

Castlewood City Council
October 5, 2020

The Castlewood City Council met in regular session on the above date at 7:00 p.m. with the following members present: Heather Schmit, Jeanette Bohls, Jeff Shepherd, Mayor Brian Ries, Chad Ries, Jenny Olson and Michelle Barker. Also present: Rick Ries, Sheila Gerhold and LeeAnne Dufek.

The meeting was called to order by the mayor.

The agenda was presented for approval. Councilman Shepherd asked to have Grow Castlewood football field added to the agenda. A motion by Schmit and seconded by Barker to approve the agenda with the added item. All in favor and motion passed.

The Pledge of Allegiance was led by Mayor Ries.

The minutes of September 8th, 2020 were approved on a motion by Bohls and seconded by C. Ries with member present in favor and motion passed.

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

GENERAL FUND: Wages 323.23; Hamlin County Auditor, police contract 3250.00; Visa, supplies 85.19; H-D Electric, street lighting 19.18; Electronic Federal Tax Payment, ss & wh 50.48; Bass Sanitation, garbage haul, 30.00; First Premier Bank, library rent 150.00; Brian Ries, cell phone 30.00; Gerhold Brothers, gravel 367.20; Jason Julius, recreation refund 30.00; Heiman Fire Equipment, fire extinguishers 420.50; Ottertail, utilities 2208.09; Castlewood Corner Market, supplies 48.07; Castlewood Farmer's Elevator, supplies 391.93; Office Peeps, supplies 213.11; Hamlin Co. Republican, publishing 313.65; Castlewood Building Supplies, repairs 423.89; Menard's, supplies 106.96; ITC Communications, utilities 145.66; Northwestern Energy, utilities 47.00; Estelline Coop Oil, supplies 193.62; Popham Construction, sweep streets 4210.80; Zimco Supply, supplies 291.00; JW Roll Off Service, clean up days 2164.54; Kibble Equipment, repairs 295.46; Green Apple Septic Service, septic tanks, 260.00.
TOTAL GENERAL FUND DISBURSEMENTS: \$16,069.56

WATER FUND: Wages 5269.13; Electronic Federal Tax Payment, ss & wh 1474.88; Visa, postage 13.80; Rural Development, payment 1237.00; Delta Dental, group ins. 82.40; AFLAC, group ins. 87.58; SD Retirement Systems, retirement 807.28; SD Health Pool, group ins. 1470.94; Richard Ries, cell phone 30.00; Ottertail, utilities 232.13; Hawkins, Inc., supplies 818.50; SD Public Health Laboratory, water testing 195.00.
TOTAL WATER FUND DISBURSEMENTS: \$11,718.64.

SEWER FUND: Ottertail, utilities 221.53; ITC Communications, autodialer 39.26; SD One call, locates 11.55.
TOTAL SEWER FUND DISBURSEMENTS: \$272.34.

SOLID WASTE FUND: Bass Sanitation, contract 4950.00; Department of Revenue, sales tax 345.21.
TOTAL SOLID WASTE FUND DISBURSEMENTS: \$5295.21.

GOLF FUND: Wages 3331.16; Sheila Gerhold, wages 1823.67; Neil Dvorak, wages 424.81; James Janssen, wages 565.65; Mary Ellen Black, wages 274.28; Miranda Engels, wages 93.97; Chelsea Ruesink, wages

