

**Castlewood City Council**  
**July 6, 2020**

The Castlewood City Council met in regular session on the above date at 7:00 p.m. with the following members present: Shawn Mullaney, Heather Schmit, Michelle Barker, Jeanette Bohls, Ryman Dockter and Mayor Brian Ries. Also present: Jeff Shepherd, Jenny Olson, Chad Ries, Sheila Gerhold, Rick Ries, Doug Gerhold, Jerry McPartland, Rich and Lois Wiarda, LeeAnne Dufek, Dustin Beebe, Joe Munson, Christina Kenyon, Tischler and Tayt Alexander.

The meeting was called to by the mayor.

The agenda was presented for approval. The elected officials workshop was added to the agenda. A motion by Barker and seconded by Schmit to approve the agenda with the addition. All members in favor and motion passed.

The Pledge of Allegiance was led by Mayor Ries.

The minutes of June 1, 2020, and June 15, 2020, were approved on a motion by Dockter and seconded by Barker with all members present in favor and motion passed.

The following bills were presented and ordered paid on a motion by Bohls and seconded by Dockter with the exception of Rick Ries comp time. All members present in favor and motion passed:  
GENERAL FUND: Wages 2490.50; Layce Kooima, wages 189.32; Mackenzie Everson, wages 203.52; Vicki Strait, wages 577.19; Mary Bohls, election wages 120.06; Donna Holman, election wages 120.06; Carna Miller, election wages 120.06; Shawn Mullaney council wages 323.23; Jeff Dahl, council wages 323.23; Ryman Dockter, council wages 323.23; Richard Ries, remainder of comp time 6599.81; SD Health Pool, group ins. 735.47; Delta Dental, group ins. 41.20; AFLAC, group ins. 87.58; SD Retirement Systems, retirement 1375.02; Bass Sanitation, garbage haul 30.00; First Premier Bank, library rent 150.00; Brian Ries, Cell phone 30.00; Boyd Law Firm, professional fees 90.00; Hamlin Co. Republican, publishing 223.73; McLeod's, election supplies 11.50; Beacon Athletics, clay 778.00; Dan Haug, reimburse for league fees and insurance 280.82; Roy's Sport Shop, supplies 244.92; Bass Sanitation, dumpster 575.00; Castlewood Building Supplies, repairs 618.80; Menard's, supplies 63.93; Watertown Wholesale, supplies 720.51; Shawn Mullaney, mileage for snow plow 314.16; Popham Construction, street sweeping, 300.00; Dakota Portable Toilets, port a pot 195.00; Northwest Energy, utilities 64.64; Fastenal, supplies 34.08; Office Peeps, supplies 127.11; SD Municipal League, code enforcement fees 536.60; Cory Akin, reimburse for league fees & refund 175.00; Hamlin Co. Auditor, police contract 3250.00; Ottetail, utilities, 2326.03; Janice Schiernbeck, books 36.26; J&L Machine, repairs 36.00; ITC Communications, utilities 152.47; Tables, LLC, meals for election workers 26.27; Department of Legislative Audit, professional fees 13,942.50; Estelline coop, supplies 183.21; Castlewood Corner Market, supplies 75.29; Castlewood Elevator, supplies 922.42; Neda Ries, wages 488.30; H-D Electric, street lighting 19.18; Electronic Federal Tax Payment, ss & wh 3301.64; Visa, supplies 156.89; Castlewood Days, donation 1000.00.  
TOTAL GENERAL FUND DISBURSEMENTS: \$45,109.74.

BUSINESS DISTRICT FUND: Ted Seppala, new home incentive 5000.00; Castle Arts, website maintenance 260.00.  
TOTAL BUSINESS DISTRICT FUND DISBURSEMENTS: \$5260.00.

WATER FUND: Wages 3023.24; SD Health Pool, group ins. 735.47; Delta Dental, group ins. 41.20; SD Retirement, retirement 455.16; SD Health Laboratory, water testing 29.00; Amy Ries, refund 11.98. Maguire Iron, water tower inspection 1750.00; SD One Call, locates 24.15; Ottetail, utilities 244.32; Hawkins, Inc., supplies 457.70; Mueller Systems, annual maintenance renewal 1747.00; SD Department of Natural Resources, drinking water fee 220.00 Rural Development, payment 1237.00; Electronic Federal Tax Payment, ss & wh 832.32; Visa, postage 4.60.

TOTAL WATER FUND DISBURSEMENTS: \$10,813.14.

SEWER FUND: Justin Ries, wages 110.82; Electronic Federal Tax Payment, ss & wh 18.36; Richard Ries, cell phone 30.00; ITC Communications, autodialer 39.18; Ottetail, utilities 502.16; Dakota Pump, new pump 8439.44; MVTL Laboratories, ground water testing 1475.00.

