

Castlewood City Council
May 4, 2020

The Castlewood City Council met in regular session on the above date at 7:00 p.m. with the following members present: Jeanette Bohls, Ryman Dockter, Shawn Mullaney, Heather Schmit, Jeff Dahl, Michelle Barker and Mayor Brian Ries. Also present: Sheila Gerhold, Rick Ries, Erin Ruesink, LeeAnne Dufek, Doug Gerhold, Amelia Foster, Jerry McPartland, Joey Barrett, Chad and Heidi Schooley, Rich and Lois Wiarda, and Leslie Tvedt. Wade Heiser attended the meeting teleconference.

The meeting was called to order by the mayor.

The agenda was presented for approval. Items added to the agenda were the Castlewood Historical Society and the crow's nest at the baseball field. A motion by Barker and seconded by Schmit to approve the agenda with the added items. All members present in favor and motion passed.

The Pledge of Allegiance was led by Mayor Ries.

The minutes of April 6, 2020 were approved on a motion by Dockter 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 Mullaney with all members present voting aye:

General Fund: Wages 5513.74; Brian Ries, annual salary & meetings 2539.63; Shawn Mullaney, annual salary & meetings 1754.65; Jeff Dahl, annual salary & meetings 1708.48; Heather Schmit, annual salary & meetings 1754.65; Ryman Dockter, annual salary & meetings 1754.65; Michelle Barker, annual salary & meetings 1246.73; Jeanette Bohls, annual salary & meetings 1800.83; Richard Ries, meetings 518.10; Sheila Gerhold, meetings 604.45; Justin Ries, wages 110.82; SD Retirement Systems, retirement 948.88; SD Health Pool, group ins. 1470.94; Delta Dental, group ins. 82.40; AFLAC, group ins. 87.58; First Premier Bank, library rent 150.00; Bass Sanitation, garbage haul 30.00; Brian Ries, cell phone 30.00; Popham Construction, sweep streets 2400.00; Hamlin Co. Republican, publishing 813.51; ITC Communications, utilities 156.41; Ottertail, utilities 2304.24; Castlewood Corner Market, supplies 63.92; Department of Revenue, malt beverage license 150.00; Arlington Insurance Agency, bond insurance 556.50; Menard's, supplies 284.50; Ron Hansen, painting 840.00; Sheryl Ward, painting 840.00; Sherwin Williams, paint 219.00; Titan Machinery, repairs 74.40; Boyd Law Firm, professional fees 312.95; Northwest Energy, utilities 297.10; Kelly's Tree Service, lift rental 150.00; Blue Tarp Financial, supplies 75.73; Hamlin County Auditor, police contract 3250.00; H-D Electric, street lighting 19.18; Visa, supplies 477.08; Electronic Federal Tax Payment, ss & wh 3783.10.

TOTAL GENERAL FUND DISBURSEMENTS: \$39,174.15.

WATER FUND: Hawkins Inc., supplies 1372.88; Nikki Mack, meter deposit refund 18.97; Hamlin Co. Republican, publishing 233.30; Ottertail, utilities 79.19; SD Ass'n of Rural Water, dues 405.00; SD Public Health Lab, water testing 42.00; SD One Call, locates 1.05; Postmaster, postage 398.00; Rural Development, payment 1237.00; Visa, postage 13.80.

TOTAL WATER FUND DISBURSEMENTS: \$3801.19.

SEWER FUND: ITC Communications, utilities 38.34; Richard Ries, cell phone 30.00; Ottertail, utilities 730.31; Wells Fargo, quarterly payment 6490.99.

TOTAL SEWER FUND DISBURSEMENTS: 7289.64

SOLID WASTE FUND: Bass Sanitation, contract 4950.00; Department of Revenue, sales tax 335.10.
TOTAL SOLID WASTE FUND DISBURSEMENTS: 5285.10.

