

City of Castleford
Special Council Meeting
June 20, 2023

Meeting was called to order at 7:05pm by Mayor Cliff Lockhart. Those in attendance were as follows:
Cliff Lockhart, Justin Clark, Pansy Pettit, Timmie Fabela, Kristina Scott

Public: Victor Keen

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

New Business:

- * **Discuss possibility of applying for grant for building improvements** – The council discussed the current grant opportunities, as well as ones the city should consider applying for. The city currently has a company that researches grants and notifies the city when there is one that fits Castleford's parameters. As of now, there has not been a grant that the city can apply for to cover building improvements. No action taken.
- * **Discuss continuing service for annual audit with Martin** – At the city council meeting where John Martin, CPA presented the financial audit for fiscal year 2022, the council was given a letter to complete; agreeing to continue to work with John for fiscal year 2024. The council discussed they would like to have financial audits received sooner than they have been coming in, for the sake of outlining upcoming budgets. Clerk is to draft a letter stating such.
- * **Discuss Memorandum of Understanding with White Cloud Communications for procurement of broadband, terminate or don't terminate** – The council discussed the pros and cons of maintaining the Memorandum of Understanding with Whitecloud Communications. Over the years of the contract, there has been little to no communication, or progress on getting internet to Castleford with Whitecloud. Truleap has approached the city council to have a Letter of Support written, which was done. Justin motioned to terminate the Memorandum of Understanding with Whitecloud, Timmie 2nd, motion passed.

Budget Committee:

- * **Discuss rate increase** – The city's sewer bond charge per account is currently \$21.63, which is \$7.12 short a month, per account, to make the sewer loan payment. The city's sewer bond charge per account is currently \$28.33, which is enough to cover the loan payment. It was suggested that the city increase the monthly bond rate for sewer enough to cover the bond payment, and decrease the monthly flat rate for sewer, to compensate. The only accounts to be affected by the increase would only be by property owners who have vacant lots and pay only bond rates. Council discussed different percentages of increase. Justin motioned to increase the bond rates, Pansy 2nd, motion passed. Pansy motioned to increase rates 1% each Justin 2nd, motion passed.
- * **Discuss and approve FY24 budget for publishing** – Kristina provided council with a tentative budget, that included the movement of funds to bring out of negative balance (Kristina did discuss this with the accountant). Implementing a capital improvement fund was also discussed for future projects. Pansy motioned to implement a new fund for capital improvement at \$2 per month per account, Justin 2nd, motion passed.
- * It was brought to light that a couple of commercial accounts have been being charged residential rates for water and sewer. The council asked the clerk to correct those accounts. Clerk is to draft a letter to accompany the next bill to make those accounts aware of the rate increases.
- * Pansy motioned to move funds to bring negative balance to a positive balance in order to correctly reflect fund amounts, Justin 2nd, motion passed.

- * Justin motioned to publish the FY2024 Budget, Timmie 2nd, motion passed.

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

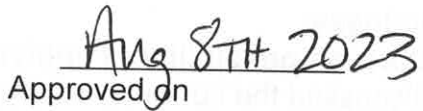
- * **Public Comment**
No public comment

Adjournment:

- * Justin motioned to adjourn, Pansy 2nd, motion passed. Meeting adjourned at 8:26 pm.



Kristina Scott


Approved on