

**Castlewood City Council
September 4, 2018**

The Castlewood City Council met in regular session on the above date at 7:30 p.m. with the following members present: Mayor Brian Ries, Heather Schmit, Ryman Dockter, Shawn Mullaney, Jeff Dahl, Jeff Shepherd and Michelle Barker. Also present: Sheila Gerhold, Rick Ries, John Wiles, Shantell & Justin Ries, Adam Rudebusch, LeeAnne Dufek, Travis Prohl, Todd Boyd and Joe Schroeder.

The meeting was called to order by Mayor Ries.

The agenda was presented for approval. The Economic Development was added to the agenda and approved on a motion by Mullaney and seconded by Dahl with all members present voting aye and motion passed.

Mayor Ries led the Pledge of Allegiance.

A correction to the minutes of August 6, 2018. The mayor asked the council to allow him to have the city attorney research the attorney general's opinion on a quorum. A motion by Dahl to have the city attorney research and a second by Mullaney. Roll call vote. Aye: Dahl. Nay: Mullaney, Barker, Shepherd and Schmit. Majority against the city attorney's research. A motion by Schmit and seconded by Shepherd to approve the minutes with the correction made. All in favor and motion passed.

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

GENERAL FUND: Wages 300.14; Electronic Federal Tax Payment, ss & wh 140.95; Jacob Tvedt, recreation wages 415.57; Neda Ries, wages 135.06; Visa, concession supplies 246.16; H-D Electric, street lighting 19.18; Bass Sanitation, garbage haul 15.00; First Premier Bank, library rent 150.00; Northwest Energy, utilities 40.31; Boyd Law Firm, professional feed 342.00; Hamlin Co. Republican, publishing 197.37; Ottertail, utilities, 2090.10; P3 Electric, supplies 127.50; Castlewood Corner Market, supplies 26.56; Western Books, books 132.50; Fastenal, supplies 39.00; Arlington Insurance Agency, Castlewood Days insurance 1103.75; Dakota Portable Toilets, Castlewood Days port a pots, 572.50; Hamlin County Auditor, police contract 3250.00; Pipe Masters, septic tanks services 265.00; ITC Communications, utilities, 152.90; Rick Ries, cell phone 30.00; Brian Ries, cell phone 30.00; US Foods, concessions, 135.14. TOTAL GENERAL FUND DISBURSEMENTS: \$9,956.29.

MUNICIPAL STREET FUND: Boyd Law Firm, professional fees 1034.80.

WATER FUND: Wages 4833.44; Electronic Federal Tax Payment, ss & wh 1450.65; Visa, postage 77.50; Delta Dental, group ins. 82.40; SD Health Pool, group ins. 1395.80; AFLAC, group ins. 87.58; SD Retirement System, retirement 752.96; Department of Revenue, water testing 87.00; Ottertail, utilities 210.40; Winwater, supplies 319.00; SD One Call, locates 16.80; Rural Development, payment 1237.00. TOTAL WATER FUND DISBURSEMENTS: \$10,550.53.

SEWER FUND: Justin Ries, wages 92.35; Electronic Federal Tax Payment, ss & wh 15.30; Ottertail, utilities 169.00.

TOTAL SEWER FUND DISBURSEMENTS: \$276.65.

SOLID WASTE FUND: Bass Sanitation, contract 3950.00; Department of Revenue, sales tax 267.20.

TOTAL SOLID WASTE FUND DISBURSEMENTS: \$4217.20.

GOLF FUND: Wages 2777.62; Electronic Federal Tax Payments, ss & wh 1653.54; Visa, supplies 280.94; H-D Electric, utilities 786.71; Sheila Gerhold, wages 1157.34; Neil Dvorak, wages 544.29; Chelsea Ruesink, wages 617.30; Kathryn Jurrens, wages 646.05; Rochelle Rudebusch, wages 306.14; Jim Janssen, wages 517.28; Traci Bass, wages 122.82; Erin Ruesink, wages 459.22; SD Retirement, retirement 591.44; SD Health Pool, group ins. 583.98; Dakota Portable Toilets, port a pot 195.00; Hamlin Co. Republican, advertising 90.00; Gerhold Brothers, supplies 86.70; ITC Communications, utilities 160.90; Nivel Parts, repairs 132.95; Coca Cola, pop 250.00; Watertown Wholesale, supplies 243.47; Zimco Supply, supplies 297.50; Nielsen's, repairs 108.36; Ferguson Waterworks, supplies 1018.15; Castlewood Corner Market, supplies 240.99; NB Golf Cars, tournament fleet, 538.00; Castlewood Locker, supplies 439.75; Walt's Homestyle Foods, food 46.20; Dakota Tobacco, tobacco 386.73; VGM Financial, cart lease 420.30; TSYS Merchant Solutions, credit card fees 527.42; Porter Distributing, beer 415.30; Ellwein Brothers, beer 2239.60; Department of Revenue, sales tax 2027.47; Johnson Brothers, liquor 92.50; US Foods, food 258.92; Republic National, liquor 350.12.

