

City Council Proceedings

The Canistota City Council met Monday, October 6, 2025 at 6:00 PM in the Canistota City Hall Community Room. City Council Members present: Mayor Justin Lee Engbarth, Jamie Miller, Matt Anderson, Donovan O'Donnell, and Jerry Bertelson. Others present: Maintenance Supervisor, Darin Nugteren, Maintenance Assistant, Brandon Dolejsi, Finance Officer, Kathy J. Townsend. Kyle Sokulski with Snyder & Associates and Fire Chief Dave Miller arrived at 6:06 PM. Deputy Troy Rempfer arrived at 6:28 PM, John Lambertz arrived at 6:47 PM and Jeff Nielsen arrived at 6:51 PM.

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

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

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

Nugteren and Dolejsi presented the Planning and Zoning report: There were numerous building permit applications submitted for approval. SECOG will offer guidance pertaining to construction of barndominiums and shouses as a conditional use in RI & R2 Zoning Districts. Tiny houses were also discussed. The first reading of Ordinances addressing this type of construction will be acknowledged at the November regular Council meeting. The report was approved on a motion by O'Donnell, second by Bertelson, all voted yes, the motion carried.

The Canistota Development Corporation had no updates as a September meeting was not convened.

Snyder engineer Sokulski submitted Final Pay App #8 in the amount of \$63,871.31 for approval and payment to H & W Contracting. Miller motioned, second by Bertelson to approve the application for payment, all voted yes, the motion carried. Sokulski will submit the retainage release with the appropriate deductions submitted by the city for work completed by the city at the November meeting. Bertelson motioned, second by O'Donnell to authorize Mayor Justin Lee Engbarth to sign the Certificate of Acceptance to be submitted to the State for the close -out of grant and loan paperwork for Phase 3 Improvement Project, all voted yes, the motion carried. Sokulski confirmed Snyder & Associates will have no further invoices to be submitted to the City for reimbursement.

Fire Chief Miller presented his report from the Fire Department: The Department responded to three fire call and five rescue calls. The Department has invested in additional equipment. The Department is concluding their inspection of fire hydrants with approximately fifteen left to inspect. The maintenance department is numbering each hydrant. The report was approved on a motion by O'Donnell, second by Bertelson, all voted yes, the motion carried.

Miller and Sokulski left the meeting at 6:15 PM

There were no citizen concerns.

Nugteren and Dolejsi presented the Maintenance report: Code Enforcement has submitted two nuisance properties to the City attorney to pursue abatement through legal channels. The entrance sign for Canistota is nearing completion. Nugteren will obtain a quote for a sign to be constructed on the northeast side of Canistota. The speed trailer will be placed on Willow Street for west bound traffic control, speeding has been an issue. The City has purchased a 2013 International Dump Truck for \$26,500.00. The truck is equipped with snow removal plow and blade. The Jetter-vacuum is being repaired in Sioux Falls. A request for abatement assistance was discussed, the City attorney does not recommend the use of City equipment or staff to complete the abatement of private property. The gate at the rubble site is now operable. The lagoon mixers will arrive October 7th with installation occurring on October 8th. The load-out tower at the Round House is completed and operational. Nugteren has registered for

the annual Technical Conference this January. The conference will be held in Pierre. The lead pipe survey for 2025 has been completed. The maintenance report was approved on a motion by Bertelson, second by Anderson, all voted yes, the motion carried.

There was no report from the Sheriff's Office, Deputy Rempfer was called away from the meeting. He left at 6:40 PM.

Bertelson motioned to approve the following bills for payment, second by O'Donnell, all voted yes, the motion carried.

Addy Disposal, Collections Fee and Dumpster Fee, \$4,978.03; Al's Feed, Supplies, \$27.50; Badger Meter, Prof. Fees, \$30.10; C & R Supply, Supplies, \$31.92; Cadwell, Sanford, Deibert & Garry, Prof. Fee, \$628.22; Code Enforcement, Prof. Fee, \$533.11; Golden West, Utilities, \$375.64; H & W Contracting, Phase 3, \$63,874.31; Heiman Fire Equipment, Prof. Fee, \$1,177.00; High Point Networks, Prof. Fee, \$57.50; Larry's Service, Repairs, \$323.53; Marc, Supplies, \$432.46; Marco, Copier Contract, \$56.88; McCook County EMS, Contribution, \$1,027.48; McCook County Treas. Prof. Renewal, \$200.00; McCook County Treas., Law Enforcement, \$5,200.00; McCook County Treas. Licensing Fee, \$28.70; Menards, Supplies, \$158.14; New Century Press, Publishing, \$283.72; Northwestern Energy, Utilities, \$48.94; October 1, Payroll, Streets, \$2,544.67; Rubble Site, \$359.56; Finance Officer, \$549.16; Clean Water, \$1,787.70, Drinking Water, \$1,787.70; Pfeifer Implement, Supplies, \$1,048.48; Sanitation Products, Supplies, \$595.00; SD Dept of Health, Prof. Services, \$414.00; SD Dept. of Revenue, Sales & Use Tax, \$323.02; SDSBVI, Prof Fee, \$18.55; SD Trailers, Equipment, \$13,752.00; Snyder & Assoc. Prof. Fee, \$3,798.35; TM Rural Water, Water Purchased, \$6,415.80; Team Lab, Supplies, \$350.00; Total Stop, Fuel & Supplies, \$566.03; Townsend, Kathy, Mileage & Utilities, \$70.10; US Bank Card, \$1,528.14; US Bank & Trust, Debt Service, \$32,830.70; Verizon Wireless, Utilities, \$219.83; Xcel Energy, Utilities, \$2,344.28.

