

**Castlewood City Council**  
**October 2, 2017**

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, Jeff Dahl, Jeff Shepherd, Ryman Dockter, Brian Ries, Shawn Mullaney and Heather Schmit. Also present: Rick Ries, Sheila Gerhold, Bruce and Lisa Shepherd, LeeAnne Dufek and Matt Hunter.

The meeting was call to order by the mayor.

The agenda was presented for approval. The following items were added to the agenda, Warrior Road, Sherwin DeKam and city insurance for the storm. A motion by Ries and seconded by Schmit to approve the agenda with the added items. All in favor and motion passed.

The minutes of September 11, 2017, were approved on a motion by Mullaney and seconded by Dockter with all members present voting aye and motion passed.

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

GENERAL FUND: Wages 300.14; Electronic Federal Tax Payment, ss & wh 49.72; H-D Electric, street lighting 18.80; First Premier Bank, library rent, 150.00; Bass Sanitation, garbage haul 15.00; Paul Friske, cell phone, 30.00; Boyd Law Firm, professional fees 150.00; Hamlin Co. Republican, publishing 252.95; Hamlin County Auditor, police contract 3141.67; Ottetail, utilities 1946.64; Northwest Energy, utilities 67.10; Heiman Fire Equipment, inspect fire extinguishers 48.75; Menard's, supplies 91.65; Colonial Research, supplies 220.04; Glass Products, window repair-storm, 64.39; Variety Foods, supplies 163.39.

TOTAL GENERAL FUND DISBURSEMENTS: \$6710.24

BUSINESS DISTRICT FUND: MAS Media, website work 29.29; Glacial Lakes Tourism, advertising 315.00.

TOTAL BUSINESS DISTRICT DISBURSEMENTS: \$344.29.

MUNICIPAL STREET FUND: Popham Construction, sweep streets & pickup for chip seal 4029.15.

WATER FUND: Wages 4693.76; Electronic Federal Tax Payment, ss & wh 1420.69; Justin Ries, wages 138.52; SD Retirement Systems, retirement 731.40; Delta Dental, group ins. 82.40; SD Health Pool, group ins. 1395.80; AFLAC, group ins. 96.68; Hawkins, Inc., supplies 628.26; Ottetail, utilities 174.92; Richard Ries, cell phone & postage 53.41; Postmaster, postage 302.00; Department of Revenue, water testing 510.00; SD One Call, locates 14.70; Rural Development, payment 1237.00.

TOTAL WATER FUND DISBURSEMENTS: 11,479.54.

SEWER FUND: Ottetail, utilities 224.00.

SOLID WASTE FUND: Bass Sanitation, contract 3800.00; Department of Revenue, sales tax 269.25.

TOTAL SOLID WASTE FUND DISBURSEMENTS: \$4069.25.

GOLF FUND: Wages 2387.22 Electronic Federal Tax Payment, ss & wh 1480.43; Neil Dvorak, wages 494.08; Jim Janssen, wages 609.51; Traci Bass, wages 55.53; Rochelle Rudebusch, wages 81.16; Erin Ruesink, wages 241.27; Chelsea Ruesink, wages 247.84; Kathryn Jurrens, wages 377.25; Sheila Gerhold, wages 1420.53; SD Retirement Systems, retirement 583.08; SD Health Pool, group ins. 583.98; Castlewood Locker, food 35.94; L.G. Everist, sand 412.82; NB Golf Cars, cart lease 625.00; Nivel Parts, repairs 155.65; Watertown Wholesale, supplies 61.98; Zimco Supply, supplies 75.43; Dakota Portable Toilets, port a pot 195.00; Castlewood Corner Market, supplies 169.91; Bass Sanitation, garbage haul 210.00; Dakota Tobacco, tobacco 155.23; Coca Cola, pop 191.00; Castlewood Building Supplies, storm repairs 1758.50; Doug's Service & Marine, repairs 1211.14; TSYS Merchant Solutions, credit card fees 348.35; Ellwein Brothers, beer 711.45; Department of Revenue, sales

tax 1394.52; Pepsi, pop 179.07; Republic National, liquor 337.24; Johnson Brothers, liquor 301.77; Variety Foods, food 148.50.

TOTAL GOLF FUND DISBURSEMENTS: \$17,240.38.

TOTAL DISBURSEMENTS, all funds; \$44,096.85.

Discussion was held on the Development Board. After a private vote of the city council and mayor a motion by Mullaney and seconded by Dockter to appoint Breanna Beebe, Ruth Fodness, Adam Rudebusch, Landon Vetter and Alisha Nielsen. All members present in favor and motion passed.

Discussion was held on the sale of a lot north of the industrial park to Bruce and Lisa Shepherd. The lot is 155' by 226'. Discussion was held on the parking for baseball and football games would be limited. After some discussion it was decided to have the city cut curb on Oak Avenue to allow access for him to park his semi until a decision to sell the lot and a price can be agreed upon.

A moving permit for Howard Mack to move a 27'x 30' garage was presented for approval. A motion by Mullaney and seconded by Dockter to approve the moving permit contingent upon the garage has new siding put on it. All in favor and motion passed.

The finance officer stated she has issues with the city computer. The computer was purchased in February of 2009. She obtained a quote from Applied Software that does all the city's computer needs for a new computer in the amount of \$1803.00. This will include all file transfers and he will insure that all programs are working properly. A motion by Schmit and seconded by Dockter to approve the quote for a new computer with all members present voting aye and motion passed.

The tech support for Mueller Systems which is the company we purchased the new automatic water metering system from costs \$787.50 per year. A motion by Dahl and seconded by Schmit to approve the annual fee for tech support for the Mueller System. All members present in favor and motion passed.

The investment report for the 3<sup>rd</sup> quarter of 2017 was presented. A motion by Ries and seconded by Mullaney to approve the investment report with all members present in favor and motion passed.

The general journal entries for September, 2017 were presented and approved on a motion by Ries and seconded by Schmit with all members present in favor and motion passed.

Discussion was held on asphaltting and fixing drainage issues on Warrior Road. The finance officer is to contact the City Engineers to get some price quotes to fix the drainage issues.

Sherwin DeKam is considering putting a 2017 or 2018 manufactured home on West Main. The lot is in the floodplain. He will have to go through the proper notifications and advertisements for a special exception and the hearing will be held November 6, 2017.

The city council was given an update on city insurance from the storm in June.

Matt Hunter was present to discuss the culvert in front of his home. He stated part of the culvert is plugged and he was asking if he could fill his ditch in. The council stated he should consider installing a new culvert at his expense.

A motion by Mullaney and seconded Ries to adjourn. The meeting adjourned at 8:35 p.m.

Sheila Gerhold  
Finance Officer