



City of Castlewood
Meeting Agenda - City Council

Monday, October 5, 2026

6:00 PM

City Hall

1. Call to Order/Pledge of Allegiance
2. Approval of Agenda
3. Public Comment
4. Approval of Meeting Minutes
5. Approval of Bills
6. Reports
- 7. Old Business**
 - 7.1 Drainage Study Banner Final Report
 - 7.2 Facility Plan Banner, State Water Plan Update & Set Public Hearing Date for DANR Funding Package
 - 7.3 Economic Development Board Updates
 - 7.4 2nd Reading Ordinance 26-03 2027 Budget Appropriations Ordinance
 - 7.5 2nd Reading Ordinance 26-04 Adopting 2024 International Property Maintenance Code
 - 7.6 Other Old Business
- 8. New Business**
 - 8.1 Resolution 26-03 Sewer Rate Increase Discussion
 - 8.2 Citizen's CD Maturing 10/04
 - 8.3 Snow Removal Quote Popham Construction
 - 8.4 Bituminous Paving Invoice
 - 8.5 Health Insurance Rates and Plan Approval
 - 8.6 On Sale Liquor License Operating Agreements Special Liquor Permit Rules
9. Adjournment

City of Castlewood – Council Members

***Mayor – Brian Ries**

***Council Members – Ward I – Stef Goldhorn & Jeannette Bohls**

Ward II – Heather Schmit & LeeAnne Dufek

Ward III – Chad Ries & Beau Schooley



ENGINEERING REPORT

TO	City of Castlewood, SD
DATE	September 30, 2026
SUBJECT	City Engineer's Report

23817.26 Castlewood General Engineering - 2026 (Project Manager – Justin Bucher)

Council Action for Consideration: None at this time.

24504.00 Castlewood Wastewater Facility Plan (Project Manager – Christa Timmer)

Project Summary:

- Complete televising assistance and prepare a wastewater facility plan. This work includes evaluating existing conditions of the collection system and WWTF, projection of future flows and loading, an evaluation of improvements needed for ongoing use of the sanitary sewer and WWTF, and Report Preparation. This work also includes providing bidding or other documentation for the city to complete televising of their sanitary sewer system.

Project Status:

- Banner presented findings to City Council on September 9. City moved forward with getting on State Water plan.

Project Schedule:

- Kickoff Meeting – Complete
- Finalizing televising bid documents – Complete
- Collection System Televising: Bid Opening – Complete
- Collection System Televising: Award Contract – Complete
- Collection System Televising: Notice to Proceed – Complete
- Collection System Televising: Substantial Completion – Complete
- Collection System Televising: Final Completion – Complete
- Data Collection – Complete
- Alternative Evaluation - Complete
- Meeting with City Staff to discuss alternatives prior to draft submittal – Complete
- Submit Draft Facility Plan for Review – Complete
- Submit Final Facility Plan and Present Findings to Council – Complete
- State Water Plan Application – October 1, 2026 - Complete
- Public Hearing – November/December 2026
- Project Funding Application – January 1, 2027

Council Action for Consideration:

- Decide whether to hold public hearing at November or December City Council Meeting
- Decide if State Water Plan scope should be reduced ahead of the project funding application (due January 1) to mitigate impact to ratepayers.



24630.00 Castlewood Drainage Study (Project Manager – Kent Johnson)

Project Summary:

- This study is intended to be a comprehensive evaluation of the existing stormwater drainage that contributes runoff within the city limits. This comprehensive overview will be completed using LiDAR data to determine general overland flow. Locations with concentrated flow or areas with known drainage deficiencies will have a field survey performed, if determined necessary. The watershed and sub-watershed runoff flows will be determined for each delineated area within the study boundary. Localized areas, identified to have drainage issues will be evaluated further to determine options for drainage improvements. Focus will be placed on known areas of concern, including along Main St between 1st Ave and 3rd Ave and on 3rd Ave from Market St to Alice St. This plan will not effectively address private property drainage issues arising from adjacent property improvements; however, it will attempt to address public and/or street drainage that discharges through private property.

Project Status:

- Banner had a kickoff meeting with City staff on January 15th to discuss issue areas, goals, and expectations of the study.
- Banner had a meeting on April 16th with Mayor Ries to discuss drainage issues and past rainfall events.
- Existing conditions model is set up and adjusted based on Mayor Ries comments.
- Preliminary alternatives to alleviate flooding along 3rd Ave are being investigated.
- Banner had a meeting on June 30th with Mayor Ries and city staff to discuss and review the existing conditions drainage model and go over potential project alternatives.
- Modeling is complete. Report is drafted and in internal review.
- Banner to present final draft report at Council Meeting on October 5.

