

January 3, 2024 Meeting Minutes

The Castlewood City Council met on the above date at 7 pm with the following members present: Mayor Brian Ries, Heather Schmit, Stef Goldhorn, LeeAnne Dufek & Beau Schooley. Also present: Kristie Sikkink, John Schmit, Justin Bucher of Banner, Chuck Greenfield & Harry Boner of the American Legion, Travis Steffensen of SRW, Jamie Riley, Jerald Gerberding, Kevin Pribbenow and Josh Spilde. Absent, Jeanette Bohls and Chad Ries.

Mayor Ries called the meeting to order at 7:00 p.m.

Mayor Ries led the council in the pledge of allegiance.

Motion by Dufek, second by Schmit to approve the agenda, all voted aye, motion carried.

No one in attendance for public comments.

Motion by Schmit to approve the December meeting minutes, second by Goldhorn, all voted aye, motion carried.

Motion was made by Alderwoman Dufek, second by Alderwoman Schmit to approve payment of the claims, all voted aye, motion carried.

605 COMPANIES 49313.25 WATER IMPROVEMENTS, BANNER ASSOCIATES 3034.76 WATER IMPROVEMENTS, BASS SANITATION 4980.00 WASTE COLLECTION, BASS SANITATION 2168.07 WASTE COLLECTION, BRIAN RIES 30.00 UTILITIES, CASTLEARTS 260.00 UTILITIES, CODE ENFORCEMENT SPECIALISTS 469.20 CODE ENFORCEMENT, COLONIAL RESEARCH 152.34 SEWER REPAIR/MAIN, TWOTREES TECHNOLOGIES 198.32 UTILITIES, DAKOTA PUMP & CONTROL 8381.30, DAKTRONICS 2750.00 REPAIR/MAIN, DELTA DENTAL 89.40 DENTAL INSURANCE, DOUGS ANCHOR & MARINE 22000.00 GOLF EQUIPMENT, ESTELLINE COOP 147.41 REPAIR/MAIN, FIRST PREMIER BANK 150.00 RENTALS, GERHOLD BROTHERS 994.50 GOLF REPAIR/MAIN, GLACIAL LAKES RADIATOR 400.00 REPAIR/MAIN, GREAT AMERICA FINANCIAL 105.00 REPAIR MAIN, HALIN COUNTY REPUBLICAN 266.25 PUBLISHING, HAMLIN CO AUDITOR 4566.97 LAW ENFORCEMENT, HAWKINS 567.99 REPAIR/MAIN, HD ELECTRIC 313.80 GOLF UTILITIES, ITC 526.36 GOLF UTILITIES, JOHN SCHMIT 30.00 UTILITIES, NB GOLF 180.71 GOLF REPAIR/MAIN, NORTHWESTERN ENERGY 644.42 UTILITIES, OFFICE PEEPS 379.68 REPAIR/MAIN, OTTERTAIL 2668.55 UTILITIES, POPHAM CONSTRUCTION 400.00 SNOW REMOVAL, REPUBLIC NATIONAL DISTRIBUTING 205.62 GOLF LIQUOR, SD DEPT REVENUE 328.06 SANITATION SALES TAX, SD DANR 50.00 WATER DUES, SD PUBLIC HEALTH 56.00 REPAIR/MAIN, STAR LAUNDRY 76.56 REPAIR/MAIN, TITIAN MACHINERY 37.39 REPAIR/MAIN, VISA 2017.50 REPAIR/MAIN/SUPPLIES, WILKINSON LAW OFFICE 828.00 ATTORNEY FEES, WILKINSON TRUST 16575.22 ECONOMIC DEVELOPMENT, WINWATER 302.11, ZIMCO 7440.00 GOLF SUPPLIES, PAYROLL 14645.22, SD HEALTH POOL 3587.57 HEALTH INSURANCE EFTPS 3388.07 PAYROLL TAXES, SD RETIREMENT 1463.88

Mayor Ries provided update on the progress of community center improvements. In the beginning stages of contacting suppliers to provide some estimates. Superintendent of Utilities John Schmit shared he is working on a plan for crack sealing, and street repair for the spring.

2nd reading Watertight Corp Rezone Ag to Highway Commercial, motion by Goldhorn to approve, second by Schooley, all voted aye, motion carried.

Castlewood City Council reviewed for approval a final zoning plat prepared for property owned by Douglas McKee Estate and property owned by Davis Family Trust (Billy & Shaunie Davis). Motion was made by Dufek, second by Schmit to approve both plats as presented, all voted aye, motion carried.

Preliminary zoning plat is presented by resident Jamie Riley. Council held discussion. Justin Bucher with Banner Associates joined in on the discussion. Justin shared findings of an outlot that does not appear to be recorded as a dedicated right of way. Interim Finance Officer Sikkink will have plat reviewed with First District. Motion by Dufek to approve preliminary plat, second by Schooley all voted aye, motion carried.

