

# *City Council Proceedings*

The Canistota City Council met Monday, December 1, 2025 at 6:00 PM in the Canistota City Hall Community Room. City Council Members present: Mayor Justin Lee Engbarth, Jamie Miller, Donovan O'Donnell, Jerry Bertelson and Matt Anderson. Others present: Maintenance Supervisor, Darin Nugteren, Maintenance Assistant, Brandon Dolejsi, Finance Officer, Kathy J. Townsend, Sean Hegyi, Gabe Laber, and Fire Chief Dave Miller.

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

The October Sheriff's report was acknowledged, no report for November was received.

Nugteren and Dolejsi presented the Planning and Zoning report: Four building permits were approved in November. Nugteren consulted with SECOG Planning District concerning sidewalks being installed in new subdivisions and developments. The P & Z Commission will review a Plat for Council consideration for the January, 2026 meeting. The report was approved as presented by Bertelson, second by O'Donnell, all voted yes, the motion carried.

D. Miller presented the report for the Canistota Volunteer Fire Department: The Department responded to four rescue and five fire calls in November. The Department will be holding their annual officer's election at their December meeting. No new training has been scheduled. Bertelson motioned to approve the report, second by Anderson, all voted yes, the motion carried. Miller left the meeting at 6:10 PM

The Canistota Development Corporation had no new update available at this time.

Nugteren and Dolejsi presented the maintenance report for November: The new dump trailer has been licensed. The equipment that needed repairs has been completed with the equipment back in Canistota and being utilized. The mules were in the shop for necessary repairs and updates. The ice rink will be open to the public in the next week. The pool has been winterized. The snow pile near the school at the intersection of 4<sup>th</sup> and Main was discussed for pedestrian safety in the cross walk. Nugteren will push the pile further east on Main Street with future snow removal. The maintenance crew does remove the windrow and snow piles fairly quickly after a storm. The report was approved on a motion by Anderson, second by Bertelson, all voted yes, the motion carried

At 6:30 PM, Mayor Justin Lee Engbarth declared the Public Hearing portion of the meeting open: Notice was given the City of Canistota will hold a Public Hearing on Monday, December 1 at 6:30 PM, regarding drinking water and sewer utility improvements. The purpose of the public hearing is to discuss the proposed project, the proposed financing, and the source of repayment for any loans. Sean Hegyi, SECOG Representative for the City of Canistota informed the Council of various surcharge fees depending on the funding package awarded from DANR. The DANR Board will meet March 27<sup>th</sup> in Pierre to give awards to those eligible cities. Laber indicated when Phase 4 is completed, there are no more phases as the water tower is being replaced in this Phase. The timeline was discussed: the application for the city will be submitted by SECOG and is due to DANR by January 1<sup>st</sup>, 2026. There was no one present either for or against the proposed project and Mayor Engbarth declared the Public Hearing over at 6:50 PM. Laber and Hegyi left the meeting at 6:50 PM.

There were no citizen concerns.

Miller motioned, second by Anderson to approve payment of the following bills, including those not received in time for the meeting so late fees and penalties can be avoided, all voted yes, the motion carried:

Addy Disposal, Collections Fee, \$4,668.43; Al's Feed, Supplies, \$75.50; American Bank & Trust, Debt Service, \$48,425.75; Badger Meter, Prof. Fees, \$86.75; Cadwell, Sanford, Deibert & Garry, Prof. Fee, \$336.00; CDC, Annual Contribution, \$5,000.00; City of Canistota, \$400.00; Core & Main, Supplies, \$236.96; December Payroll, Streets, \$1,763.11, Finance Office, \$484.42, Clean Water, \$1,552.51, Drinking Water, \$1552.51; Dakota Fluid Power, Repairs, \$14,687.15; Fiala, Brandy, Utility Reimbursement, \$200.00; Golden West, Utilities, \$373.00; Great Plains Electric, Repairs, \$470.97; HDR, Prof. Fee, \$2,057.50; Hercu Lift, Prof. Fee, \$640.00; Marco, Copier Contract, \$64.66; McCook County EMS, Final Contribution, \$1,027.48; McCook County Treas., Law Enforcement, \$5,200.00; Menards, Supplies, \$288.24; New Century Press, Publishing, \$161.13; Northwestern Energy, Utilities, \$82.26 Sanitation Products, Repairs, \$9,432.39; SD Dept of Health, Prof. Services, \$20.00; SD Dept. of Revenue, Sales & Use Tax, \$325.93; SD One Call, Prof. Fee, \$29.40; TM Rural Water, Water Purchased, \$4,898.80; Total Stop, Fuel & Supplies, \$616.14; Townsend, Kathy, Utilities, \$70.10; Town Web, Annual Fee, \$1,215.00; US Bank Card, \$1,433.31 Verizon Wireless, Utilities, \$229.13

The following bills were approved for payment after the last meeting: AFLAC, Full time Employees, \$426.62; McCook County Treas. Prof. Fees, \$28.70; November 15, Payroll, \$5,477.20; SDRS, Full Time Employees, \$1,647.60; Security State Bank, Payroll Taxes, \$3,802.18;

The Finance Officer had no report or updates for the Council.

