City of Castleford
Council Meeting
November 19th, 2024

Meeting was called to order at 7:03pm by Council President Pansy Pettit. Those in attendance were as follows: Cliff Lockhart (by phone), Pansy Pettit, Justin Clark, Timmie Fabela, Kristina Scott, Jane Bantea. Public: Victor Keen, Aaron Easterday, Veronica Perez, Brian Vega, Cheryl Sample.

1. **Opening of Meeting, and Establishment of Quorum-** Jane established a quorum of the City Council.
2. **Minutes from October 9th, 2024, Meeting-** Justin motions to approve the minutes from October 9th, 2024's meeting, Pansy 2nd, motion passed.
3. **Veronica Perez – Review Parcel Split and Site Plan for 203 Maple St-** Veronica and Brian presented to the council proof of the parcel split and the site plan they have for the mobile home they will place on the 2nd lot. Veronica states they will have licensed contractors do all the work and will be up to county code. Victor states that Veronica will need to contract out the work done to install new water and sewer hookups and the City will oversee the 'hot tap' into the City's system and install the water meter. Pansy motions to send a letter to TFCO P&Z authorizing Veronica to proceed with work, Justin 2nd, motion passed.
4. **Advanced Control Systems – Presenting Quote for SCADA-** ACS was not present.
5. **Delco – Presenting Quote for SCADA-** Delco was not present.
6. **Old Business:**
   a. **Review and Consideration of Funds Available for Comp Plan-** The council moved to item 7.a, then back to item 6.a. Kristina presented current fund balances to the council. Justin motions to agree to Forsgren's scope of work for the Comprehensive Plan for $10,000 and split the cost between the Water & Sewer funds, Pansy 2nd, motion passed.
7. **New Business:**

a. **SCADA – Review Quotes and Consider Updating SCADA Systems-** The council reviewed quotes from ACS and Delco. ACS's quote was $23,545.00 + $17,831.00. Justin motions to accept Delco's quote to repair & improve SCADA and to have Water Department ask when Delco can start work, Timmie 2nd, motion passed. Victor states he will relay questions from the council regarding if there are monthly or annual costs for their services.

b. **Commercial Water & Sewer Rates –** Jane presented to the council the rates for commercial accounts for the city, and information she gathered from other small cities and their commercial rates. Pansy motions to table, Justin 2nd, motion passed.

c. **Property Owner Application-** Jane presented a draft for property owners that would give them the option to have services disconnected if a tenant vacates the property, or to have the property owner continue services and be responsible for any fees incurred. Timmie motions to accept the draft upon attorney approval, Justin 2nd, motion passed.

d. **Water Department Equipment-** The water department has a 4-wheeler and an old, rusted sign that are not salvageable or needed by the city. Pansy motions to scrap the 4-wheeler and sign, Timmie 2nd, motion passed.

e. **Banking Investment Options-** Kristina presented that 1st Federal offers a few CD/IRA options. Pansy motions to move $50,000 from Streets into a CD/IRA account for 5 months, and to move $40,000 from Savings into a CD/IRA account for 5 months, Justin 2nd, motion passed.

f. **Sidewalk Fund-** The council inquired with Kristina and Victor about the origins and purpose of the Sidewalk Fund and whether it is city money, or whether Victor owns the fund. Since it was determined that the Sidewalk Fund is not included in the city's budget, and Victor did the work to raise the fund, that the fund did not belong to the city. Justin motions to give the Sidewalk Fund to Victor, and Victor shall do any work related to the Sidewalk Fund on his personal time, and that the city shall not be involved, Timmie 2nd, motion passed.

g. New Water & Sewer Hookups- Jane presented the council with the attorney's response for charging for new hookups. Pansy motions to table, Justin 2nd, motion passed.

h. Weeds Resolution- The Resolution was previously drafted and needed approval by the council. Pansy motions to approve Resolution No.162, Timmie 2nd, motion passed.

***Financial Statement – Monthly Bills-** Pansy motions to pay the bills, Justin 2nd, motion passed.

- **Discussion/concerns for future agenda-** Cliff states the city should consider some sort of donation effort for families in need during the holidays and asks that it be added to December's agenda for discussion.
- **Public Comment-** Victor asked the council how he is to determine using his equipment or city equipment for tasks. The council replied that city equipment shall be used for city business, and personal equipment for personal tasks.

Adjournment- Pansy motions to adjourn, Justin 2nd, motion passed. Meeting adjourned at 9:18pm.

Jane Bantea

Jane Bantea

01/14/2025

Approved on