

City Council Proceedings

The Canistota City Council met Monday, January 5, 2026 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 Assistant, Brandon Dolejsi, Finance Officer, Kathy J. Townsend, Kyle Sokulski, and Fire Chief Dave Miller. Deputy Haley Mayou arrived at 6:25 PM; Absent: Maintenance Supervisor Darin Nugteren.

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

Bertelson motioned to amend the agenda to include action on the contract with Code Enforcement Specialists along with the contracts from Schoenfish & Co, second by O'Donnell. The amended agenda was approved on a motion by Miller, second by Anderson, all voted yes, the motion carried.

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

D. Miller presented the report for the Canistota Volunteer Fire Department: The Department responded to four rescue and four fire calls in December. Miller submitted an updated list of Volunteer Fire Department Members. The Department has 16 members with one member as an EMT only. Dave Miller is serving as Fire Chief and Matt Klinkhammer is First Assistant Chief. Concerns were discussed with streets having both an entrance and exit for Fire Department access, unless the street has been designated as a cul-de-sac. The mayor inquired about adding maintenance staff to the alert system, Miller said the alert could be sent to City cell phones for Nugteren and Dolejsi. O'Donnell motioned to approve the report, second by Anderson, all voted yes, the motion carried. Miller left the meeting at 6:23 PM

The Sheriff's written reports for November and December were reviewed. Deputy Mayou was present to answer questions and concerns from the Council. Deputy Mayou left the meeting at 6:30 PM

Mayor Justin Lee Engbarth opened the Public Hearing portion of the meeting. The hearing is for Council action on the Planning and Zoning Commission's recommendation to approve the Plat of Gray Duck Landing to the City of Canistota. No one was present either for or against the adoption of the Plat and on a motion by Bertelson, second by O'Donnell, the Plat was approved:

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, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, and 13 of Gray Duck Landing Addition, an Addition to the City of Canistota, McCook County, South Dakota, lying within platting jurisdiction of the City of Canistota is approved and endorse on such plat copy of the resolution and the same thereon.

Adopted this 5th Day of January, 2026

SEAL

ATTEST:

Justin Lee Engbarth
Mayor, City of Canistota, SD

Kathy J. Townsend
Finance Officer, City of Canistota, SD

Kyle Sokulski with Snyder & Associates presented final Pay App #9, Retainage Release for the Phase 3 project. The pay app is in the amount of \$301,606.07, this amount included the deduction for work completed by the City. The retainage release request was approved on a motion by Miller, second by Bertelson, all voted yes, the motion

was approved. Mayor Engbarth confirmed with Sokulski, there will be no further invoices submitted by Snyder & Associates with Sokulski agreeing that is true. Sokulski left the meeting at 6:40 PM.

Dolejsi presented the Planning and Zoning report: The P & Z Commission met and reviewed a Plat for Gray Duck Landing in the City of Canistota, giving their approval of the Plat to City Council. Several set-back questions from residents were addressed. The report was approved as presented by Bertelson, second by O'Donnell, all voted yes, the motion carried.

The Canistota Development Corporation met in December; the group is pursuing the purchase of property. CDC will meet in January. The report was approved

Citizen Concerns: A citizen expressed concerns over open burning at a property on Ash Street. Dolejsi has addressed the concern with the property owner.

Dolejsi presented the maintenance report for December: The maintenance staff has been on reduced hours due to the Holidays and using vacation time. The crew completed plowing City streets and snow removal from Main Street. Miller appreciates the early morning hours of the staff to remove snow before the school day begins. Dolejsi gave an update on the lagoon, the rubble site, the ice-skating rink, Stalting Park picnic shelter, and a water break at the pool. The report was approved on a motion by Bertelson, second by O'Donnell, all voted yes, the motion carried

Bertelson motioned, second by Anderson to approve payment of the following bills, all voted yes, the motion carried.

