

## October 5th, 2026 Meeting Minutes

The Castlewood City Council met on the above date at 6:00 p.m. with the following members present: Mayor Brian Ries, Jeanette Bohls, Heather Schmit, LeeAnne Dufek, & Chad Ries. Absent Stef Goldhorn and Beau Schooley. Also present: Logan Ruesink, Ryan Sikkink, Ryan Ruesink, Justin Bucher, Kent Johnson, and Joe Stonesifer of Banner Associates, Ron White and Jerry Gerberding.

The meeting was called to order by the Mayor and the pledge of allegiance was led by the Mayor.

A motion was made to approve the agenda by Schmit and seconded by C. Ries, all members present voting aye and the motion passed.

There was no public comment.

A motion was made to approve the September meeting minutes by Bohls and seconded by Dufek, all members present voting aye and the motion passed.

A motion was made to approve the October bills by Dufek and seconded by Schmit, all members present voting aye and the motion passed.

AMERICAN LEGION STATE HQ 235.00 FLAGS, AUTO VALUE 399.15 GOLF COURSE REPAIRS, BANNER 16374.73 ENGINEERING FEES, BARNES & NOBLE, INC 216.15 LIBRARY SUPPLIES, BASS SANITATION 7542.00 SANITATION SERVICES, BITUMINOUS PAVING INC 68811.75 CHIP SEALING, CITIZENS STATE BANK 20.00 ACH FEES, CODE ENFORCEMENT SPECIALISTS 631.20 CODE ENFORCEMENT, TWOTREES TECHNOLOGIES 303.00 MANAGED SERVICES, DAKOTA DUMPSTERS 1063.05 ROLL OFF RENTAL, DAKOTA PORTABLE TOILETS 195.00 GOLF COURSE UTILITIES, DELTA DENTAL 175.10 GROUP INSURANCE, DOUGS SERVICE & MARINE 752.88 EQUIPMENT RENTAL, EACHEN INC 613.75 SERVICE WORK, ELO PROF LLC 8265.00 2ND HALF OF AUDIT, AXESS COOPERATIVE 1776.96 GOLF STREETS FUEL AND MAINT, FERGUSON WATERWORKS #2516 298.43 GOLF COURSE REPAIRS, FIRST PREMIER BANK 150.00 LIBRARY RENT, GERHOLD BROTHERS 540.60 GOLF COURSE GRAVEL, GREAT AMERICA 271.28 COPIER LEASE, GREEN APPLE SEPTIC TANK SERVIC 360.00 SEPTIC PUMP BALLFIELDS, HAMLIN COUNTY REPUBLICAN 175.54 PUBLISHING, HAMILN COUNTY AUDITOR 4783.64 POLICE CONTRACT, HAWKINS, INC 230.25 WATER SUPPLIES, HD ELECTRIC 2162.85 UTILITIES, HYDRO-KLEAN LLC 1800.00 POTHOLING FOR SEWER, ITC 668.52 UTILITIES, JERRY GERBERDING 1274.78 REIMBURSEMENT FOR ECO DEV TRIP, KEVEES HOMETOWN GROCERY 534.05 GOLF COURSE FOOD, LYLE SIGNS 314.86 STREET SIGNS, MACK CONCRETE & HAULING 1607.15 TREE REMOVAL GULLEY, MENARDS 347.43 STREETS TOOLS, NIHCA 11.75 WELLNESS SERVICES AND FEES, NORHTWESTERN ENERGY 8.12 UTILITIES, OFFICE PEEPS 122.75 SUPPLIES, OTTERTAIL 2825.33 UTILITIES, PORTER DISTRIBUTING CO. 608.05 GOLF COURSE BEER, RIVERSIDE TECHNOLOGIES, INC. 300.00 WELLNESS SECURITY

SERVICES, RONS SAW SHOP 20.74 GOLF COURSE REPAIRS, SOUTH DAKOTA RURAL DEVELOPMENT 1237.00 WATERLOAN, JAN SCHIERNBECK 15.51 LIBRARY SUPPLIES, SD DEPT REVENUE 2182.97 SALES TAX, SD PUBLIC HEALTH 207.00 WATER SAMPLES, SIOUX RURAL WATER 9116.40 WATER PURCHASE, STAN HOUSTON EQUIPMENT COMPANY 55.90 GOLF COURSE TOOLS, STAR LAUNDRY 151.74 RUG RENTALS, VISA 139.88 GOLF COURSE SUPPLIES, VISA 372.60 WELLNESS SUPPLIES, VISA 860.97 GOLF COURSE REPAIRS AND MAINT, VISA 1433.99 FINANCE OFFICE SUPPLIES SERVIC, WATERTOWN WHOLESALE 243.95 SUPPLIES, WINWATER 200.00 UTILITY BILLING UPGRADE, PAYROLL 32167.04 PAYROLL, SOUTH DAKOTA RETIREMENT 2538.34 RETIREMENT, HEALTH POOL OF SOUTH DAKOTA 5579.16 HEALTH INSURANCE, EFTPS 7512.86 PAYROLL TAXES

