

Castlewood City Council
March 2, 2020

The Castlewood City Council met in regular session at 7:00 p.m. on the above date with the following members present: Jeanette Bohls, Ryman Dockter, Heather Schmit, Shawn Mullaney, Jeff Dahl, Michelle Barker and Mayor Brian Ries. Also present: Rick Ries, Sheila Gerhold, Chris Schafer, Jim and Peg Martz, Doug Gerhold, Joe Munson, Rich Ukert, LeeAnne Dufek and Wayne Rasmussen.

The meeting was called to order by the mayor.

The agenda was presented for approval. A request by Councilman Dockter to add a Grow Castlewood Update to the agenda. A motion by Schmit and seconded by Barker to approve the agenda with all members present voting aye and motion passed.

The Pledge of Allegiance was led by Mayor Ries.

The minutes of February 3, 2020 were approved on a motion by Mullaney and seconded by Bohls with all members in favor and motion passed.

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

GENERAL FUND: Wages 5513.74; Electronic Federal Tax Payment, ss & wh 1485.06; SD Retirement Systems, retirement 792.88; SD Health Pool, group ins. 1470.94; Delta Dental, group ins. 82.40; AFLAC, group ins. 87.58; Bass Sanitation, garbage haul 30.00; First Premier Bank, library rent 150.00; Hamlin Co. Republican, publishing 119.70; ITC Communications, utilities 146.73; Ottertail, utilities 2270.13; Barnes & Noble, books 201.84; Janice Schiernbeck, books 12.89; Northwest Energy, utilities 599.36; Stan Houston Company, repairs 101.55; Boyd Law Firm, professional fees 90.00; Hamlin County Auditor, police contract 3250.00; Service Master, clean carpets 209.60; Castlewood Corner Market, supplies 7.67; Fastenal, supplies 19.47; Brian Ries, cell phone 30.00; Estelline Coop, supplies 595.61; Hamlin Highway Department, sand salt, 1144.00; Titan Machinery, repairs 53.25; SD Public Assurance Alliance, property liability and vehicle insurance \$10,764.46; H-D Electric, street lighting 19.18.
TOTAL GENERAL FUND DISBURSEMENTS: \$29,248.04.

BUSINESS DISTRICT FUND: MAS Media, website maintenance 440.00; Boyd Law Firm, professional fees 120.00.

TOTAL BUSINESS DISTRICT FUND DISBURSEMENTS: \$560.00.

WATER FUND: SD Public Health Laboratory, water testing 28.00; Ottertail, utilities 301.51; Richard Ries, cell phone 30.00; Jason Wulf, meter deposit refund 21.38; SD One Call, locates 2.10; SD Public Assurance Alliance, property and liability insurance 1309.19; Visa, postage 9.20; Rural Development, payment 1237.00.

TOTAL WATER FUND DISBURSEMENTS: \$2938.38.

SEWER FUND: Justin Ries, wages 221.64; SD Public Assurance Alliance, property and liability insurance 436.40; Electronic Federal Tax Payment, ss & wh 36.72; ITC Communications, utilities 38.54; Ottertail, utilities 264.29.

TOTAL SEWER FUND DISBURSEMENTS: \$997.59.

SOLID WASTE FUND: Bass Sanitation, contract 4950.00; Department of Revenue, sales tax 274.86.
TOTAL SOLID WASTE FUND DISBURSEMENTS: \$5224.86.

GOLF FUND: Sheila Gerhold, wages 670.39; Electronic Federal Tax Payment, ss & wh 118.78; SD Retirement, retirement 93.16; SD Health Pool, group ins. 615.40; Delta Dental, group ins. 42.10; SD Public Assurance Alliance, property and liability insurance 2036.53; Estelline Coop, supplies 75.00; Doug's Service & Marine, repairs 1214.83; Service Master, clean carpets 417.60; ITC Communications, utilities 5.27 H-D Electric, utilities 364.98.
TOTAL GOLF FUND DISBURSEMENTS: \$5653.14.

TOTAL DISBURSEMENTS, all funds: \$44,622.01.

No one appeared for Public Comments.

Mayors report. Mayor Ries stated in the SDML Magazine they are having an elected officials workshop on July 17th anyone interested in attending. He also discussed the nominating petitions that were filed. The following were unopposed in the following wards: Jeff Shepherd, Ward One; Jenny Olson, Ward Two, Michelle Barker – 2 year term Ward Three and Chad Ries-1 year term in Ward Three. There will be an election for mayor between Shawn Mullaney and Brian Ries.

Finance Officer's report. The finance officer asked if the council would like two websites for water reports for Castlewood listed on the city website and they were in agreement. She also stated that the final documents are done for the siren grant.

