

City Council Proceedings

The Canistota City Council met Monday, August 3, 2026 at 6:00 PM in the Canistota City Hall Community Room. City Council Members present: Mayor Justin Lee Engbarth, Jamie Miller, Matt Anderson and Jerry Bertelson. Others present: Maintenance Supervisor, Darin Nugteren, Maintenance Assistant, Brandon Dolejsi, Finance Officer, Kathy J. Townsend, Professor Suzanne Smith, Fire Chief Dave Miller, Nichole Engbarth and Shanna Koenig-Campbell, Gabe Laber and Caleb Musick arrived at 6:05 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, Miller second, the motion carried.

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

The written report submitted by the Sherrif Department for June was approved as presented. The report was approved on a motion by Miller, supported by Bertelson, the motion carried.

Chief Miller presented the report for the Volunteer Fire Department: They responded to six rescue calls and three fire calls. The Department Fund Raiser is scheduled for August 15th, 6 PM at the Fire Hall; the funds raised will support the purchase of a fire truck. The report was approved on a motion by Anderson, second by Bertelson, the motion carried. Chief Miller left the meeting at 6:10 PM.

Suzanne Smith with the Augustana Research Council provided an update on the Housing Study for the City of Canistota. She completed a tour of Canistota, will gather data along with interviewing stakeholders with the City of Canistota. A final report will be completed and presented to the Mayor and City Council in January of 2027. Smith left the meeting at 6:15 PM

Nugteren and Dolejsi presented the Planning and Zoning Report: Dirt work will begin soon on the Pine View Twin Home Development. Nugteren answered concerns from citizens about setbacks and zoning ordinances. Several locates were also called in for various projects. Miller motioned, second by Anderson to approve the report as presented. All voted yes, the motion carried.

Mayor Justin Lee Engbarth opened the public hearing portion of the meeting: No one was present for or against approving the One-Day Liquor License for the Canistota Volunteer Fire Department for their August 15th Fundraiser, and on a motion by Miller, second by Anderson, the One-day License was approved with a fee of \$175.00 payable to the City of Canistota, all voted yes, the motion carried. Mayor Engbarth closed the public hearing portion of the meeting.

At 6:20 PM, Mayor Justin Lee Engbarth asked for a motion to enter into executive session for personnel per SDCL 1-25-2-1, motion by Miller, second by Bertelson, all voted yes. City Staff along with Gabe Laber and Caleb Musick left the meeting.

Mayor Engbarth declared Executive Session over at 6:25 PM with the Council convening in open session. City Staff along with Laber and Musick rejoined the meeting.

There were two interested parties in filling the open Council position from Ward 2. After visiting with the Council, the two applicants drew cards to see who would fill the position. Nichole Engbarth was sworn in and welcomed as Ward 2 Council representative. This is a one year appointed position.

Citizen Concerns:

Koenig-Campbell expressed her concerns about lack of communication during recent street improvements in her neighborhood, she asked the city to hold contractors responsible to keep affected residents informed. Campbell is also concerned with speeding on Ash Street along with the stop sign at the corner of 7th and Ash being regarded as a yield sign rather than a stop sign. She asked if speed bumps could be considered as a deterrent to speeding.

Anderson presented the Canistota Development Corporation report: The group met on Thursday, August 30th with nothing significant to report. Miller approved the update, second by Engbarth, all voted yes, the motion carried.

City Engineers: Laber and Musick informed the Mayor and Council on the design progress for the proposed Phase 4 Improvement Project. Preliminary water and sewer alignment is established, drainage, utilities, and street widths were also discussed. There will be a Public Open House to be held on Tuesday, October 13th at 7 PM. If available, the meeting will be held at the American Legion Hall. Watch for further information.