254.54; Erin Ruesink, wages 111.69; SD Health Pool, group ins. 615.40; Delta Dental, group ins. 41.20; SD Retirement Systems, retirement 773.06; Electronic Federal Tax Payment, ss & wh 1679.43; H-D Electric, utilities 783.41; Visa, pop 225.49; Porter Distributing, beer 234.20; Ellwein Brothers, beer 793.30; TSYS Merchant Solutions, credit card fees 819.82; Johnson Brothers, liquor 278.97; Southern Glaziers, liquor 440.06; Republic National, liquor 202.25; Nivel Parts, repairs 47.24; Castlewood Locker, supplies 79.90; Watertown Wholesale, supplies 239.65; Dakota Tobacco, tobacco 47.55; ITC Communications, utilities 160.90; Castlewood Corner Market, supplies 102.09; P3 Electric, repairs 250.00; Dakota Portable Toilets, port a pot 195.00; L.G. Everist, sand 365.21; Doug Gerhold, mileage 68.04; Estelline Coop, supplies 968.32; Heyner Welding, supplies 231.44; Bass Sanitation, garbage haul, 210.00; Doug's Service and Marine, plugger rental 536.16; Zimco Supply, supplies 639.00.
TOTAL GOLF FUND DISBURSEMENTS: \$20,549.41.

TOTAL DISBURSEMENTS, all funds: \$56,020.46.

No one appeared for public comment.

The mayor did not have a report this month.

The finance officer informed the council another check was received from Lake Poinsett Sanitary District and the city also received an insurance check in the amount of \$2750 to pay for the VFD on the irrigation system at the golf course that was struck by lightening.

The building permits that were issued for September were Jerry Gerberding, twin home; Cheryl Lewno, single garage; and Sheryl Ward, screened in porch.

The mayor presented a purchasing policy for approval. The policy included the items discussed at last month's meeting so on a motion by Bohls and seconded by Schmit the purchasing policy was approved and all members present voting aye and motion passed.

The mayor presented a donation policy. Discussion followed and the policy will be finalized and presented for approval at the November meeting.

An email from Shawn Nichols, lawyer, was read concerning Oak Avenue. The cement around the manhole is breaking up and needs to be replaced before winter. A motion by Barker and seconded by Shepherd to have Shawn Nichols proceed with a lawsuit against those involved in the Oak Avenue project. All in favor and motion passed.

A letter from the Code Enforcement officer was discussed. A year has passed since the city signed on with the Code Enforcement officer. The letter stated the city could send \$1500 retainer or we could pay as the officer put the hours in and we are billed for it. Discussion was held on the city sending the letters ourselves and helping residents clean their properties up if they needed it. A motion by C. Ries and seconded by Barker to hire the Code Enforcement officer to continue his inspections. Roll call vote. Aye: Barker, Olson, C. Ries. Nay: Bohls, Shepherd and Schmit. Motion died due to the lack of the majority.

A recreation report was presented to the city. A motion by C. Ries and seconded by Bohls to approve the report with all members present in favor and motion passed.

A pet licensing reports was presented. A second letter will be sent to unlicensed pets. A motion by Schmit and seconded by Barker to approve the report. All in favor and motion passed.

The finance officer informed the city council of the ordinances she copied and put in the ordinance book for new residents moving to Castlewood.

The investment report was presented for approval for the third quarter. A motion by Barker and seconded by Schmit to approve the investment report with all members present in favor and motion passed.

Discussion was held on Warrior Road. The road needs to be staked by the engineer so the finance officer contacted Burchatz Construction to see if they were planning on getting it done yet this fall. Burchatz Construction stated they would like to wait until the first thing in the spring to install the curb and gutter on a portion of Warrior Road.

A motion by Barker and seconded by Shepherd to approve the general journal entries for September. All in favor and motion passed.

A motion by Bohls and seconded by Barker to approve the cash register voids from the Golf Course. All in favor and motion passed.

Discussion was held on the Grow Castlewood football field. Discussion was on the agreement for the land between the City of Castlewood and the Castlewood Community Foundation. A few of the councilmen felt the agreement stated they were to raise the money for the football before construction would begin. They also discussed that Ottetail has electrical wires that run underneath the ground where the football field would be that need to be moved plus the playground needs to be moved and no final plans have been made as to where the playground would be moved to. They would like the Grow Castlewood Committee to come talk to the city council at their meeting in November.

A motion by Schmit and seconded by Olson to adjourn. The meeting adjourned at 7:47 p.m.

Sheila Gerhold
Finance Officer