TOTAL SEWER FUND DISBURSEMENTS: \$10,614.96.

SOLID WASTE FUND: Bass Sanitation, contract 4950.00; Department of Revenue, sales tax 337.63.

TOTAL SOLID WASTE FUND DISBURSEMENTS: \$5287.63.

GOLF FUND: Wages 3331.16; Sheila Gerhold, wages 1050.23; Brooke Bruinsma, wages 1066.15; Miranda Engels, wages 312.38; Kabren Jackson, wages 429.43; Neil Dvorak, wages 549.59; James Janssen, wages 773.44; Chelsea Ruesink, wages 1088.59; Erin Ruesink, wages 1054.70; SD Health Pool, group ins. 615.40; Delta Dental, group ins. 41.20; SD Retirement Systems, retirement 652.22; Castlewood Elevator, chemicals, 321.44; Bass Sanitation, utilities 210.00; ITC Communications, utilities 160.55; Dakota Tobacco, tobacco 390.21; Estelline Coop, supplies 38.95; Zimco Supply, supplies 2662.00; Brookings Register, advertising 100.00; Castlewood Corner Market, supplies 177.39; Public Opinion, advertising 80.00; Doug's Service & Marine, repairs 979.58; Coca Cola, pop 100.00; Watertown Wholesale, supplies 503.00; Doug Gerhold, mower seat 642.71; Castlewood Locker, food 212.15; Dakota Portable Toilets, port a pot 195.00; Sturdevant's, repairs 217.99; J&L Machine, repairs 435.05; TSYS Merchant Solutions, credit card fees 777.89; Ellwein Brothers, beer 1329.10; National Republic, liquor 177.56; Johnson Brothers, liquor 448.88; Porter Distributing, beer 579.60; Department of Revenue, sales tax 1875.54; VGM Financial, cart lease 420.30; H-D Electric, utilities 966.19; Electronic Federal Tax Payment, ss & wh 2269.19; Visa, pop & supplies 325.21.

TOTAL GOLF FUND DISBURSEMENTS: \$27,559.97.

TOTAL DISBURSEMENTS, all funds: \$104,645.44

Public Comments: Rich and Lois Wiarda and Jerry McPartland, representing the Grow Castlewood Committee, addressed the council on an update for the football field and wellness center. They discussed the city possibly applying for FEMA money for a tornado shelter which would include the locker rooms, bathrooms and concession stand. A new design for the football field was presented.

Mayor's report: The mayor reminded council people of the upcoming elected officials workshop and also that the city had received the grant for mosquitoes.

Finance Officer's report: She reported that on July 20<sup>th</sup> a memorial service for Helene Redlin, wife of the late Terry Redlin, will be held at the golf course with the release of a butterfly in Helene's memory. The golf course was Helene's favorite place to come.

The 3<sup>rd</sup> Avenue drainage project and Warrior Road curb and gutter projects were discussed. The city received quotes from Banner & Associates on their engineering fees. The 3<sup>rd</sup> Avenue project fees will be \$1500 and the Warrior Road curb and gutter fees will be \$2500. A motion by Bohls and seconded by Mullaney to approve the engineering fees and proceed with the projects. All in favor and motion passed.

The Water Study Amendment was presented to the City Council by Joe Munson, representing Banner & Associates. The amendment in two phases includes looping water lines in town, painting water tower inside and outside plus do some upgrades to the tower. Also included installing bigger water lines in several areas of town. Banner & Associates will apply for grants and funding to see what is available.

A motion by Bohls and seconded by Barker to get bids for doing the necessary improvements to the water tower and proceed with applying for funding. All members present in favor and motion passed.

A motion by Dockter and seconded by Schmit to adjourn the old business.

The meeting for new business was called to order.

Oaths of office were taken by Brian Ries, Chad Ries, Jeff Shepherd, Jenny Olson and Michelle Barker.

Nominations for President were opened. Shepherd nominated Schmit. Chad Ries nominated Bohls. After a paper vote the vote was tied so the mayor broke the tie nominating Bohls. Nominations for Vice President were opened. Bohls nominated Schmit. Motion by Barker and seconded by C. Ries to approve the appointment of Schmit as Vice President. All in favor and motion passed.

A motion by Barker and seconded by Olson to enter into executive session at 7:37 p.m. with all members present in favor and motion passed.

A motion by Bohls and seconded by Barker to return to regular session at 8:09 p.m. with all members present in favor and motion passed.

The following appointments were made by Mayor Ries:

City Finance Officer Sheila Gerhold; City Attorney, Todd Wilkinson; City Newspaper, Hamlin Co. Republican; City Official Depositories: Citizen’s State Bank and First Premier Bank.