Project Schedule:

- Kickoff Meeting – Complete
- Data Collection – Complete
- Stormwater Analysis – Complete
- Prepare Drainage Report – Complete
- Present Report findings to City staff and Council – October 5, 2026
- Deliver Final Report – October 2026

Council Action for Consideration: None.

Pending Contracts / Proposals

None.

Banner Associates, Inc.

Tel | 605.692.6342 Toll Free | 1.855.323.6342

www.bannerassociates.com

ORDINANCE #26-03 2027 APPROPRIATION ORDINANCE

Part I: Be it ordained by the City of Castlewood that the following sums are appropriated to meet the obligations of the municipality:

GENERAL FUND

General Government

Mayor, Council, General	26,240	
Contingency	48,658	
Elections	800	
Attorney Services	8,000	
Finance Office	133,690	
Gov't Building	39,000	209,388

PUBLIC SAFETY

Police	45,000	45,000
--------	--------	--------

PUBLIC WORKS

Street and Alleys	205,185	205,185
-------------------	---------	---------

CULTURE & RECREATION

Parks and Recreation	44,551	
Library	8,468	100,019

SOLID WASTE

Garbage	100,890	
Rubble Site	11,459	112,349

HEALTH & WELFARE

West Nile	2,500	
Code Enforcement	3,500	6,000

TOTAL GENERAL FUND

677,941

TOTAL TAX SUPPORTED FUNDS

BUSINESS IMPROVEMENT DISTRICT

142,000

MUNICIPAL STREET

328,856

SELF SUPPORTING FUNDS

Water Fund	186,000
Sewer Fund	156,000
Golf Fund	374,180
Wellness Fund	136,509

TOTAL APPROPRIATIONS

2,001,486

2027 APPROPRIATION ORDINANCE

PART II: The following designates the fund or funds that money derived from the following sources is applied to:

GENERAL FUND

Cash on Hand	0
General Property Taxes	415,600
Licenses & Permits	4,300
Bank Franchise	2,500
Motor Vehicle Comm. Prorate	3,000
Liquor Tax Reversion	4,200
Motor Vehicle Licenses	15,000
Local Gov't Highway & Bridge	26,000
County Wheel Tax	400
Concessions Revenue	3,000
Rec Program Fees	6,700
Interest	85,000
Rentals	6,350
Garbage Charges	95,000
Garbage Non Operating Income	5,890
Cable Franchise Fee	5,001
TOTAL MEANS OF FINANCE	677,941

MUNICIPAL STREET REVENUE

Cash on Hand	208,856
Sales Tax Revenue	120,000
Total Expenditures	328,856
Estimated Surplus	0

BUSINESS IMPROVEMENT DISTRICT

Sales Tax Revenue	120,000
Misc Income	27,890
Investment Earning	10,773
Total Expenditures	142,000
Estimated Surplus	16,663

ENTERPRISE FUNDS

	Water	Sewer	Golf	Wellness
Cash on Hand			41,000	
Estimated Unappropriated Fund Balance				
Estimated Revenue	186,000	156,000	333,180	136,509
Less Estimated Appropriations	186,000	156,000	374,180	136,509
Estimated Surplus	0	0	0	0
Estimated Surplus transferred	-0-	-0-	-0-	-0-

PART III: The following is a summary of those funds for which spending authority has been approved by the Electorate:

PART IV: The Finance Officer is directed to certify the following dollar amount of tax levies made in this ordinance to the County Auditor: FOR GENERAL PURPOSES: \$410,000.00

Mayor

ATTEST:

Logan Ruesink, Finance Officer

First Reading: September 9, 2026
Second Reading: October 5, 2026

ORDINANCE: 26-04

AN ORDINANCE FOR THE ADOPTION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE BOOK SECTIONS

TITLE 9 BUILDING AND FIRE REGULATIONS CHAPTER 3-8: INTERNATIONAL PROPERTY MAINTENANCE CODE

BE IT ORDAINED by the City of Castlewood Common Council that the following **ORDINANCE** of the City of Castlewood adopting the 2024 edition of the International Property Maintenance Code, regulating and governing the conditions and maintenance of all property, buildings, and structures; by providing the standards for facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures in the City of Castlewood; providing for the issuance of permits and collection of fees. The City Council of the City of Castlewood does ordain as follows:

Section 1. That a certain document, three (3) copies of which are on file in the office of the City Finance Officer of the City of Castlewood, being marked and designated as the International Property Maintenance Code, 2024 edition, as published by the International Code Council, be and is hereby adopted as the Property Maintenance Code of the City of Castlewood in the State of South Dakota for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures as herein provided; proving for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions penalties, conditions and terms of said Property Maintenance Code on file in the office of the City of Castlewood are hereby referred to, adopted and made a part hereof as if fully set out in this legislation.