Laber and Musick left the meeting at 7:05 PM

Nugteren & Dolejsi presented the Maintenance report for July: One dog was impounded and was picked up the dog's owner. Violations to City Ordinances concerning campers and mowing were discussed. Sprinklers at the Sports Complex have been repaired. Options for an expansion at City Hall were discussed. Weeds are being sprayed, along with Dolejsi spraying for mosquitos. The old grandstand has been painted with equipment rented to also paint the Round House and repair the soffits. The rubble site gate was vandalized and is being repaired. Nugteren plans on crack sealing streets this fall. He is also in contact with Clark Paving to level some streets where service lines have settled. Cross walks will be painted before school starts. A new service contract with TM Rural Water is being prepared. The maintenance report was approved as presented on a motion by Bertelson, second by Miller, all voted yes, the motion carried.

Koenig-Campbell left the meeting at 7:45 PM

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

Addy Disposal, Collections Fee \$5,061.12; Alphagraphics, Supplies, \$107.32; Al's Feed, Supplies, \$28.00; Anderson, Marc, Utility Reimbursement, \$2.03; August 1, Payroll, Streets, \$2,545.88, Parks, \$1,590.66, Pool, \$5,548.04, Finance Office, \$561.39, Clean Water, \$1,914.10, Drinking Water, \$1,914.10; Augustana University, Prof. Fee, \$1,250.00; Badger Meter, Prof. Fees, \$805.22; Cadwell, Sanford, Deibert & Garry, Prof. Fees, \$811.00; Canistota Volunteer Fire Dept. Annual Contribution, \$10,000.00; City of Canistota, Utility Payment, \$197.97; Core & Main, Supplies, \$100.89; Dakota Fluid Power, Repairs, \$303.12; Golden West, Utilities, \$431.40; HDR, Prof Fees, \$30,000.00; Health Pool of SD, Insurance, \$2,652.63; Madison National Life Ins., \$15.01; Marco, Copier Contract, \$70.63; McCook County Treas., Law Enforcement, \$5,350.80; Menards, Supplies, \$926.18; New Century Press, Publishing, \$136.98; North Western Energy, Utilities, \$49.30; RTC Pedal Pulls, Prof. Fee, \$387.00; Schoenwald Landscape, Repairs, \$2,400.00; SD 811, Locates, \$40.95; SD Dept. of Health, Prof. Fee, \$20.00; SD Dept of Revenue, Sales & Use Tax, \$534.86; TM Rural Water, Water Purchased, \$8,054.20; Total Stop, Fuel & Supplies, \$1,784.55; Townsend, Kathy, Utilities & Mileage, \$91.00; US Bank, Supplies, \$3,156.36; Verizon Wireless, Utilities, \$209.26; Xcel Energy, Utilities, \$3,803.08.

The following bills were approved for payment after the last meeting: AFLAC, Full time Employees, \$426.62; July 15th Payroll, \$6,930.41; July 15 Pool Payroll, \$4,160.26; Purple Wave, 2017 Dodge Pickup, \$15,400.00; SDRS, Full Time Employees, \$1,646.22; Security State Bank, Payroll Taxes, \$5,561.52.

The Finance Officer's report included an update on delinquent utility bills. Per SDCL, Employee salaries must be published annually, A 2% raise was given to the following employees in July with specific payroll as follows: Maintenance Supervisor, \$26.68/Hour; Maintenance Assistant, \$22.70/Hour, Finance Officer, \$24.38/Hour, Hoiten- Parttime, \$17.86/Hour and Townsend- Parttime \$14.28/Hour. Summer employee salaries were published at the time of their hire. A grant award from Xcel Energy supporting the Park Improvement Project was discussed. The Finance Officer's report was approved on a motion by Miller, second by Bertelson, all voted yes, the motion carried.

Council Concerns:

Mayor Engbarth: The first reading of the 2027 Appropriations Ordinance 2026-06 was acknowledged. On a motion by Bertelson, supported by Engbarth, Resolution 2026-07 was adopted as presented, all voted yes, the motion carried.