2020 Committees

Buildings/Dump Ground: Chad Ries, chairman-Jenny Olson

Golf: Jenny Olson, chairman-Jeanette Bohls

Liquor: Jeanette Bohls, chairman-Heather Schmit

Streets: Chad Ries, chairman-Jeff Shepherd

Water & Sewer: Jeanette Bohls, chairman-Michelle Barker

Zoning/Construction: Brian Ries, chairman-Jenny Olson

Grow Castlewood: Chad Ries

Economic Development: Ruth Fodness (22); Kristie Sikkink (22); Alisha Nielsen (21); Breanna Beebe, chairman (20); Landon Vetter (20).

Park and Recreation; Bernie Hupf (22); Travis Everson (22); Kyle Kooima, chairman (21); Kelsi Langenfeld (21); Brian Ries (20).

After a discussion concerning the appointment of Todd Wilkinson as city attorney a motion by C. Ries and seconded Bohls to approve the appointments. Roll Call Vote: Aye: Bohls, Barker, Schmit, C. Ries, Olson. Nay: Shepherd. Motion passed by majority vote.

The following fines resolution was passed on a motion by Schmit and seconded by Olson with all members present voting aye:

Resolution Number: 20-05

A RESOLUTION SETTING FORTH A SCHEDULE OF PROPOSED VIOLATIONS OF THE REVISED ORDINANCES FOR THE CITY OF CASTLEWOOD, SOUTH DAKOTA.

BE IT RESOLVED by the City of Castlewood, South Dakota that the following schedule of proposed fines shall be effective as the date of this resolution for all violations of ordinances set forth herein. If any ordinance is not listed below, the courts will decide the proposed fine and/or jail time. The costs listed below are set forth by the State of South Dakota.

STATE CODE	ORDINANCE	OFFENSE	FINE	COST	TOTAL
99-2-286	3-1-8	Animal Running at Large	\$27.50	\$72.50	\$100.00
99-2-438	3-1-3	Animal Not Current on Immunization Shot	\$27.50	\$72.50	\$100.00
99-2-285	3-1-1	Animal Unlicensed	\$27.50	\$72.50	\$100.00
99-2-287	3-1-18	Barking Dog Violations	\$27.50	\$72.50	\$100.00
99-2-4	5-1-10	Curfew Violation	\$27.50	\$72.50	\$100.00
99-2-288	3-1-12	Dangerous/Vicious Animal Violation	\$102.50	\$72.50	\$175.00
99-2-172	5-1-4	Discharge of Firearm with Limits	\$137.50	\$72.50	\$210.00
99-2-407	5-1-8	Dynamic Braking Violation	\$27.50	\$72.50	\$100.00
99-2-99	5-1-11	Failure to Pay Camping Fee	\$27.50	\$72.50	\$100.00
99-1-30	7-3-6	Failure to Yield to Pedestrian	\$27.50	\$72.50	\$100.00
99-2-64	5-1-5	Fireworks Violation	\$27.50	\$72.50	\$100.00
99-1-30	7-1-2	Illegal Backing Around Corner	\$27.50	\$72.50	\$100.00

99-1-108	7-1-5	Illegal Parking	\$27.50	\$72.50	\$100.00
99-2-29	5-1-9(A)	Noise Prohibited from Residence	\$27.50	\$72.50	\$100.00
99-2-376	5-1-9(B)	Noise Prohibited from Vehicle	\$27.50	\$72.50	\$100.00
99-2-334	5-3-2	Peddling/Soliciting without License	\$37.50	\$72.50	\$110.00
99-2-111	7-4-3	Snowmobiles Violation	\$27.50	\$72.50	\$100.00
99-1-125	7-1-1	Speeding on City Streets (1-5 Over Limit)	\$17.50	\$72.50	\$90.00
		Speeding on City Streets (6-10 Over Limit)	\$37.50	\$72.50	\$110.00
		Speeding on City Streets (11-15 Over Limit)	\$57.50	\$72.50	\$130.00
		Speeding on City Streets (16-20 Over Limit)	\$77.50	\$72.50	\$150.00
		Speeding on City Streets (21-25 Over Limit)	\$97.50	\$72.50	\$170.00
		Speeding on City Streets (26 or More Over Limit)	\$157.50	\$72.50	\$230.00
99-1-57	7-3-4	Stop Sign Violation	\$27.50	\$72.50	\$100.00

Adopted and effective this 6<sup>th</sup> day of July, 2020

Brian Ries, Mayor

ATTEST:

Sheila Gerhold, Finance Officer

A moving permit for Dustin Beebe was presented with pictures of the 8 x 12-foot storage shed. He has put new siding, shingles and door on the building. A motion by Barker and seconded by Schmit to approve the moving permit. All members present in favor and motion passed.