#### Council Concerns:

Mayor Engbarth: On a motion by Miller, second by Bertelson, the second reading of Ordinance 2025-18, Conditional Use for Shouse/Barndominiums was reviewed and adopted, all voted yes, the motion carried. The Ordinance is printed elsewhere in this issue of The Special. Ordinance 2025-19 was discussed with the Ordinance going back to SECOG to address Council concerns. The second reading of Ordinance 2025-20 was reviewed and adopted on a motion by O'Donnell, second by Miller, all voted yes, the motion carried. The Ordinance is printed elsewhere in this edition of The Special. Miller motioned to adopt Resolution 2025-21, Application for CW Financial Assistance in the Phase 4 Improvement Project, all voted yes, the motion carried.

### **RESOLUTION 2025-21**

RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AUTHORIZED REPRESENTATIVES TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Canistota (the "City") has determined it is necessary to proceed with the Phase 4 Street and Utility Improvement project (the "Project"); and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the "Board") will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the Application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project,

NOW THEREFORE BE IT RESOLVED by the City as follows:

1. The City hereby approves the submission of an Application for financial assistance in an amount not to exceed \$6,307,000 to the Board for the Project.

2. The Mayor and Council President are hereby authorized to execute the Application and submit it to the Board, and to execute and deliver such other documents and perform all acts necessary to effectuate the Application for financial assistance.

3. The Mayor and Council President are hereby designated as authorized representatives of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

Adopted at Canistota, South Dakota, this 1<sup>st</sup> Day of December, 2025

APPROVED:

SEAL

Justin Lee Engbarth,  
Mayor, City of Canistota

Attest:

Kathy J. Townsend,  
Finance Officer, City of Canistota

Bertelson motioned, second by Miller to adopt Resolution 2025-22, an application for DW Financial Assistance in the Phase 4 Improvement Project, all voted yes, the motion carried:

#### **RESOLUTION 2025-22**

RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AUTHORIZED REPRESENTATIVES TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Canistota (the "City") has determined it is necessary to proceed with the Phase 4 Street and Utility Improvement project (the "Project"); and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the "Board") will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the Application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project,

NOW THEREFORE BE IT RESOLVED by the City as follows:

1. The City hereby approves the submission of an Application for financial assistance in an amount not to exceed \$7,185,000 to the Board for the Project.

2. The Mayor and Council President are hereby authorized to execute the Application and submit it to the Board, and to execute and deliver such other documents and perform all acts necessary to effectuate the Application for financial assistance.

3. The Mayor and Council President are hereby designated as authorized representatives of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

Adopted at Canistota, South Dakota, this 1<sup>st</sup> Day of December, 2025

APPROVED

SEAL

Justin Lee Engbarth  
Mayor, City of Canistota

Attest:

Kathy J. Townsend  
Finance Officer, City of Canistota

Anderson motioned, second by Bertelson if a Municipal Election is necessary, it will be combined with Canistota School District and will be held on Tuesday, June 2, 2026, all voted yes, the motion carried. Bertelson motioned, second by O'Donnell to enter into a contract for legal services in 2026 with the law firm of Cadwell, Sanford, Deibert & Garry, all voted yes, the motion carried. A utility abatement was discussed. The finance officer was directed to send a follow up letter with a January 15, 2026 deadline to bring the account current to avoid collections through small claims court.

Bertelson updated the Council on the Park Improvements. The playground equipment has been decided upon. Final costs are being prepared before the proposal is submitted to the Council for their approval. After that, grant and fund-raising opportunities will be explored.

O'Donnell had no concerns.

Miller had no concerns

Anderson had no concerns.

Bertelson motioned to adjourn the meeting at 8:10 PM, second by Anderson, all voted yes, the motion carried. The next meeting of the Canistota City Council will be held Monday, January 5, 2026 at 6 PM in the Community Room of 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