

**CITY OF WORTHING
APPROVED MINUTES
REGULAR SESSION
MONDAY, DECEMBER 10, 2018**

CALL TO ORDER

The Commissioners of the City of Worthing met in regular session on Monday, December 10, 2018 at 7:00 P.M. in the Worthing City Hall.

Mayor Bradley Hazuka presided. The following Commissioners were present: Denise Moani Nelson and Sheri Lund. Commissioner John Ganschow arrived at 7:27. Commissioner Crystal Jacobson arrived at 7:37 pm. Also in attendance were Finance Officer Linda D. Hunnel, and Maintenance Tech Jake Haar.

PLEDGE OF ALLEGIANCE

Mayor Hazuka led the meeting in the pledge of allegiance.

APPROVAL OF AGENDA

Motion by Lund to approve the December 10, 2018 posted agenda. Nelson seconded the motion. Motion carried, all voting aye.

OPEN PUBLIC SPEAKING

There was no one present for open public speaking.

MAINTENANCE REPORT-deferred until end of meeting

FINANCE OFFICER REPORT

Finance Officer Hunnel asked the Commission about City Hall hours on Christmas Eve. The Commission agreed that City Hall will be closed Christmas Eve and New Year's Eve. Employees will use vacation pay or personal time for these days. Hunnel gave a brief presentation on Forte Payment Systems, a system to allow utility customers to pay their bill by credit card through the city website in addition to over the phone or in person. There will be a small user fee for this service, which will be passed on to the customer. Lund made a motion to approve the implementation of Forte Payment Systems, second by Nelson. Motion carried, all voting aye. Hunnel reported that there had been a situation in town of a residence harboring an excessive number of cats. With the help of the SF Humane Society and City Attorney Brenda Ask, the issue has been resolved. City Employees discovered someone installing a steel roof with exposed fasteners, which is against city code. The project was halted. There was also an inquiry into building a large accessory building on a residential lot. Accessory buildings in residential districts must meet R1 zoning regulations; running a business from a residential property is prohibited. Hunnel asked the Commission to read State Attorney Marty Jackleys opinion on competitive bidding requirements for water tower painting and maintenance that was in the SDML magazine this month. Jackley's opinion was that water tower painting needed to be bid according to state bid laws and did not fall under a maintenance agreement. This concurred with the City's position earlier this year to go out for bid on our upcoming water tower project. There will be a State Transportation Study meeting on Thursday December 13 in Canton. Hunnel will plan on attending this meeting.

COMMISSIONER REPORTS

PUBLIC UTILITIES

Commissioner Jacobson had received a call concerning a legal matter and wished to discuss this in executive session.

FINANCE AND REVENUE

Commissioner Lund reported that the Lincoln County Sheriff's Department had some strong leads on the recent break-ins and asked that any resident that had outside video from midnight December 6th to 4 am December 7th, please contact City Hall.

PUBLIC SAFETY

Commissioner Nelson has been working with Police Chief Travis Johns concerning hours and scheduling. Nelson asked to discuss employee matters in Executive Session.

PUBLIC WORKS

Commissioner Ganschow had no report.

MAYOR'S REPORT

Mayor Hazuka had no report.

REGULAR BUSINESS

November 19th MINUTES

Lund motioned to approve the November 19, 2018 minutes. Nelson seconded. Motion carried, all voting aye.

DECEMBER 10TH CLAIMS & NOVEMBER EMPLOYEE WAGE BREAKDOWN

Lund motioned to approve the December 10th, 2018 Claims in the amount of \$30,552.60 and the November 2018 Employee Wage Breakdown. Nelson seconded the motion. Motion carried, all voting aye.

The Commission reviewed the November Revenue, Expense and Cash Report. Lund motioned to approve the November Cash Report. Nelson seconded. Motion carried, all voting aye. The Commission also reviewed the 2018 YTD Budget Worksheet.

SECOND READING ORD. 2018-287-1 OFF STREET PARKING

Mayor Hazuka gave the second reading of Ord. 2018-287-1-Off Street Parking. Motion by Nelson, second by Ganschow, to approve Ord. 2018-287-1, An Ordinance Amending Chapter 11, Section 11.04, Off Street Parking of the 2012 Revised Zoning Regulations for the City of Worthing, Lincoln County, South Dakota. Motion carried, all voting aye.

CHICKEN PERMIT-ORDINANCE 2014-268-3

Jeris Deboer of 614 W. Beck Street brought in a petition to harbor chickens, with the additional neighbor's signatures requested by the Commission at a previous meeting. As this requirement has been met, Nelson made a motion to approve the Chicken Permit for Jeris and Brenda DeBoer. Lund seconded. Motion carried, all voting aye.

