

City Council Proceedings

The Canistota City Council met Monday, June 6, 2022 at 7:00 PM in the Canistota City Hall Community Room. City Council Members present: Mayor Justin Engbarth, Donovan O'Donnell, Jamie Miller, and Jessica Kerher. Absent: Brad Miller. Others present: Finance Officer Kathy Townsend, Maintenance Assistant Brandon Dolejsi, Darin Ligtenberg Brandon Jacobsen, Brad Engbarth, Rachel Frederickson, Wendy Kleinsasser, Bill Korkow, Jeff Nielsen, Fire Chief Adam Richarz, SEFP Enterprise Facilitator, Heather Broehm and Cathee Bruinsma. Maintenance Supervisor Darin Nugteren arrived at 7:21 PM.

Mayor Engbarth called the meeting to order at 7:00 PM

Mayor Engbarth led the Pledge of Allegiance.

The agenda was amended to include a report from the pool manager; the agenda as approved as amended on a motion by O'Donnell, seconded by Kerher, all voted yes, the motion carried.

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

The proceedings from the Special meeting held on Monday, May 16, 2022 were approved as presented on a motion by J. Miller, seconded by O'Donnell, all voted yes, the motion carried.

The written April and May law enforcement reports submitted by the Sheriff's Office were approved as presented on a motion by Kerher, seconded by J. Miller, all voted yes, the motion was approved.

Richarz presented the Canistota Volunteer Fire Department report, the department responded to two fire calls, 3 rescue calls and received three weather spotting calls in the April. The Department has an opportunity to organize a controlled burn, the department will use this opportunity as a training exercise. The report was approved on a motion by Kerher, seconded by O'Donnell, all voted yes, the motion carried. Richarz left the meeting at 7:07 PM.

There was no report from the Canistota Development Corporation.

City Engineer, Ligtenberg, updated the Council on the proposed Phase 3 Street Improvement Project. SD DANR has recommended changes to the original plan submitted by Snyder Associates. Those recommendations will be made with the plans resubmitted for approval. The Governor has not yet signed the CDBG paperwork for the grant the City of Canistota has received. Mayor Engbarth has been notified the City of Canistota has been awarded ARPA funds in the amount of Clean Water, \$584,267.00 along with ARPA Drinking Water funds of \$256,966.00. Ligtenberg would like to have a bid letting in July for the first phase of the project, 7th Ave, which is the downstream part of the project to be bid and completed with paving of the street completed before the end of the 2022 construction season. The agreement between the City of Canistota and Canistota Public School was discussed. This agreement will have Canistota School contributing \$270,660.00 or half of the roadway and related utility improvements adjoining the district property for the construction of the Phase 3 Improvement Project.

The Public Hearing on the recommendation of the Planning and Zoning Commission for the Plat of Lots 12, 13, 14, 15, and 16 in Block 3 of Evergreen Meadows Subdivision, an Addition to the City of Canistota was held at 7:15PM. B. Engbarth and B. Jacobsen were present in favor of the approval of the Plat with no one present against the approval and on a motion by Kerher, seconded O'Donnell, the following resolution of the Plat was approved as presented, all voted yes, the motion carried.

City Council Resolution

Be it resolved by the Board of Commissioners of the City of Canistota, South Dakota, that the plat known and described as Lots 12, 13, 14, 15, and 16 in Block 3 of Evergreen Meadows Subdivision, an Addition to the City of Canistota, McCook County, South Dakota, lying within platting jurisdiction of the City of Canistota is approved and the Municipal Finance Officer of the City of Canistota, South Dakota is hereby directed to endorse on such plat copy of this resolution and the same therein.

Dated this 6th Day of June, 2022

SEAL

Justin Lee Engbarth, Mayor
City of Canistota

Kathy J. Townsend, Finance Officer
City of Canistota

At 7:30 PM, the Public Hearing on the three (3) Day application by the Hawks Nest to sell liquor on the street during Sport Days as convened. There was no one present for or against the application and on a motion by O'Donnell, seconded by Kerher, the application was approved contingent upon the required \$500.00 fee be paid to the Finance Office before June 15, 2022

C. Bruinsma, along with members from the Canistota Pickleball Association, visited with the Council concerning the painting/stripping of the new pickleball court in Stalting Park. There was some confusion about adding a surface covering to the concrete, responsibility of cost and installation. The addition of the ice-skating rink this past winter on the court was briefly discussed. The ponding of water on the concrete was also discussed along with options to remedy the standing water, no action was taken. Grant funding received from The Wellmark Foundation along with Xcel Energy has been expended on excavation, gravel, concrete and fencing. Several other donations have been received with those funds earmarked for specific purposes within the development of Stalting Park. The pickleball association will investigate the cost of painting and adding stripes to the court. Mayor Engbarth will itemize a list of items the city plans on completing in Phases and will share that cost breakdown with Cathee and the group. Fund raising by the pickleball group was also discussed. The representatives of the pickle ball association left the meeting 7:42 PM

Under Citizen Concerns, Bill Korkow presented his request to maintain chickens in City limits of Canistota. Korkow has complied with the provisions set forth by the Canistota City Council and on a motion by J. Miller, seconded by Kerher, the permit was approved, contingent upon the completion of the final paperwork and paying the required registration fee, all voted yes, the motion carried. Korkow left the meeting at 7:47 PM.

