

City Council Proceedings

MEETING ONE:

The Canistota City Council met Monday, May 1, 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, Noah Kleinsasser arrived at 6 PM, he left at 6:08 PM; Maddie Larsen and Megan Hofer arrived at 6:17 PM, they left the meeting at 6:28 PM. Eugene Zelmer arrived at 6:40 PM and left the meeting at 6:50 PM; Marty Lindbloom arrived at the meeting at 6:50 PM, he left the meeting at 7:05 PM. Maintenance Supervisor, Darin Nugteren, Maintenance Assistant Brandon Dolejsi, Ryan and Kerri Cox, and Fire Chief Adam Richarz all arrived at 7:05 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 Kerher, second by J. Miller, all voted yes, the motion carried.

At 6:02 PM, J. Miller motioned, second by Kerher to enter into executive session for personnel per SDCL 1-25-2-1. Mayor Engbarth declared executive session over at 7:05 PM with the Council convening in open session.

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

Citizen Concerns:

Ryan and Kerri Cox presented their request to raise chickens on their property. They submitted the required paperwork and on a motion by Kerher, second by O'Donnell, the request was approved, all voted yes, the motion carried. They left the meeting at 7:10 PM

Richarz presented the report for the Canistota Volunteer Fire Department. They responded to five fire calls and two rescue calls during the month. The pancake feed was a success; a Chase the Ace fund raiser is now being held to raise money for updated gear/equipment for the volunteer fire fighters. Two fire fighters have finished Fire Class 1 and Class 2 training. Two inquiries were received for new membership. The report was approved as presented on a motion by Kerher, second by B. Miller, all voted yes, the motion carried. Richard left the meeting at 7:17 PM

Doctors Ryan Ortman and Ryan Esser arrived at 7:17 PM. The doctors visited with the Council about razing the Ortman Hotel. After the appropriate abatement of unacceptable materials is completed, the doctors asked permission to haul the construction debris to the Canistota City Rubble Site. Guidelines from the SD DANR will be followed as far as notifications to adjacent landowners on the proposed expansion of the rubble site; the City of Canistota will apply for State approval. Safety concerns were discussed. The doctors left the meeting at 7:27 PM.

City Engineer, Darin Ligtenberg arrived at the meeting at 7:25 PM. He gave an update on the progress of the Phase 3 project on 7th Ave. Removals went well with underground work in progress. The first pay request will be submitted for Council approval at the June 5 regular Council meeting.

Kerher presented a report from the Canistota Development Corporation. With the help of SEFP facilitator, Heather Broehm, a grant application in the amount of \$9,761.00 has been submitted to the SD Department of Tourism. The grant will be awarded over four years to be used for the promotion of Canistota in media, website development, bill

boards and promotional videos. The report was approved on a motion by J. Miller, second by B. Miller, all voted yes, the motion carried.

Nugteren presented the report for the Planning and Zoning Commission. He has had several calls concerning zoning ordinances. Four building permits were issued in April. Nugteren has also been in contact with the State of South Dakota regarding the rubble site expansion. The report was approved as presented on a motion by B Miller, second by O'Donnell, all voted yes, the motion carried.

O'Donnell motioned at 7:57 PM, second by B Miller to enter into executive session for legal conference per SDCL 1-25-2 (3).

D Ligtenberg left the meeting at 7:57PM

Mayor Engbarth declared executive session over at 8:15 PM with the Council convening in open session.

J. Miller motioned, second by B Miller to proceed with the application to expand the current rubble site for the City of Canistota, voting yes, O'Donnell, J. Miller, B. Miller, abstain: Kerher, the motion carried.

Nugteren & Dolejsi presented the April Maintenance Report: Several animals have been trapped around the City. Livability in homes that have been deemed a nuisance by the Canistota Code Enforcement officer were discussed. If the property is occupied, the City Attorney will advise code enforcement on how to proceed with fines and/or evictions, The Code Enforcement Officer will be instructed to bring vacant, neglected properties up to the International Building Code which has been adopted by the City of Canistota. B. Miller motioned, second by O'Donnell to submit a bid to not exceed \$4,000.00 for the purchase of approximately 30 deck loungers for the City Pool, all voted yes, the motion carried. Kerher motioned, second by B. Miller to purchase tiles for the pickle ball court at an approximate cost of \$19,749.37, all voted yes, the motion carried. Nugteren and Dolejsi have completed the construction of the new dugout at the ball park. The dugout was damaged in the May, 2022 Derecho. Dolejsi attended a mosquito seminar for the mandated calibration and inspection of the mosquito sprayer. D. Korkow with Addy Disposal replaced the wheels on a city owned dumpster at no charge, thank you Darin! Nugteren and Dolejsi will begin work on the pool, the ice-skating rink has been dismantled with the pickle ball court open. Dolejsi has been sweeping streets as time allows. Issues with water pressure were discussed. The part for the repair of the water tower has been ordered with arrival expected on May 5' 2023. Work is also continuing on the completion of the round house as a water loading station. The maintenance report was approved as presented on a motion by J. Miller, second by B. Miller, all voted yes, 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 May claims on a motion by Kerher, second by B. Miller, all voted yes, the motion carried.

