

Castlewood City Council
September 3, 2019

The Castlewood City Council met in regular session on the above date at 7:30 p.m. with the following members present: Jeanette Bohls, Heather Schmit, Mayor Brian Ries, Jeff Dahl, Shawn Mullaney and Ryman Dockter. Also present: Sheila Gerhold, Rick Ries, Jim Bohls, Cliff Ruesink, LeeAnne Dufek, Michelle Barker, Rich and Lois Wiarda, Carrie Henrichsen, Jerry McPartland, Lonny Junker, Chad Schooley and Dave Miller.

The mayor called the meeting to order.

The agenda was presented for approval. A snow plow update was added to the agenda. A motion by Schmit and seconded by Dockter to approve the agenda with the addition with all members present voting aye and motion passed.

The Pledge of Allegiance was led by Mayor Ries.

Mayor Ries appointed Michelle Barker to fill the position for Council person Ward 3. A motion by Dahl and seconded by Schmit to approve the appointment with all members in favor and motion passed.

Michelle Barker took her oath of office for Councilwoman Ward #3.

A motion by Mullaney and seconded by Dockter approve the minutes of August 5, 2019 with all members present in favor and motion passed.

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

GENERAL FUND: Wages 323.23; Electronic Federal Tax Payment, ss & wh 172.32; Neda Ries, wages 162.77; Jenny Olson, council wages 554.10; H-D Electric, street lights 19.18; Visa, supplies 354.34; Farm Equipment Plus, snow plow 1000.00; First Premier Bank, library rent, 150.00; Bass Sanitation, garbage haul 15.00; Brian Ries, cell phone 30.00; Arlington Insurance Agency, Castlewood Days insurance, 1103.75; Dakota Portable Toilets, port a pots for Castlewood Days, 670.00; Menard's, supplies 63.87; JW Roll Off Service, clean up days 949.22; Northwest Energy, utilities 48.57; ITC Communications, telephone 153.03; P3 Electric, repairs 183.60; Hamlin Co. Republican, publishing 272.29; Ottetail, utilities 2409.21; Titan Machinery, repairs 5952.90; Janice Schiernbeck, books 18.33; Barnes & Noble, books 130.71; Office Peeps, supplies 130.71; Nutrien Ag Solutions, mosquito supplies 269.00; Hamlin County Auditor, police contract, 3250.00; Lakeside Custom Tarps, tarp 650.00; Fastenal, supplies 403.54; Popham Construction, sweep streets 4022.96; US Foods, concessions 248.68.
TOTAL GENERAL FUND DISBURSEMENTS: \$23,849.02.

BUSINESS DISTRICT FUND: Boyd Law Firm, professional fees 199.40; Chase West, new home incentive, 5000.00; MAS Media, website maintenance 193.00.
TOTAL BUSINESS DISTRICT FUND DISBURSEMENTS: \$5392.40.

WATER FUND: Wages 4022.87; Justin Ries, wages 166.23; Electronic Federal Tax Payment, ss & wh 1435.59; Visa, postage 63.75; AFLAC, group ins. 87.58; SD Health Pool, group ins. 1395.80; Delta Dental, group ins. 82.40; SD Retirement Systems, retirement 777.60; Winsupply, reissue check 19.31; Ottetail, utilities 156.32; SD One Call, locates, 6.30; Rachel Livingston, meter deposit refund 100.00; Bill

Anderson, meter deposit refund 10.89; Hawkins, Inc., supplies 2005.43; Rural Development, payment 1237.00.

TOTAL WATER FUND DISBURSEMENTS: \$12,628.88.

SEWER FUND: Richard Ries, cell phone 30.00; Ottertail, utilities 583.12; ITC Communications, auto dialer 38.93.

TOTAL SEWER FUND DISBURSEMENTS: \$652.05.

SOLID WASTE FUND: Bass Sanitation, contract 3950.00; Department of Revenue, sales tax 270.64.

TOTAL SOLID WASTE FUND DISBURSEMENTS: \$4220.64.

GOLF FUND: Wages 4408.66; Rochelle Rudebusch, wages 406.34; Jim Janssen, wages 631.91; Daryl DeKam, wages 103.90; Neil Dvorak, wages 511.50; Brandi Schiefelben, wages 96.51; Mary Ellen Black, wages 300.48; Chelsea Ruesink, wages 424.81; Erin Ruesink, wages 688.01; Electronic Federal Tax Payment, ss & wh 1763.17; TSYS Merchant Solutions, credit card fees 525.57; Republic National, liquor 506.13; Porter Dist., beer 572.00; Johnson Brothers, liquor 529.87; Department of Revenue, sales tax 1648.79; Ellwein Brothers, beer 1398.25; H-D Electric, utilities 595.84; VGM Financial, cart lease 420.30; Visa, Pop & supplies 307.08; SD Health Pool, group ins. 583.98; SD Retirement, retirement 666.72; Dakota Tobacco, tobacco 267.67; NB Golf Cars, tournament fleet 538.00; Doug Gerhold, mileage & repairs 89.31; Office Peeps, cash register 505.32; Watertown Wholesale, candy & supplies 355.73; P3 Electric, repairs 200.00; ITC Communications, utilities 163.16; Walt's Homestyle foods, food 109.60; Dakota Portable Toilets, supplies 195.00; Doug's Service & Marine, repairs 207.95; Nivel Parts, repairs 20.37; Gerhold Brothers, mileage & Cement 1373.85; Coca Cola, pop 230.00; J&L Machine & welding, repairs 51.72; Ferguson Waterworks, repairs 502.89; Castlewood Locker, food 573.36; Hamlin Co. Republican, advertising & supplies 225.00; Castlewood Corner Market, food 247.52; DK Diesel, repairs 71.20.

