

City Council Proceedings

MEETING ONE:

The Canistota City Council met Monday, May 2, 2022 at 7:00 PM in the Canistota City Hall Community Room. City Council Members present: Mayor Justin Engbarth, Donovan O'Donnell, Jamie Miller, Brad Miller arrived at 7:06 PM. Absent: Jessica Kerher. Others present: Finance Officer Kathy Townsend, Maintenance Supervisor, Darin Nugteren, Maintenance Assistant Brandon Dolejsi, Darin Ligtenberg, Cory Spicer, Mark Jensen, Rick Bergeron, and Steve Richarz.

Mayor Engbarth called the meeting to order at 7:06 PM

Mayor Engbarth led the Pledge of Allegiance.

The agenda was amended to include discussion on the Xcel Energy Easement and Approval of Compensation, on a motion by J. Miller, seconded by O'Donnell, all voted yes, the motion carried.

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

Mark Jensen visited with the Council about purchasing the city owned lot on 2nd Ave. Utilities to the property were discussed. After some discussion, the lot will be advertised for sale by sealed bids. The Finance Officer was directed to advertise the property. The City of Canistota does retain the right to reject any or all bids received for the property.

Jensen left the meeting at 7:20 PM

The written March law enforcement report submitted by the Sheriff's Office was approved as presented on a motion by B. Miller, seconded by O'Donnell. No report was received for the month of April.

S. Richarz presented the Canistota Volunteer Fire Department report, the department responded to three fire calls and 3 rescue calls in the April. The annual pancake breakfast fundraiser was very successful. The report was approved on a motion by B. Miller, seconded by J. Miller, all voted yes, the motion carried. Richarz left the meeting at 7:25 PM.

City Engineer, Ligtenberg, updated the Council on the proposed Phase 3 Street Improvement Project. The SD DNR is running behind on giving their approval to submitted plans. Ligtenberg is in contact with them about the delay in approval, DOT has submitted comments to Ligtenberg for minor changes to the proposed plan. Funding is not jeopardized by any delays from the State.

Nugteren presented the report from the Canistota Development Corporation. At their recent meeting, discussion included: housing needs and solutions such as constructing a spec home or explore constructing a duplex on available property in Canistota. Heather Broehm, SEFP Enterprise Facilitator was at the meeting to answer questions and to let the CDC know how she is available to assist the group. O'Donnell motioned to approve the report as presented, seconded by B. Miller, all voted yes, the motion carried.

Nugteren presented the report from the Planning and Zoning Commission. Two building permits were received in April. The Planning Commission will meet to review two plats that have been submitted. Reviewing the Planning and Zoning Ordinance concerning Air B & B's and Bed and Breakfasts was tabled, the Planning and Zoning Subdivision regulations were briefly discussed. Mayor Engbarth, D. Nugteren and the developer for Evergreen

Meadows will meet to go over the Subdivision regulations. The report was approved on a motion by J. Miller, seconded by B. Miller, all voted yes, the motion carried.

Citizen Concerns:

Cory Spicer was present to visit with the Council concerning the letter he received in reference to Ordinance 2021-06, surcharges on adjacent lots when lots are owned by the same person. The city will obtain an opinion letter from the City Attorney addressing the Ordinance. Mayor Engbarth will visit with Spicer once clarification is received. Spicer left the meeting at 8:02 PM.

Nugteren and Dolejsi presented the maintenance report: They have dealt with several animal issues during the month of April. Nugteren and Dolejsi attended the annual mosquito control meeting sponsored by Van Diest Supply. Because of the age of the current mosquito sprayer, it barely passed inspection this year. Replacing the sprayer was discussed with O'Donnell motioning to purchase a Clarke ULV Cougar sprayer at an approximate cost of \$13,550.00, and to surplus the current mosquito sprayer for sale on Purple Wave, seconded by B. Miller, all voted yes, the motion carried. On a motion by J. Miller, the \$10,000.00 donation from the Ortman Clinic will be earmarked for the development of a shuffleboard court at Stalting Park, along with the installation of sidewalks, the motion was seconded by B. Miller, all voted yes, the motion carried. Nugteren has received a bid from Bartscher Cement and Masonry to complete the work. Work has begun at the pool, cleaning the pools, checking into a suspected leak in the baby pool and changing out the lifeguard chairs are items the Nugteren and Dolejsi are working on. Electric service will be updated at the round house, Great Plains Electric will complete the work. The mowers have been serviced and are ready for use, summer maintenance employees will begin work soon. The maintenance report was approved as presented on a motion by B. Miller, seconded by J. Miller, all voted yes, the motion carried.

