

City Council Proceedings

The Canistota City Council met Monday, January 3, 2022 at 6:00 PM in the Canistota City Hall Community Room. City Council Members present: Mayor Justin Engbarth, Donovan O'Donnell, Jamie Miller, Brad Miller, and Jessica Kerher. Others present: Finance Officer Kathy Townsend, Maintenance Supervisor, Darin Nugteren, Maintenance Assistant Brandon Dolejsi, Heather Broehm, Darin Ligtenberg and Kyle Sokulski. Adam Richarz arrived at arrived at 7:00 PM.

Mayor Engbarth called the meeting to order at 6:02 PM

Mayor Engbarth led the Pledge of Allegiance.

The agenda was approved as presented on a motion by O'Donnell, seconded by B. Miller, all voted yes, the motion carried.

B Miller motioned to enter into executive session for personnel per SDCL 1-25-2-1 at 6:05 PM, seconded by Kerher, all voted yes, the motion carried.

Executive Session was declared over by Mayor Engbarth at 7:02 PM with the Council convening in open session.

The proceedings from the last regular Council meeting were approved on a motion by B. Miller, seconded by J. Miller, all voted yes, the motion carried.

The proceedings from the December 9th, 2021, special City Council meeting were approved as presented on a motion by B. Miller, seconded by Kerher, all voted yes, the motion was approved.

Heather Broehm, SEFP Facilitator introduced herself and visited with the Council about the role SEFP plays in new business plans and retaining or expanding existing business plans within the Community. She would like to increase community awareness of SEFP along with improving SEFP's presence on the web and social media. SEFP currently is not working with any new or existing businesses in Canistota.

Fire Chief Richarz presented the report for the Canistota Volunteer Fire Department. They responded to four rescue calls along with two fire calls in December. A new pumper truck has been purchased with a 1,000-gallon capacity. The department is selling their older pumper truck. The department would like to host a pancake breakfast in April. The report was approved on a motion by Kerher, seconded by O'Donnell, all voted yes, the motion was approved. Richarz left the meeting at 7:14 PM.

There was no report from the Sheriff's Office.

There was no report from the Canistota Development Corporation, they held no meeting in December.

Nugteren presented the report from the Planning and Zoning Commission. The construction of grain bins within City limits was discussed. Nugteren will contact SECOG to amend the planning and zoning ordinances in reference to grain bins along with solar panels and wind turbines.

Darin Ligtenberg, City Engineer updated the Council on the \$555,000.00 Community Access Grant that was recently awarded to the City of Canistota. Designs changes to the project will need to be made to comply with DOT standards tied to this grant award. A Resolution of Necessity, advertising for bids for the project, awarding bids and the timeline for project construction were discussed. Completing the project in 2022 versus 2023 was also discussed. The Transportation Alternative Program for sidewalks was also discussed. The City of Canistota will host a Public Hearing at the Canistota Legion Hall on Monday, January 24, 2022 from 6:30 PM to 8 PM at the Legion Hall. The engineer will have the plans for the proposed project along with funding updates at this meeting.

Nugteren presented his maintenance report for the month of December: several cat complaints were received. One building permit was issued in December. Repairs on the snow plow have been completed. Nugteren purchased a plow blade which will be attached to zero turn mower to aid in cleaning City sidewalks. One bid for lightening at the pickleball court was received. Nugteren will reach out for other bids. Nugteren and Dolejsi have set up the ice-skating rink in Stalting Park. Access to the rink, lights, and hours of skating were all discussed with the Council recommending skating only during daylight hours. Nugteren will also install signs indicating the City of Canistota will not be responsible for accidents. Updating the lights and electrical panels at the ballpark was discussed. Hiring an electrical engineer was tabled until later in the meeting. Three updated lifeguard chairs have been purchased with Nugteren and Dolejsi replacing the existing chairs. There may be a water leak at the round house, the maintenance department will look into the matter. The maintenance report was approved as presented on a motion by J. Miller, seconded by Kerher. All voted yes, the motion carried.

Broehm left the meeting at 8:35 PM.

The following bills were approved for payment, to include paying the US Bank Card Statement upon receipt on a motion by J. Miller, seconded by Kerher, all voted yes, the motion carried

