

**Castlewood City Council
January 4, 2016**

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, Shawn Mullaney, Lucas Mack, Brian Ries, Jeff Shepherd, Greg Dobbs and LeeAnne Dufek. Also present: Rick Ries, Sheila Gerhold and Doug Gerhold.

The meeting was called to order by the mayor.

The minutes of December 7th, 2015 were approved on a motion by Dobbs and seconded by Mullaney with all members present voting aye and motion passed.

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

GENERAL FUND: Wages 300.14; First Premier Bank, library rent 150.00; Bass Sanitation, garbage haul 15.00; Paul Friske, cell phone 30.00; Gunderson, Evenson & Boyd, professional fees 435.00; Hamlin County Highway Department, sand-salt 1171.98; Northwest Energy, utilities 294.18; Hamlin County Auditor, police contract 2708.33; Hamlin Co. Republican, publishing 84.81; Castlewood Corner Market, supplies 7.28; Office Peeps, supplies 91.98; Ottertail, utilities 2100.78; Electronic Federal Tax Payment, ss & wh 49.72; Muth Electric, generator 25,930.00; Richard Gruys, drainage easement fee 2500.00.
TOTAL GENERAL FUND DISBURSEMENTS: \$35,869.20.

BUSINESS DISTRICT FUND: Wages 1927.56; SD Retirement Systems, retirement 294.16; SD Health Pool, group ins. 618.87; AFLAC, group ins. 96.68; Delta Dental, group ins. 39.00; Electronic Federal Tax Payment, ss & wh 460.28.
TOTAL BUSINESS DISTRICT DISBURSEMENTS: \$3436.55.

WATER FUND: Postmaster, postage 390.00; Department of Revenue, water testing 70.00; Ottertail, utilities 108.23; Muth Electric, generator 35000.00; Rural Development, payment 1237.00.
TOTAL WATER FUND DISBURSEMENTS: \$36,805.23.

SEWER FUND: Wages 2589.06; Justin Ries, wages 92.35; SD Health Pool, group ins. 618.87; SD Retirement Systems, retirement 395.92; Delta Dental, group ins. 39.00; Ottertail, utilities 151.07; Electronic Federal Tax Payment, ss & wh 780.11; Muth Electric, generator 35,000.00
TOTAL SEWER FUND DISBURSEMENTS: \$39,666.38.

SOLID WASTE FUND: Bass Sanitation, contract 3800.00; Department of Revenue, sales tax 236.48.
TOTAL SOLID WASTE DISBURSEMENTS: \$4036.49

GOLF FUND: Hamlin Co. Republican, publishing 59.50; SD Health Pool, group ins. 517.87; Tsys Merchant Solutions, credit card fees 60.50.
TOTAL GOLF FUND DISBURSEMENTS: \$637.87
TOTAL 2015 DISBURSEMENTS: \$120,451.72

2016 Disbursements

GENERAL FUND: SD Municipal League, dues 767.35; Applied Software, anti—virus program 34.75; First District Association, dues 718.66; Schmucker, Paul, Nohr & Associates, engineer fees 552.50; Citizen’s State Bank, safe deposit box 30.00; Department of Legislative Audit, 2 year audit 10,419.10; ITC Communications, telephone 140.76; H-D Electric, utilities 19.14; SDML Workmen’s Comp, work comp. 980.66.

BUSINESS DISTRICT FUND: Schmucker, Paul, Nohr & Associates, engineer fees 267.50.

WATER FUND: SDML Workmen’s Comp, work comp 683.66; Board of Operator Certifications, renewal fees 12.00.
TOTAL WATER FUND DISBURSEMENTS: \$695.66.

SEWER FUND:SDML Workmen's Comp, work comp 683.66; Department of Revenue, wastewater fee 50.00; Board of Operator Certifications, renewal fees 12.00;
TOTAL SEWER FUND DISBURSEMENTS: \$745.66.

GOLF FUND: SDML Workmen's Comp, work comp 723.02; H-D Electric, utilities 378.93; Nivel Parts, repairs 1568.81.
TOTAL GOLF FUND DISBURSEMENTS: \$2670.76.
TOTAL 2016 Disbursements: \$18,042.50.

Discussion was held on Christmas Lights. Approximate cost for wiring is \$100 per pole and decorations vary from \$200-\$400. They would look at doing approximately 20 poles on 2nd Avenue and 4th Avenue. A motion by Dufek and seconded by Mullaney to table it until an accurate count of poles can be obtained. All in favor and motion passed.

The 4th Quarter Investment report was presented for approval. A motion by Dufek and seconded by Ries to approve the investment report. All in favor and motion passed.

The Economic Development held there annual meeting and LeeAnne Dufek talked about a few of the items discussed at that annual meeting. They had discussed the businesses on Main Street that are for sale. They also discussed the city needing sidewalks in town. No action was taken on these discussion items.

A motion by Dufek and seconded Ries to publish the following city monies:

GENERAL FUND:	\$425,612.77
GOLF FUND	2,116.50
WATER FUND	353,919.36
WATER RESERVE	23,532.40
SEWER FUND	167,882.66
SEWER RESERVE	23,532.41
SOLID WASTE FUND	3,849.00
BUSINESS DISTRCT	128,051.96
MUNCIPAL STREET	<u>179,955.91</u>
TOTAL MONIES	1,308,452.97

A motion by Mack and seconded by Shepherd to go into executive session to discuss personnel wages at 7:55 p.m. A motion by Dufek and seconded by Ries to return to regular session at 8:30 p.m and approve the following salary resolution with all members voting aye and motion passed.

2016 SALARY RESOLUTION

Mayor-\$2100 a year plus \$50 a meeting if in attendance
Councilman-\$1200 a year plus \$50 a meeting if in attendance
Rick Ries-\$3295.40 per month plus single rate paid on insurance, plus \$50 a meeting if in attendance, plus \$50 a weekend for on call services.
Sheila Gerhold-\$2525.00 per month plus \$50 a meeting if in attendance, plus single rate paid on insurance.
Janice Schiernbeck-\$325 a month for librarian
Mayor-Cell phone allowance \$30.00
Maintenance Man-Cell phone allowance \$30.00
Mileage – same as state rate
Meals-Breakfast –same as state rate
Recreation coach-\$400 per team
Golf Course Superintendent, Doug Gerhold \$30,000 per year plus single rate paid on insurance
Neda Ries, \$15.00 per hour
Clubhouse employee \$9.00
Golf Course Ground employee \$10.00
Clubhouse Manager, Sheila Gerhold \$6,000 per year

Justin Ries, \$50 per weekend on call and \$15.00 per hour for any hours worked on call.

The auditor from the Department of Legislative Audit report was presented to the city council. A motion by Dobbs and seconded by Ries to approve the auditor's report with all members present voting aye and motion passed.

The generator on a trailer that the city purchased several years ago is no longer needed. The selling of the generator will be tabled until the next meeting so an appraisal team may be obtained to put a value on the generator.

Discussion was held on the mobile home that has the siding falling off and no skirting. The owner has not fixed the mobile home so the council wants certified letters sent to the owner of the mobile home and the owner of the property.

The General Journal entries were presented for approval. A motion by Dufek and seconded by Dobbs to approve entries as presented. All in favor and motion passed.

Discussion was held on the following items brought up by Councilman Shepherd. Ballpark irrigation to be installed by volunteer help, evergreens being donated for the campground and discussion on an individual driving from their property onto the city street.

A motion by Mack and seconded by Dobbs to adjourn. The meeting adjourned at 8:55 p.m.

Sheila Gerhold
Finance Officer