

# *City Council Proceedings*

The Canistota City Council met Monday, June 2, 2025 at 6:00 PM in the Canistota City Hall Community Room. City Council Members present: Mayor Justin Lee Engbarth, Donovan O'Donnell and Jamie Miller. Jerry Bertelson joined the meeting at 6 PM via a conference call. Matt Anderson joined the meeting via conference call at 6:55 PM. Others present: Maintenance Supervisor, Darin Nugteren, Maintenance Assistant, Brandon Dolejsi, Finance Officer, Kathy J. Townsend, Fire Chief Dave Miller, Snyder Engineer Kyle Sokulski, and Alise Nickel. Ryan Ortman arrived at 6:05 PM

Mayor Engbarth called the meeting to order at 6:00 PM and led the Pledge of Allegiance.

O'Donnell motioned to approve the agenda as presented, second by Miller, all voted yes, the motion carried.

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

Fire Chief Miller presented a report for the Fire Department: The Department responded to one fire call and three rescue calls in May. The Department is currently selling raffle tickets for their August 9<sup>th</sup> fund raiser. Tickets can be purchased from any member of the Fire Department. The report was approved on a motion by Bertelson, second by O'Donnell, all voted yes, the motion carried.

Nugteren and Dolejsi presented the Planning and Zoning report: two building permits were issued. The Planning & Zoning Commission met Wednesday, May 28<sup>th</sup> to discuss recommendations to the Council on two plats and also to discuss the need for TIF District 1. A Variance application was also discussed with the application being denied. The Commission did determine the need for TIF District 1 and also set and approved the boundaries of the proposed District. The report was approved on a motion by O'Donnell, second by Bertelson, all voted yes, the motion carried.

Nugteren presented the CDC report: discussion included property development and unmet business needs for the City. Also discussed, water capacity with the new housing developments in Canistota. CDC will contribute to the cost of SD Housing study, including the additional fee to conduct a resident survey. The Development group will join the Sioux Metro Growth Alliance and pay the appropriate fees. The report was approved on a motion by Miller, second by O'Donnell, all voted yes, the motion carried.

At 6:10 PM Mayor Engbarth convened the Public Hearing for the One Day License Application for the Fire Department to sell Liquor at their August Fund Raiser. No one was present either for or against the license and on a motion by Miller, supported by O'Donnell, the motion was approved, all voted yes, the motion carried.

6:15 PM, The Public Hearing for the Three (3) Day Application from the Barn and Barrell to sell liquor on Main Street during Sport Days was opened. Ryan Ortman was present to answer any questions or concerns from the Council. Ortman also asked the Council to waive the fee associated with the license. No one was present to oppose the approval of the license and on a motion by O'Donnell, second by Miller, the license was approved, all voted yes, the motion carried. Ortman left the meeting at 6:20 PM.

At 6:20 PM, No one was present for the public hearing for the approval of the Plat of Tract 1 of Canistota Ballpark Addition. The plat was approved on a motion by Miller, second by O'Donnell, 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 Tract 1 of Canistota Ballpark 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 2<sup>nd</sup> Day of June, 2025

SEAL

Justin Lee Engbarth  
Mayor, City of Canistota

ATTEST:

Kathy J. Townsend  
Finance Officer, City of Canistota

6:25 PM: No one was present for the public hearing on the adoption of the Plat of Lots 1 & 2, White Star Addition to the City of Canistota; and on a motion by Miller, second by O'Donnell, the Plat was approved, 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 1 and 2 of White Star Ranch Addition to the City of Canistota, McCook County, South Dakota, lying within platting jurisdiction of the City of Canistota is approved and the Municipal Financer 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 2<sup>nd</sup> Day of June, 2025

SEAL

Justin Lee Engbarth  
Mayor, City of Canistota

ATTEST:

Kathy J. Townsend  
Finance Officer, City of Canistota

The proposed TIF District 1 was briefly discussed, more information from the City Attorney is needed to proceed.

Sokulski with Snyder Associates was present to give a brief update on the completion of the Phase 3 project. There was no final pay request presented. The engineer will consult with Nugteren & Dolejsi to discuss damages and retainage. Nickel was present to discuss the poor job completed on her property in regards to back fill for low spots in the yard and grass seeding. Mayor Engbarth will look at the property. Nickel left the meeting at 6:40 PM

Nugteren and Dolejsi presented the Maintenance report for May: The new entrance sign is getting fitted with back lighting, the concrete base for the new grandstand has been poured. The street sweeper is in Sioux Falls for repairs. There are just a few punch list items from the Phase 3 project to be completed by the City. New trees have been planted in City Parks along with flowers at Stalting Park. Baby pool repairs are nearing completion with an opening date of next week. The entrance gate at the rubble site will once again be operational. O'Donnell and Nugteren attended the Vermillion Basin WDD meeting to request grant funding for the purchase of two Shallow Flow Mixers for both cells at the lagoon. The City of Canistota received a grant in the amount of \$12,000.00 to assist with the cost of a mixer for cell one. The cost of one mixer is approximately \$41,000.00 and on a motion by O'Donnell, second by Anderson, one mixer will be purchased for the lagoon, all voted yes, the motion carried. Miller motioned, second by Bertelson to partner with the CDC to assist with the cost of the residential survey to be completed with the SD Housing Study, all voted yes, the motion carried. The maintenance report was approved on a motion by Miller, second by Anderson, all voted yes, the motion carried.

Bertelson left the meeting at 7 PM. Sokulski left the meeting at 7:10 PM.

The following bills were approved for payment, including US Bank Card & Xcel Energy, to be paid upon receipt on a motion by Miller, second by O'Donnell all voted yes, the motion carried.

