

City Council Proceedings

The Canistota City Council met Monday, February 6, 2023 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 and Maintenance Assistant, Brandon Dolejsi. Maintenance Supervisor Darin Nugteren was absent. Also present: Kristi Knox, Taya Bunker, Emma Carter, and Fire Chief Steve Richarz. Jeff Merrill arrived at the meeting at 6:05 PM

Mayor Engbarth called the meeting to order at 6:00 PM

Mayor Engbarth led the Pledge of Allegiance.

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

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

The written reports from the McCook County Sheriff's Office for December, 2022 and January, 2023, were approved as presented on a motion by B. Miller, second by J. Miller, all voted yes, the motion carried.

Richarz presented the January report for the Volunteer Fire Department. They responded to four rescue calls and 3 fire calls. A pancake feed fund raiser is being discussed for April. The report was approved on a motion by Kerher, seconded by B. Miller, all voted yes, the motion was approved. Richarz left the meeting at 6:05 PM

There was no report from the Canistota Development Corporation.

Dolejsi presented the report for the Planning and Zoning Commission, the Hazard Mitigation Grant process is moving forward with assistance from SECOG. Dolejsi has filed the annual permit housing report. J. Miller motioned, second by B. Miller to approve the report, all voted yes, the motion carried.

Citizen Concerns:

Taya Bunker spoke with the Council about building and placing a "Little Free Pantry" on City Property. She and her FCCLA partner, E. Carter, along with their FCCLA advisor, K. Knox, will install, stock, and maintain the Pantry. The pantry will be completed before April as the girls are implementing this project before the FCCLA convention at the end of April. On a motion by B. Miller, second by Kerher, the pantry will be placed on the city owned property on Main Street, all voted yes, the motion was approved. Public works director Nugteren and Dolejsi will advise on exact location so as not to hinder snow removal.

Knox, Bunker and Carter left the meeting at 6:10 PM

J. Merrill visited with the Council about the lack of communication from the City Engineer concerning the proposed Phase 3 project. Merrill, along with other property owners in the project area, would like to receive in writing, the proposed time line, information about the width of their streets, what trees will be abated, along with pictures of the street view of the proposed improvements. Several property owners have sprinkler systems and underground fences they will need to coordinate removal of before the project begins in their neighborhood. Mayor Engbarth will visit with D. Ligtenberg, City Engineer, to coordinate a public meeting with Ligtenberg bringing updates on start date of the project, street information, garbage and mail accessibility and parking access to neighborhoods during the project. The meeting will be advertised in advance for public participation. All Canistota residents are encouraged to attend this meeting.

Merrill left the meeting at 6:15 PM

Dolejsi presented the January maintenance report: Repairs on the International dump truck are being completed. The Kage snow plow was in need of repairs with all the snow the city has had to move this season. The plow was purchased in 2013. Nugteren also purchased two new sets of cutting edges for the Kage snow plow. Nugteren has contacted the company that had agreed to remove the tree pile, he is waiting for a call back. M.A.P. Engineering is still putting together information for replacing the lights at the Ballpark. Work will begin on the construction of the picnic tables that were ordered for Stalting Park. Dolejsi presented a short video from Diamond Maps that would be beneficial to the public works department in keeping utility maps up-to-date by mapping man hole covers, curb stops, water and sewer lines. The service is provided by Diamond Maps with a monthly fee of \$22.00. Nugteren and Dolejsi will have access to the service via their lap tops and smart phones. Kerher motioned, second by J. Miller to authorize the purchase the mapping service for a monthly fee of \$22.00, all voted yes, the motion carried. O'Donnell motioned, second by J. Miller to approve Dolejsi attending the 2023 SDWWA seminar in Yankton on February 22 & 23, 2023 at a cost of \$75.00, all voted yes, the motion was approved. The maintenance report was approved as presented on a motion by B. Miller, second by O'Donnell, all voted yes, the motion was approved.

Invoice #120.1042.40-7 received from Snyder & Associates was reviewed and on a motion by J. Miller, second by B. Miller, the invoice for \$89,800.00 was approved for payment, roll call vote: J. Miller-yes, B. Miller-yes, O'Donnell-yes, Kerher- abstain. The motion carried

The following bills were approved for payment, including paying upon receipt the Xcel Energy bill which was not received in time to be listed on the February claims on a motion by B. Miller, seconded by O'Donnell, all voted yes, the motion carried.

