

City Council Proceedings

The Canistota City Council met Monday, July 7, 2025 at 6:00 PM in the Canistota City Hall Community Room. City Council Members present: Mayor Justin Lee Engbarth, Jamie Miller, Jerry Bertelson and Matt Anderson; Absent: Donovan O'Donnell. Others present: Maintenance Supervisor, Darin Nugteren, Maintenance Assistant, Brandon Dolejsi, Finance Officer, Kathy J. Townsend, Fire Chief Dave Miller, Mike Kerrigan arrived at 6: 07 PM with Jeff Merrill arriving at 6:57 PM

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

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

Bertelson motioned, second by Miller to approve the June proceedings as presented, all voted yes, the motion carried.

Fire Chief Miller presented a report for the Fire Department: The Department responded to five fire calls and six rescue calls. The Department is currently selling raffle tickets for their August 9th fund raiser. Tickets can be purchased from any member of the Fire Department. The Department is inspecting each fire hydrant in the city for hydrant safety and to test cap removal. Nugteren & Dolejsi also test each hydrant during the year and perform repairs as needed. There are approximately sixty (60) fire hydrants in the City. The report was approved on a motion by Bertelson, second by Anderson, all voted yes, the motion carried. Miller left the meeting at 6:15 PM

Kerrigan, Gray Duck Builders was present to visit with the Council to review questions concerning the creation of TIF District One in the City of Canistota. The length of the TIF and also charges for administrative fees on behalf of the City were discussed. At 6:45 PM, Mayor Justin Lee Engbarth initiated a conference call with City Attorney Laber to address Council questions and concerns. After visiting with Laber, the City Council recommended the TIF District length will extend twenty (20) years with a one-time administrative fee of \$2,500.00. Laber will incorporate these changes into the project proposal for Kerrigan and his attorney's final review. Kerrigan left the meeting at 7:02 PM.

Merrill proposed to the Council the ability to split the special liquor license fee into three equal payments of \$166.67. Merrill's rationale is the possibility of one or more nights of the Barn & Barrel outside events may be affected by inclement weather. Anderson motioned to accept the break down of the fee as proposed, second by Miller, all voted yes, the motion carried. Merrill left the meeting at 7:10 PM

No one was present and no report was received from Snyder & Associates concerning the Phase 3 Improvement Project.

Nugteren and Dolejsi presented the Planning and Zoning report: eight building permits were issued. The Planning & Zoning Commission will meet in July to consider a rezoning request along with recommendations on the TIF project plan. The proposed Phase 4 Infrastructure Improvement Plan was briefly discussed. The report was accepted as presented on a motion by Miller, second by Bertelson, all voted yes, the motion carried.

Nugteren and Anderson presented the CDC report: Nugteren will be selling sweatshirts, caps and T-shirts on behalf of CDC during the Sport Days celebration, Code enforcement was discussed. The Development Corporation has joined the Sioux Metro Growth Alliance. Property acquisition along with support for the proposed park improvement project. The report was approved on a motion by Miller, second by Bertelson, all voted yes, the motion carried.

Nugteren and Dolejsi presented the Maintenance report for June: the tractor was in Sioux Falls for warranty repairs; Sight & Sound has added lights to the back of the new City of Canistota sign. Nugteren and Dolejsi plan to mount the sign on the marquee before Sport Days. The new grandstand construction will begin mid to late July. Nugteren has compiled a spreadsheet of punch list expenses the City incurred for completing items on the Phase 3 punch list. Dolejsi has been spraying for mosquitos and will spray again for Sport Days. Picnic tables have been repaired and painted for use during Sport Days. The baby pool is working well. The pollinator patch at the rubble site has been planted. There have been sewer issues at the pool as well as locations on 6th Ave. The City Engineer on the Phase 3 project has been notified. McCook County will be chip sealing streets around the middle of July. Clark Paving will also complete patching areas where utility installs have taken place. Nugteren has requested SDARWS to assist the fire department with a training session on hydrant operation. Miller inquired about the possibility of diagonal parking along the north side of Main Street or on 4th Avenue. Main Street may be too narrow to accommodate diagonal parking, Nugteren will paint the lines for diagonal parking on 4th Ave along with cross walks and stripes down Main Street. Bertelson motioned, supported by Anderson to accept the maintenance report as presented, all voted yes, the motion carried.

The following bills were approved for payment, on a motion by Bertelson, second by Miller all voted yes, the motion carried.

