

Castlewood City Council
June 4, 2018

The Castlewood City Council met in regular session on the above date at 7:30 p.m. with the following members present: Mayor Brian Ries, Heather Schmit, Jeff Shepherd, Ryman Dockter, Jeff Dahl and Shawn Mullaney. Also present: Michelle Barker, Sheila Gerhold, Rick Ries, Breanna Beebe, Alisha Nielsen, Chad Schlotterbeck, Traci Bass, Adam Rudebusch, Kendall Nielsen, Lonny Junker, LeeAnne Dufek, Paul Davis and Karen Schooley.

The meeting was called to order by the mayor.

The agenda was presented for approval. Mayor Ries added two items to the agenda for him to attend a budget workshop and an elected officials workshop. A motion by Schmit and seconded by Dockter to approve the agenda with the added items. All in favor and motion passed.

The following motions needed to be rescinded because it was discovered that Michelle Barker was not a registered voter so a motion to rescind her appointment as councilwoman Ward 3 was made by Dahl and seconded by Shepherd. All in favor and motion passed.

A motion by Schmit and seconded by Dockter to rescind the two housing incentives for Jim McElhaney. All in favor and motion passed.

A motion by Shepherd and seconded by Dockter to rescind the motion to cease well drilling. All in favor and motion passed.

The appointment for Council person Ward 3 was held. Mayor Ries recommended appointing Kendall Nielsen. Councilman Dockter appointed Michelle Barker. The mayor held a question and answer for both individuals. The vote for council person Ward 3 was held. Barker: Dockter, Mullaney & Shepherd. Nielsen: Dahl, Schmit. A motion by Dockter and seconded by Mullaney to appoint Michelle Barker as Council person Ward 3. Roll call vote. Aye: Dockter, Mullaney & Shepherd. Nay: Schmit and Dahl. Majority in favor and motion passed.

The oath of office was read by Michelle Barker.

A motion by Schmit and seconded by Shepherd to approve the minutes of May 7, 2018, with all members present in favor and motion passed.

The following bills were approved on a motion by Dockter and seconded by Shepherd with all members present voting aye:

GENERAL FUND: Wages \$5158.44; Neda Ries, wages 190.47; Justin Ries, wages 251.65; SD Retirement Systems, retirement 752.96; SD Health Pool, group ins. 1395.80; H-D Electric, street lighting 19.18; Electronic Federal Tax Payment, ss & wh 1573.62; Delta Dental, group ins. 82.40; AFLAC, group ins. 87.58; Castlewood Arts Council, budgeted money 300.00; ITC Communications, utilities 152.89; Janice Schiernbeck, books 28.18; Barnes & Noble, books 23.20; Kibble Equipment, repairs 58.88; Castlewood Building Supplies, repairs 12.00; Menard's, supplies 500.72; Office Peeps, supplies 44.42; First Premier Bank, library rent 150.00; Bass Sanitation, garbage haul 15.00; Hamlin County Auditor, police contract 3250.00; Brian Ries, cell phone 30.00; Hamlin Co. Republican, publishing 269.79; Boyd Law Firm, professional fees 450.00; Ottetail, utilities 2046.12; A&D Graphics, banner 200.00; Mac's Inc., supplies

100.25; Fastenal, supplies 361.92; Northwest Energy, utilities 257.48; Trackside Custom Tarps, tarp for baseball field 172.53 Shopko, books 70.67; SD Municipal League, workshop for mayor 50.00; SD Municipal League, workshop for mayor 25.00.

TOTAL GENERAL FUND DISBURSEMENTS: \$18,056.29.

BUSINESS FUND: MAS Media, website maintenance, 17.00.

WATER FUND: Rural Development, payment 1237.00; Winwater, supplies 605.88; Ottertail, utilities 162.99; Richard Ries, cell phone & supplies 37.50; Department of Revenue, water testing 308.00; Jennifer Thu, meter deposit refund 50.00; Hawkins, Inc., supplies 1176.80; SD One Call, locates 22.05.
TOTAL WATER FUND DISBURSEMENTS: \$3600.22.