TOTAL GOLF FUND DISBURSEMENTS: \$23,021.47.

TOTAL DISBURSEMENTS, all funds: \$69,764.46.

No one appeared for public comments.

The mayor reported that certified letters have been sent out to two homeowners for not having siding on their house.

The finance officer's report consisted of the following: Renewal Water waivers for asbestos, Inorganic Chemical Sampling, Synthetic organic chemical are being applied for. The restricted use permit for the rubble site is also up for renewal and being applied for. 39 dog licensing letters were sent out to residents who did not license their dogs. The SD Golf Course Superintendent's Association will be golfing at the Castlewood Golf Course on September 23, 2019.

Building permits issued for August were Sheryl Ward for a fence and Charlie Carter for a 44'x96' storage unit.

The second reading for Ordinance 19-3 for the amendment of Ordinance 1-3-2 changing the meeting time from 7:30 to 7:00 p.m. was held. A motion by Barker and seconded by Schmit to approve the second reading with all members present voting aye and motion passed.

The second reading was held for Ordinance 19-2 for the 2020 Appropriation Ordinance was approved on a motion by Bohls and seconded by Dahl with all members present in favor and motion passed.

The variance hearing for Jim Bohls to build a garage 15' off the alley instead of the required 20' was held. No one appeared in opposition of the variance therefore on a motion by Dahl and seconded by Dockter the variance was approved. All members present in favor and motion passed.

Dave Miller, code enforcement officer for the SD Municipal League, was present to discuss violations of city ordinances. He enforces ordinances concerning junk, public nuisances and any health and safety issues. The initial cost is \$1500 for a retainer and \$75.00 per hour for any work being done coming out of the retainer. He would be responsible for inspections and any letters sent out. He would also like any phone calls received from residents passed onto him. A motion by Dahl and seconded by Bohls to enter into a contract for the code enforcement officer's employment. All in favor and motion passed.

Discussion was held on campground reservations. An email from Donna Holman was read. Prior discussion was held on paying and reserving campground spots on the city's website. The cost could be substantial and the income from the campground is minimal. Mayor Ries is going to compose a campground policy for the council's approval.

Discussion was held on the drainage at the Catholic Church. Councilman Dockter has been down there and looked at the drainage issue. His recommendation was to call for locates and see what utilities are in the drainage area running south to the drainage ditch.

The Grow Castlewood Committee was present to discuss the land proposed for the football field. The committee is hoping to have the football field started in 5 years or the land would be given back to the city. Funds need to be raised to build the field. A motion by Dahl to donate the land to the Grow Castlewood Committee for the football field with a second by Mullaney. Roll Call vote. Aye: Mullaney, Dahl & Barker. Nay: Bohls, Schmit and Dockter. The mayor broke the tie in favor of donating the land for a football field.

Cliff Ruesink approached the council concerning sales tax money. Cliff read off a list of things the one cent sales tax money has done. He was concerned about loans that have been issued and also the business grant that is available.

The city purchased the industrial park lot back from Brandon and Kaylee Smith. Ryan Ruesink is interested in purchasing half of the lot. There were concerns from some of the councilman with selling only a portion of the lot. Discussion was held on maybe renting half of the lot until it would be purchased. Mayor Ries was going to talk to Ryan Ruesink to see if he would be interested in renting it.

Discussion was held on a new ordinance concerning grass clippings on the street. The existing ordinance prohibits this but several residents are still putting their grass clippings on the streets. They would like to see an automatic fine for anyone blowing grass clippings on the streets or sidewalks. Discussion was held on having a packet of city ordinances for new residents moving to town.

The City council deemed the 1980 snow plow surplus property. The following residents were appointed as an appraisal committee for the plow: Jeff Shepherd, Lonny Junker and Mitchell Barker. A motion by Dockter and seconded by Bohls to approve the surplus property and the appraisal committee. All member in favor and motion passed.

The snow plow update was Councilman Mullaney has found a 2 way Melroe plow for the new snow plow for \$1200 and the attachments for it would be approximately \$500. A motion by Bohls and seconded by Schmit to approve the purchases. All in favor and motion passed.

Advertising in the Prairie Lakes Tourism Guide for the 2020 year was discussed. A motion by Dockter and seconded by Mullaney to do the same advertising as we did last year. All in favor and motion passed.

Mayor Ries presented prices to have canopies installed on the bleachers at the softball field and baseball field. The softball fields cost \$25,424.00 and the baseball field would be \$15,096.00 for a total of \$40,520.00. The finance officer is to check on any grants available for this project.

A pet report was presented to the city council. The city has 95 licensed dogs and 8 licensed cats. We have approximately 30 unlicensed dogs and 6 unlicensed cats. These numbers came from the residents that licensed dogs and cats last year.

The first reading for Supplemental Budget 19-4 was approved on a motion by Barker and seconded by Schmit with all members present in favor and motion passed.

The general journal entries for August were approved on a motion by Schmit and seconded by Dockter with all members in favor and motion passed.

A list of pop and candy was presented to approve a transfer of \$83.70 from the Golf Fund to General Fund to cover supplies from the concession stand. The transfer was approved on a motion by Dockter and seconded by Barker. All in favor and motion passed.

Next agenda items are as follows: Grass clippings, campground, water study, industrial park lot and the canopies at the ballfields.

A motion by Mullaney and seconded by Barker to adjourn. The meeting adjourned at 9:15 p.m.

Sheila Gerhold
Finance Officer