

City Council Proceedings

The Canistota City Council met Monday, June 5, 2023 at 6:00 PM in the Canistota City Hall Community Room. City Council Members present: Mayor Justin Engbarth, Donovan O'Donnell, Jamie Miller, and Jessica Kerher. Others present: Finance Officer Kathy Townsend, Maintenance Supervisor, Darin Nugteren, Maintenance Assistant Brandon Dolejsi, Lynn Bren, Darin Ligtenberg, Brad Sherer. Fire Chief Adam Richarz arrived at 6:58 PM, Maddie Larsen arrived at 7 PM.

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

Mayor Engbarth led the Pledge of Allegiance.

The agenda was amended to include a report from pool Manager, Maddie Larsen and appointment of Ward 1 Council person, the amended agenda was approved as presented on a motion by Kerher, second by Miller, all voted yes, the motion carried.

Meeting one and meeting two proceedings were approved as presented on a motion by Miller, second by Kerher, all voted yes, the motion carried.

The written Sheriff's report for April and May was reviewed and approved as presented on a motion by Miller, second by O'Donnell, all voted yes, the motion carried.

Miller motioned, second by Kerher, appoint Lori Forsman to fill a one-year term as Ward One Council person, all voted yes, the motion carried.

Nugteren presented the Planning and Zoning Report: four building permits were issued in May, Nugteren has been in contact with SD DANR in reference to amending the permit authorization for Canistota's restricted use permit. The Planning and Zoning Commission met to review two plats that have been submitted for review. Nugteren and Dolejsi have also been in contact with the code enforcement officer concerning nuisance properties. O'Donnell motioned to approve the report as presented, all voted yes, the motion carried.

At 6:15 PM, the public hearing for the replat of Lot 1 in SE Quarter of 34-102-54 was held. No one was present for or against the replat and on the recommendation of the Planning and Zoning Commission, the replat was approved on a motion by Miller, second by O'Donnell, all voted yes, the motion carried.

Be it resolved by the Board of Commissioners of the City of Canistota, South Dakota that the plat known and described as Lots 1 and 2 of Ortman Addition, an Addition to the City of Canistota, McCook County, South Dakota, lying with 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 thereon.

Adopted this 5th Day of June, 2023

Justin Lee Engbarth, Mayor, City of Canistota

ATTEST:

Kathy J. Townsend, Finance Officer, City of Canistota

The public hearing concerning the replat for Lots 8, 9, & 10 in Block 16 was held. No one was present for or against the replat. The Canistota Planning and Zoning Commission recommended approval of the replat and on a motion by Miller, second by O'Donnell, the replat was approved, all voted yes, the motion carried.

Be it resolved by the Board of Commissioners of the City of Canistota, South Dakota, that the plat known and described as Lots 1 and 2 of Killoran Addition, 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 thereon.

Adopted this 5th Day of June, 2023

Justin Lee Engbarth, Mayor, City of Canistota

ATTEST:

Kathy J. Townsend, Finance Officer, City of Canistota

The Public Hearing for a variance application was held at 6:25 PM. Upon further review and discussion, Planning and Zoning Director, Darin Nugteren, determined that the current layout of the project justifies no variance is needed at this time.

Bren, SDPAA representative presented the proposal for City Insurance Coverage for the July 2023-July 2024 coverage period to the Mayor and Council. The proposal was discussed and on a motion by Miller, second by Kerher, the City of Canistota will proceed to join the SDPAA and will sign the Intergovernmental Contract with an estimated contribution of \$12,673.47 for participation in coverage programs. All voted yes, the motion carried. Bren left the meeting at 6:42 PM

Ligtenberg, City Engineer with Snyder Associates presented pay request #1 from H & W Contracting for work completed on the Phase 3 project through May 28th, 2023. The presented request for \$441,606.20 was approved on a motion by Miller, second by Kerher, all voted yes, the request was approved. Discussion also included work on Pine and 5th Avenues around the school and the pool. Ligtenberg discussed that the project is behind schedule. Ligtenberg left the meeting at 6:55 PM.

