



**City of Castleford
Council Meeting
March 21st, 2023**

Meeting was called to order at 7 pm by Council President Cliff Lockhart. Those in attendance were as follows Justin Clark, Cliff Lockhart, Schyuler (Sky) Donoho, Pansy Pettit, Kristina Scott
Public: Victor Keen, Kristine Bridges, AJ & Jana Gray, Jason Scott, Will & Elaine Jaynes, Mylyn Rodig.

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

Special Guest Elaine Jaynes – Elaine has purchased the property at 270 Main St. She proposed to the council that she would like to open both the salon and coffee shop. Pansy motioned to approve the business license for Elaine to move forward with opening. Sky 2nd, motion passed. Proposed opening dates are April 1 for the salon and April 15 for the coffee shop.

Accept Resignation of council member – Justin submitted a resignation letter, Cliff motioned to deny his resignation, Pansy 2nd, motion passed.

Accept Resignation of Mayor – Cliff motioned to accept the resignation of Roxanne as mayor, Sky 2nd, motion passed.

Appointment of Council President as Mayor – Pansy motioned to appoint Cliff Lockhart as interim Mayor, Justin 2nd, motion passed.

Mayor recommendation of new council member – Cliff recommended appointed citizen Kristine (Kristy) Bridges as council member, Pansy motioned to accept his recommendation, Justin 2nd, motion passed.

Elect Council President – Sky motioned to elect Pansy as Council President, Justin 2nd, motion passed.

Old Business:

- * **Street repair/Maintenance** – Ted from the Buhl Highway District attended last weeks meeting that was cancelled and left information for the full council to discuss this week. Options were discussed. Cliff is to meet with Ted in the near future to get his opinion on where money would be best spent. Justin motioned to table until that information is received, Pansy 2nd, motion passed.
- * **Generator repair** – Victor informed council the companies he is waiting on bids from are having a hard time procuring the part, still waiting to hear back. Justin motioned to table, Sky 2nd motion passed.
- * **Personnel Policy** – Pansy motioned to table for Kristy to get up to speed, Kristy 2nd, motion passed.
- * **Liquor license rates and procedures** – Kristina informed the council there was a mistake made when voting on the rates at the last meeting. It was voted to charge \$75 for both beer and wine for the stores license for consumption not on premises. State statute allows a maximum of \$50 to be charged for beer. Justin motioned to lower the charge for beer to \$50 and leave the \$75 charge for wine. Kristy 2nd, motion passed. Kristina is to create a simple application for approval at next meeting.

New Business:

- * **Discuss billing policy & procedures** – Due to the fact that the current policy requires payment by the 25th or be disconnected and the inability for the council to discuss not disconnecting someone outside of a meeting it was discussed to give power to either the clerk

or the mayor to make that decision. Pansy motioned that an individual may call the mayor to discuss the possibility of a payment arrangement, to be considered on a case by case basis Justin 2nd, motion passed.

- * **Discuss creation of a memorial fund** – Discussion was had to consider giving the mayor a monetary limit for purchase of a memorial item when a member of the community passes. Justin motioned to purchase \$100 worth of cards to have on hand to send, Kristy 2nd, motion passed.
- * **Reimbursement for purchase of cake & card for funeral** – Due to not previously having a procedure in place, Roxanne purchased a cake and card for a funeral with her own funds and seeks reimbursement. Justin motioned to reimburse Roxanne in the full amount of \$63.16, Sky 2nd, motion passed.
- * **Schedule budget hearing** – Pansy motioned to schedule the public budget hearing for the July 11th meeting. Justin 2nd, motion passed.
- * **Sewer line blowout plan** – Victor learned at the IRWA conference that ICRMP has had to pay out a large amount in claims to sewer back up issues, he would like to get the sewer lines cleaned out on a schedule to prevent this issue from happening to the City of Castleford. Justin motioned to table to allow Victor to procure a quote for cost, Sky 2nd, motion passed.

Discussion/concerns for future agenda – Sky walked out of the meeting and stated as he walked out that he quit. Will request a formal resignation for approval at the next meeting.

- * **Public Comment**
No public comment

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

Adjournment:

- * Pansy motioned to adjourn, Kristy 2nd, motion passed. Meeting adjourned at 8:25 pm

Kristina Scott

Approved on