

# *City Council Proceedings*

The Canistota City Council met Monday, October 2, 2023 at 6:00 PM in the Canistota City Hall Community Room. City Council Members present: Mayor Justin Engbarth, Donovan O'Donnell, Lori Forsman, Jessica Kerher, and Jamie Miller. Others present: Maintenance Supervisor, Darin Nugteren, Maintenance Assistant Brandon Dolejsi, Finance Officer Kathy Townsend, City Engineers, Darin Ligtenberg and Kyle Sokulski. Also present: Alise Nickel, Dave Miller representing the Canistota Volunteer Fire Department. Sheriff Mark Norris arrived at 6:20 PM and Randy Townsend arrived at 7:47 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 Miller, second by Forsman, all voted yes, the motion carried.

Kerher motioned, second by O'Donnell to approve the September proceedings as presented, all voted yes, the motion carried.

D. Miller presented the report for the Fire Department. The volunteers have been attending training sessions in Salem and Woonsocket. The department responded to two rescue calls and two fire calls during the month of September. The report was approved as presented on a motion by Kerher, second by Forsman, all voted yes, the motion carried. D. Miller left the meeting at 6:05 PM.

Nugteren presented the planning and zoning report: Six building permits were issued in September. Nugteren also received questions from residents concerning the zoning ordinances. The report was approved on a motion by Kerher, second by Miller, all voted yes, the motion carried.

Kerher and Nugteren presented the Canistota Development Report. Topics of discussion at their recent meeting included: several ideas to enhance the new City website when it goes live. Also, exploring the possibility of a trail from the City of Canistota to Lake Vermillion was discussed. The CDC will purchase and donate a TV to the City for installation at the picnic shelter/warming house. Developing housing opportunities were also discussed. The report was approved on a motion by Miller, second by O'Donnell, all voted yes, the motion carried.

Ligtenberg updated the Council on the progress of the Phase 3 Improvement Project. Grading, top soil, and seeding will soon begin along 7<sup>th</sup> Ave and Oak, Walnut and Fir, that will complete the first phase of the project. If property owners would like their sprinklers that were located in the right of way to be repaired, they should try to have that accomplished before topsoil and seeding is done. Ligtenberg will notify residents in the Phase 3 project area to not use salt this winter on new concrete as it will cause degradation of the concrete. Due to unknown conditions on the dead-end 5<sup>th</sup> Ave, connecting an 8-inch line to the existing water main was discussed. Because there will be no adverse results of not proceeding, the Council chose to not incur additional cost to the project. Storm sewer relocation along the east side of the school was discussed.

Miller motioned, seconded by O'Donnell to approve change order #1 in the amount of \$30,675.20, all voted yes, the motion was approved. These changes include relocating a manhole, installing a curb inlet and incorporating sidewalk panels into driveway approaches. A request from H & W Contracting to extend the working contract by nine (9) days was discussed and approved on a motion by Kerher, seconded by Forsman, all voted yes, the motion carried. Ligtenberg presented pay request application #4 in the amount of \$917,867.72 and on a motion by Miller, second by Kerher, the pay request was approved, all voted yes, the motion carried. The request will be submitted to the proper agencies for the City to receive grant and loan reimbursement.

The Council visited with Sheriff Norris concerning the cost increase of the updated law enforcement contract between the County and the City of Canistota. The Sheriff noted there has been no increase to the contract price since 2016. The cost per hour will increase to \$36.25/hour effective January 1, 2024 and to increase by the CPI in consecutive years. The sheriff went on to say drug use in McCook County is up, especially arrests dealing with meth. The Council requested either the Sheriff or his representative attend City Council meetings quarterly. Sheriff Norris left the meeting at 7:52 PM.

#### Citizen Concerns:

Nickel expressed concerns about her driveway drop-off and a backyard concern. Ligtenberg addressed her questions by explaining the issues she is referring to, will be addressed when the grading of her yard is done. He will be on site when the work on her driveway is completed, she should visit with him again at that time to see if additional grading is needed. Nickel left the meeting at 7:00 PM

R. Townsend left the meeting at 7:04 PM

Nugteren and Dolejsi presented the September maintenance report: Nugteren and Dolejsi received several calls concerning a dog running at large. A new liner for the ice-skating rink has been ordered. Nugteren will look into replacing the rotary mower, and will also look into the lead time for ordering a new snow plow for the payload. Nugteren is also exploring the purchase of a mini tracked utility loader. The construction of the picnic shelter/warming house is moving quickly with the installation of HVAC; electrical will begin next, followed by spray foam insulation. Nugteren has been in contact with the State concerning dirt pushed onto the wetlands by a contractor not working for the city. The new gate at the rubble site is now operational. Clark Paving has been contacted to patch several areas of city streets. Updating the electrical panels at the ballpark was discussed. This would need to be completed before lights are updated. The report was approved on a motion by Miller, second by Kerher, all voted yes, the motion carried.