Citizen Concerns:

B. Sherer discussed with the Council his concerns over nuisance properties. Mayor Engbarth explained that proper protocols need to be followed. The City is working with the City code enforcement officer and the City attorney on several nuisance properties. Sherer left the meeting at 7:05 PM.

The 7 PM Public Hearing for the application from the Hawks Nest to sell beer and alcohol on Main Street during Sport Days on July 13, 14 and 15th was held with no one present for or against the application. Kerher motioned, seconded by O'Donnell, to approve the application with a \$500.00 fee, all voted yes, the motion carried

Richarz presented the report for the Canistota Volunteer Fire Department. They responded to five fire calls and six rescue calls during the month. The Department is on week six of their Chase the Ace fundraiser. One new member will be added to the roster. The report was approved as presented on a motion by Kerher, second by Miller, all voted yes, the motion carried. Richarz left the meeting at 7:10 PM

Pool Manager Larsen presented an update on the pool: a movie night will be explored for the first week in July, hosting the 2nd Annual Triathlon; Tee shirts for participants and volunteers for the triathlon were discussed. The city will purchase two new buoys for the pool. Free swimming at the pool during Sport Days will be held on Friday and Saturday from 1 PM to 6 PM on both days. Staffing the pool on Monday, June 26 was also discussed. The report was approved on a motion by Kerher, second by Miller, all voted yes, the motion carried. Larsen left the meeting at 7:20 PM

Kerher presented a report from the Canistota Development Corporation. The first tranche of \$1,980.00 from the ARPA DMO grant has been received. The CDC will explore website options to best utilize the money for the promotion of Canistota. There has been a substantial increase in the cost of the current website fee. Other options

for promotion of the city were also discussed. O'Donnell motioned, second by Miller to approve the CDC report as presented, all voted yes, the motion carried.

Nugteren & Dolejsi presented the May Maintenance Report: live traps for either cats or animals digging on private property will be placed. Gravel has been ordered and will be placed on the road to the rubble site along with the half mile west of Canistota. The Recon mower has been repaired; John has been busy keeping up with mowing needs. The fuel pump was replaced on the Kawasaki mule. Dolejsi has sprayed for mosquitoes, Nugteren has applied a grant to assist with the cost of mosquito control. The CDC has been awarded a grant in the amount \$7,500.00 from the Canistota Community Foundation, this grant will help offset the cost of installing tiles on the pickleball court and shuffleboard court. Kerher motioned, second by O'Donnell to authorize Nugteren to purchase the Versa- court tile to include the increase in cost because of logos for both the pickleball court and shuffle board court, all voted yes, the motion carried. The new diving board has been installed at the pool along with chemicals and skimmers. Nugteren and Dolejsi are running the street sweeper as time allows. The leak at the water tower has been repaired, the contractor has recommended a liner and recirculation pump be installed. No action on the recommendation was taken at this time. Improvements at the Round House were discussed with O'Donnell making a motion to purchase two pumps at a cost of \$1,608.00 each, along with all necessary pipes, and other supplies needed to complete the project, second by Miller, all voted yes, the motion carried. This improvement will greatly enhance the ability of the Volunteer Fire Department to load water to respond to a fire. Miller motioned, second by Kerher to approve the report as presented, all voted yes, the motion carried.

The following bills were approved for payment on a motion by O'Donnell, second by Kerher, all voted yes, the motion carried.

