

**City of Castleford**  
**Special Council Meeting**  
**November 18th, 2021**

Meeting was called to order at 7:00 pm by Mayor Dan Howard. Those in attendance were as follows Dan Howard, Roxanne Stiegemeier, Cliff Lockhart, Justin Clark, Pansy Pettit, Melissa Inchausti.

- \* Melissa established a quorum of the City Council.

**New Business:**

- \* **Executive session** – Cliff motioned to enter executive session, Pansy 2<sup>nd</sup>, motion passed. 74-206(b)  
Pansy motioned to exit executive session, Cliff 2<sup>nd</sup>, motion passed.
- \* **Utility Billing Policy** – Dan presented information Kristina collected from other cities and how they handle their deposits for consideration. Pansy didn't want to discuss it anymore. Melissa presented a copy of the email transcripts with Eagle View Dairy and pointed out we have had an issue with several owners and something needs to be done. Current Utility Billing Policy was discussed. Cliff proposed to change the policy to have the owner pay the deposit and not have tenants involved, discussed. Pansy proposed that it be left up to the owner to decide. Several accounts don't have a deposit – reasons why discussed. Melissa proposed an application process for relief funds – discussed. Cliff motioned to apply the existing \$75 deposit to the delinquent balance and bill Eagle View, if not paid submit as a lien. Pansy 2<sup>nd</sup>, motion passed. Council inquired if Leitch has paid his bill, he has not. Cliff motioned to file a lien on his property, Pansy 2<sup>nd</sup>, Justin abstained, Roxanne Yes, Cliff Yes, Pansy Yes, motion passed.
- \* **Public Comment:**  
Melissa informed the council that the firm she works for would like to help us get the kitchen going.  
Pansy brought up the fact that investment opportunities need to be discussed.  
Cliff requested council appear to volunteer to place wreaths on graves for Wreaths across America on December 18<sup>th</sup> at 10am.

**Adjournment:**

- \* Cliff made the motion to adjourn the meeting, Pansy 2<sup>nd</sup>, motion passed, meeting called at
- \* 8:00 pm.

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Kristina Scott

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Approved on