

**Castlewood City Council  
November 2, 2015**

The Castlewood City Council met in regular session on the above date at 7:30 p.m. with the following members present: Mayor Paul Friske, Brian Ries, LeeAnne Dufek, Lucas Mack, Jeff Shepherd, and Greg Dobbs. Absent: Shawn Mullaney. Also present: Rick Ries, Doug Gerhold and Sheila Gerhold.

The meeting was called to order by the mayor.

The minutes of October 5, 2015 and October 19, 2015 were approved on a motion by Dufek and seconded by Dobbs with all members present voting aye and motion passed.

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

GENERAL FUND: Wages 2889.20; Electronic Federal Tax Payment, ss & wh 814.53; SD Health Pool, group ins. 618.87; Delta Dental, group ins. 39.00; SD Retirement Systems, retirement 395.92; Bass Sanitation, Garbage haul 15.00; Gunderson, Evenson & Boyd, professional fees 150.00; First Premier Bank, library Rent 150.00; Paul Friske, cell phone 30.00; Northwest Energy, natural gas 38.39; Colonial Research Chemical, supplies 401.73; Office Peeps, supplies 40.00; ITC Communications, telephone 140.57; Ottertail, utilities 1969.72; Barnes & Noble, books 150.24; JW Roll Off Service, clean up days 313.40; Hamlin Co. Republican, publishing 123.95; Janice Schiernbeck, books 36.53; Hamlin County Auditor, police contract 2708.33; Menard's, supplies 217.84; Roy's Sport Shop, supplies 1130.90; Castlewood Machine & Welding, service & fees 640.00; H-D Electric, utilities 19.14; Glacial Lakes Tourism, advertising 350.00; Castle Woodworks, pictures 365.00; US Treasury, withholding 180.00.  
TOTAL GENERAL FUND DISBURSEMENTS: \$13,928.26.

BUSINESS DISTRICT FUND: Schmucker, Paul, Nohr & Associates, engineer fees 9644.55,

MUNICIPAL DISTRICT FUND: Timmons, Construction, Oak Avenue construction 27,870.17.

WATER FUND: Wages 1927.56; Rural Development, payment 1237.00; Electronic Federal Tax Payment, ss & wh 460.28; Dakota Supply Group, supplies 139.75; SD Health Pool, group ins. 618.87; Delta Dental, group ins. 39.00; AFLAC, group ins. 96.68; SD Retirement, retirement 294.16; Richard Ries, cell phone & supplies 107.95; Department of Revenue, water testing 56.00; Ottertail, utilities 109.55; Hawkins, Inc., supplies 1298.62; SD One Call, locates 5.25.  
TOTAL WATER FUND DISBURSEMENTS: \$6390.67.

SEWER FUND: First National Bank, payment 6490.99; Ottertail, utilities 143.25; Justin Ries, wages 138.53; Electronic Federal Tax Payment, ss & wh 22.95.  
TOTAL SEWER FUND DISBURSEMENTS: \$6795.92.

SOLID WASTE FUND: Bass Sanitation, contract 3800.00; Department of Revenue, sales tax 236.60.  
TOTAL SOLID WASTE FUND DISBURSEMENTS: \$4036.60.

GOLF FUND: Wages 2371.50; TSYS Merchant Service, fees 232.09; Department of Revenue, sales tax 794.07; Porter Distributing, beer 90.50; US Foods, food 45.14; National Republic, liquor 127.97; Sheila Gerhold, wages 6561.73; Larry Goens, wages 341.70; Preston Goldhorn, wages 101.58; Dave Sogge, wages 89.35; Chelsea Ruesink, wages 99.73; Kristie Sikkink, wages 20.78; SD Health Pool, group ins.

517.87; SD Retirement Systems, retirement 1355.40; Ferguson Waterworks, supplies 148.77; Electronic Federal Tax Payment, ss & wh 2656.33; Castlewood Locker, food 63.76; ITC Communications, utilities 140.83; Doug's Service & Marine, repairs 356.13; Nivel Parts, repairs 795.41; H-D Electric, utilities 661.52. TOTAL GOLF FUND DISBURSEMENTS: \$17,572.16.

TOTAL DISBURSEMENTS, all funds: \$86,238.33.

Change Order #3 increasing the project by \$2060.80 was presented. Total construction costs are at \$429,208.63. The 4<sup>th</sup> pay request to Timmons Construction in the amount of \$27,870.17 was presented for approval. A certificate of substantial completion was also presented. A motion by Mack and seconded by Dufek to approve the change order, pay request and certificate of substantial completion. All members present in favor and motion passed.

Discussion was held on Christmas decorations for 2<sup>nd</sup> Avenue. Decorations can only be placed on poles with a street light and electrical would have to be installed on each pole. Quotes are to be obtained to wire the poles for Christmas decorations. No action taken.

The liquor license and operating agreement for the Ship's Inn and Castlewood Golf Course were presented. A motion by Dufek and seconded by Shepherd to approve the licenses. All in favor and motion passed.

The police contract with Hamlin County was presented for approval. The monthly rate starting January 1, 2016 will be \$3,141.67. A motion by Dufek and seconded by Ries to approve the contract. Roll call vote: Aye: Ries, Dufek, Mack and Dobbs. Nay: Shepherd. Majority in favor and motion passed.

The first reading for Supplemental Budget #15-6 for Oak Avenue in the amount of \$325,000 was approved on a motion by Dobbs and seconded by Mack with all members in favor and motion passed. The second reading will be held on December 7<sup>th</sup>, 2015.

Three fencing quotes were obtained for the new fence on the outfield of the baseball field. The quotes are over \$15,000 so it has to be advertised for bids. A motion by Dufek and seconded by Ries to advertise for bids for the new fencing in February 2016 with all members present voting aye and motion passed.

A moving permit for a 10 x 12 storage shed owned by Ken Mack was approved on a motion by Mack and seconded by Shepherd with all members present voting aye and motion passed.

Discussion was held on evergreens for sale for \$150 per tree and \$150 to move them. The trees would have been moved to the east side of the campground but the council decided to wait and purchase smaller trees and plant them next spring.

A motion by Dufek and seconded by Dobbs to approve the general journal entries.

A golf course update was given by Doug Gerhold. The irrigation system will be blown out on Saturday and snow fences will be put up. The course is officially closed for the year.

The finance officer presented a spreadsheet comparing 2015 to 2014. The council decided to leave memberships the same for 2016. The SD Guardianship Program was presented to the council. The

finance officer is to fill out the paper work and enter the program which involves anyone purchasing the booklet gets 9 holes of golf free but must purchase a cart rental. The money raised from the guardianship program goes to vulnerable citizens with disabilities.

Discussion was held on a resident asking for fog lines on the road by the bridge on 2<sup>nd</sup> Avenue. No action was taken.

The meeting adjourned at 8:20 p.m. on a motion by Dobbs and seconded by Mack with all members present voting aye and motion passed.

Sheila Gerhold  
Finance Officer