B. Jacobsen questioned the Council on the time line for the City of approve the development of the newly proposed lots in the Evergreen Meadows Subdivision in Block 3. He would like to have his contractor begin construction as soon as possible.

B. Engbarth and Jacobsen left the meeting at 7:55 PM

Megan Hofer arrived at the meeting at 8 PM

D. Ligtenberg left the meeting at 8:03 PM

Hofer presented a pool update: Opening day was pushed back two days due to the cool temperatures. Hofer discussed activities at the pool including having a movie night. Timing was discussed with it not getting dark enough for a movie until later in the evening and how late kids would be at the pool. Hofer will also organize a triathlon to be held at the end of July or early August. The age of a child to be left alone at the pool was discussed. It is stated in the swimming pool manual: **Children 6 years old and under must be accompanied by someone 12 years old or older. The Child must be under constant supervision of that person.** This rule will be enforced. Kerher motioned, seconded J. Miller to pay the lifeguards scheduled to work on days of inclement weather, all voted yes, the motion carried. On a motion by Kerher, seconded by J. Miller, the pool report was approved as presented, all voted yes, the motion carried.

Hofer left the meeting at 8:25 PM.

Nugteren presented the Maintenance report for the month of May: A concern about an alleged vicious dog was discussed, the Humane Society will be called to investigate the situation. The Code Enforcement Officer was in Canistota to review properties. The new mosquito sprayer has been received, Dolejsi has it set up and the sprayer is ready for use. There have been repair issues with the lawn mowers, both are old machines and are outdated for obtaining parts. Nugteren will bring a quote to the July meeting for a new zero turn mower. Nugteren & Dolejsi have documented damage to City property from the May 12, 2022 Derecho. The adjuster has looked over the damage and reimbursement has been issued in the amount of \$18,429.14. Nugteren will visit with a professional to draw up blueprints for the picnic shelter/warming house. Concrete work at Stalting Park has been put on the contractor's schedule. Trees have been planted at Stalting Park; near the tennis courts, at the Rubble Site and south of the pool. The pool was cleaned and almost full of water when the Derecho blew through town, Maintenance had to start over with emptying and cleaning the pool. There was damage at the lagoons from the May 12th storm. Nugteren will obtain quotes on different fence types for the July Council meeting. H & H will soon start work on the safety additions to the water tower. The water tower will not be painted at this time. Dolejsi has sprayed weeds in the parks. There were ten building permits issued in the month of May. With delivery in 2023, Nugteren will order 8 picnic tables and 2 benches with Lion's Club signage per their donation wishes. O'Donnell motioned, seconded by Kerher to approve the maintenance report as presented, all voted yes, the motion carried. H. Broehm left the meeting at 9:10 PM

On a motion by J. Miller, seconded by Kerher, the following claims were approved for payment with the debt service payment for Main Street to American Bank & Trust, mailed before the meeting to avoid late fees and penalties, all voted yes, the motion carried.

