

**City of Castleford  
Council Meeting  
August 8<sup>th</sup>, 2023**

Meeting was called to order at 7:02pm by President of the Council Pansy Pettit. Those in attendance were as follows: Justin Clark, Pansy Pettit, Timmie Fabela, Jane Bantea, Kristina Scott. Cliff Lockhart and Kristy Bridges did not attend the meeting.

Public: Jeanne Gaouette, Herb Runyan, Curtis Harkins, Jake Reynolds, Jason Scott.

- \* Jane established a quorum of the City Council.
- \* Minutes from the June 20<sup>th</sup> and July 11<sup>th</sup> meetings were read silently by council members. Justin motioned to approve minutes as written, Timmie 2<sup>nd</sup>, motion passed.

**Curtis Harkins – discuss letter received regarding C&T Repair-** Curtis Harkins received a letter from the city requesting to improve the looks of his business on Main St. Curtis asked the council what they would like him to do to make those improvements, being that he has an automotive shop and cannot control the vehicles that are dropped off to his property by tow trucks, especially after business hours. He also stated that the church has granted him permission to use a portion of their parking lot as overflow for vehicles when needed. The council stated that it was a polite request to make efforts in keeping the upkeep of businesses within the city and that it is understood that Curtis makes efforts in doing so. No action taken.

**1. Old Business:**

- a. Approve Proposed Ordinance 228- amending weed ordinance-** The proposed version of Ordinance Number 228 was previously approved by the council and was presented for adoption. Justin motions to bypass the 3-reading rule, Timmie 2<sup>nd</sup>, motion passed. Justin motions to approve Ordinance Number 228, Timmie 2<sup>nd</sup>, motion passed.
- b. Approve FY2024 Appropriations Ordinance No. 229-** The budget for Fiscal Year 2024 was previously approved by the council, thus adopted into Ordinance Number 229. Justin motions to bypass the 3-reading rule, Timmie 2<sup>nd</sup>, motion passed. Justin motions to approve Ordinance Number 229, Timmie 2<sup>nd</sup>, motion passed.
- c. Approve Proposed Ordinance No. 230 – increase in council/mayor salary-** The proposed version of Ordinance Number 230 was previously approved by the council and was presented for adoption. Justin motions to bypass the 3-reading rule, Timmie 2<sup>nd</sup>, motion passed.
- d. Updating Ordinance No. 171 – Junk Vehicles-** The council reviewed Ordinance No. 171 in order to make any updates necessary. The council decided to add a section that would give an allotted timeframe to any violators. Clerk is to draft the changes and present to the council at the next meeting. No action taken.
- e. Personnel Policy –** The clerk investigated cities with a population close to Castleford's and provided information to the council on those cities' personnel policy for reference. The council decided to table any further discussion until they can review the provided information. No action taken.

## 2. New Business:

- a. **Approve Amendments to FY2022 Budget** - The council reviewed the amendments made to the FY2022 Budget. Justin motions to approve the amended budget for hearing, Timmie 2<sup>nd</sup>, motion passed.
  - b. **Discuss purchasing new computer for City Office**- In the past few months, Jane and Kristina had experienced issues with the current computer (inability to save documents, lagging, etc.) and presented these issues to the council. A new office computer has not been purchased in several years, Jane and Kristina proposed that a new computer be purchased. Justin motions to purchase a new computer after the clerk does research and provide a couple purchasing options at September's meeting, Timmie 2<sup>nd</sup>, motion passed.
  - c. **Discuss cardboard recycling** - The Corner Merc has been utilizing Victor to break down cardboard boxes for recycling. Being that the city must pay Victor and Kristina to manually break down these boxes, it was agreed that the effort outweighed the benefit. Timmie motions to discontinue city employees breaking down the cardboard, Justin 2<sup>nd</sup>, motion passed.
  - d. **Discuss 2023 ICCTFOA Institute**- The annual ICCTFOA Institute is commencing September 19-21, 2023; the City Hall would have to be closed if they both Jane and Kristina attend. Justin motions to send Jane and Kristina to the Institute and Banquet, Timmie 2<sup>nd</sup>, motion passed.
  - e. **Discuss purchase of fire extinguishers**- the Water Treatment Facility office needed fire extinguishers, including extinguishers for City vehicles. Timmie motions to purchase fire extinguishers needed (6), Justin 2<sup>nd</sup>, motion passed.
3. **Discussion/concerns for future agenda:** Kristina states that Castleford would not be able to apply for the Street and Transportation fund that was presented at the previous meeting since Castleford does not meet the requirements of the grant. Jane proposed the idea of purchasing a water dispenser for the City Hall. The council asks that she add it to September's agenda with a few quotes.
- \* **Public Comment:** Herb Runyan inquired about the city denying the request to block off the intersection at Jonathan and Poplar. Justin states that it would not be cost effective or mitigate speeders in the city.
  - \* **Financial Statements** Justin motions to pay the bills, Timmie 2<sup>nd</sup>, motion passed.

## Adjournment:

- \* Justin motioned to adjourn, Timmie 2<sup>nd</sup>, motion passed. Meeting adjourned at 8:27pm.

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Kristina Scott

9/12/23  
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Approved on