GOLF FUND: Doug Gerhold, wages 3331.16; Chelsea Ruesink, wages 563.62; Erin Ruesink, wages 545.45; Brooke Bruinsma, wages 289.52; Sheila Gerhold, wages 1103.67; Jim Janssen, wages 352.08; Neil Dvorak, wages 138.06; Kabren Jackson, wages 106.20; SD Retirement, retirement, 659.66; SD Health Pool, group ins. 615.40; Delta Dental, group ins. 41.20; Watertown Wholesale, supplies 448.15; Dakota Tobacco, tobacco 387.86; Sturdevant's, repairs 43.07; Castlewood Corner Market, supplies 43.07; Ferguson Waterworks, repairs 446.36; Zimco Supply, supplies 490.00; Nivel Parts, repairs 49.36; Eachen Refrigeration, repairs 434.99; Hamlin Co. Republican, advertising 200.00; Jim Janssen, mileage 68.36; Coca Cola, pop 150.00; ITC Communications, utilities 319.62; TSYS Merchant Solutions, credit card fees 30.45; Ellwein Brothers, beer 505.60; Department of Revenue, sales tax 6.85; H-D Electric, utilities 665.96; Electronic Federal Tax Payment, ss & wh 1483.52; VGM Financial, cart lease 420.30; Visa, pop 56.86.
TOTAL GOLF FUND DISBURSEMENTS: \$13,975.24.

TOTAL DISBURSEMENTS, all funds: \$69,525.32.

Public Comments: Joey Barrett was present to discuss the drainage ditch by his home. The culvert is too high so the water won't drain away from his property. Discussion followed how the property owners on the other side of 3rd Avenue are having the same problem.

Mayor's report. The Legion is planning on doing some landscaping around the flags and city sign on Highway 22. The Legion plans on paying for the project.

Finance Officer's report. The freezer in the community building quit working. The new signage project for Castlewood funded by the Department of Transportation is being delayed. They also said that if the contractor takes the signs down and the city would like them back, we have to pay the contractor to take them down. If he takes them down and disposes of them there is no cost to the city. Councilman Dahl said that is not what was stipulated in the original grant. The baseball games that fireworks are normally discharged at are being held July 2nd this year. The city office will be closed Tuesday, May 12th so she can reinstate her safe SERV license for the golf course at a workshop being held in Watertown.

Building permits for April were Jeff Tekrony to build an entryway onto his mobile home.

Resolution 20-04 pertaining to COVID 19 was discussed. The resolution expires at midnight May 4, 2020. The council is asking for social distancing and sanitizing to stop the spread of the virus. They are also asking that businesses follow the CDC guidelines.

Discussion was held on Summer Recreation activities. Some area towns are cancelling recreation, baseball and softball games. A motion by Mullaney and seconded by Bohls to table a decision until the June 1 meeting. All in favor and motion passed. The recreation board would like to do signups so if they are able to play, they will have registrations in place.

Clean up days discussed. Councilman Mullaney suggested leaving a dumpster out at the rubble site for the summer. If the dumpster sits there it costs \$100 a month plus landfill fees. A motion by Mullaney to leave a dumpster for the summer with a second by Dockter. All members present in favor and motion passed.

The Grow Castlewood Committee consisting of Jerry McPartland, Chad Schooley and Rich and Lois Wiarda attended the meeting to discuss the new football field. The plans they have in place the existing playground would need to be moved because that is where the bleachers, locker rooms and concession stand building would be located. A new area for the playground is yet to be determined but the committee would pay to have it moved. The finance officer is suppose to check with Game, Fish and Parks because grant money was given for the playground to obtain permission from them to move the playground. Jerry McPartland stated that when the football field is given to the school the grandstand would be on city property so they would need an easement from the city for that property. If the playground was moved south of the football field it would be closer to the campground. The Grow Castlewood Committee is ready to retain an architect. A motion by Dockter to approve the plans and easement with a second by Dahl. All members present in favor and motion passed.