NEW BUSINESS

FIRST READING ORDINANCE 2018-289-1

Mayor Hazuka gave the First Reading to Ord. 2018-289-1, An Ordinance to Supplement the Budget Appropriations of Fiscal Year 2018 in the amount of \$3200. The second reading will be December 26, 2018 at the regular monthly meeting.

2019 SF HUMANE SOCIETY CONTRACT

FO Hunnel presented the Commission with the 2019 SF Humane Society Contract. Hunnel said contract verbiage and fees had remained the same as 2018. Lund made a motion to approve the 2019 SF Humane Society Contract with the City of Worthing. Ganschow seconded the motion. Motion carried, all voting aye.

ZONING ORDINANCE FEE DISCUSSION

The Commission reviewed Zoning Ordinance fees from other cities in the area. Hunnel was instructed to write a draft resolution by the next meeting detailing the process of imposing fees for zoning violators.

PLACING CITY LOTS FOR SALE

The Commission discussed placing for sale two lots on Joel and one on Main Street owned by the City. Hunnel had contacted City Engineer Jon Fischer concerning the lots on Joel: water and sewer are available but the lots were wet this year and would require additional dirt work. Hunnel has contacted a local realtor. Mayor Hazuka will need to schedule a time with the realtor to sign the purchase agreements.

PAID TIME OFF DISCUSSION

Commissioner Lund asked the Commission to consider increasing paid holidays of city employees to the ten recognized federal holidays per year. City employees currently have seven paid holidays per year. The two personal days employees now have would be eliminated. Hunnel was asked to write a resolution detailing this by the December 26th meeting.

MAINTENANCE GRADER PURCHASE

The Commission spoke at length on purchasing a 2001 New Holland Grader in the amount of \$37K. Commissioner Ganschow commented on the yearly fees spent for grader rentals and the great condition of this particular grader. Ganschow said that a town with this many gravel roads needed a grader. Jacobson reminded the Commission that there were many projects and expenses coming up in the near future. Lund asked that the City start budgeting for a grader purchase in 2020 and continue to rent in the meantime. No action was taken.

MAINTENANCE REPORT

City Maintenance Employee Jake Haar gave the following report to the Commission: Maintenance has been discharging the lagoon since December 1st. The remainder of rip rap has been delivered to the lagoons. Tony Ketelsen attended training classes last week. The sander is now working properly. Haar had concerns with a Main Street Property's sump pump hose and the issue of safely disposing of the water. Mayor Hazuka said the hose could be placed on the city lot for now. Haar asked that Stockwell Engineers stake out the ditch at the Industrial Park so that he can grade the area. The Commission agreed to this. The Commission also approved giving Addison Stubbe maintenance hours over Christmas break. Haar continues to work with DSG on the panel at the Lily Street Lift Station. There has been discussion in the past on purchasing a new pickup for maintenance. Haar had a quote on a \$5700 V blade to use on a pickup for snow removal in alleyways and smaller areas. Ganschow cautioned that putting a snow blade on a new vehicle would be very rough on a new vehicle. Haar agreed that a used vehicle would be best for a work vehicle. Jacobson had considered a new vehicle as the City would qualify for state pricing and the City would not be plagued by repairs. Mayor Hazuka called for a brief recess at 8:35 PM.

EXECUTIVE SESSION

Motion by Jacobson, second by Nelson, to enter into Executive Session at 8:46 PM [AS ALLOWED FOR UNDER SDCL 1-25-2] (1) PERFORMANCE, CHARACTER OR FITNESS OF ANY PUBLIC OFFICER OR EMPLOYEE] and (3) CONSULTING WITH LEGAL COUNSEL OR REVIEWING COMMUNICATIONS FROM LEGAL COUNSEL ABOUT PROPOSED OR PENDING LITIGATION OR CONTRACTUAL MATTERS.

Mayor Hazuka called the meeting back to order at 9:30 PM. No action was taken.

ADJOURNMENT

Jacobson motioned to adjourn at 9:30PM. Nelson seconded. All votes "aye"; motion carried.

DUE TO THE CHRISTMAS HOLIDAY, The next meeting of the Worthing City Commission will start at 7:00 PM WEDNESDAY, December 26th in the WORTHING ELEMENTARY SCHOOL LUNCHROOM.

Bradley J. Hazuka, Mayor

Linda D. Hunnel, Finance Officer