Motion by Dufek and second by Goldhorn to have a document drafted that would provide an access easement to his property. Interim Finance Officer Sikkink will contact city attorney.

Travis Steffensen is present at the meeting to discuss infrastructure costs. Sioux Rural Water received bids for the SCADA project, this is part of the project of Sioux Rural Water becoming City of Castlewood's water supplier. Of the bids received the electrical portion of the project came in higher than expected. It was estimated the electrical portion would be approximately \$15,000.00 however came in at \$30,000.00. Motion by made by Alderman Schooley, second by Alderwoman Dufek, understanding the increase of the cost within the project, all voted aye, motion carried.

Josh Splide is present at the meeting. He has presented to the city council his preliminary plat for a housing development. Items discussed are street surface, water meter pit and increasing the size of water line in the development. Mayor Ries requested the city present the preliminary plat to First District, Planning and Zoning for review and continue discussion. No action.

American Legion members Chuck Greenfield and Harry Boner have requested the city consider allowing the placement of a prebuilt storage shed. This would allow for the storage of American Legion items. Mayor Ries stated the city would like to have some time to review policies regarding the placement of the storage shed. The city will gather additional information and hold discussion at upcoming meetings.

Castlewood residents Kevin & Amanda Pribbenow have presented a business loan application with the Castlewood Economic Development Board to purchase Castlewood Corner Market. The application requests a loan in the amount of \$70,000.00. This will allow for the purchase of the established business. Economic Development presents to the city council the application for approval. Council held discussion with resident Kevin Pribbenow. Motion was made by Dufek to approved the presented application of \$70,000.00 with a 15-year amortization schedule at the interest rate of 5%. Motion received a second by Schooley. Roll call vote, Dufek, aye, Schmit, aye, Schooley, aye, Goldhorn, aye, Alderman C. Ries absent, Alderwoman Bohls absent. All votes voting aye, motion carried.

Also presented by residents Kevin & Amanda Pribbenow an application for the Business Grant, this would grant \$5,000.00 upon the opening of the business. Motion by Goldhorn to approve, second by Schooley, all voted aye, motion carried.

Motion was made by Schmit to declare surplus at zero value 3 golf course mowers, second by Dufek, all voted aye, motion carried.

Motion made at 8:10 by Dufek to enter into Executive Session to discuss Personnel SDCL 1-25-2 (3), second received by Goldhorn. All members voting aye, motion carried.

Mayor Ries declared city council out of executive session at 8:25 p.m.

Motion by Goldhorn, second by Dufek to approve salary resolution 24-01 as presented, all voting aye, motion carried.

There being no further business to discuss, motion by Schmit to adjourn, second by Goldhorn, all voted aye, motion carried.

Brian Ries
Mayor

Kristie Sikkink
Interim Finance Officer

2024 SALARY RESOLUTION #24-01

Mayor-\$2,300 a year; \$50 a meeting if in attendance; monthly cell phone allowance \$30.00

Councilman-\$1,300 a year; \$50 a meeting if in attendance

Maintenance-\$4,250.13 per month; \$50 a meeting if in attendance; \$60 a weekend for on call services; monthly cell phone allowance \$30.00

Finance Officer-\$4107.13 per month; plus \$50 a meeting if in attendance

Part time Maintenance Man, \$60 per weekend on call and Regular rate per hour for any hours worked on call

Library-\$350 a month for librarian

Recreation coach: \$500 per team

Various Activities Recreation Employee: \$12.00 per hour

Concession Stand Manager: \$450.00 per month

Concession Stand employee: \$12.00 per hour

Golf Course Superintendent: \$3,622.66 monthly; \$50 a meeting if in attendance.

Clubhouse employee: \$12.00-15.00 per hour

Golf Course Ground employee: \$12.00-16.00 per hour

Clubhouse Manager: \$15-\$22 per hour

Assistant Clubhouse Manager: \$13-\$18 per hour

Mayor Brian Ries

Finance Officer Logan Ruesink
Interim Finance Officer Kristie Sikkink

Passed and approved on January 3rd, 2024

Ordinance 23-20

AN ORDINANCE ENTITLED, an ordinance to amend section 1.03 adopted by Ordinance 23-17 dated 10/24/2023 as amended, of the Zoning Ordinance of the City of Castlewood.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CASTLEWOOD, SOUTH DAKOTA: that Section 1.03 adopted by Ordinance 23-17 dated 10/24/2023, as amended, of the Zoning Ordinance of the City of Castlewood be amended to classify the following property: OP: W2 of LOT 1 & ALL OF 2 & 3, BLOCK 23

From "AG" AGRICULTURAL to "HC" HIGHWAY COMMERCIAL

Mayor Brian Ries

Finance Officer Logan Ruesink
Interim Finance Officer Kristie Sikkink

Passed and adopted the 3rd day of January, 2024.