Ligtenberg left the meeting at 8:37 PM

The following bills were approved for payment along with the current invoice from Snyder Associates on a motion by B. Miller, seconded by O'Donnell, all voted yes, the motion carried.

Addy Disposal, Collections, \$4,040.09; Anderson, Matt, Utility Reimbursement, \$100.00; American Ink, Prof. Fees, \$447.35; Aramark, Supplies, \$19.93; Badger Meters, Prof. Services, \$24.64; Bright Arrow, Prof. Services, \$220.00; Cadwell, Sanford, Deibert & Garry, Prof. Services, \$634.50; Golden West, Utilities, \$343.70; Great Plains Electric, Repairs, \$354.07; Marco, Prof. Services, \$39.91; May 1, 2022, Payroll, Streets, \$829.26; Rubble Site, \$198.78, Finance Office, \$381.81, Clean Water, \$1,211.06, Drinking Water, \$1,211.07; McCook County Treas., Law Enforcement, \$4,225.00; Menards, Supplies, \$1,189.42; Michaels Fence, Prof. Services, \$12,786.00; New Century Press, Publishing, \$866.96; Northwestern Energy, Utilities, \$557.63; SD Dept. of Revenue, Prof. Services, \$15.00; SD Dept. of Revenue, Sales & Use Tax, \$283.71; SD One Call, Prof. Fees, \$9.45; Snyder Associates, Prof. Fees, \$62,700.00; Sturdevants, Parts, \$73.39; TM Rural Water, Water Purchased, \$4,130.75; Total Stop, Supplies & Fuel, \$281.08; Townsend, Kathy, Utility Fee, \$50.00; US Bank, Supplies, \$3,315.73; US Bank Trust, Debt Service, \$6,159.21; Verizon Wireless, Utilities, \$46.72; Xcel Energy, Utilities, \$2,177.81. Bills Paid since the last meeting: AFLAC, Full Time Employees, \$426.62; April 15, 2022, Payroll, \$3,972.74; SDRS, Full Time Employees, \$1,317.42; Security State Bank, Payroll Taxes, \$2,600.19

Townsend presented the Finance Officer's report: The Finance Officer is applying for various grants the City is eligible to receive to be used for the development and completion of the picnic shelter/warming house at Stalting Park. The city has received notification that three grant requests have been approved and committed to the picnic shelter/warming house totaling \$27,500.00. The finance officer's report was approved on a motion by J. Miller, seconded by O'Donnell, all voted yes, the motion carried.

Mayor Concerns:

Mayor Engbarth: The second reading of Ordinance 2022-06, an ordinance amending the subdivision regulations by amending Article III and adding Article IV was discussed and approved on a motion by J. Miller, seconded by B. Miller, all voted yes, the motion carried. The ordinance is printed elsewhere in this edition of The Special.