Addy Disposal, Collections Fee, \$4,768.73; Al's Feed, Supplies, \$28.00; Alphagraphics, Supplies, \$309.66; American Ink, Prof. Fee, \$200.00; Badger Meter, Prof. Fees, \$86.75; Bertelson, Jerry, Prof. Reimbursement, \$99.00; Bright Arrow, Prof. Fee, \$65.00; Cadwell, Sanford, Deibert & Garry, Prof. Fee, \$196.00; Canistota Volunteer Fire Dept., Annual Contribution, \$15,000.00; Code Enforcement Spec. Prof. Fee, \$1,500.00; Fox Print, Prof Fee, \$1,593.33; Golden West, Utilities, \$372.77; Great Plains Electric, Repairs, \$4,273.09; H & W Contracting, Final Pay App #9, \$301,606.07; Humane Society, Prof. Fee, \$62.00; January 1, Payroll, Streets, \$1,930.28, Clean Water, \$2,007.20, Drinking Water, \$2,007.19; Finance Officer, \$679.87; Marco, Copier Contract, \$64.66; McCook County Highway Dept. Prof Fee, \$1,002.83; McCook County Treas., Law Enforcement, \$5,200.00; Menards, Supplies, \$59.88; New Century Press, Publishing, \$265.50; Northwestern Energy, Utilities, \$341.94; SDARWS, Dues, \$445.00; SD DANR, Dues, \$650.00; SD Dept. of Health, \$40.00; SD Dept of Revenue, Sales & Use Tax, \$324.69; SDGFOA, Dues, \$50.00; SDSMA, Dues, \$35.00; SDML, Dues, \$1,062.00; SECOG, Dues, \$1,247.00; SECOG, Prof. Fee, \$2,500.00; TM Rural Water, Water Purchased, \$4,269.80; Total Stop, Fuel & Supplies, \$843.95; Townsend, Kathy, Utilities, \$50.00; US Bank Card, \$1,627.98; US Bank Trust, Debt Service, \$50,312.26; Verizon Wireless, Utilities, \$210.69; Xcel Energy, Utilities, \$2,282.08.

The following bills were approved for payment after the last meeting: AFLAC, Full time Employees, \$426.62; Council Payroll, 4th Quarter, \$2,354.94; December 15 Payroll, \$5,085.50; SDRS, Full Time Employees, \$1,469.64; Security State Bank, Payroll Taxes, \$3,745.80; Xcel Energy, Utilities, \$2,116.26

The Finance Officer report included utility delinquencies updates. Mayor, Council and staff payroll must be listed individually in the January Proceedings: Mayor, \$150.00 per month and \$150.00 per meeting; City Council, \$150 per meeting, \$75.00 per special meeting for both Mayor and Council; Maintenance Supervisor, \$26.16/hour; Maintenance Assistant, \$22.25/hour; Finance Officer, \$23.90/hour; Full time staff attending Council meetings will receive \$50.00 per meeting; Parttime maintenance assistant, \$17.51/Hour; Parttime maintenance, \$14.00/Hour; Rubble Site Attendant, \$14.42/Hour. Parttime summer help payroll will be determined at the time of hiring. After discussion, Bertelson motioned, second by O'Donnell to enter into a contract with the Sioux Falls Humane Society for fiscal year 2026, all voted yes, the motion carried. A contact number for City Staff will be provided to the Humane Society for direct contact before an animal is left with the Humane Society. Miller motioned, second by O'Donnell to have the Finance Officer pay all bills and invoices in a timely fashion to avoid penalties and late

fees, all voted yes, the motion carried. Anderson motioned to approve the finance report, second by Miller, all voted yes, the motion carried.

Council Concerns:

Mayor Engbarth: On a motion by Bertelson, second by O'Donnell, Mayor Engbarth will sign letters of engagement with Schoenfish & Co to perform both the Annual Audit Report and Biennial Audit for the City of Canistota, all voted yes, the motion carried. Bertelson moved, supported by Anderson to enter into a contract for 2026 with Code Enforcement Specialist, all voted yes, the motion passed. Since Nugteren was absent, the first reading of Ordinance 2025-19 will take place at the February 2nd Council meeting. Miller motioned, second by Bertelson to abate \$32,220.46 for City of Canistota 2025 utility use, along with \$133,805.25 utility billing for the meter pit, all voted yes, the motion carried.

O'Donnell had no concerns

Miller had no concerns

Bertelson updated the Mayor and Council on a meeting he attended concerning the future of energy, including nuclear, renewable and conventional. Bertelson also has received Naloxone kits from Emilys Hope; one kit will be held at City Hall with kits placed at various businesses in Canistota.

Anderson would like to see property owners who own nuisance properties in the City, attend Council meetings to discuss their property and to offer options to bring that property into compliance with code enforcement and City Ordinances.

Anderson motioned to adjourn the meeting at 7:42 PM, second by Bertelson, all voted yes, the motion carried. The next meeting of the Canistota City Council will be held Monday, February 2, 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