Addy Disposal, Collections, \$4,535.68; Aramark, Supplies, \$19.37; Badger Meters, Prof. Services, \$24.72; Cadwell Attorney Group, \$432.00; Core & Main, Supplies, \$685.78; Golden West, Utilities, \$346.83; Great Plains Electric, Repairs, \$719.06; Larry's Service, Repairs, \$186.70; Marco, Prof. Services, \$39.23; May 1st Payroll, Streets, \$2,028.88; Clean Water, \$1,329.40; Drinking Water, \$1,329.40, Finance Office, \$394.53; McCook County Treas., Law Enforcement, \$4,225.00; Menards, Supplies, \$1,562.12; New Century Press, Publication Fees, \$238.18; Northwestern Energy, Utilities, \$783.47; Perez-Sanchez, Diego, Utility Reimbursement, \$100.00; SD Dept. of Revenue, Sales & Use Tax, \$332.82; SD One Call, Locates, \$16.80; SD DANR, Prof. Fee, \$250.00; SD Dept. of Revenue, Prof. Services, \$79.00; Sioux International, Repairs, \$487.58; TM Rural Water, Water Purchased, \$6,728.60; Total Stop, Fuel, \$470.59; Townsend, Kathy, Utility Fee \$50.00; US Bank Card, Supplies, \$855.30; US Bank Trust, Debt Service, \$6,159.21; Verizon Wireless, Cell Phones, \$202.27
Bills paid since last meeting: AFLAC, Full Time Employees, \$426.62; April 15, 2023, Payroll, \$4,843.30; SDRS, Full Time Employees, \$1,502.46; Security State Bank, Payroll Taxes, \$3,465.53; Xcel Energy, \$2,950.52

Townsend presented the Finance Officer's report: The delinquent utility accounts were mentioned. The Grant application for the Canistota Development Corporation was acknowledged. The Finance Officer will look into the

feasibility of emailing utility billings, City Insurance coverage was discussed. The Finance Officer's report was approved as presented on a motion B. Miller, second by O'Donnell., all voted yes, the motion carried.

Council Reports:

Mayor Engbarth: Opening Day at the pool will be Monday, May 29th, weather permitting. There will be no increase in the cost of season and daily passes at the pool.

At 9:40 PM a motion to enter executive session for personnel per SDCL 1-25-1 was made by Kerher, second by O'Donnell.

Mayor Engbarth declared executive session over at 9:57 PM with the Council convening in open session.

O'Donnell motioned, second by Kerher to hire Maddie Larsen as Pool Manager for the 2023 swim season at \$15.00/hour with Noah Kleinsasser as assistant manager at \$14.00/hour, all voted yes, the motion carried. Kerher motioned, second by B. Miller to hire Saylor Hutcheson as lifeguard at \$13.25/hour, all voted yes, the motion carried. Kerher motioned, second by O'Donnell to hire Marty Lindbloom as rubble site attendant for \$13.00/hour, all voted yes, the motion carried.

Mayor Engbarth acknowledged and thanked Brad Miller for his twelve years of service to the residents of Canistota as Ward One Council representative. Your dedication to the City of Canistota is appreciated.

A motion to adjourn was made by B Miller at 10:00 PM, second by O'Donnell, all voted yes, the motion carried. B. Miller left the meeting at 10:00 PM

SEAL

Justin Lee Engbarth,
Mayor, City of Canistota

ATTEST:

Kathy J. Townsend,
Finance Officer, City of Canistota

City Council Proceedings

MEETING TWO:

Mayor Engbarth called the meeting to order at 10:00 PM,

Donovan O'Donnell was sworn in as Ward 2 Councilmember by the Finance Officer.

Mayor Engbarth presented the following list of Department Heads effective May 1, 2023:

Finance Department Head,	Mayor Justin Lee Engbarth
Finance Officer,	Kathy J. Townsend
Maintenance Supervisor	Darin Nugteren
Maintenance Assistant	Brandon Dolejsi
Water Department Head	Donovan O'Donnell
Sewer Department Head	Donovan O'Donnell
Street Department Head	Jessican Kerher
Police Department Head	Jamie Miller
Rubble Site Dept. Head	Donovan O'Donnell
Pool Department Head	Mayor Justin Lee Engbarth
Park Department Head	Jessican Kerher
Mosquito Control	Darin Nugteren
Volunteer Fire Dept. Chief	Adam Richarz
Economic Development Rep.	Jessica Kerher
Planning & Zoning Admin.	Darin Nugteren
Planning & Zoning Rep,	Jamie Miller
Official Bank Depository	The Security State Bank
Official Newspaper	The Special

The Council members elected President of the Council: On a motion by J. Miller, second by O'Donnell, Kerher will continue to serve as Council President, all voted yes, the motion carried. Kerher motioned, second by O'Donnell, J. Miller will continue to serve as Council Vice President, all voted yes, the motion carried.

Council Reports:

Kerher: Had no concerns

O'Donnell: Had no concerns

J. Miller: Had no concerns

J. Miller motioned to adjourn the meeting at 10:20 PM, second by Kerher, all voted yes, the motion carried. The Canistota City Council will meet on Monday, June 5 at 6 PM in the Community Room at City Hall. All are welcome to attend.

SEAL:

ATTEST:

Justin Lee Engbarth,
Mayor, City of Canistota

Kathy J. Townsend
Finance Officer, City of Canistota