

**CITY OF WORTHING
APPROVED MINUTES
REGULAR SESSION
MONDAY AUGUST 1, 2016**

CALL TO ORDER

The Commissioners of the City of Worthing met in regular session on Monday August 1, 2016 at 7:00 P.M. in the Worthing Civic Center.

Mayor Eric Saugstad presided. The following commissioners were present: Sheri Lund, Crystal Jacobson, Ryan Schlieman and Eric Bunkers. Also in attendance were Finance Officer Linda Hunnel and Deputy Finance Officer Travis Harford. (Note: Herein after all attendees will be referred to by last name and the first initial if necessary for distinction.)

APPROVAL OF AGENDA

Motion by Bunkers to approve the agenda for the August 1, 2016 regular monthly meeting. Jacobson seconded. Motion carried, all voting aye.

Mayor Saugstad led the meeting with the Pledge of Allegiance.

OPEN PUBLIC SPEAKING

Jim Bolin, SD State Representative, introduced himself to the Commission and spoke on bills and legislation brought before the State House and Legislature last year.

OLD BUSINESS

MINUTES OF JULY 12, 2016 REGULAR MEETING

Lund motioned to approve the minutes of the July 12, 2016 meeting with the following correction: LWCF Grant Funding Update- BHI Construction LLC was erroneously listed as BMI. Bunkers seconded the corrected minutes. All votes "aye", motion carried. Finance Officer Hunnel apologizes to BHI Construction LLC for the error and thanks them for their generosity in offering free labor for the construction of a picnic shelter, in the event the LWCF grant is awarded.

JUNE FINANCIAL REPORTS

The Worthing City Commission reviewed the June Revenue and Expense Reports. Finance Officer Hunnel has just taken over the duties Limestone was performing and asked for additional time to prepare the bank reconciliation. Adam Jans, Parker Finance Officer, has agreed to assist Hunnel with June's report. Bunker made a

motion, seconded by Schlieman, to table the June Cash Report until the August 8th meeting.

LWCF GRANT FUNDING UPDATE

Jacobson discussed the shelter project with the commission. Jacobson asked that the shelter size be changed to 24x44, due to a suggestion from the builder. Prices on picnic tables and swing set replacement items were obtained. The deadline for the grant application is August 26th. Hunnel will assist with the grant application.

CODE ENFORCEMENT UPDATE

Finance Officer Hunnel reviewed July code enforcement efforts with the commission. Hunnel will concentrate on several cases of unlicensed vehicles and abandoned property in August.

XCEL GRANT

Finance Officer Hunnel had spoken with Xcel concerning projects that would qualify for an Xcel Grant. Electronic scoreboards were not eligible for funding. The Commission discussed Worthing Rec Complex signage or a welcome sign at the western city limits; projects that would fulfill the Xcel Grant requirements of promoting the City of Worthing. Prices on these projects will be obtained.

PARK STREET YARD RESTORATION

There was no action taken on the Park Street yard restoration request. Mayor Saugstad will contact the homeowner for further information on the issue.

NEW BUSINESS

DSG PRESENTATION-TYLER SMITH

Tyler Smith of Dakota Supply Group gave a presentation on a radio controlled water meter system. This system would track meter tampering, leakage, reverse flow and water temperature. Meters would be read via a laptop or cell phone, eliminating the need for residents to submit monthly meter reads.

The Commission reviewed the 2015 and 2016 Water Loss Reports.

2016 RECREATIONAL TRAIL PRE-CONSTRUCTION MEETING

City Maintenance Phil Wolf, Finance Officer Hunnel, Deputy FO Harford, City Engineer Jon Fischer and Matt Millage of Soukup Construction held a pre-construction meeting on July 29th in the Worthing Finance Office. The Worthing Rec Trail project is scheduled to begin on August 10th. Motion by Bunkers, second by Jacobson, to approve the Mayor's signature on the construction contract for the Recreational Trail-Phase 1. Motion carried, all voting aye.

REZONING HEARING SCHEDULED

The Rezoning Hearings for Lots 1 & 2, Block 3 of Worthing Original Addition from R-1 to GB will be held at the August 8th City Commission Meeting at 7:15 PM in the Worthing Civic Center.

MAINTENANCE REPORT

The Commission reviewed the August 1st Maintenance Report. Items discussed included: lagoon cell algae growth, mowing and spraying weeds, pump hours, smoke testing, 1st and Poplar pothole, culvert lining status and mower repair.

DEPARTMENT HEAD REPORTS

FINANCE OFFICE REPORT

Finance Officer Hunnel spoke to Lincoln County agencies concerning changing north\south streets to avenues within city limits in July and informed the commission that she was told it would be a large undertaking. This project is in the research stage, no decisions will be made without public input.

Schoenfish & Co. conducted their annual audit in July at the finance office.

Monthly and quarterly reports and entries previously done by Limestone have been completed and submitted by Hunnel.

Hunnel and Harford will meet with Mayor Saugstad and Commissioner Lund for 2017 budget preparation.

PUBLIC UTILITIES

Schlieman said more chemicals have been purchased to add to lagoon cells for algae and odor control.

PUBLIC SAFETY

Bunkers attended the semi-annual meeting of the Worthing Fire Department Board on July 14th. 367 structures will be assessed to the City of Worthing at a rate of \$85 per structure.

PUBLIC WORKS

Jacobson had no report.

FINANCE & REVENUE

Lund had no report.

MAYOR'S REPORT

Mayor Saugstad also attended the semi-annual Worthing Fire Dept. Board Meeting.

The department is currently revamping their financial reports to include additional detail for budgeting purposes.

Mayor Saugstad called for a brief recess at 9:11 PM. Mayor Saugstad called the meeting back to order at 9:20 PM.

EXECUTIVE SESSION

Bunkers made a motion to enter into Executive Session at 9:20 PM to discuss possible litigation and personnel issues. Jacobson seconded. Motion carried. Mayor Saugstad called the meeting back to order at 10:16. No action was taken.

ADJOURNMENT

Bunkers motioned to adjourn at 10:17 p.m. Schlieman seconded. All votes “aye”; motion carried.

The next regular meeting of the Worthing City Commission will start at 7:00 PM, Monday August 8th, 2016.

Eric S. Saugstad, Mayor

Linda D. Hunnel, Finance Officer