

Castlewood City Council
April 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, Lucas Mack, Greg Dobbs, Shawn Mullaney, Jeff Shepherd, LeeAnne Dufek and Brian Ries. Also present: Geri Gantvoort, Cliff Ruesink, Dave Wernke, Jeff Dahl, Rick Ries, Sheila Gerhold and Doug Gerhold.

The meeting was called to order by the mayor.

The minutes of March 7th and March 21st were approved on a motion by Dobbs and seconded by Dufek 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:

GENERAL FUND: Wages 2513.14; Electronic Federal Tax Payment, ss & wh 1214.75; H-D Electric, utilities 18.80; SD Public Assurance Alliance, vehicle, property & liability ins. 8477.00; SD Retirement Systems, retirement 710.44; SD Health Pool, group ins. 1237.74; Delta Dental, group ins. 80.40; AFLAC, group ins. 96.68; Ottertail, utilities 2070.21; Janice Schiernbeck, books 50.95; Hamlin Co. Republican, publishing 293.99; Barnes & Noble, books 192.26; Hamlin County Auditor, police contract 3141.67; Office Peeps, office supplies 77.86; Bass Sanitation, garbage haul 15.00; Paul Friske, cell phone 30.00; Castlewood Corner Market, supplies 107.39; First Premier Bank, library rent 150.00; ITC Communications, telephone 141.53; McLeod's, election supplies 35.69; New Deal Tire, supplies 40.00; Sheila Gerhold, mileage, supplies, microphone 141.59; Department of Transportation, engineer fees 991.10; Menard's, supplies 274.73; Hamlin Highway Department, sand-salt 1160.26; Kelly's Tree Service, bobcat rental 185.50; Northwest Energy, utilities 317.29.

TOTAL GENERAL FUND DISBURSEMENTS: \$26,165.97.

WATER FUND: SD Public Assurance Alliance, property & liability ins. 794.00; Ottertail, utilities 135.48; Menard's, supplies 312.19; Boyd Law Firm, professional fees 356.94; Hawkins, Inc., chemicals 896.71; Hamlin Co. Republican, publishing & utility billings 891.08; SD One Call, locates 1.05; Richard Ries, cell phone & postage 40.42; Department of Revenue, water testing 28.00; Rural Development, payment 1237.00

TOTAL WATER FUND DISBURSEMENTS: \$4692.87

SEWER FUND: Justin Ries, wages 92.35; Electronic Federal Tax Payment, ss & wh 15.30; SD Public Assurance Alliance, property & liability ins. 328.00; Ottertail, utilities 219.07.

TOTAL SEWER FUND DISBURSEMENTS: \$654.72

SOLID WASTE FUND: Bass Sanitation, contract 3800.00; Department of Revenue, sales tax 237.37;

TOTAL SOLID WASTE FUND DISBURSEMENTS: \$4037.37.

GOLF FUND: Wages 2321.50; Electronic Federal Tax Payment, ss & wh 728.00; H-D Electric, utilities 298.05; SD Public Assurance Alliance, property & liability ins. 1314.99; SDML Workmen's Comp, work comp 771.00; SD Retirement, retirement 360.00; R&R Products, repairs 317.78 Castlewood Corner Market, supplies 51.08; Queen City Wholesale, supplies 387.82; SD Health Pool, group ins. 517.87; Hamlin Co. Republican, publishing 30.00; ITC Communications, telephone 236.60; Coca Cola, pop 72.00; Fastenal, supplies 74.13; Hamlin County Treasurer, taxes 793.48.

TOTAL GOLF FUND DISBURSEMENTS: \$8327.29.

TOTAL DISBURSEMENTS, all funds \$43,878.82.

The bid opening was held for the drive by meter reading system. One bid was received from Milbank Winwater Company in the amount of \$58,164.11. A motion by Dufek and seconded by Mullaney to accept the bid from Milbank Winwater Company with all members present voting aye and motion passed.

