

Castlewood City Council
November 6, 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 Shepherd, Shawn Mullaney, Brian Ries, Heather Schmit and Jeff Dahl. Ryman Dockter attend the meeting on speaker phone. Also present: Sheila Gerhold, Rick Ries, Lowell and Wanda Laue, Brett Jessen, Ruth Fodness, Adam Rudebusch, Breanna Beebe, Alisha Nielsen, Ron white, Traci Bass, LeeAnne Dufek and Sherwin DeKam.

The meeting was called to order by the mayor.

The agenda was presented and Brad Halverson, Castlewood Assisted Living was added to the agenda. A motion by Ries and seconded by Schmit to approve the agenda. All in favor and motion passed.

The minutes of October 2, 2017 were approved on a motion by Mullaney and seconded by Shepherd with all members in favor and motion passed.

The following bills were presented and ordered paid on a motion by Mullaney and seconded by Schmit with all members in favor and motion passed:

GENERAL FUND: Wages 300.14; Electronic Federal Tax Payment, ss & wh 65.02; H-D Electric, street lighting 18.80; Justin Ries, wages 92.35; Bass Sanitation, garbage haul 15.00; First Premier Bank, library rent 150.00; Paul Friske, cell phone 30.00; Sheila Gerhold, supplies 24.88; Ottertail, utilities 2028.58; Northwest Energy, utilities 57.58; Hamlin County Auditor, police contract 3141.67; ITC Communications, telephone 2 months 308.67; Hamlin County Republican, publications 208.12; JW Roll Off Service, clean up days 408.60; Boyd Law Firm, professional fees, 150.00; Kibble Equipment, repairs 64.00; Estelline Coop Oil, supplies 470.08; Castlewood Corner Market, supplies, 73.93; Popham Construction, street sweeping 150.00; Barnes & Noble, books 319.43; Janice Schiernbeck, books 146.54; Shopko, books 175.17; Christian Book Distributors, books 119.22; Office Peeps, supplies 121.10; Laureen Klapka, paint supplies 69.31; Castlewood Building Supplies, supplies 239.55; Main Street Checks, supplies 123.41.

TOTAL GENERAL FUND DISBURSEMENTS: \$9071.15;

BUSINESS DISTRICT FUND: Castle Arts, website maintenance, 240.00.

WATER FUND: Wages 4693.76; Electronic Federal Tax Payments, ss & wh 1397.74; AFLAC, group ins. 96.68; Delta Dental, group ins. 82.40; SD Health Pool, group ins. 1395.80; SD Retirement Systems, retirement 731.40; Ottertail, utilities 76.71; Hawkins, Inc., repairs 251.14; Department of Revenue, water testing 161.00; Hach Environmental, supplies 280.14; Mueller Co., LLC, annual maintenance fee 787.50; Richard Ries, cell phone & supplies 77.68; Winwater, supplies 846.93; Rural Development, payment 1237.00.

TOTAL WATER FUND DISBURSEMENTS: \$12,115.88;

SEWER FUND: MVTL Laboratories, services & fees 1445.00; Menard's supplies 102.97; Ottertail, utilities 210.17; SD One Call, locates 10.50; Wells Fargo, quarterly payment 6490.99.

TOTAL SEWER FUND DISBURSEMENTS: \$8,259.63.

SOLID WASTE FUND: Bass Sanitation, contract 3800.00; Department of Revenue, sales tax 269.12.

TOTAL SOLID WASTE FUND DISBURSEMENTS: \$4,069.12.

GOLF FUND: Wages 2387.22; Sheila Gerhold, wages 229.699; Kathryn Jurrens, wages 357.51; Chelsea Ruesink, wages 96.51; Traci Bass, wages 198.61; Neil Dvorak, wages 434.04; Erin Ruesink, wages 43.87; Jim Janssen, wages 309.84; Electronic Federal Tax Payment, ss & wh 1033.09; H-D Electric, 2 months utilities 1329.20; SD Retirement, retirement 402.72; SD Health Pool, group ins. 583.98; Castlewood Corner Market, supplies 15.01; Castlewood Locker, food 76.29; NB Golf Cars, lease, insurance claim, & restitution \$2520.94; Zimco Supply, supplies 403.00; Doug's Service & Marine, repairs 2119.02; KSDR-FM, advertising 59.00; Estelline Coop, supplies 1328.93; Dakota Portable Toilets, port a pot 243.75; ITC Communications, utilities 2 months, 387.21; Ferguson Waterworks, repairs 159.93; Stan Houston Company, compressor rental 202.00; Department of Revenue, sales tax 747.51; TSYS Merchant Solutions, credit card fee 177.44; Republic National, liquor 224.98; Johnson Brothers, liquor 293.96; Ellwein Brothers, beer 157.25.
TOTAL GOLF FUND DISBURSEMENTS: \$16,522.80.