Addy Disposal, Collections Fee and Dumpster Fee, \$5,034.73; Al's Feed, Supplies, \$100.50; Badger Meter, Prof. Fees, \$30.50; Cadwell, Sanford, Deibert & Garry, Prof. Fee, \$2,104.50; Canistota Volunteer Fire Department, Annual Contribution, \$10,000.00; Code Enforcement Spec., Prof. Fee, \$128.92; Dakota Fluid Power, Supplies, \$77.09; Golden West, Utilities, \$439.21; Hawkins, Supplies, \$792.27; Herculift, Prof. Fee, \$300.00; JD's House of Trophies, Sport Days, \$358.05; July Payroll, Streets, \$2,241.18; Rubble Site, \$319.60; Parks, \$1,155.69, Finance Officer, \$495.58, Clean Water, \$1,674.27; Drinking Water, \$1,674.28; July Payroll, Pool, \$4,029.32; Klinkhammer Const, Repairs, \$370.51; Krietlow, Abby, Supplies, \$47.75; Marco, Prof. Fee, \$56.88; Matthaehi Excavating, Supplies, \$1,900.00; McCook County EMS, Contribution, \$1,027.48; McCook County Treas., Law Enforcement, \$5,200.00; Menards, Supplies, \$832.05; New Century Press, Publishing, \$153.95; Northwestern Energy, Utilities, \$67.46; Pfeifer Implement, Supplies, \$1,488.91; Roshone, Brian, Reimburse Deposit, 150.00; Roto Rooter, Prof Fees, \$1,535.00; Sanitation Products, Repairs, \$18,899.63; Salem Lumber, Supplies, \$171.60; Schoenwald Landscape, Prof Fee, \$200.00; SD Dept. of Revenue, Sales & Use Tax, \$396.74; SEFP, Annual Fee, \$2,839.50; Seubert Seeds, Supplies, \$360.00; TM Rural Water, Water Purchased, \$7,858.80; Total Stop, Fuel & Supplies, \$1,272.97; Townsend, Kathy, Utilities & Mileage, \$312.00; US Bank, Supplies, \$2,017.63; US Bank Trust, Debt Service, \$17,481.56; Van Diest Supply, \$847.20; Xcel Energy, \$2,642.00

The following bills were approved for payment after the last meeting: AFLAC, Full time Employees, \$426.62; June 15, Payroll, \$6,679.14; June Pool Payroll & Summer Rec, \$5,311.67; SDRS, Full Time Employees, \$1,516.58; Security State Bank, Payroll Taxes, \$5,318.02; Sun Flo Mixer, Lagoon, \$20,949.50; US Bank, Supplies, \$3,299.82; Xcel Energy, Utility, \$2,492.59.

There was nothing to report from the Finance Officer.

Council Concerns:

Mayor Engbarth: The Legislative Mandate of a June or November Municipal Election Date was discussed.

Canistota Public School supports the June date as does the Finance Officer. The McCook County Auditor will also be consulted. A Legislative Mandate requiring the annual review of Open Meeting Laws was acknowledged. Bertelson motioned, second by Miller to approve a permit for Canistota Sport Days Committee to conduct their fireworks display on Friday, July 11th, 2025, all voted yes, the motion carried. Bertelson motioned, supported by Miller to approve Resolution 2025-08; a Housing Needs Study, in cooperation with the CDC and SECOG, all voted yes, the motion carried.

CITY OF CANISTOTA

RESOLUTION 2025-08

SPONSORSHIP OF HOUSING NEEDS STUDY

WHEREAS, the City of Canistota desires assistance from the South Dakota Housing Development Authority for the purpose of conducting a housing needs study for its community through the Housing Needs Study Program;

WHEREAS, the City Council hereby commits to sponsoring the undertaking of the study; and

WHEREAS, the City Council commits to covering their local match of \$2,500.00 for the project; and

NOW THEREFORE BE IT RESOLVED that the City Council hereby authorizes the filing of a grant application, including all understandings and assurances contained therein, for the Housing Needs Study Program, and hereby authorizes the Mayor to act in connection with the application and to provide such additional information as may be required.

Adopted this 7th Day of July, 2025

SEAL

Justin Lee Engbarth
Mayor, City of Canistota

ATTEST:

Kathy J. Townsend
Finance Officer, City of Canistota

Miller had no concerns other than the previously mentioned improved parking opportunities along Main Street and 4th Ave.

Bertelson gave an update on library opportunities for the residents of Canistota, discussion included contracting with Siouxland Libraires, a reimbursement model, an automated book vending machine, a bookmobile, a library room or any combination of the options. Bertelson will bring more information to the August meeting.

Bertelson and Nugteren presented an update on the playground improvement project. Reducing the size of the playground footprint, creating a toddler playground area, retaining some equipment, updating play equipment and putting down new surfacing under the equipment with a spending cap of approximately \$100,000.00 are all options under consideration. There will be another update for the August, 2025 meeting.

Anderson expressed concern over the poor reclamation of lawns in the Phase 3 Project. Grass is still not growing well in the project area. No consensus was reached.

At 8:55 PM, Bertelson, second by Anderson motioned to adjourn the meeting, all voted yes, the motion carried.

The next regular Council meeting will be held on Monday, August 4, 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