

**City of Castleford
Council Meeting
April 11th, 2023**

Meeting was called to order at 7 pm by Mayor Cliff Lockhart. Those in attendance were as follows
Justin Clark, Cliff Lockhart, Kristy Bridges, Pansy Pettit, Jane Bantea
Public: Victor Keen, Dena Allred, Linda Flemming JJ Shauffer, Timmie Fabela, Paula Stewart

- * Jane established a quorum of the City Council.
- * Minutes from March 21st meeting were read silently by council members. Justin motioned to approve minutes as written, Pansy 2nd, motion passed

Special Guest Dena Allred (Castleford School) – Dena informed the council they have purchased the lot at 436 Main St. and will have keys on 4/12. Dena stated they will be tearing down the structure on the property and creating more parking for the school, water and sewer will no longer be needed. Victor stated capping the services off would be the best route to maintain the ability to access in the future if needed. Dena inquired if a survey would be needed. It was recommended that they do have a survey done to be sure where their property line is. It was inquired if they would like the water turned off tomorrow, Dena stated they would like to wait until the school board meeting for that official decision. Dena also inquired if a piece of land were to be acquired by the school that was outside city limits if it could be brought into city limits to provide water and sewer. She was informed yes that could be done. No action taken.

Special Guest Linda Fleming, JJ Shauffer (Habitat for Humanity) – Approached council with proposal of 2 family town homes on each lot. Specifics were discussed to clarify for council exactly how large the structures will be. Options for property ownership were discussed, either Habitat for Humanity maintain ownership of the land or actual division of the land for each unit. Justin motioned to split the property into 4 parcels to allow ownership of the land by the homeowners, Pansy 2nd, motion passed.

Accept Resignation of council member – Sky Donoho submitted a resignation letter, Pansy motioned to accept his resignation, Kristy 2nd, motion passed.

Mayor recommendation and appointment of new council member – Cliff recommended Timmie Fabela to be appointed as the new council member. Justin motioned to accept the Mayors recommendation, Pansy 2nd, roll call vote, Justin – Aye, Kristy – Aye, Pansy – aye. Motion passed. Timmie Fabela was sworn in by Mayor Cliff Lockhart.

Old Business:

- * **Street repair/Maintenance** – Cliff met with Ted from the Buhl Highway District to get his suggestions for what work to have done now. Ted was unable to attend meeting. Cliff relayed the information they discussed. Ted suggested to start with the south side of town (south of Main St.) excluding Bellfluer due to the possibility of needing to repair the pipe that runs under the road. Cliff explained the process that will take place, they will come in and “scrub the road” currently our roads are flat and need a grade added to it. Then a 1” overlay will be added followed by a chip seal. The need for lift rings for man holes and water meters was discussed. Pansy motioned to move forward with the proposed project, Kristy 2nd, motion passed. Cliff will contact Ted and let him know.
- * **Generator repair** – Pansy motioned to table until next meeting, Kristy 2nd motion passed.
- * **Personnel Policy** – Council went through the first 10 pages and discussed the changes they would like to make to wording. Will work on the next 8 pages at next meeting.

- * **Approve Liquor license application** – Council reviewed the application Kristina created and discussed. Justin motioned to add a line for the applicant’s state liquor license number, Pansy 2nd, motion passed.

New Business:

- * **Weed ordinance compliance drive around** – Previously Roxanne was doing the drive around and a replacement is needed. Jane suggested creating a form for the person doing the drive around. The process was explained to new council, if out of compliance a door tag is delivered giving a 7 day deadline to comply, if still not compliant a certified letter is sent with a 2 week deadline, if still not compliant, Victor does the work and a bill is sent for payment, if not paid it is added as a lien. Pansy volunteered but no motion was made.

Discussion/concerns for future agenda – Justin inquired if the P&Z committee will be continuing and who will be on it since Sky is no longer on the council. Kristina had previously stated she will no longer be on it. Council would like her to continue to be on it. Next committee meeting will be Tuesday the 18th and will be held the 3rd Tuesday of the month until complete. The need for getting this accomplished for future growth was discussed.

- * **Public Comment**

No public comment

- * **Financial Statement**

Council reviewed the financial statement. Pansy motioned to pay the bills, Justin 2nd, motion passed.

Adjournment:

- * Justin motioned to adjourn, Pansy 2nd, motion passed. Meeting adjourned at 8:32 pm

Kristina Scott

Approved on