

**City of Castleford  
Council Meeting  
May 9<sup>th</sup>, 2023**

Meeting was called to order at 7pm by Mayor Cliff Lockhart. Those in attendance were as follows: Cliff Lockhart, Justin Clark, Pansy Pettit, Timmie Fabela, Jane Bantea, Kristina Scott, Kristy Bridges was late however did attend the meeting.

Public: Victor Keen, AJ Gray

- \* Kristina established a quorum of the City Council.
- \* Minutes from the April 11<sup>th</sup> meeting were read silently by council members. Justin motioned to approve minutes as written, Pansy 2<sup>nd</sup>, motion passed.

**Old Business:**

- \* **Generator repair** – Kristina provided updated quotes for purchase of part to fix generator. Pansy motioned to purchase the part from CAT and have Magic Valley Electric install switch, Justin 2<sup>nd</sup>, motion passed.
- \* **Personnel Policy** – moved to end of meeting.
- \* **Approve Liquor license application** – Council reviewed the application Kristina updated, Pansy motioned to approve the application, Justin 2<sup>nd</sup>, motion passed.
- \* **Street repair/maintenance update** – Cliff informed council the county has the city on their calendar to overlay the street on the south side of Main St. for July 10<sup>th</sup> and will chip seal approx. 30 days later. Will post on website and Facebook to notify a month ahead of time and door hangers will be placed a couple of days ahead of time as a reminder for people to have their cars off the street.

**New Business:**

- \* **Whitecloud memorandum of understanding** – City received a request from TruLeap Technologies for a letter of support for a grant they are pursuing to improve broadband infrastructure for several small communities in our area, including Castleford. Mayor Cliff Lockhart spoke with a representative of TruLeap and decided to write the letter of support as it was on a deadline and could not wait for a meeting as well as the city is not entering into a contract with the letter. Kristina inquired of the attorney advise on the memorandum with Whitecloud. The attorney stated he sees several issues with the memorandum lacking detail and stated if we would like to be released from the agreement to contact Whitecloud. The council discussed, and since another grant opportunity has come and gone with no contact from them, they would indeed like to terminate the agreement. Pansy motioned Kristina drafts a letter requesting termination of the memorandum of understanding with Whitecloud and upon approval from the Mayor, send the letter, Justin 2<sup>nd</sup>, motion passed.
- \* **Container at Fire Dept.** – The city has a container at the Fire Dept. that contains unwanted items (Christmas décor, junk, etc.). The Fire Dept. would like to purchase the container from the city. The council agreed there is no use for it and no space to store it. Timmie motioned to sell the container to the Fire Dept. upon reaching a negotiated price, Justin 2<sup>nd</sup>, motion passed.
- \* **Purchase of water meter registers** – Meters were already purchased; the matter of concern was which budget the meter register purchase falls under. Pansy motioned we pull the funds from the ARPA fund, Timmie 2<sup>nd</sup>, motion passed.
- \* **Assistant for water/wastewater department** – The council discussed the importance of having more than one person that can handle the duties required of the City Maintenance position. Cliff proposed bringing Jane in the office more and free up Kristina to go help Victor; Kristina confirmed she would be willing to help Victor while continuing to work in the office as

City Clerk/Treasurer. Jane confirmed she is willing to take on more hours in the office and train with Kristina to take on more duties of the City Clerk. Timmie motions Kristina, Jane and Victor will work amongst themselves to create a schedule and present it to the next meeting. Pansy 2<sup>nd</sup>, motion passed.

- \* **FY2024 Budget discussion** – Kristy motioned to replace the Planning and Zoning committee meeting with a Budgeting committee meeting on 5/16/23 at 7pm, Pansy 2<sup>nd</sup>, motion passed.
- \* **Personnel Policy** - The council reviewed a section of the Personnel Policy and did not find anything that needed to be amended. Pansy motioned to approve the 8 pages of the Personnel Policy up to Section XI.

**Discussion/concerns for future agenda** – no discussion/concerns for future agenda.

- \* **Public Comment**  
No public comment

- \* **Financial Statement**  
Council reviewed the financial statement. Pansy motioned to pay the bills, Timmie 2<sup>nd</sup>, motion passed.

**Adjournment:**

- \* Pansy motioned to adjourn, Timmie 2<sup>nd</sup>, motion passed. Meeting adjourned at 8:17 pm.

  
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Kristina Scott

6/13/23  
Approved on