SEWER FUND: Interstate Power Systems, repairs on generator 1060.74; Ottertail, utilities, 244.37; Colonial Research Chemical, supplies 739.16; MVTL Laboratories, ground water testing 1445.00; Dakota Pump, repairs 9468.89.

TOTAL SEWER FUND DISBURSEMENTS: \$12,958.16.

SOLID WASTE FUND: Bass Sanitation, Inc., contract 3950.00; Department of Revenue, sales tax 263.16.
TOTAL SOLID WASTE FUND DISBURSEMENTS: \$4213.16.

GOLF FUND: Wages 2777.62; H-D Electric, utilities 946.89; Visa, pop 72.18; Electronic Federal Tax Payment, ss & wh 1525.02; Brandon Benike, wages 249.34; Chelsea Ruesink, wages 355.66; Neil Dvorak, wages 241.38; Jim Janssen, wages 410.38; Rochelle Rudebusch, wages 76.53; Erin Ruesink, wage3s 112.55; Kathryn Jurrens, wages 630.29; Sheila Gerhold, wages 1383.37; SD Health Pool, group ins. 583.98; SD Retirement Systems, retirement 630.64; Glass Products, door repairs 142.85; Walt's Homestyle Foods, food 92.00; Zimco Supply, supplies 376.20; Office Peeps, supplies 63.59; Coca Cola, pop 150.00; Castlewood Locker, food 255.73; Dakota Tobacco, tobacco 336.33; Castlewood Corner Market, food & Supplies 57.47; Menard's, flowers 69.09; Watertown Wholesale, candy & supplies 384.47; A&D Graphics, shirts pro shop 840.00; ITC Communications, utilities 166.08; Dakota Portable Toilets, port a pot 195.00; TSYS Merchant Solutions, credit card fees 372.03; Porter Distributing, beer 533.10; Ellwein Brothers, beer 1413.65; Department of Revenue, sales tax 912.03; VGM Financial, golf cart lease 420.30; Johnson Brothers, liquor 256.86.

TOTAL GOLF FUND DISBURSEMENTS: 17,032.61.

TOTAL DISBURSEMENTS, all funds: \$55,877.44.

The following are the appointments for the 2018 Committees:

Finance: Heather Schmit Chairman, Jeff Dahl Michelle Barker

Streets: Shawn Mullaney chairman,Ryman Dockter, Jeff Shepherd

Liquor:Shawn Mullaney, chairman, Heather Schmit, Michelle Barker

Water & Sewer: Jeff Dahl, chairman, Shawn Mullaney, Ryman Dockter

Zoning Committee: Ryman Dockter, chairman, Jeff Dahl, Heather Schmit

Police: Jeff Dahl, chairman, Jeff Shepherd, Ryman Dockter

Golf: Heather Schmit, Shawn Mullaney, Jeff Dahl

Building & Improvements: Jeff Dahl, chairman, Heather Schmit, Jeff Shepherd

City Dump Grounds: Jeff Shepherd, chairman, Ryman Dockter, Jeff Dahl

A motion by Dockter and seconded by Barker to approve the appointments with all members present in favor and motion passed.

Two housing incentives for Jim McElhanney were presented for approval. A motion by Mullaney and seconded by Dockter to approve the two housing incentives for \$5000 each with all members voting aye and motion passed.

Any new housing incentives need to go to the economic development for their approval before they come to the city council.

Mayor Ries asked for approval to attend a budget workshop July 26th at a cost of \$25 plus mileage. A motion by Dockter and seconded by Schmit to approve the request. All in favor and motion passed.

Mayor Ries asked for approval to attend an elected officials workshop July 18th at a cost of \$50 plus mileage. A motion by Dahl and seconded by Dockter to approve the request. All in favor and motion passed.

A motion by Dockter and seconded by Schmit to cease well drilling at this time. All in favor and motion passed.

Period of public comments were held at this time. Paul Davis complained about being given a copy of an ordinance because he put grass clippings on the road and it was considered litter. Mayor Ries said he would look into and get back to Paul.