The following bills were approved for payment after the last meeting: AFLAC, Full time Employees, \$426.62; Golden West, Utilities, \$343.76; JP Morgan, Equipment, \$29,812.50; SDRS, Full Time Employees, \$1,478.64; September 15, Payroll, \$5,775.76; Security State Bank, Payroll Taxes, \$4,020.30; Xcel Energy, \$2,757.13

There was no update from HDR Engineering.

The Finance Officer report included how to proceed with pet owners who have not yet registered their pet. The Finance Officer was instructed to invoice fines to those residents. The Finance Officer will be out of the office October 9 and October 10th. Bertelson motioned, support by O'Donnell to approve the report as presented, all voted yes, the motion carried.

Council Concerns:

Mayor Engbarth: The first reading of Supplemental Budget Ordinance 2025-16 was acknowledged. Bertelson motioned, supported by Miller to adopt Resolution 2025-17, Front Foot Assessment with an assessment of \$1.25 per front foot, all voted yes, the motion carried.

RESOLUTION 2025-17

A RESOLUTION PROVIDING FOR ANNUAL STREET ASSESSMENT-2026

WHEREAS, it is necessary and appropriate to maintain all streets within the City of Canistota; and

WHEREAS, the City of Canistota annually incurs expense to maintain those streets; and

WHEREAS, the City of Canistota may levy annually for the purpose of maintaining and repairing street surfacing or pavement; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Canistota, as follows:

1. Designation of lots to be assessed. All lots in the City of Canistota fronting and abutting a street shall be assessed annually on the front foot basis.
2. Amount of Assessment. There shall be levied upon all lots fronting and abutting a street One Dollar and Twenty-Five Cents, (\$1.25) per front foot. Front foot means the actual front of the premises as established by the buildings thereon, recorded title and use of the property, regardless of the original plat.
3. Assessment. The City Finance Officer is directed to add such assessment to the general assessment against the property and certify the assessment together with the regular assessment to the county auditor to be collected as municipal taxes for general purposes.
4. Assessment subject to review. The assessment is subject to review and equalization the same as assessments or taxes for general purposes.

Dated this 6th Day of October, 2025

SEAL:

Justin Lee Engbarth
Mayor, City of Canistota

ATTEST:

Kathy J. Townsend,
Finance Officer, City of Canistota

Bertelson motioned, second by O'Donnell to hold Free Fall Dump Days at the Rubble Site on Saturday, October 25th and Saturday, November 1st, 2025. Parking on 7th Ave. was discussed. There is a concern when vehicles are parked on both sides of the street for the safe passage of fire trucks, ambulance along with garbage trucks. There will be no parking at any time on the West side of 7th Avenue. A courtesy letter will be sent to all property owners along 7th Avenue. Nugteren will order the No Parking signs. Barn & Barrell did not return their license renewal and no action was taken. Nielsen and Lambertz visited with the Council about the Legion Retail On-Sale Liquor License Renewal. On a motion by Bertelson, second by O'Donnell, the license renewal was approved, all voted yes, the motion carried. Lambertz & Nielsen left the meeting at 7:09 PM. Miller motioned, second by Anderson to approve the Package Off-Sale Liquor License Renewal for Total Stop, all voted yes, the motion carried. O'Donnell motioned, second by Bertelson to include paying the invoice to Pfeifer Implement with the October claims, all voted yes, the motion carried.

O'Donnell mentioned the historic pictures on the City Facebook page. He has found historic memorabilia with the remodel of his home. Also, just a reminder, Halloween will be observed on Friday night, October 31st.

Miller had no concerns

Bertelson updated the Council on the Park Improvement Project along with the Fund Raiser, Chase the Ace, sponsored by the Lions Club and Barn & Barrel. All proceeds will go towards playground improvements. Tyler Decker is putting a plan together. Naloxone kits will be available for distribution throughout Canistota, Bertelson is compiling a list of locations. There has been no updated information available from Siouxland Libraries concerning library access in Canistota.

Anderson would like to have the first reading of an ordinance pertaining to vehicles parked in side yards to be parked on a hard surface added to the November agenda. Inviting property owners to attend a Council meeting if they receive a letter from Code Enforcement was discussed. Anderson provided an update on the bleacher wrap depicting the Hawk Logo and Football Championship titles.

At 7:44 PM, a motion to adjourn was made by Bertelson, second by Anderson, all voted yes, the motion carried. The next regular Council meeting will be held on Monday, November 3, 2025 in the Community Room at City Hall. All are welcome and encouraged to attend.

SEAL:

Justin Lee Engbarth
Mayor, City of Canistota

ATTEST:

Kathy J. Townsend
Finance Officer, City of Canistota