Finance Report. L. Ruesink provided council with the most recent payroll report as well as the bank reconciliation which was an accurate reflection of the accounting software and there was no variance in what was reconciled versus reported. L. Ruesink completed a compliance audit with the US Department of Agriculture for the city's water loan and was made aware that the City could apply for a loan with the USDA for the proposed sewer improvements project. The City would not be eligible for grant dollars from the feds as the median household income level for Castlewood is higher than the requirement. The USDA might be able to provide a better interest rate but there would be an environmental requirement. L. Ruesink submitted the community forestry tree grant application that could provide the city with a \$5,000 grant to plant new trees that would have to be matched. The lead and copper inventory was submitted to the EPA and L. Ruesink finalized that data with the assistance of Sikkink. The City would soon be undergoing a utility billing software update with their current vendor Mueller and the assistance of WinWater representative Jim Urban. The new utility billing software would be moved to a cloud based platform called Sentryx AMR. Active Heating and Cooling came to inspect a frozen line on the exterior of the building from the HVAC system. The company only had to do some basic maintenance on the line but stated that the other HVAC unit that was not replaced last year was some thirty years old and the City should budget for a new one in the near future.

Public Works Report. Sikkink stated that Engel Construction had started on the new parking spaces at the Wellness Depot and Mack Concrete and Hauling cleared the trees in the gulley near 4<sup>th</sup> Avenue. Sikkink had started flushing hydrants on October 5<sup>th</sup> and provided council with some pictures and videos of manganese buildup that was very prevalent in some of the hydrants. Sikkink would be putting the reflector flags on all of the hydrants this week while flushing and identified a couple hydrants that would need to be raised next year.

Golf Report. R. Ruesink reported that with assistance from Gerhold they had plugged and top dressed greens last Monday when the course was closed as it was a lengthy process. The course had really greened back up after excessive heat for a few weeks in August and lack of moisture,

in addition to those conditions a power outage had knocked out power to the control towers on holes five and six and so that was the culprit for some of the brown spots last month. R. Ruesink stated the drain tile project on hole 8 would be tackled next spring. R. Ruesink discussed a closing date with Rochelle Rudebusch and it was decided that the course would be closed by November 1<sup>st</sup>, if the weather did not hold up it would be closed earlier but would keep everyone posted. R. Ruesink had some valves to replace that would need to be dug up and due to the aging irrigation system he thought purchasing a mini excavator wasn't a bad idea for next year.

Wellness Report. Susie Benike could not attend the meeting due to an added Monday evening class she was teaching at the Wellness Depot but provided council a typed report of updates and happenings there.

Drainage Study Banner Final Report. Justin Bucher, Kent Johnson and Joe Stonesifer were all present at the meeting to provide a presentation and answer questions regarding the drainage study they had completed. Areas of focus were the northeast portion of Fourth Avenue, the gully area between 2<sup>nd</sup> and Fourth Avenue, and Third Avenue from Harry Street heading South. Detention ponds, widening the gully, upsizing culverts, utilizing valley gutters and potential curb and gutter were all proposed solutions all with hefty price tags. The detention ponds were well over a million dollars each, regrading, sloping and resetting culverts along only one side of Third Avenue came in at just under one million but Banner did reiterate that these were just estimates and with a lot of contingencies. Kent Johnson said everything was evaluated on a cost benefit analysis and unfortunately most of the proposed improvements would be high cost and little benefit. Johnson stated the cheapest thing the City can do is floodplain management, permitting any and all projects within the floodplain and sensibly developing those areas to keep as much flood storage as possible. The importance of maintenance in the gully, ditches and culverts was discussed and recommended as well. Banner ended their presentation of the drainage study stating that further engineering could be done in areas the City thought they might be able to do parts of the proposed projects to help alleviate some of the drainage issues. Banner stated that most of these proposed projects would be beneficial during your two- and three-inch rains. However, any excessive rainfall events over three inches, there is not much that can be done in any city as drainage systems are just not built to hold as much volume as you would see during a one-hundred or five-hundred year flood event, such as Castlewood has experienced in recent years.

Facility Plan Banner, State Water Plan Update & Set Public Hearing Date for DANR Funding Package. Justin Bucher of Banner stated that the City had applied to be on the state water plan and now needed to set a public hearing date for the DANR funding package that would need to be submitted before the 1<sup>st</sup> of the year. A motion was made to set the public hearing date for

the sewer system improvements funding package to Monday, November 2<sup>nd</sup> by Dufek and seconded by Bohls. All members present voting aye and the motion passed.

Economic Development Board Updates. Jerry Gerberding and Ron White of the economic development board to discuss some updates with council. Gerberding had just gotten back from the economic development course put on by Black Hills State University out in Rapid City and said he learned a lot. The biggest take away from the course was the networking aspect as representatives from the Governor's Office of Economic Development had attended as well as other board members from other towns that Gerberding planned to utilize in the future. Gerberding stated the economic development board would be rolling out a new survey to see what residents wanted in their community as the last one was done nearly ten years ago. Ron White discussed a number of potential businesses and intended locations the board was seeking out, from daycare opportunities for the community to retail space. The board would present these ideas when they had all the specs put together on paper for the council to fully evaluate and the survey results are available.

