



**City of Castleford
Council Meeting
January 10th, 2023**

Meeting was called to order at 6:58 pm by Mayor Roxanne Stiegemeier. Those in attendance were as follows Roxanne Stiegemeier, Justin Clark, Cliff Lockhart, Schyuler (Sky) Donoho, Kristina Scott
Public: Victor Keen, Jane Bantea

- * Kristina established a quorum of the City Council.
- * Minutes from December 13th were read silently by council members. Cliff motioned to approve minutes as written, Justin 2nd, motion passed

Old Business:

- * **Generator repair** – Council was given the 2 bids that Victor received. One bid included the labor for installation the other did not. Victor stated it would be better to wait until spring. The parts are on back order 2 months and bids are only good for 30 days. Victor is to find out the labor cost for the bid that did not include it. Cliff motioned to table awaiting said information, Justin 2nd, motion passed.
- * **Personnel Policy** – Justin motioned to table until next meeting when Pansy is back, Sky 2nd, motion passed.
- * **Summer Community Festivities** – Cliff proposed his idea for this event, “Helping those who help others” event will include vendors that have to be sponsored by a non-profit organization with a pledge to donate a portion of their revenues to the sponsoring non-profit. He is going to ask the local businesses to be sponsors for the event. He has booked a band “The American Hitmen” he asked if the city would sponsor the all or part of the cost of the band which is \$1500. This will be a motorcycle show/rodeo as well. With the city being a sponsor insurance may transfer, Kristina is to contact Balance Rock Insurance and inquire. Kristina is also to contact the owners of the empty lot on Main St and inquire if they would be willing to let the band set up there. Conflict of Cliff being able to vote was discussed, Cliff will not personally be benefiting from this event so it was decided he was able to vote. Justin motioned for the city to sponsor the event for insurance to extend if it will, pay the cost of the band in the amount of \$1500, and allow the street to be shut down for the event. Sky 2nd, motion passed.

New Business:

- * **Proposed Resolution 153-bulk water rates**
Kristina presented the information for neighboring town water rates as requested, and provided a draft of Proposed Resolution. Amounts were discussed and fee schedule was agreed upon. Cliff motioned to move forward with resolution process, Justin 2nd, motion passed. Kristina informed the council a public hearing is required, notice will be published for next meeting.
- * **Discuss new ordinance regarding dumpster** - Kristina presented a proposed solution to the problem, establishing an ordinance stating if garbage is improperly disposed so many times, with letters of warning, and at some point as decided by the council they be required to get a bigger dumpster or have pickups be more often. Roxanne brought up the fact that if Victor has to pick up the trash the property in violation should be billed for it and if not paid a lien be placed on property taxes. Kristina requested they decide on wording as that has not been discussed at this point. Requiring locks or gates was discussed. Justin inquired if we have sent a letter yet. Kristina informed we don't have an ordinance in place that states anything regarding this so there are no grounds to send the letter. Cliff inquired of Victor if it has continued to be an issue in the last month. Victor states it's usually when someone moves out and it has not been in issue in the last 30 days. Roxanne requested Kristina find out what Buhl's ordinance regarding dumpsters says. Justin motioned to table, Cliff 2nd, motion passed.

- * **Discuss procedures & pricing for sales of liquor, beer & wine** – Kristina informed council that in renewing liquor licenses she discovered there is limit to how much can be charges for sale of liquor. It appeared that we had been overcharging, she panicked and when sent out the invoices she lowered the amount by that limitation which was \$100 for each of the bars. She explained she couldn't find the rate for beer & wine and proceeded under the assumption that we could charge the same amount as the state as that is what Melissa told her. Kristina also stated she looked all through the city ordinances and there was nothing since the 40's and the 70's. This issue needs to be resolved and an ordinance needs to be created. Kristina discussed with the attorney and did learn after the fact that we are able to charge higher prices than the state does for beer & wine and we have not been overcharging and apologized that she proceeded with lowering the rate for the bars and the loss of \$200 in revenue for this year. Kristina provided a copy of Buhl's liquor license application for a reference, as the law states we need to collect an application and have a procedure in place for approval, along with the rate schedule. Roxanne inquired how old the applications we have are, Kristina informed her there aren't any on file at all. Sky motioned to table for review of information, Justin 2nd, motion passed.
- * **Discuss pay raise for council** – Roxanne inquired if Kristina found anything limiting the amount they can increase their pay by. She informed them no, there is no limit, however the raise cannot go into effect until after the next general election, the proposed raise has to be published 75 days before the election and can go into effect Jan 1 of the following year. Amounts were further discussed. Publication has to be done in August. Cliff motioned to table until July when it's closer, Justin 2nd, motion passed.
- * **Schedule meeting with REDs regarding grants** – Council had requested to meet with the director previously to discuss grant options and have yet to do so. Need to schedule a time with him, it does not need to be in a meeting since they are just gathering information. Council would like to meet with him before the next meeting at 6pm.
- * ***amendment to agenda-** Sky motioned to amend the agenda to discuss changing the meeting date next month since it falls on Valentines Day. Cliff 2nd, motion passed
- * **Cliff motioned to change next months meeting to February 21st, Sky 2nd, motion passed.**
- * **Discussion/concerns for future agenda** – issues with the current planning and zoning ordinances were discussed and there will be a committee meeting next Tuesday to start the process, Kristina is to post the meeting and invite the public to come to the meeting and join the committee.
- * **Public Comment**
No public comment
- * **Financial Statement**
Council reviewed the financial statement. Justin motioned to pay the bills, Cliff 2nd, motion passed.

Executive Session 74-206(1)(a) Employee Evaluations– Justin motioned to enter executive session, Cliff 2nd, motion passed. Justin motion to exit, Cliff 2nd, motion passed.

Justin motioned to hire Jane Bantea as deputy clerk at \$14 per hour, Sky 2nd, motion passed.

Adjournment:

- * Cliff motioned to adjourn, Sky 2nd, motion passed. Meeting adjourned at 8:30 pm

Kristina Scott

Approved on