Cliff Ruesink, representing the Economic Development, was present to address the council on a few issues. The Development Corporation would like to see trees get planted on the east side of the campground. The trees would be approximately 4-5' tall and they would plant 8-10 trees. A motion by Mullaney and seconded by Shepherd to approve this. All in favor. Discussion was held on an incentive to have people build a new home in Castlewood and receiving \$5000 after the home is completed. There will be certain specifications drawn up with an application. A motion by Dufek to proceed with application process to be eligible for the \$5000 with a second by Ries. All members present in favor and motion passed. The lot between Mack Custom Cabinets and Castlewood Machine & Welding has two parties interested in buying it. The council discussed the purchase price and also the finance officer is to contact the interested party to see if they would consider building on a lot south of Castlewood Machine & Welding. A motion by Dufek and seconded by Dobbs to table selling the lot until the interested party is talked to about building on a different lot. All in favor and motion passed. Discussion was also held on homes in town that need to be fixed up.

Dave Wernke requested a moving permit for an older garage. He presented pictures and said he would paint it and shingle it within one year. A motion by Mullaney to approve the moving permit on the condition that it will be painted within 6 months and shingled within a year with a second by Dufek. All in favor and motion passed.

Geri Gantvoort was present to discuss evergreen trees blocking sidewalks and blocking the view on corner lots. She would like the city to consider tree planting for the future and have evergreens stay away from sidewalks and corner boulevards. The council is considering passing an ordinance for this purpose.

There were no bids received for the sale of the generator on a trailer. Councilman Mullaney is going to contact a business to see if they are interested in purchasing the generator.

Change order #4 for Timmons Construction to dig the drainage ditch south of the elevator property. The construction costs will increase by \$7,280.62. A motion by Dufek and seconded by Ries to approve the change order with all members present in favor and motion passed.

Display Sales sent the City of Castlewood a Christmas decoration to view. The quote from Display Sales for 17 Christmas decorations is \$4,332. A motion by Dobbs and seconded by Dufek to purchase decorations from Display Sales with all members present in favor and motion passed.

The investment report for the first quarter of 2016 was presented and approved on a motion by Ries and seconded by Dobbs with all members present in favor and motion passed.

The council discussed sidewalks in town. A local resident suggested the city pay a portion for new sidewalks all over and the landowner pay the other portion. The finance officer is to check into any grants available for sidewalks.

Recreation job applications presented. Gunner Haug and Karen Akin have been hired for the various activities coordinator. Karen will do art and Gunner will do basketball, golf and various activities. Recreation coaches are as follows: Girls: 10 & under, Justin Knecht, 12 & under, Jay Dufek, 16 & under, Matt Hunter. Boys: tball, Kyle Kooima, 7-8 year olds, Jerrod Bass; 9-10 year olds Austin Tvedt; 11-12 year olds Mick Kirwan; Teeners Jacob Tvedt. A motion by Mullaney and seconded by Mack to approve all recreation hires. All in favor and motion passed.

Golf Course updates. Doug Gerhold stated the greens came through the winter in great shape. A water heater for the maintenance shed will be purchased.

Advertising for the golf course discussed. The city gives to single memberships to be sold on the Watertown radio Auction the city receives advertising in exchange. They also approved \$150 worth of advertising on KXLG. A motion by Dufek and seconded by Ries to approve the advertising. All in favor and motion passed.

A quote from R&H Sealcoating to route and clean the cracks and fill with state spec 3405 on all city streets for \$10,980.00 A motion by Dobbs and seconded by Ries to approve the quote. All in favor and motion passed.

General journal entries for March were approved on a motion by Dufek and seconded by Dobbs with all members present in favor and motion passed.

A quote from Popham Construction to sweep all city streets for \$2438.00 and once a month they will clean Oak Avenue and Main Street for \$150.00 per month. A motion by Dufek and seconded by Mack to approve quotes from Popham Construction. All in favor and motion passed.

The time clock for the siren keeps losing time. A new time clock plus installation will be \$250-\$300. A motion by Dufek and seconded by Dobbs to have a new time clock installed. All in favor and motion passed.

The baseball field was discussed. The contractor allowed the cement truck to drive on the outfield of the baseball field to cement in the posts. The company will be contacted to fix the outfield or pay the city to fix it.

Discussion was held on the mobile home in town with the siding falling off and no skirting. The finance officer is to contact the fire marshal and check on the procedure for condemning a building.

A motion by Dobbs and seconded by Mack to adjourn with all members present in favor and motion passed. The meeting adjourned at 9:00 p.m.

Sheila Gerhold
Finance Officer