The Castlewood Days Committee asked for a permit for the dance and a noise permit for Saturday night's street dance. A motion by Bohls and seconded by Olson to approve both permits with all members present in favor and motion passed. The Castlewood Days Committee presented a letter stating their financials and approximate costs of Castlewood Days. They asked for a \$1000 donation and to have the city pay for port a pots and insurance for Castlewood Days. A motion by Barker and seconded by C. Ries to approve the donations. Roll call vote. Aye: Bohls, Ries, Barker, Olson, Schmit. Nay: Shepherd. Councilman Bohls asked for actual income and expenses from the committee after Castlewood Days is over to be presented to the city council.

A noise permit for the Ship's Inn for Friday night and Saturday night of Castlewood Days. He also requested to set a bar up on the sidewalk in front of his business on Saturday night. A motion by Schmit and seconded by Bohls to approve the requests with all members present in favor and motion passed.

The tractor pull committee asked to use the City's property for the tractor pull and also to close a portion of Oak Avenue for the tractor pull on Saturday of Castlewood Days. A motion by Schmit and seconded by C. Ries to approve the request with all members present voting aye and motion passed.

The following city monies were presented for approval to publish them. A motion by Bohls and seconded by Olson to publish the following city monies:

GENERAL FUND	\$560,636.64
GOLF COURSE	\$ 70,971.12
WATER FUND	\$534,433.31
WATER RESERVE	\$ 23,536.34
SEWER FUND	\$406,408.84
SEWER RESERVE	\$ 23,536.36
SOLID WASTE FUND	\$ 7,190.65
BUSINESS DISTRICT FUND	\$250,648.26
MUNICIPAL STREET FUND	<u>\$359,165.05</u>
TOTAL CITY MONIES	\$2,236,526.57

The quarterly investment report was approved on a motion by C. Ries and seconded by Shepherd with all members present in favor and motion passed.

The seal coat quote from Bituminous Paving, Ortonville, MN in the amount of \$48,995.87 was approved on a motion by Shepherd and seconded by C. Ries with all members present in favor and motion passed. The quote does not include the sweeping of the extra rock off of the roads.

The water tank inspection report was presented to the city council. The interior and exterior need to be painted and upgrades need to be made. They stated the water tower is structurally sound.

The city council will hold a special meeting on Monday, July 13, 2020, at 7:00 for a rezoning hearing at Country View Subdivision to allow a twin home.

The dog clinic is scheduled for Saturday, July 25, 2020, from 9:00 a.m. to noon.

Tayt Alexander, deputy sheriff for Hamlin County, gave the council a report on two dogs that had bitten an individual and asked that they be deemed vicious. He also stated that these dogs had been cited three times for running at large.

Christina Kenyon addressed the council about her dogs and the measures they were taking to keep the dogs contained. After a lengthy discussion a motion by C. Ries and seconded by Olson to deem the dogs vicious. All in favor and motion passed.

The men's night and ladies' day at the golf course was discussed. The Ship's Inn has been serving the men a steak meal and Tables has a menu for ladies' day to come and eat. The council decided to leave the food portion of men's night and ladies' day with the businesses uptown serving food for them.

New employees for the city are Miranda Engels at the golf course for \$11.00 per hour and Vicki Strait, Concession stand at \$450 per month plus \$10.00 per hour working. A motion by Schmit and seconded by Bohls to approve the new employees and wages. All in favor and motion passed.

Shawn Mullaney requested to purchase the Industrial Park lot between Mack Cabinets and Castlewood Machine and Welding. A motion by Bohls and seconded by Barker to sell the lot to Mullaney for \$5,000 and a stipulation that he needs to build on it within 2 years. Roll call vote. Aye: Bohls, C. Ries, Barker, Olson, Schmit. Nay: Shepherd.

The general journal entries for June were approved on a motion by Schmit and seconded by Shepherd with all members present voting aye and motion passed.

The cash register voids for the golf course were presented. The council would like to see the voids initialed. A motion by C. Ries and seconded by Barker to approve the voids with all members present voting aye and motion passed.

A motion by Schmit and seconded by C. Ries to approve and pay for any council person wanting to go to Pierre to the Elected Officials Workshop. All in favor and motion passed.

Discussion was held on Rick Ries comp time. He had asked to get paid for all of the comp time which has accumulated over several years. His total comp time hours were 272 hours for a net pay of \$6,599.81. A motion by Bohls and seconded by Schmit to approve the comp time pay with all members present in favor and motion passed.

A motion by Schmit and seconded by Shepherd to adjourn. The meeting adjourned at 9:08 p.m.

Sheila Gerhold  
Finance Officer