker and determined what was said was not true.

There were no building permits issued in April.

The mayor appointed Kristie Sikkink to finish out Adam Rudebusch's term. The city did not receive any volunteers interested in being on the board. A motion by Barker and seconded by Dahl to approve the appointment with all members present in favor and motion passed.

Discussion was held on the city siren. The finance officer talked to the City of Estelline and the City of Hayti concerning costs of their new sirens. Approximate costs for sirens range from \$17,000 to \$22,000. The city can rewind the old siren for \$500. There is disaster mitigation grant money for new sirens which will take 2 years before funds are available. A motion by Dockter and seconded by Dahl to rewind the old siren and apply for the grant. All in favor and motion passed.

Discussion was held on an emergency spending policy. After some discussion Councilman Dahl didn't feel we could have an emergency meeting when decisions needed to be made. No action was taken.

Councilman Dockter gave an update on the snow plow. Peterson Motors in Watertown is looking for a truck for the city. He also stated that the city could put a rebuilt transmission in the old plow for approximately \$5400.00. No action was taken.

A motion by Dahl and seconded by Dockter to go into executive session to discuss personnel and a contractual agreement at 7:50 with all members present in favor and motion passed. Sheila Gerhold was asked to stay. A motion by Dockter and seconded by Schmit to return to regular session at 7:58. All members present in favor and motion passed.

A motion by Dockter and seconded by Mullaney to adjourn the old council at 8:00.

The meeting was called to order by the mayor.

Oaths of office were held for Heather Schmit, Jenny Olson and Jeanette Bohls.

Appointments for President and Vice President were held. Dockter made a motion to nominate Mullaney for President with a second by Dahl. All in favor and motion passed. Mullaney made a motion to nominate Schmit for Vice President with a second by Dockter. All in favor and motion passed.

The following appointments were made by the mayor:

City Finance Officer: Sheila Gerhold

City Attorney: Todd Boyd dba Boyd Law Firm

City Newspaper: Hamlin County Republican

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

2019 Committees

Buildings and Dump Ground: Ryman Dockter, chairman, Shawn Mullaney

Golf: Jenny Olson, chairman, Jeanette Bohls

Liquor: Heather Schmit, chairman, Shawn Mullaney

Streets: Jeff Dahl, chairman, Ryman Dockter

Water & Sewer: Jeanette Bohls, chairman, Jeff Dahl

Zoning/Construction: Brian Ries, chairman, Jeanette Bohls, Jeff Dahl

Economic Development

Alisha Nielsen (21); Breanna Beebe, chairman (20), Landon Vetter (20), Ruth Fodness (19), Kristie Sikkink (19)

Park and Recreation

Kyle Kooima, chairman (21), Kelsi Langenfeld (21), Brian Ries (20), Bernie Hupf (19) Travis Everson (19)

The finance officer is not the zoning director and will no longer issue building permits. Building permits and zoning must be approved by the mayor and zoning/construction committee. A motion by Dahl and seconded by Dockter to approve the appointments with all members present voting aye and motion passed.

The Hamlin Disaster Mitigation Plan for Hamlin County was presented by Tom Nealon.

The malt beverage license for Cat's Corner Convenience was presented for approval. A motion by Dahl and seconded by Bohls to approve the license and allow the mayor to sign the agreement with all members present in favor and motion passed.

Landon Vetter, representing the Castlewood Economic Development Board, was recommending the city council approve a loan to Shawn Beck to purchase the Ship's Inn. The loan amount is \$140,000 at 4.5% rate and a 15 year amortization with a 10 year balloon. The board also presented a new business grant in the amount of \$5,000. A motion by Dahl and seconded by Dockter to approve the \$5,000 business grant. All in favor and

motion passed. A motion by Dahl and seconded by Dockter to approve the loan amount and terms with all members present in favor and motion passed.

Recreation discussion was held concerning the 7 & 8 year old girls team. The team will be another 10 & under team going to Watertown league to play. Discussion followed. There is also a new rule out for boys' teams and the bats they use. New bats will need to be purchased at a cost of \$225-\$340 per bat. Jenny Olson said discussion was held on doing fundraisers and donations to raise money.

A moving permit for Stef Goldhorn to move a 10'x16' new shed. The mayor stated the moving permit needs to be approved by the zoning and construction committee. No action was taken.

Clean up days was discussed. The rubble site is under water so the council decided to table clean up days dates until the June meeting.

A sidewalk policy was discussed. The city's insurance would like a policy in place and implement the repair of bad sidewalks in town. The councilman are to get a list of bad sidewalks and give them to the finance officer so letters can be sent to homeowners to have the sidewalks repaired.

Discussion was held on chip sealing and crack sealing. Chip sealing is tabled until June so prices of what was done last year can be obtained. A motion by Mullaney and seconded by Schmit to do the same amount of crack sealing that we did last year. All in favor and motion passed.

The mayor held a discussion regarding the current Mobile Home Ordinance. The ordinance in effect states the mobile home has to be 10 years old or newer. The mayor asked about making a change so a person could receive a variance on the age requirement based on the condition of the home. Alex Kerkvliet was present to discuss how mobile home construction has changed. After a lengthy discussion a motion by Mullaney and seconded by Schmit to leave the ordinance as is stating the mobile home has to be 10 years old or newer. All members present in favor and motion passed.

The mayor asked to attend the budget training in Sioux Falls on July 11. The cost is \$25. A motion by Dockter and seconded by Bohls to approve the request. All members present in favor and motion passed.

The mayor encouraged councilmembers to attend the elected officials workshop on July 17th.

The following are golf Course employees for 2019: Chelsea Ruesink \$10.00 per hour; Erin Ruesink, \$10.00 per hour; Jim Janssen \$11.50 per hour; Neil Dvorak \$10.50 per hour; Brandi Schfeilbein, \$9.50 per hour; Mary Ellen Black \$9.50 per hour; Robert Bruinsma volunteer. Vicki Strait will again be doing the concession stand at \$450 per month plus \$10 per hour when working the concession stand.

A motion by Dockter and seconded by Schmit to approve all employees. All in favor and motion passed.

The General Journal entries for April were approved on a motion by Schmit and seconded by Dockter with all members present in favor and motion passed.

A motion by Mullaney and seconded by Schmit to adjourn. The meeting adjourned at 9:15 p.m.

Sheila Gerhold
Finance Officer