Addy Disposal, Collections, \$4,013.02; Alphagraphics, Prof. Services, \$136.72; Badger Meters, Prof. Services, \$24.64; Canistota Volunteer Fire Dept. Annual Contribution, \$15,000.00; Code Enforcement Spec., Prof. Services, \$2,878.35; Golden West, Utilities, \$349.10; High Point Network, Prof. Fees, \$425.00; January Payroll, Streets, \$817.95; Finance Office, \$444.00; Clean Water, \$1261.97; Drinking Water, \$1,261.97; KW Electric Repairs, \$105.29; Marco, Prof. Services, \$34.11; Matthaai Excavating, Prof. Services, \$1,080.00; McCook County Treas., Law Enforcement, \$4,225.00; McCook County Highway Dept., Prof. Services, \$168.97; Menards, Supplies, \$129.15; New Century Press, Publishing, \$148.13; Northwestern Energy, Utilities, \$426.29; Nugteren, Jim, Supply Reimbursement, \$8.91; Pulse, Leanna, Utility Reimbursement, \$75.00; SDARWS, Rural Water Dues, \$420.00; SDGFOA, FO Dues, \$40.00; SDML, Annual Dues, \$936.97; SDMSMA, Maintenance Dept. Dues, \$35.00; SD DANR, Annual Dues, \$650.00; SD Dept. of Revenue, Prof. Services, \$15.00; SD Dept. of Revenue, Sales & Use Tax, \$287.80; SDML WC Fund, \$4,359.00; SD One Call, Locates, \$26.25; SECOG, Annual Dues, \$1,110.00; Snyder & Assoc., Prof. Services, \$75,240.00; TM Rural Water, Water Purchased, \$5,576.90; Total Stop, Supplies & Fuel, \$465.17; Townsend, Kathy, Utility Fee, \$50.00; US Bank Trust, Debt Service, \$17,481.56; Verizon Wireless, Cell Phones, \$170.34; Xcel Energy, Utilities, \$2,190.09.

Bills Paid since the last meeting: AFLAC, Full Time Employees, \$426.62; December 15, 2021, Council Payroll, \$1,846.99; December Fulltime Employees, \$3,905.94; SDRS, Full Time Employees, \$1,173.86; Security State Bank, Payroll Taxes, \$2,898.79

Townsend presented the Finance Officer's report: On a motion by Kerher, seconded by B. Miller, the date for a City Election, if needed, will be held in conjunction with the Canistota School, if needed, on Tuesday, April 12, 2022, all voted yes, the motion carried. J. Miller motioned, seconded by Kerher to adopt and support the existing Internal Controls for Compliance Requirements for the City of Canistota, all voted yes, the motion carried. B. Miller motioned, seconded by O'Donnell to confirm continued support of existing Resolution 2021-02, Conflict of Interest for Appointed & Elected Officials for the City of Canistota. There were no changes, all voted yes, the motion carried. City utility fees in the amount of \$56,938.02 will be abated on a motion by J. Miller, seconded by B. Miller, all voted yes, the motion carried. Kerher motioned, seconded by O'Donnell to abate \$1,009.17 and accept \$1,831.31 as payment in full for account 44SMC21, all voted yes, the motion carried. On a motion by Kerher, seconded by J. Miller, 2022 Compensation for full time employees, Mayor and Council is as follows: Maintenance Supervisor, \$22.40/Hour, Maintenance Assistant, \$16.00/Hour, Finance Officer, \$20.20/Hour, Mayor, \$100/Month plus \$100/meeting; Council Members, \$100/meeting with Council and Mayor receiving \$50/meeting for attending special meetings. Full-time employees will be compensated \$50/meeting for attending City Council meetings. Part-time snow removal, rubble site attendant, park employees, lifeguards and pool manager compensation will be determined at a later date, all voted yes, the motion carried. The sale of the city owned lot on 2nd Ave was discussed. The Finance Officer's report was approved as presented on a motion by B. Miller and J. Miller, all voted yes, the motion carried.

Ligtenberg and Sokulski left the meeting at 8:51 PM

Council Reports:

Mayor Engbarth: B. Miller motioned, seconded by Kerher to appoint Mayor Justin Lee Engbarth to act on behalf of the Council in all legal matters, all voted yes, the motion carried. Nugteren will bring more information to the February Council meeting on updating cell phones for the maintenance department. The second reading and adoption of Ordinance 2021-28 was approved on a motion by J. Miller, seconded by Kerher, all voted yes, the motion carried. The Ordinance is printed in the January 13th, 2022 edition of the Canistota Clipper. The animal control contract with the Sioux Falls Humane Society was approved on a motion by Kerher, seconded by B. Miller, all voted yes, the motion carried. Kerher motioned to approve signing the contract agreement for code enforcement, seconded J. Miller, all voted yes, the motion carried. Cloud back-up for City computers was discussed with J. Miller motioning to purchase Carbonite Automatic Cloud Storage, seconded by B. Miller, all voted yes, the motion carried. Solar panels, wind turbines and conditional use permits were discussed with Nugteren talking with SECOG and bringing more information to the February Council meeting. J. Miller motioned to hire MAP Electrical Engineers to engineer a plan for replacing lights and panels, using existing poles at the ballpark, the motion died for lack of a second. Nugteren will visit with an electrician on updating the lighting and bring the information and bid to the February meeting. Covid protocols for employees was briefly discussed.

B. Miller had no concerns

J. Kerher had no concerns

O'Donnell had no concerns

J. Miller had no concerns

At 9:35 PM, a motion to enter into executive session per SDCL 1-25-2-1 was made by B. Miller, seconded by J. Miller, all voted yes, the motion carried.

Mayor Engbarth declared executive session over at 9:59 PM with the Council meeting in open session.

Kerher motioned to adjourn the meeting at 10 PM, seconded by J. Miller, all voted yes, the motion carried.

The next regular City Council meeting will be held at 7 PM on Monday, February 7, 2022 in the Community Room of City Hall.

SEAL

Justin Lee Engbarth, Mayor
City of Canistota

ATTEST:

Kathy J. Townsend, Finance Officer
City of Canistota