RESOLUTION 2026-07

A RESOLUTION PROVIDING FOR ANNUAL STREET ASSESSMENT

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 3rd Day of August, 2026

SEAL:

Justin Lee Engbarth

Mayor, City of Canistota

ATTEST:

Kathy J. Townsend,

Finance Officer, City of Canistota

Miller motioned, supported by Anderson to adopted SECOG's Resolution 2026-08, Adopting Safe Streets for All, all voted yes, the motion passed.

RESOLUTION NO. 2026-08

A RESOLUTION OF THE CITY OF CANISTOTA, SD CITY COUNCIL ADOPTING A SAFE STREETS FOR ALL (SS4A) COMPREHENSIVE SAFETY ACTION PLAN

WHEREAS, traffic fatalities and serious injuries represent a significant public health concern nationally, statewide, and locally, with rural counties experiencing disproportionately high rates of fatal and serious crashes; and

WHEREAS, the United States Department of Transportation's **Safe Streets and Roads for All (SS4A)** program, established through the Infrastructure Investment and Jobs Act (IIJA), provides federal funding to support the development and implementation of comprehensive, data-driven roadway safety plans aimed at eliminating traffic-related deaths and serious injuries; and

WHEREAS, a **Comprehensive Safety Action Plan** is required to identify high-injury networks, analyze crash data, elevate community input, and prioritize evidence-based strategies to reduce and ultimately eliminate fatal and serious traffic crashes; and

WHEREAS, a regionwide Comprehensive Safety Action Plan has been developed through the South Eastern Council of Governments (SECOG) to establish clear safety goals, performance measures, underrepresented consideration, and implementation strategies that reflect local needs across nineteen cities and one county; and

WHEREAS, the City of Canistota is one of the participating communities in the SECOG Comprehensive Safety Action Plan and has also completed a Canistota Local Safety Action Plan that develops more specific policy and project recommendations for Canistota streets and roadways.

WHEREAS, approval of this Resolution satisfies the requirement for formal governing body commitment as part of an application for SS4A Planning, Implementation and Demonstration Grant funding. The Mayor of Canistota is authorized to sign all applicable SS4A grant application documents.

NOW, THEREFORE, BE IT RESOLVED BY THE CANISTOTA CITY COUNCIL:

1. Authorization

The City of Canistota City Council hereby approves the **SECOG and City of Canistota Safe Streets for All Comprehensive Safety Action Plans** consistent with SS4A program requirements.

2. Commitment to Safety Goals

That the City adopts Vision Zero as a guiding principle and commits to working toward the complete elimination of traffic fatalities and serious injuries through the adoption of the Comprehensive Safety Action Plan.

3. Outcome-based safety metrics

The City will monitor three outcome-based safety metrics as evidence of progress to reaching their safety goals including:

- Annual number of roadway fatalities and serious injuries (KSI).
- Five-year rolling averages for fatalities and serious injuries to smooth annual variability.
- Changes in crash frequency and severity along the High-Injury Network.

4. Designation of Responsible Authority

The City of Canistota City Council is authorized to monitor the implementation of this Resolution and the SS4A Comprehensive Safety Action Plan.

ADOPTED this 3rd Day of August, 2026

SEAL:

Justin Lee Engbarth,
Mayor, City of Canistota

ATTEST:

Kathy J. Townsend
Finance Officer, City of Canistota

The Canistota City Council will convene on Labor Day, the First Monday of September for their regular Council meeting.

On the recommendation of the City Insurance with SDPAA and Safety Benefits, Anderson, supported by Bertelson, the City of Canistota will adopt an Emergency Procedure Manual, all voted yes, the motion carried. Several emergency scenarios are addressed in the manual, including protocol for an active shooter and safety in the finance office.

Miller had no concerns

Bertelson asked if the Library Committee could create a Facebook page for the Library, the Council agreed. Storage, for the generous book donations, was discussed; more information will be brought to the September Council meeting.

Anderson had no concerns

Engbarth had no concerns

At 8:20 PM, Anderson motioned, supported by Engbarth to adjourn the meeting, all voted yes, the motion carried.

The next regular meeting of the Canistota City Council will be held Monday, September 7th, 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