Addy Disposal, Collections & Dumpster Fee, \$4,019.79; Aramark, Supplies, \$19.93; Badger Meters, Prof. Services, \$24.56; Cadwell Attorney Group, \$121.50; Central Farmers Coop, Supplies, \$78.08; CNH/Titan Machinery, Parts, \$1,139.30; February Payroll, Streets, \$1,706.58, Finance Office, \$468.70; Clean Water, \$1,597.30, Drinking Water, \$1,597.30 Golden West, Utilities, \$349.43; Garcia, Roger, Utility Reimbursement, \$100.00; Great Plains Electric, Repairs, \$455.32; JL Arend Ins. Agency, Prof. Services, \$173.00; Larry's Service, Supplies, \$246.25; Mac's Hardware, Supplies, \$38.84; Make It Mine Designs, Parts, \$475.00; Marco, Prof. Services, \$39.23; Matthaai Excavating., Prof. Services, \$4,783.85; McCook County Treas., Law Enforcement, \$4,225.00; McCook County Treas. Prof. Services, Sheriff, \$100.40; Menards, Supplies, \$418.81; New Century Press, Publication Fees, \$185.04; North Central Int'l, Supplies, \$115.81; Northwestern Energy, Utilities, \$1,232.62; Post Master, Box Fee, \$114.00; SDAT&T, FO Bond, \$297.75; SD Dept. of Revenue, Sales & Use Tax, \$282.71; SD Federal Surplus, Supplies, \$119.00; SD Dept. of Revenue, Prof. Services, \$15.00; Steve's Welding, Repairs, \$2,635.00; TM Rural Water, Water Purchased, \$8,183.80; Total Stop, Fuel, \$2,139.77; Townsend, Kathy, Utility Fee \$50.00; US Bank Card, Supplies, \$2,435.34; US Bank Trust, Debt Service, \$6,159.21; Verizon Wireless, Cell Phones, \$195.71.

Bills Paid since the last meeting: December, 2022, 4th Quarter, Council Payroll, \$1800.81, and J. Hoiten, Payroll, \$22.52; Bills Paid Since January, 2023 Meeting: AFLAC, Full Time Employees, \$426.62; Golden West, Utilities, \$352.33; January 15, 2023, Payroll, \$5,498.56; New Century Press, \$118.01; Northwestern Energy, Utilities, \$621.92; SDRS, Full Time Employees, \$1,410.56; Security State Bank, Payroll Taxes, \$2,979.79; Xcel Energy, \$2,495.17.

Townsend presented the Finance Officer's report: On a motion by Kerher, second by O'Donnell, the following bills omitted in the December, 2022 proceedings publication were acknowledged as approved and signed by the Council: 4th Quarter Council Payroll, paid in December, 2022, \$1,800.81 and J. Hoiten, Payroll, \$22.52, all voted yes, the motion was approved. The claims are listed in the current list of bills paid since the last Council meeting. The Canistota City Council will convene as the Board of Equalization on Monday, March 20, 2023 at 6 PM. The Finance Officers report was approved on a motion by Kerher, second by J. Miller, all voted yes, the motion was approved.

Council Reports:

Mayor Engbarth: O'Donnell motioned, second by B. Miller to abate the 2022 utility billing for Sanford Medical Clinic in the amount of \$1,405.89, all voted yes, the motion carried. The finance officer was directed to advertise

for lifeguards and a pool manager for the upcoming 2023 swim season. The City of Canistota will advertise for a rubble site attendant for the 2023 season. Hours of operation are: Tuesday and Thursday: 5 PM to 7 PM and Saturday, 9 AM to Noon and 1 PM to 4 PM. The 2023 contract with Code Enforcement Specialists, LLC was approved on a motion by B. Miller, second by Kerher, all voted yes, the motion carried. Mayor Justin Lee Engbarth was appointed by Resolution 2023-03 as the applicant agent and to execute required paperwork for the City of Canistota for the Hazard Mitigation Grant Program on a motion by B. Miller, second by J. Miller, all voted yes, the motion passed. The Resolution is printed elsewhere in The Special.

B. Miller: Discussed Delinquent Utility billings. The current rate of certificates of deposit was also discussed.

J. Kerher discussed resident addresses for Addy Disposal

O'Donnell had no concerns

J. Miller had no concerns

J. Miller motioned to adjourn the meeting at 7:41 PM, seconded by Kerher, all voted yes, the motion carried. The next regular City Council meeting will be held at 6 PM on Monday, March 6, 2023 in the Community Room of City Hall. NOTE 6 PM START TIME. All are welcome to attend.

SEAL

Justin Lee Engbarth,
Mayor, City of Canistota

ATTEST:

Kathy J. Townsend,
Finance Officer, City of Canistota