TOTAL GOLF FUND DISBURSEMENTS: \$21,608.00.

TOTAL DISBURSEMENTS, all funds \$47,643.47.

There were no residents in attendance for public comments.

Adam Rudebusch, representing Economic Development Corporation, told the council they have an application for a new housing incentive and also have a business looking to borrow money to expand and update their business. The development corporation is looking at borrowing \$68,000 interest free for a year and a 4.5% interest rate for 84 months. These are topics that will be on the agenda for next meeting. No action was taken.

Mayor Ries didn't have a mayor's report.

The new building permits for August were Tayt Alexander, new home.

The second reading for Supplemental Budget 18-4 was approved on a motion by Dockter and seconded by Schmit with all members present voting aye and motion passed.

The first reading for 2019 Appropriation Ordinance was approved on a motion by Dockter and seconded by Barker with all members present in favor and motion passed.

The mayor requested a Capital Outlay Fund for the city to purchase equipment. A resolution needs to be drawn and approved. No action was taken.

A water and sewer application for Tayt Alexander's new home was presented. A motion by Mullaney and seconded by Barker to approve the application. All in favor and motion passed.

Advertising in the Glacial Lakes Regional Directory was presented for approval. A motion by Dockter and seconded by Schmit to do advertising the same as we have the last two years. All in favor and motion passed.

The committee report was presented by Ryman Dockter. The committee met concerning a compost pile at the rubble site. The findings are as follows: The compost pile cannot be in a 100-year floodplain and the city's rubble site is in a 100-year floodplain; The compost pile cannot be within 1000 feet of a floodplain; and the compost pile has to be 1500 feet away from any residences and the rubble site is not 1500 feet away from any residences.

The mayor vetoed Kelly's Tree Service bill in the amount of \$10,300 from the August 6, 2018 meeting. An itemized statement was given to the council with dates the lift was used at the ball park for lights. A motion by Dockter and seconded by Mullaney to approve the payment to Kelly's Tree Service in the amount of \$10,300. Roll call vote: Dockter, Mullaney, Dahl, Schmit, Shepherd and Barker. All in favor and motion passed.

Councilman Dahl recommended that all bills for the city should be presented within 30 days of service.

The Golf Course presented Mary Ellen Black as a new employee with an hourly wage of \$9.25. A motion by Schmit and seconded by Barker to approve the new employee. All in favor and motion passed.

Todd Boyd, City Attorney and Joe Schroder, City engineer were present to discuss Oak Avenue. A conference call between them and the bonding company and Timmons Construction had been held. The city engineer and city attorney would like the city to hire American Engineering and Testing out of Sioux Falls to take pieces of cement and test it to see if the cement meets the requirements of the specifications for Oak Avenue. The approximate cost is \$5,000. A motion by Dahl and seconded by Shepherd to hire the company to test the cement. All members present in favor and motion passed.

No Executive Session was held.

The mayor presented new appointments for committees of the city council. He changed the committees from 3 members to 2 members. The following appointments were approved on a motion by Mullaney and seconded by Dahl with all members present in favor and motion passed.

Finance: Schmit, chairman and Barker
Streets; Mullaney, chairman and Dockter
Liquor: Schmit, chairman and Mullaney
Water & Sewer: Dahl, chairman and Schmit
Zoning Committee: Dahl, chairman and Mullaney
Police: Dockter, chairman and Shepherd
Golf: Schmit, chairman and Barker
Building & Improvements: Dahl, chairman and Barker
City Dump Grounds: Dockter, chairman and Shepherd

The General Journal entries for August were presented. A motion by Dockter and seconded by Schmit to approve the general journal entries will all members present in favor and motion passed.

A motion by Dahl and seconded by Shepherd to adjourn. The meeting adjourned at 8:20 p.m. with all members in favor and motion passed.

Sheila Gerhold
Finance Officer