TOTAL DISBURSEMENTS, all funds: \$50,278.58.

The variance hearing for Lowell and Wanda Laue was held at this time. They are asking for a variance to build on their lot located on 3rd Avenue because the lot is only 60' wide instead of the 75' requirement. Ron White and Brett Jessen were present in opposition of the variance due to drainage issues. After a lengthy discussion Mullaney made a motion to allow the variance. Motion died to the lack of a second. Ries made a motion to deny the variance. Motion died due to the lack of a second. A motion by Dahl to table it to be able to view the property before a decision can be made and seconded by Shepherd. The variance is tabled until December 4th, 2017. Motion passed.

The Special Exception hearing for Sherwin & Rochelle Dekam was held. They are requesting to move a 2018 16 x 80 manufactured home onto Outlot 12 in the Subdivision of Block 24. Letters were sent to all landowners within 150 feet and no one was present in opposition. A motion by Dahl and seconded by Ries to approve the Special Exception with all members present voting aye and motion passed.

A moving permit from Sherwin & Rochelle Dekam to move a 2015 16 x 80 manufactured home into the trailer court located at 603 2nd Ave. N. Lot #1 was presented. A motion by Ries and seconded by Schmit to approve the moving permit. All in favor and motion passed.

The \$5000 incentive money for the purchase of a lot to put a manufactured home on by Sherwin & Rochelle DeKam was presented. A motion by Mullaney and seconded by Dockter to approve the \$5000 incentive application with all members present voting aye and motion passed.

The Economic Development board was present at the meeting and the following terms were set for the new board. Ruth Fodness-2 year term; Breanna Beebe-3 year term; Alisha Nielsen-1 year term; Adam Rudebusch-2 year term and Landon Vetter-3year term. Discussion was held on the objectives and what the city council expects of the board.

Traci Bass was present concerning tree removal on the alley east of her property. She was asking the city to pay for the removal of the trees. After a lengthy discussion a motion by Mulllaney to deny any money to remove the trees with a second by Shepherd. Roll call vote: Nay: Ries and Schmit. Ayes: Shepherd, Dahl, Mullaney and Dockter. Motion passed.

The following liquor licenses were approved on a motion by Ries and seconded by Dahl and also allow Mayor Friske to sign the operating agreement with Ship's Inn: Ship's Inn-On and Off Sale; Castlewood Golf Course-On sale. All in favor and motion passed.

The tree mover from Brookings came and looked at the trees and they were too big for him to move them. The finance officer contacted Dan Schlitz from Sioux Falls and he can move them at a cost of \$225 a tree. A motion by Dahl and seconded by Schmit to hire Dan Schlitz to move the 13 evergreens. All in favor and motion passed.

The Castlewood Elevator requested to use a portion of south 2nd Avenue to make a road to the fertilizer plant. Rick Ries contacted the city engineers to see how big of culvert they would need to install on the drainage ditch. They requested a 36" culvert which the elevator is paying for. The city would pay to build a small portion of the road to connect to south 2nd Avenue. A motion by Mullaney and seconded by Schmit to approve the building of the road. All members in favor and motion passed.

The first reading for Supplemental Budget #17-4 was held. The supplemental budget is due to unanticipated insurance proceeds resulting from the hail storm on June 2, 2017 as allowed by SDCL 9-21-9.2. A motion by Ries and seconded by Mullaney to approve the first reading with all members in favor and motion passed. The second reading will be held December 4, 2017.

A motion by Schmit and seconded by Ries to transfer \$1000 from the contingency fund to the finance office fund. All members in favor and motion passed.

An annual inspection fee for \$275 from Thein Well was presented. They will do an annual inspection on both wells. A motion by Ries and seconded by Shepherd to allow Mayor Friske to enter into the agreement with Thein Well with all members in favor and motion passed.

A letter from Rebecca Stavick was read to the council. She donated \$1000 in memory of her dad Lloyd Stavick with the stipulation that Jan Schiernbeck decides on what the funds should be used for. The council was in favor of this and a letter thanking Rebecca Stavick for the donation will be sent.

Discussion was held on the land owned by city connected to the city park and industrial park. A quote to take the curb out on Oak Avenue was \$5000. Discussion was held on selling part of the property east of the baseball field. A motion by Ries and seconded by Schmit not to sell the property for future expansion to our ballparks. All members in favor with the exception of Shepherd because he abstained from voting. Motion passed.

A motion by Ries and seconded by Schmit to approve the general journal entries that were presented. All in favor and motion passed.

Brad Halverson, owner of the Castlewood Assisted Living was present with a plat of Railroad Second Addition. This resolution was tabled until Monday, November 13, 2017 because it was not on the agenda. The meeting will be held at 6:30 to read the resolution for the plat.

A motion by Mullaney and seconded by Dahl to adjourn. The meeting adjourned at 9:03 p.m.

Sheila Gerhold
Finance Officer