Ligtenberg asked to speak to the Council concerning the installation of sidewalks in the Phase 3 Improvement project. Sidewalks will be installed on the east side of 7<sup>th</sup> Avenue and along the north side of Pine, from 3<sup>rd</sup> Avenue to 7<sup>th</sup> Avenue. Ligtenberg estimated the cost to be approximately \$75,000.00; Ligtenberg will obtain a hard cost and will confer with the Mayor as a special meeting will be needed to approve the bid. Ligtenberg and Sokulski left the meeting at 7:50 PM.

The following bills were approved for payment including paying the Xcel Energy invoice upon receipt, on a motion by Forsman, second by Kerher, all voted yes, the motion carried.

Addy Disposal, Collections & Dumpster Fees, \$4650.24; Al's Feed, Supplies, \$380.00; Aramark, Supplies, \$21.07; Badger Meters, Prof. Services, \$24.72; Beristain, Jennifer, Utility Reimbursement, \$100.00; Cadwell Attorney Group, \$3,334.50; Code Enforcement Spec., \$519.00; Core & Main, Supplies, \$347.59; Golden West, Utilities, \$352.23; Groeneweg Const. Prof. Fees, \$112,015.32; H & W Contracting, Phase 3 Pay App #2, \$773,572.38; H & W Contracting, Pay App #3, \$593,059.70, Heiman Fire Equip, Prof. Fees, \$430.00; Larry's Service, Repairs, \$549.16; Marco, Prof. Services, \$39.23; Matthaei Excavating, Prof. Services, \$1,359.80; McCook County DOE, Prof. Fee, \$200.00; McCook County Treas., Law Enforcement, \$4,225.00; Menards, Supplies, \$1,148.88; New Century Press, Publication Fees, \$355.72; Northwestern Energy, Utilities, \$40.00; October 1, Payroll, Streets, \$1,998.37; Clean Water, \$1,466.29, Drinking Water, \$1,466.29, Rubble Site, \$378.17; Finance Office, \$443.13; SD Dept. of Revenue, Sales & Use Tax, \$317.45; SD Dept. of Health, Prof. Services, \$211.00; Schoenwald Landscape, Repairs, \$35.00; TM Rural Water, Water Purchased, \$6,290.00; Total Stop, Fuel & Supplies, \$484.29; Townsend, Kathy, Utility Fee, \$50.00; US Bank Card, Supplies, \$156.08; Verizon Wireless, Cell Phones, \$209.35. Bills paid since last meeting: AFLAC, Full Time Employees, \$426.62; Council Payroll, \$1,790.85; September 15, Payroll, \$5,421.31; SDRS, Full Time Employees, \$1,495.24; Security State Bank, Payroll Taxes, \$3,786.57. H & W Contracting, Phase 3 Pay App #1 was approved and paid after the July, 2023 meeting in the amount of \$441,606.20.

Townsend presented the Finance Officer's report: Delinquent utility accounts were discussed along with a nuisance issue. The report was approved as presented on a motion by Kerher, second by Forsman, all voted yes, the motion carried.

Council Reports:

Mayor Engbarth: A law enforcement contract renewal was discussed. Action on the proposed contract will be placed on the November agenda. Kerher motioned, second by Miller to approve the renewal of the package (off-sale) liquor license for Total Stop Food Store, all voted yes, the motion carried. Miller motioned, second by Forsman to approve the renewal of the retail (on-sale) liquor license for the American Legion, Jenarde Post #162, all voted yes, the motion carried. Free Dump days at the rubble site will be held on Saturday, November 4, 2023 and Saturday November 11, 2023.

Kerher had no concerns

O'Donnell had no concerns

Miller had no concerns

Forsman had no concerns

Forsman motioned at 9 PM to adjourn the meeting, second by Kerher, all voted yes, the motion carried.

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

SEAL

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Justin Lee Engbarth,  
Mayor, City of Canistota

ATTEST:

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Kathy J. Townsend,  
Finance Officer, City of Canistota