Addy Disposal, Collections & Dumpster Fees, \$4,836.95; American Bank & Trust, Debt Service, \$48,425.75; Aramark, Supplies, \$39.86; Badger Meters, Annual Fee & Prof. Services, \$324.72; Bierschbach Equip. , \$600.57; Cadwell Attorney Group, \$94.50; CDC, Annual Contribution, \$5,000.00; Core & Main, Supplies, \$384.12; DANR, Annual DW Fee, \$260.00; Frontline Warning System, Prof. Fees, \$759.20; Golden West, Utilities, \$347.48; H & H Contracting, Water Tower, \$39,774.90; June 1, Payroll, Streets, \$1,229.27, Parks, \$1,303.41, Rubble Site, \$316.29, Finance Office, \$550.39, Drinking Water, \$1,779.65, Clean Water, \$1,779.65; Larry's Service, Repairs, \$90.00; Marco, Prof. Services, \$39.23; McCook County Treas., Law Enforcement, \$4,225.00; MC & R Pools, Supplies, \$426.78; Menards, Supplies, \$794.92; Metering Tech, Supplies, \$356.68; New Century Press, Publication Fees, \$427.46; Northwestern Energy, Utilities, \$276.12; Nugteren, Darin, Supplies, \$140.22; Salem Lumber, Supplies, \$12.24; SD Dept. of Revenue, Sales & Use Tax, \$635.74; SD One Call, Locates, \$16.80; SD Dept. of Revenue, Prof. Services, \$151.00; SEFP, Annual Contribution, \$2,839.50; Steve's Welding, Repairs, \$145.00; Sturdevants, Supplies, \$3.94; The Special, Annual Renewal, \$46.00; TM Rural Water, Water Purchased, \$7,660.20; Total Stop, Fuel & Pool Supplies, \$2,021.40; Townsend, Kathy, Utility Fee, Mileage, Computer Reimbursement, \$200.49; US Bank Card, Supplies, \$1,862.10, US Bank Trust, Debt Service, \$14,909.96; Verizon Wireless, Cell Phones, \$202.27; Xcel Energy, \$2,876.39

Bills paid since last meeting: AFLAC, Full Time Employees, \$426.62; May 15, 2023, Payroll, \$5,234.65; SDRS, Full Time Employees, \$1,295.52; Security State Bank, Payroll Taxes, \$2,857.52; Xcel Energy, \$3,006.52

Townsend presented the Finance Officer's report: Kerher motioned, second by Miller to send a plant and condolences to Eugene Zelmer for his mother who passed away, to not exceed \$50.00, all voted yes, the motion carried. Townsend updated the council on the costs associated with emailing utility bills. The Finance office will be closed June 7, 8 & 9 for the FO to attend the Finance Officer's convention in Pierre. The FO will visit with other Finance Officers to see who their city uses for hosting their city website. Action on renewing a four-year contract with Catalis will be revisited on the July agenda. Miller motioned, second by Kerher to approve the Finance Officers report as presented, all voted yes, the motion carried.

Council Reports:

Mayor Engbarth: Forsman motioned, second by Kerher to add Jamie Miller as the third signatory to the City of Canistota checking account, all voted yes, the motion carried. O'Donnell motioned, second by Miller to open the rubble site on Tuesday and Thursday, from 4 PM to 7 PM and Saturday, 9 AM to Noon and 1 PM to 4 PM, all

voted yes, the motion carried. The Council deferred taking action on reimbursing lifeguards for swimsuit cost. Because of the 4th of July Holiday, City Council will meet **THURSDAY, JULY 6, 2023 at 6 PM** in the Community Room of City Hall. The City Attorney has been notified to amend City Ordinances to address the addition of full-service restaurants within the City of Canistota.

Kerher had no concerns.

O'Donnell had no concerns

Miller had no concerns

Forsman inquired about utility billing and water usage.

The next regular meeting of the Canistota City Council will be held Thursday, July 8, 2023 at 6 PM in the Community Room of City Hall. All are welcome

A motion to adjourn was made by Kerher at 9:27 PM, second by O'Donnell, all voted yes, the motion carried.

SEAL

Justin Lee Engbarth,
Mayor, City of CanistotaCity of Canistota

ATTEST:

Kathy J. Townsend,
Finance Officer, City of Canistota