Miller motioned, seconded by O'Donnell to set opening day at the pool for Tuesday, May 31, 2022 and hire the following personnel: Megan Hofer, Manager, \$14.00/Hour, Maison Montgomery, Lifeguard, \$13.25/Hour, Connor Hutcheson, Lifeguard, \$13.75/Hour, Celia Preheim, Lifeguard, \$13.25/Hour, Brody Roshone, Lifeguard, \$13.00/Hour, Noah Kleinsasser, Lifeguard, \$13.00/Hour, Makayla Pollman, Lifeguard, \$13.00/Hour, and Will Ortman, Lifeguard, \$13.00/Hour. Employment will be contingent upon all required certifications and paperwork being received in the finance office before working for the City; all voted yes, the motion carried. Various duties and age of young children being left alone at the pool without adult supervision was discussed. **Adults or any person 12 years old or older must supervise accompanied children six years old and under at all times.** The cost of a ten (10) consecutive day pass was raised to \$30.00 and the fee for water walking was raised to \$3.00 per day. Mayor Engbarth declared a special meeting to be held on Monday, May 16, 2022 at 6:30 PM to consider the recommendation of the Planning and Zoning Commission on Plat of Lot 1 of Engbarth Addition, An addition to the City of Canistota, McCook County, South Dakota. The city Engineer will also attend this meeting, the Council will review the document between the City and Canistota Public School for the Proposed Phase 3 Cost Share Agreement. B. Miller motioned, seconded by O'Donnell to hire MAP, Inc. for a proposal for engineering services for lights at the Canistota City Baseball Field for approximately \$5,000.00, all voted yes, the motion carried. The rescheduling of the Spring Dump Days was discussed, the fee structure for obtaining a building permit was discussed with no action taken. The finance officer will send correspondence to Xcel Energy with a counter-offer for easement compensation for 2.43 acres in parcel 3A, Canistota.

A motion to adjourn meeting one was made at 10:00 PM by B. Miller, seconded by J. Miller, all voted yes, the motion carried.

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SEAL

Justin Lee Engbarth, Mayor
City of Canistota

ATTEST:

Kathy J. Townsend, Finance Officer
City of Canistota

City Council Proceedings

MEETING TWO:

Mayor Justin Engbarth called Meeting Two to order at 10:00 PM

The finance officer administered the oath of office to Jamie Miller, Ward One Councilperson.

The following Department heads and designations were approved as presented by Mayor Engbarth:

Finance Department Head	Mayor Justin Lee Engbarth
Finance Officer	Kathy J. Townsend
Maintenance Superintendent	Darin Nugteren
Maintenance Assistant	Brandon Dolejsi
Water Department Head	Donovan O'Donnell
Sewer Department Head	Donovan O'Donnell
Street Department	Brad Miller
Police Department Head	Jamie Miller
Rubble Site Department Head	Brad Miller
Pool Department Head	Mayor Engbarth
Park Department Head	Jessica Kerher
Mosquito Control	Brandon Dolejsi
Volunteer Fire Chief	Adam Richarz
Economic Development Rep.	Jessica Kerher
Planning & Zoning Administrator	Darin Nugteren
Planning & Zoning Representative	Jamie Miller
Attorney by Contract	Cadwell, Sanford, Deiber & Garry, LLP
Law Enforcement	County Wide Law Enforcement
Official Bank Depository	Security State Bank
Official Newspaper	The Special

For President of the City Council, B. Miller motioned, seconded by J. Miller to nominate Kerher to serve as President, all voted yes, the motion carried.

B. Miller motioned, seconded by O'Donnell to nominate J. Miller as Council Vice President, all voted yes, the motion carried.

Council Concerns:

B. Miller had no concerns

O'Donnell, had calls when the emergency weather siren was sounded earlier in May, could the city send out a message via Bright Arrow letting citizens know there is not a weather emergency

J. Miller had no concerns.

B. Miller motioned to enter into executive session per SDCL 1-25-2-1 at 10:11 PM, seconded by J. Miller, all voted yes.

Executive Session was declared over at 10:43 PM with the Council convening in open session.

B. Miller motioned to adjourn the meeting at 10:43 PM, seconded by O'Donnell, all voted yes, the motion carried.

Canistota City Council will meet in special session on Monday, May 16th at 6:30 PM in the Community Room of City Hall. All are welcome to attend.

The next regular meeting of the Canistota City Council will be held on Monday, June 6, 2022 at 7 PM in the Community Room of City Hall. All are welcome.

SEAL

Justin Lee Engbarth, Mayor
City of Canistota

ATTEST:

Kathy J. Townsend, Finance Officer
City of Canistota