Addy Disposal, Collections & Dumpster Fee, , \$4,126.13; Al's Feed Service, Supplies, \$12.00; American Bank & Trust, Main St. Debt Service, \$48,425.75; Aramark, Supplies, \$19.93; Badger Meters, Prof. Services, \$24.56; Cadwell, Sanford, Deibert & Garry, Prof. Services, \$81.00; C & R Supply, Supplies, \$260.00; Cutler Law Firm, Prof. Services, \$24,362.81; Eichmann, Jeremy, Utility Reimbursement, \$100.00; Golden West, Utilities, \$343.84; Hawkins, Supplies, \$2,073.38; Hofer, Megan, Prof. Fee, \$238.31; JL Arend, Insurance, \$93.00; June 1st, Payroll, Streets, \$1,458.89, Parks, \$282.59, Rubble, \$265.04, Finance Officer, \$467.52, Clean Water, \$1,478.80, Drinking Water, \$1,478.80; Mac's Hardware, Supplies, \$403.98; Marc, Supplies, \$1,967.60; Marco, Prof. Services, \$34.11; Matthaei Excavating, Gravel, \$700.00; McCook County Treas., Law Enforcement, \$4,225.00; Menards, Supplies, \$624.59; New Century Press, Publishing, \$209.30; Northwestern Energy, Utilities, \$297.02; Nugteren, Darin, Mileage, \$325.00; Schoenfish & Co, Prof. Services, \$11,000.00; SDARWS, Prof. Fee, \$75.00; SDARWS, Fees & Testing, \$675.00; SD Dept. of Revenue, Sales & Use Tax, \$283.88; SDML, FO Fee, \$75.00; SD Public Health Lab, Prof. Fees, \$15.00; The Special, Annual Renewal, \$41.00; TM Rural Water, Water Purchased, \$4,592.25; Titan Machinery, Rental, \$678.00; Total Stop, Supplies & Fuel, \$2,134.44; Townsend, Kathy, Utility Fee, \$50.00; US Bank, Supplies, \$1,778.25; US Bank Trust, Debt Service, \$17,481.56; Van Diest Supply, Fogger, \$13,550.00; Verizon Wireless, Utilities, \$195.83; Xcel Energy, Utilities, \$2,026.01.
Bills Paid since the last meeting: AFLAC, Full Time Employees, \$426.62; May 15, 2022, Payroll, \$4,389.91; SDRS, Full Time Employees, \$1,160.64; Security State Bank, Payroll Taxes, \$2,378.08

Townsend presented the Finance Officer's report: Two sessions for swim lessons have been scheduled with Megan Hofer teaching the lessons. The Court date for the person allegedly involved in vandalizing City Property has been rescheduled to June. The Finance Officer will be in Huron June 9 and June 10 for Finance Officer's Convention. A representative from the State of SD LWCF will be in Canistota on Wednesday, June 15 to visit Stalting Park. The City has applied for a grant from the Land and Water Conservation Fund for the picnic shelter/warming house. J. Miller motioned, seconded by Kerher to approve the FO report, all voted yes, the motion carried.

Mayor Concerns: The donations from The Ortman Clinic for sidewalks and a shuffleboard court, The Canistota Lion's Club for 8 picnic tables that meet ADA requirements and 2 benches with signage, and the Canistota Community Foundation were acknowledged for their generous support of Stalting Park. With the July regular

Council meeting falling on the 4th of July Holiday, the next regular City Council meeting will be held on Tuesday, July 5th, 2022 at 7 PM. The pool will remain open with regular business hours on Monday, July 4th.

J. Miller motioned, seconded by O'Donnell, all voted yes, the motion carried, to advertise the property at 151 2nd Ave for sale with a minimum bid of \$10,000.00. Sealed bids must be received by noon on Thursday, June 30th and will be opened on Tuesday, July 5, 2022 at the next Council meeting. Those properties with two addresses and 2 utility services will be billed for each service. Utility surcharge fees were discussed with no action taken. An extension for the nuisance property on 6th Ave was granted. O'Donnell motioned, seconded by Kerher to approve Mayor Engbarth signing the Xcel Energy Easement, all voted yes, the motion carried. On a motion by J. Miller, seconded by O'Donnell, Mayor Justin Engbarth will be the appointed representative to sign the Sub-Recipient Agreements for both Clean Water and Drinking Water on behalf of the City of Canistota with the State of SD for ARPA funds, all voted yes, the motion carried. Mayor Engbarth was authorized to sign the Agreement between Canistota Public School and the City of Canistota for street and utility Improvements in the Proposed Phase 3 Project on a motion by O'Donnell, seconded by Kerher, all voted yes, the motion carried.

Kerher had no concerns

O'Donnell had no concerns

J. Miller had no concerns

O'Donnell motioned at 10:43 PM to enter into Executive Session per SDCL 1-25-2-1, Personnel, seconded by Kerher, all voted yes, the motion carried. Nugteren, Dolejsi and Townsend left the meeting at this time.

Executive session was declared over at 10:57 PM with the Council convening in open session.

On a motion by O'Donnell, seconded by Kerher, the following Cost of Living Adjustments will be given effective immediately, Brandon Dolejsi, a payroll increase of \$2.00 per hour, Darin Nugteren and Kathy J. Townsend, a payroll increase of \$1.00 per hour, all voted yes, the motion carried.

A motion to adjourn at 11:07 PM was made by O' Donnell, seconded by Kerher, all voted yes, the motion carried.

The next regular City of Canistota Council meeting will be held on **Tuesday, July 5, 2022 at 7 PM** in the Community Room at City Hall. All are welcome.

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SEAL

Justin Lee Engbarth, Mayor
City of Canistota

ATTEST:

Kathy J. Townsend, Finance Officer
City of Canistota