No building permits were issued in February.

Director of Equalization, Chris Schafer, attended the meeting to inform the council of their duties as a board of equalization. The City of Castlewood is looking at a 15% increase on houses valued over \$57,000. A letter to appeal valuations must be received by finance officer by Thursday, March 12, 2020. The city's equalization is scheduled for March 16, 2020 at 7:00 p.m.

Joe Munson and Rich Ukert, representing Banner & Associates, were present to discuss the water study. Joe Munson suggested replacing all cast iron pipes and loop lines to reduce bottle necking in the city. He also stated that our water tower is still a serviceable tower. He feels a 150,000 gallon tank is a little high for usage for Castlewood. He also said they could install a boost pump in the areas with low pressures. They can do amendments to the water study. A resident was concerned about the water pressure levels for fire hydrants and fire protection. Banner & Associates will do price estimates on a few different water projects.

The City received a check from Lake Poinsett Sanitary District for ½ of the repairs to the pump they used last year during flooding. The city council asked to received ¾ of the repair bill. Mayor Ries is going to call Bob Westal to discuss this.

The bid from Gavin Crume for the 1980 Ford Snow Plow was opened. The bid was for \$1350.00 which is 90% of the \$1500 appraisal. A motion by Dahl and seconded by Bohls to accept the bid. All in favor and motion passed.

The following ladies have been appointed as election officials: Terra Ching, Judy Schmit, Roxanne Bass, Mary Bohls, Gayle Hulscher, Donna Holman, Kathy Pommer, Jan Schiernbeck and Wanda Laue. A motion by Dockter and seconded by Mullaney to approve the election officials with all members present voting aye and motion passed.

The following Resolution 20-02 to appoint an application agent was read and approved on a motion by Dockter and seconded by Barker with all members in favor and motion passed:

RESOLUTION
APPOINTMENT OF APPLICANT AGENT
for the Hazard Mitigation Grant Program (HMGP)

WHEREAS, City of Castlewood is submitting a Hazard Mitigation Grant application for the purchase and installation of a warning siren to the South Dakota Division of Emergency Management and the Federal Emergency Management Agency; and

WHEREAS, the City is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents;

NOW THEREFORE BE IT RESOLVED that the Castlewood City Council appoints the Castlewood City Mayor as the authorized Applicant Agent.

Dated this 2nd day of March 2020.

Brian Ries, Mayor

ATTEST: Sheila Gerhold, Finance Officer

The painting of the interior of the community building was discussed. The finance officer is to obtain quotes for the painting.

The snow plow on the city pickup needs to either be repaired or replaced. The plow was purchased 18 years ago. After some discussion a motion by Bohls and seconded by Dockter to purchase a new plow at approximately \$8000 which includes installation. All members present in favor and motion passed.

The following Bridge Inspection Resolution 20-03 was approved on a motion by Mullaney and seconded by Schmit with all members present in favor and motion passed.

BRIDGE REINSPECTION
PROGRAM RESOLUTION
FOR USE WITH SDDOT RETAINER CONTRACTS

WHEREAS, Title 23, Section 151, United States Code and Title 23, Part 650, Subpart C, Code of Federal Regulations, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, the City of Castlewood is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The City requests SDDOT to hire Banner & Associates (Consulting Engineers) for the inspection work. SDDOT will secure Federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the City for 20% of the cost. The City will be responsible for the required 20% matching funds.

Dated this 2nd day of March, 2020, at Castlewood, South Dakota.

Brian Ries, Mayor

ATTEST: Sheila Gerhold, Finance Officer

The City received a quote for \$13,500 from R&H Sealcoating to seal all cracks on the roads in Castlewood. A motion by Dockter and seconded by Barker to approve the quote. All members in favor and motion passed.

Councilman Dockter gave an update on the Grow Castlewood Committee concerning the football field. They have repositioned the football field a little further south. He presented pictures for everyone. The committee is also doing some planning for the wellness center and splash park.

A motion by Bohls and seconded by Barker to go into executive session at 8:20 p.m. to discuss personnel. After a period of time Doug Gerhold was asked to attend the executive session. The mayor declared them out of executive session at 8:53 p.m. A motion by Mullaney and seconded by Dockter to give Doug Gerhold, golf course superintendent an additional 1% raise. All members in favor and motion passed.

A motion by Dockter and seconded by Barker to approve the February General Journal Entries. All in favor and motion passed.

A motion by Mullaney and seconded by Schmit to adjourn. The meeting adjourned at 8:54 p.m.

Sheila Gerhold
Finance Officer