Rich Wiarda, representing the Castlewood Historical Society, discussed them installing a new sidewalk east of the Corner Market grocery store. They would be installing a grate to pump water underneath the sidewalk. City Maintenance, Rick Ries suggested they pour a gutter for the water to flow on because asphalt doesn't stand up to water. Councilman Dahl recommended they city look at it and table until June 1.

Chad Schooley was present to discuss a feed lot. He is applying for a permit and the setbacks of the county are that within 2 miles of a city's limits they need approval from the city. Chad's farm already has a lagoon and manure management. He is requesting a permit for 1000-2000 head of cattle. A motion by Dockter and seconded by Dahl to approve a waiver of separation for up to 2000 head. All members present in favor and motion passed.

An application for municipal streetlights from Ottertail was present for approval. They are replacing 3 street lights with LED bulbs. A motion by Mullaney and seconded by Barker to approve the application with all members present voting aye and motion passed.

Discussion was held on Wade Heiser's 8 plex located at 604 1st Avenue North. Wade claims he did not turn the water back on at the apartment but someone else must have. He also asked the city to waive the late fees on the past due bill that he has to pay for these tenants. He stated that he would make sure any new tenants would register with the city and pay the meter deposit before ever moving in. Wade will be sending a check for the amount owed. A motion by Dockter and seconded by Mullaney to waive the late fees and the amount owed will be \$314.16. Dahl and Schmit abstained from voting due to personal conflicts. Majority in favor and motion passed.

Discussion was held on Wade Heiser putting in a meter pit or paying extra for meters that the city can shut the water off from the outside of the apartment. Wade said he would sign a contract stating that he would let the city in whenever they needed to shut the water off. A motion by Mullaney and seconded by Dockter to not make him put in a meter pit or different water meters as long as he signs the contract. All in favor and motion passed.

The code enforcement officer discussed. The city will need to pay an additional \$1500. The council had approved this at the last meeting.

A moving permit for Amy Julius to move in a 10 x 12 used shed. Pictures were presented with the moving permit. A motion by Mullaney and seconded by Barker to approve the moving permit as long as

Julius' close up the ends of the building so no animals can get underneath it. All in favor and motion passed.

The malt beverage license for Cat's Corner Convenience was presented for approval. A motion by Dockter and seconded by Dahl to approve the malt beverage license and allow the Mayor to enter into an operating agreement with them. All in favor and motion passed.

Discussion was held on the golf course. Mayor Ries appointed Greg Dobbs, Collin Tonner, Michelle Barker, Jeff Dahl and himself for the golf course committee. The clubhouse manager was not included in the meeting. The committee recommended charging \$200 for an additional cart if a family membership has been purchased which already includes one cart. They also talked about giving members unlimited holes to golf. A motion by Dockter and seconded by Barker to sell an additional cart membership for \$200. All members in favor and motion passed. No action was taken on the unlimited holes of golf for members.

A motion by Mullaney and seconded by Barker to have the golf course manager as a member of the golf committee and attend all golf course committee meetings. All in favor and motion passed.

Wages for the following golf course employees are Jim Janssen \$12.50 per hour; Neil Dvorak \$11.50 per hour; Kabren Jackson \$10.00 per hour; Brooke Bruinsma \$11.00 per hour. A motion by Schmit and seconded by Barker to approve the employee wages. All in favor and motion passed.

The audit report from the Department of Legislative Audit was present to the city council. A motion by Schmit and seconded by Mullaney to approve the audit report. All in favor and motion passed. The audit report will be on the city's website for review.

A motion by Dockter and seconded by Bohls to approve the general journal entries for April. All in favor and motion passed.

The cash register voids from the golf course were approved on a motion by Mullaney and seconded by Schmit with all members present in favor and motion passed.

Discussion was held on the crow's nest at the baseball field. The steps and posts are rotting. A motion by Dahl and seconded by Bohls to have repairs done to the crow's nest. All in favor and motion passed.

The meeting adjourned at 8:52 p.m. on a motion by Schmit and seconded by Bohls. All in favor and motion passed.

Sheila Gerhold
Finance Officer