## City of Castleford Council Meeting March 11, 2025

Meeting was called to order at 7:01 pm by Mayor Cliff Lockhart. Those in attendance were as follows: Cliff Lockhart, Justin Clark, Che Walker, Jennifer Gray, Kristina Scott, Stacie Darrow. Public present: Victor Keen, Aaron Easterday, AJ Gray, Jana Gray, Craig Sturman

- 1. Opening of Meeting, and Establishment of Quorum- Kristina established a quorum of the City Council.
- 2. New Clerk Stacie Darrow sworn in as City Clerk.
- **3.** Minutes from February 11, 2025, and February 18, 2025 Council Meeting Justin motions to approve the minutes from February 11, 2025 and February 18, 2025, Che 2<sup>nd</sup>, motion passed.

## 4. Old Business

- a. Discuss paving north side of town, turn Poplar into one way street Cliff informed council that he, Victor, and Ted from Buhl Highway Department have no further concerns. We will add signage to include one way, do not enter, so as meter boxes will not be disturbed. Che motioned to move forward with paving north side of town and turning Poplar into a one-way street and adding signage effective April 1, 2025. City Hall will notify citizens of change through our city website, Facebook and by using a door tag alerting them to the change. Jennifer 2<sup>nd</sup>, motion passed
- b. SCADA update Cliff reports we have a hold placed on payment to Delco/Mission awaiting resolve to SCADA, as it is still not working properly, we also require Delco/Mission provide a detailed itemized invoice.- Victor updates council that SCADA is ran on a Rockwell program and the program is still not functioning properly, he is in communication with Delco/Mission to find resolve. Aaron has contacted Astra Engineering Firm to obtain quotes to address the Rockwell program needing repairs and updates. He is also communicating with tech companies to obtain quotes. AJ explained that SCADA Rockwell program is a "ladder logic software", which means if the Rockwell programing has a glitch, the rest of the system will not function properly. The findings are that the Rockwell program remains faulty and still requires updating. Che motioned to hold payment to Declo/Mission at this time while awaiting Rockwell programing quotes. SCADA report is to be on next month's agenda for discussion. Justin 2<sup>nd</sup>, motion passed.

## 5. New Business

- a. Renewing contract with Martin CPA Cliff reports he has had no issues with Martin CPA, council members and Kristina discussed findings of several errors discovered in the last audit. Jennifer would like more information on specific errors found. Kristina is awaiting a return call to clarify possible errors and her findings. Che motions to table decision of renewing Martin CPA, readdressing at next meeting, Jennifer 2<sup>nd</sup>, motion passed.
- b. Operation Face Lift Stacie provided information for REDS Operation Facelift and distributed flyer for information to council. Propose we apply for a City Hall Beautification to include remove benches in front of City Hall, replace with large planters, replace city hall outdoor building lights and replace flag light and timer. Estimated cost of \$3000 for supplies. Grant is conditional that that we contribute to project. Our contribution will be labor provided by city employees. Jennifer motioned we submit application for beautification of city hall entrance, Che 2<sup>nd</sup>, motion passed.
- c. Consider donation to Castleford Football team Kristina explained the request made public for the football team offering their labor in exchange for a donation that will contribute to purchase of new lighting for football field. Propose utilize them to do a city clean up in exchange for a donation. Jennifer motions to make donation of \$200 in exchange for the football team helping with a city clean up, 2<sup>nd</sup> Che, motion passed.
- 6. Financial Statement / Monthly Bills Che motioned to pay the bills, Jennifer 2<sup>nd</sup>, motion passed

- 7. Discussion/Concerns for future agenda Stacie to give update on Operation Face Lift. SCADA updates.
- 8. Public Comment No public comment
- 9. Adjournment Cliff adjourned the meeting at 7:40pm.

City Clerk

Approved on