



**City of Castleford
Council Meeting
December 13th, 2022**

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, Pansy Pettit, Schyuler (Sky) Donoho, Kristina Scott

Public: Victor Keen, Jason Scott, AJ Gray

- * Kristina established a quorum of the City Council.
- * Minutes from November 8th were read silently by council members. Cliff motioned to approve minutes as written, Justin 2nd, motion passed

Old Business:

- * **Paving/street repairs/transportation plan** – Kristina informed council that she submitted the grant application on December 1st.
- * **Generator repair** – Victor informed council he has requested bids but has only received one. Will reach out to the 2nd and hopefully have it for next meeting.
- * **Fire Hydrant repair – mistakenly listed as repair – should have stated protection** – Bid from Road Work ahead to install bollards was \$3088.58. Options were discussed. Blinks had previously stated they could help us obtain some large rocks to place around the hydrant. Cliff brought up an option of using an old well casing. Will readdress in the spring after the ground thaws.
- * **Personnel Policy** – Justin motioned to table until next meeting, Cliff 2nd, motion passed.
- * **Christmas party** – Justin motioned for the council and their spouses to have dinner on January 14th at 6pm, Pansy 2nd, motion passed.
- * **Snow plow repair update** – Victor informed council he was able to get the plow up with the assistance of Robco so did not have to have it towed. Cost to repair was \$116.

New Business:

- * **Addition of street lights at the school**
Victor informed the council that the school approached him about getting an additional light at the school for child safety. He called and found out there is a \$40 install fee and the monthly fee is \$11.01 per month for a 40W LED or \$14.75 per month for 85W LED. They would install the lower wattage to start with and will change to higher if needed. Pansy motioned to get the light installed as requested, Cliff 2nd, motion passed.
- * **IRWA conference attendance** - Pansy motioned to allow Victor to book his reservations for the conference when it opens, Justin 2nd, motion passed.
- * **IRS filing issues** – Kristina informed council that the city has received 8 letters from the IRS regarding refunds as well as money owing. For all of 2020 & 2021 all monthly payments were made on time however were applied to the incorrect quarters resulting in overpayment on some and under payment on others. There are also 3 quarterly reports that were filed late that have a hefty fine attached. Kristina has responded with research on the payments sent and has filed an abatement request for all of the fines and penalties. Checks for the original amounts sent that were refunded were sent again with the correct quarters specified. Now we wait to hear back.
- * **Summer community festivities** – Cliff brought an idea of a 501c3 event. Involves requiring vendors to be sponsored by a non-profit organization and a pledge to donate a percentage of their proceeds to the sponsoring non-profit. Would like to include a street dance and bring in a

band. Hoping to get local businesses to help pay for such. Other council members like the idea but more research needs to be done. Cliff will be doing that and reporting back.

- * **Citizen incentive program for clean property** – Pansy would like to create a program that offers an incentive for people in town to improve the state of their properties. Cliff brought up the fact that Penny Row always had a beautiful yard even with the fact she was mostly restricted to her wheelchair, and proposed the idea of naming the award after her. The idea of asking local businesses to sponsor gift certificates for the award was also proposed. Will be discussed further in the future
- * **Tony Aguirre needs to obtain water for his cows** – Cliff motioned to add this topic to the agenda as an emergency item due to the urgent need of water, Pansy 2nd, motion passed. Tony is in great need of access to water to get to his cows. He needs approximately 3600 gallons a week. Jason Scott informed the council that Buhl has rates established for such an instance. Council asked him to share that information.
- * **Discussion/concerns for future agenda** – None
- * **Public Comment**
No public comment
- * **Financial Statement**
Council reviewed the financial statement. Pansy motioned to pay the bills, Justin 2nd, motion passed.

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

Justin motioned to increase Victor Keen’s pay to \$25 per hour effective Jan 1, Cliff 2nd, motion passed

Cliff motioned to increase Kristina Scott’s pay to \$20 per hour effective Jan 1, Sky 2nd, motion passed.

Cliff motioned to prepare amendment to existing ordinance to increase council pay to \$200 per month. Sky 2nd, motion passed.

Adjournment:

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

Kristina Scott

Approved on