2<sup>nd</sup> Reading Ordinance 26-03 2027 Budget Appropriations Ordinance. A motion was made to approve the 2<sup>nd</sup> Reading of Ordinance 26-03 the Budget Appropriations Ordinance by Bohls and seconded by H. Schmit. All members present voting aye and the motion passed.

## **NOTICE OF ADOPTION**

### **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**

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

##### **PUBLIC SAFETY**

|               |               |               |
|---------------|---------------|---------------|
| <b>Police</b> | <b>45,000</b> | <b>45,000</b> |
|---------------|---------------|---------------|

##### **PUBLIC WORKS**

|                          |                |                |
|--------------------------|----------------|----------------|
| <b>Street and Alleys</b> | <b>205,185</b> | <b>205,185</b> |
|--------------------------|----------------|----------------|

##### **CULTURE & RECREATION**

|                             |               |                |
|-----------------------------|---------------|----------------|
| <b>Parks and Recreation</b> | <b>44,551</b> |                |
| <b>Library</b>              | <b>8,468</b>  | <b>100,019</b> |

|                                      |                |                  |
|--------------------------------------|----------------|------------------|
| <b>SOLID WASTE</b>                   |                |                  |
| Garbage                              | <b>100,890</b> |                  |
| Rubble Site                          | <b>11,459</b>  | <b>112,349</b>   |
| <b>HEALTH &amp; WELFARE</b>          |                |                  |
| West Nile                            | <b>2,500</b>   |                  |
| Code Enforcement                     | <b>3,500</b>   | <b>6,000</b>     |
| <b>TOTAL GENERAL FUND</b>            |                | <b>677,941</b>   |
| <b>TOTAL TAX SUPPORTED FUNDS</b>     |                |                  |
| <b>BUSINESS IMPROVEMENT DISTRICT</b> |                | <b>142,000</b>   |
| <b>MUNICIPAL STREET</b>              |                | <b>328,856</b>   |
| <b>SELF SUPPORTING FUNDS</b>         |                |                  |
| Water Fund                           | <b>186,000</b> |                  |
| Sewer Fund                           | <b>156,000</b> |                  |
| Golf Fund                            | <b>374,180</b> |                  |
| Wellness Fund                        | <b>136,509</b> |                  |
| <b>TOTAL APPROPRIATIONS</b>          |                | <b>2,001,486</b> |

## **2027 APPROPRIATION ORDINANCE**

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

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

**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 Brian Ries**

**Finance Officer Logan Ruesink**

**First Reading: September 9, 2026**

**Second Reading: October 5, 2026**

2<sup>nd</sup> Reading Ordinance 26-04 Adopting 2024 International Property Maintenance Code. A motion was made to approve the 2<sup>nd</sup> reading of Ordinance 26-04 Adopting 2024 International Property Maintenance Code by Dufek and seconded by C. Ries. All members present voting aye and the motion passed.

## **NOTICE OF ADOPTION**

### **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 5th day of October, 2026.

Mayor Brian Ries  
Finance Officer Logan Ruesink

Resolution 26-03 Sewer Rate Increase Discussion. The council discussed increasing sewer rates by the end of the year to finance the potential debt for the anticipated sewer improvements project. The consensus was increasing the rate \$20.00 by the end of the year and then going up \$5.00 per quarter in 2027. Increasing rates for commercial and multiple family units was also discussed. A decision would be made at the next council meeting and residents are encouraged to come to the public hearing on November 2nd at 6 p.m. to give their opinions on the rate increase and sewer improvement projects.

Citizen's CD maturing 10/04. A motion was made to approve rolling CD 210561 into a 15-month special with an interest rate of 3.91 percent by Bohls and seconded by C. Ries. Roll call vote C. Ries yay, Dufek yay, Bohls yay, Schmit abstained, motion passed 4-0.

Snow Removal Quote Popham Construction. A motion was made to approve Popham Construction's snow removal quote at \$325/occurrence by C. Ries and seconded by Dufek. Roll call vote C. Ries yay, Dufek yay, Bohls yay, Schmit abstained, motion passed 4-0.

Health Insurance Rates and Plan Approval. A motion was made to approve the Health Pool of South Dakota's Co-pay plan 1500 single rate plan at \$1120/month for all full-time city employees by Dufek and seconded by Schmit. All members present voting aye and the motion passed.

On Sale Liquor License Operating Agreements Special Liquor Permit Rules. A motion was made to approve adding on sale liquor licensees having access to 10 special liquor license permits per year at a cost of \$0.00 that could be approved by the City Finance Officer with an appropriate time and location to their operating agreements by Bohls and seconded by C. Ries. All members present voting aye and the motion passed.

A motion was made to adjourn at 7:49 p.m. by Schmit and seconded by C. Ries. All members present voting aye and the motion passed.

Logan Ruesink  
Finance Office