A-1 Portable Toilets, \$340.00; Addy Disposal, Collections Fee and Dumpster Fee, \$4,837.03; Al's Feed, Supplies, \$27.50; Alphagraphics, Prof. Services, \$309.66; American Bank & Trust, Debt Service, \$48,425.75; Badger Meter, Prof. Fees, \$438.50; DANR, Fees, \$260.00; Golden West, Utilities, \$374.10; Great Plains Electric, \$885.80; HDR Engineers, Prof. Fee, \$1,1113.64; Highpoint Networks, Prof. Fee, \$3,282.50; June, Council Payroll, \$3,186.08; June Payroll, Streets, \$1,579.44; Parks, \$1,477.64; Rubble Site, \$399.51; Finance Officer, \$542.28, Clean Water, \$1,700.95; Drinking Water, \$1,700.94; Kleinsassers, Supplies, \$3.29; MC & R Pools, Supplies, \$388.95; Marco, Prof. Fee, \$56.88; McCook County EMS, Contribution, \$1,027.48; McCook County Treas., Law Enforcement, \$5,200.00; Menards, Supplies, \$448.27; New Century Press, Prof. Fee, \$345.05; Northwestern Energy, Utilities, \$215.11; Schmidt Country, Repairs, \$208.16; SD Dept. of Health, \$303.00; SD Dept. of Revenue, Sales & Use Tax, \$323.19; Steve's Welding, Supplies, \$150.00; The Special, Renewal, \$47.08; TM Rural Water, Water Purchased, \$6,193.80; Total Stop, Fuel & Supplies, \$1,563.08; Townsend, Kathy, Utilities & Mileage, \$71.00; Weber Concrete, Prof. Fee, \$21,513.84; Van Diest Supply, Supplies, \$1,418.80; Verizon Wireless, Utilities \$213.60;

The following bills were approved for payment after the last meeting: AFLAC, Full time Employees, \$426.62; May 15, Payroll, \$5,836.95; SDRS, Full Time Employees, \$1,532.82; Security State Bank, Payroll Taxes, \$3,494.69

Townsend presented the Finance Officer's report. The Finance Officer will proceed with taking an unpaid invoice to small claims court for collection, with monthly payments approved for another invoice with final payment to be made by August 10<sup>th</sup>, 2025. Anderson motioned, second by Miller to abate late fees in the amount of \$645.00 for account 00003079008, contingent upon the balance of the bill being paid in full, all voted yes, the motion carried. The Finance Officer's report was approved on a motion by O'Donnell, second by Anderson, all voted yes, the motion carried.

#### Council Concerns:

Mayor Engbarth: Miller motioned, second by Anderson to adopt Ordinance NO. 2025-07, an Ordinance of the City of Canistota, SD, rezoning the property at 302 Railway Avenue and 312 Railway Avenue from General Business District to the R2: Mixed Residential/Manufactured Housing District and Amending the Official Zoning Map of the City of Canistota, all voted yes, the motion carried.

### ORDINANCE NO. 2025-07

AN ORDINANCE OF THE CITY OF CANISTOTA, SD, REZONING PROPERTY AT 302 RAILWAY AVENUE AND 312 RAILWAY AVENUE FROM THE GENERAL BUSINESS DISTRICT TO THE R2: MIXED RESIDENTIAL/MANUFACTURED HOUSING DISTRICT AND AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CANISTOTA.

BE IT ORDAINED BY THE CITY OF CANISTOTA, SD:

*Section 1. Lot-1 in NE4, Sec 34-102-54 & Lot 1 in Block 1 Cameron Inn Addition to the City of Canistota, McCook County, South Dakota is hereby rezoned from General Business District to R2: Mixed Residential/Manufactured Housing District, and the official zoning map of the City of Canistota shall be amended to include this rezoning.*

Adopted this 2<sup>nd</sup> Day of June, 2025

SEAL:

Justin Lee Engbarth,  
Mayor, City of Canistota

ATTEST:

Kathy J. Townsend  
Finance Officer, City of Canistota

First Reading: Monday, May 5, 2025

Second Reading & Adoption: June 2, 2025

Publication: June 12, 2025

Effective Date: July 2, 2025

The Special Liquor License Fee for Barn and Barrel to sell liquor on the sidewalk during Sport Days was discussed with the Council making no changes to the fee, it will remain \$500.00. The playground project was discussed with the Council in agreement of a partnership between the City and Canistota Service Organizations to improve and enhance the playground equipment in the City Park. The City Attorney will create a contract for a hole to be dug at the Rubble Site for a demolition project in Canistota. Each load delivered to the Rubble Site will be charged a \$50.00 fee for this project.

O'Donnell asked for an update on a nuisance matter being addressed by the City Attorney.

Miller had no concerns.

Anderson spoke about the CDC joining the Sioux Metro Growth Alliance to collaborate with goals being pursued by the CDC.

At 7:46 PM, Miller motioned to enter into executive session per SDCL 1-25-2-1 for personnel, Anderson second, all voted yes, the motion carried.

Mayor Engbarth declared executive session over at 8:05 PM with the Council convening in open session.

Anderson motioned, supported by O'Donnell to increase B Dolejsi's pay to \$22.25 per hour; an increase of \$1.65/hour. This raise is effective immediately for 2025 and will also carry over as the raise given in December for 2026 payroll, all voted yes, the motion carried

At 8:08 PM, Miller motioned, second by Anderson to adjourn the meeting, all voted yes, the motion carried.

The next regular Council meeting will be held on Monday, July 7, 2025 in Community Room of City Hall. All are welcome to attend.

SEAL:

Justin Lee Engbarth  
Mayor, City of Canistota

ATTEST:

Kathy J. Townsend  
Finance Officer, City of Canistota