Chapter 3. General Requirements. Remove section 303.

Chapter 4. Light, Ventilation and Occupancy Limitations. Remove this entire Chapter 4.

Chapter 5. Plumbing Facilities and Fixture Requirements. Remove this entire Chapter5.

Chapter 6. Mechanical and Electrical Requirements. Remove this entire Chapter 6.

Chapter 7. Fire Safety Requirements. Remove this entire Chapter 7.

Section 2. Deletions or additions added directly to code book. The following sections are hereby revised:

Section 101.1; Insert City of Castlewood

Section 104.1. Insert:

All prices based on a minimum of one hour or one day. All prices include a city employee as operator:

Bucket Truck	\$75.00 per hour
Bobcat/Skid Loader	\$80.00 per hour
Pay Loader	\$125.00 per hour
Dump Truck	\$90.00 per hour
Z Commercial Mower	\$250.00 per hour
Pickup Truck	\$50.00 per hour
Trailer	\$50.00 per hour
Weed Eaters	\$50.00 per hour
Chain Saw	\$50.00 per hour
Dumping Fees for rubble site	\$100.00 per load
Car Tires	\$10.00 each
Truck Tires	\$50.00 each
Equipment Operator	\$40.00 per hour
Laborer	\$30.00 per hour
Household Garbage charged out per ton or Dumpster at the going rate of contractor.	
The above prices are subject to change.	

Section 106.3 Qualifications. Change to read. The board of appeals shall be made up of three members of the City Council. The board shall be appointed by the chief appointing authority.

Section 107.4. Insert \$100.00 fine and add-The cost for violation of any portion of this code and the cost of abating any public nuisance set forth in this code shall be taxed by special assessment against the real estate on which the nuisance occurred.

Section 302.4. Insert: Six Inches

Section 302.7. Insert: Add -All buildings and houses must be kept in a good and safe condition.

Section 3. That Ordinance No. 26-04 of the City of Castlewood entitled 2024 International Property Maintenance Code (Property Maintenance Code) shall be in effect to run concurrently with all other previous ordinances.

Section 4. That if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional; such decision shall not affect the validity of the remaining portions of this ordinance. The Castlewood City Council hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 5. That nothing in this ordinance or in the Property Maintenance Code hereby adopted shall be construed to affect any suite or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 3 of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

Section 6. That this ordinance is necessary for the immediate preservation of the public peace, health and safety, and for the support of the municipal government and its existing public institutions and shall take effect immediately upon the passage and publication hereof.

Dated at Castlewood, South Dakota, this 9th day of September, 2026.

Brian Ries, Mayor

ATTEST: _____

Health Pool of South Dakota

A risk-sharing pool created, sponsored, and endorsed by the South Dakota Municipal League



September 21, 2026

Logan Kool-Ruesink
City of Castlewood
PO Box 17
Castlewood SD 57223

Dear Ms. Kool-Ruesink,

Thank you for your continued support of the Health Pool of SD as we complete our 31st year of sharing risk.

The Pool experienced higher-than-usual claims this year which requires an overall 13% rate increase. Your 2027 rates reflect the overall Pool increase, your three-year loss ratio, and the average rates for your specific plan.

To help address rising costs, the Board also approved plan design changes that will increase the employee cost share from 10% to approximately 13%. This increase remains below Wellmark's benchmark range of 16% to 19%. High Deductible Health Plans will not be affected.

Please check the enclosed Subscription Agreement and Confirmation of MSP Addendum for accuracy, then return both signed documents as soon as possible and no later than November 15. Open enrollment will be held in November 2026 for calendar year 2027.

Member #165 City of Castlewood will experience a premium increase of 14% in order to reach the lowest available rating tranche.

2027 rates for co-pay plan 1500

Employee only:	\$1,120.00
Employee +1:	\$2,050.00
Employee + Children:	\$2,280.00
Family	\$2,635.00

If you have any questions regarding your 2027 rates or this renewal packet, please email me at lisa@sdmunicipalleague.org.

Lisa Nold, Director of Risk Sharing Services

Enclosures:

- Subscription Agreement – select plan, sign, and return by November 15
- Confirmation of MSP Addendum – sign and return by November 15
- Co-pay plan design changes outline – For your information
- 2025 Health Pool Annual Report – For your information