Concession Stand worker was discussed. Mayor Ries recommended we pay Vicki Strait \$450 a month for 2 months to manage the concession stand to pay her \$10 per hour while working the concession stand. A motion by Schmit and seconded by Barker to approve hiring Vicki Strait. All in favor and motion passed.

The following golf course employees were presented for approval: Traci Bass \$9.25 per hour; Rochelle Rudebusch, \$9.75 per hour and Brandon Benike for \$10.00 per hour. A motion by Dockter and seconded by Dahl to approve the employees. All in favor and motion passed.

The Castlewood Days Committee was present to talk about Castlewood Days. They asked the city for a \$1000 donation to pay for the inflatables for the kids, the city pays the 3-day event insurance and also pays for 3 port a pots for the events. A motion by Barker and seconded by Dockter to approve these items for Castlewood Days. All in favor and motion passed. The committee also discussed closing Main Street from 4th Avenue west to 1st Avenue for the bed races. They also want to move the street dance down in front of the lumber yard and apply for a liquor license. The finance officer is to contact the Department of Revenue and the city attorney to see if they are eligible for a liquor license. Discussion was held on the poker run. Sheriff Chad Schlotterbeck stated there can be no alcohol while driving but only at the stop points for the poker run. Also no one under 16 years of age can drive any motorized vehicle on the poker run.

Mayor Ries discussed a mosquito grant and mosquito control. The city now puts briquets in standing water and also do spraying for special events.

Discussion was held on boulevard in front of First Premier Bank. First Premier is installing a new sidewalk and valley gutter in front of the bank down to the corner of the library. They asked the city to pay for any asphalt that needs replacing. The city discussed paying for the valley gutter to extend it

from the corner south to the drainage ditch. A motion by Shepherd and seconded by Schmit to pay for asphalt and also to pay for the extension of the valley gutter. All in favor and motion pass.

There is a RuralX workshop in Mitchell concerning economic development and other issues. Mayor Ries asked that he, Adam Rudebusch and Ruth Fodness be able to attend. Approximate cost for the 3 members to attend with the workshop, motel and mileage will be \$1200. A motion by Dahl and seconded by Schmit to approve the request. All in favor and motion passed.

Warrior Road quotes were opened at this time. A quote from Mack Concrete in the amount of \$4132.66 and a quote from Gerhold Brothers Construction was \$4080.00. A motion by Schmit and seconded by Dahl to take the low quote from Gerhold Brothers Construction. All in favor and motion passed.

Fireworks discussed. The city budgets \$1500 per year for fireworks. Discussion was held on whether the fireworks should be held July 3rd or over Castlewood Days. A motion by Dockter and seconded by Schmit to approve the \$1500 and fireworks on July 3rd. Roll call vote. Aye: Barker, Schmit, Shepherd, Dahl and Dockter. Nay: Mullaney. Majority in favor and motion passed.

Wade Mack is interested in starting a coed softball league on Friday nights. They would play earlier enough and wouldn't use the lights. He is asking what the charge would be for the use of the fields. The council decided on \$125 with no lights usage. A motion by Mullaney and seconded by Dahl to approve the \$125 but if they would use lights the charge would be adjusted accordingly. All in favor and motion passed.

Adam Rudebusch, representing the Economic Development, gave an update on things they are doing. They are making a database for lots for sale in town; updating the online business directory; Creating a new city booklet, sending letters to businesses for advertising in the booklet. The Historical Society would like to work with the Economic Development board on projects. The Development corporation feels the sidewalk issue in Castlewood is a major issue.

Discussion was held on a lot in the Industrial Park. All other lots in that area are mowed and city ordinance says it should be mowed. The finance officer is to put something in the paper concerning junk and mowing ordinances. A motion by Dahl and seconded by Mullaney to approve putting an ad in the paper. All in favor and motion passed.

A moving permit for a new utility shed for Jon Lau was presented. A motion by Mullaney and seconded by Barker to approve the moving permit. All in favor and motion passed.

Cattle in the city limits was discussed. The finance officer is to check to see what the ordinance is if cattle are in the city limits year-round.

General Journal entries were presented. A motion by Dockter and seconded by Shepherd to approve the journal entries. All in favor and motion passed.

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

Sheila Gerhold
Finance Officer