

**CITY OF WORTHING
APPROVED MINUTES
REGULAR SESSION
MONDAY, DECEMBER 19, 2016**

CALL TO ORDER

The Commissioners of the City of Worthing met in regular session on Monday December 19, 2016 at 7:00 P.M. in the Worthing Civic Center.

Mayor Saugstad presided. The following commissioners were present: Eric Bunkers, Crystal Jacobson, and Ryan Schlieman. Commissioner Sheri Lund was absent with notice. Also in attendance were Finance Officer Linda Hunnel, Deputy Finance Officer Travis Harford, LeAnn Kerzman of Midwest Assistance Program, and Worthing resident Brad Clay. (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 December 19th agenda. Schlieman seconded. Motion carried, all voting aye.

PLEDGE OF ALLEGIANCE

Mayor Saugstad led the commission in the pledge of allegiance.

OPEN PUBLIC SPEAKING

Brad Clay was present to ask questions about the possible upcoming licenses of city property. Clay was hoping that the commission would consider vacating Railway Street, a plotted city street that runs through Clay's property. Clay currently maintains the property, and the road has not been in use for 50 years. No utilities run through a majority of that street.

OLD BUSINESS

MINUTES OF DECEMBER 5th REGULAR MEETING

Bunkers motioned to approve the minutes of the December 5, 2016 regular monthly meeting. Jacobson seconded. All votes "aye", motion carried.

NOVEMBER REVENUE & EXPENSE REPORTS

The commission reviewed the November Revenue & Expenses Report prepared by Finance Officer Hunnel.

STATE WATER PLAN UPDATE

Kerzman was in attendance to update the commission on the progress of the State Water Plan Application. She stated that the only things remaining to be completed were the facilities plan prepared by an engineer, and hiring bond counsel. Kerzman also informed the commission of the upcoming state water plan meetings. Bunkers motioned to hire Doug Hajek of Davenport, Evans, Hurwitz, Smith as Bond Counsel for the State Water Plan. Jacobson seconded. All votes "aye", motion carried. The commission will be holding a public hearing next Wednesday, December 28, 2016 at 6PM at the Worthing Civic Center.

FNBSF FUNDING

Hunnel reported that she had spoken with First National Bank in Sioux Falls about the possibility of funding the recent Snow Plow Truck. The commission discussed various options, and decided to pay for the truck out of unobligated funds and not to seek a loan for the purchase.

NEW BUSINESS

2017 HUMANE SOCIETY CONTRACT

The commissioners reviewed the contract from the Sioux Falls Humane Society. Saugstad asked to see the previous year's contract with the Humane Society before taking any action. Schlieman motioned to table the contract until the next meeting. Bunkers seconded. All votes "aye", motion carried.

NEW YEARS FIREWORKS

Bunkers motioned to approve the discharging of fireworks starting DECEMBER 31, 2016 at 6PM until JANUARY 1, 2017 at 12:30AM. Schlieman seconded. All voting “aye”, motion carried. Hunnel was instructed to publish this notice, including the fine for the fireworks violation. A police officer will be on duty that evening.

PARK & REC UPDATE-DEPUTY FO HARFORD

Deputy Finance Officer Harford informed the commission that the Recreation Board was looking into grants for the funding of a scoreboard for the ball field.

FINANCE OFFICER REPORT

Hunnel reported to the commission that she had planned on attending the next Planning & Zoning Board Meeting that would be held in January. She hopes to streamline building permits and get an updated record of building inspections. The supplemental ordinance would be completed by the next meeting. Hunnel reported that the Finance Office has been working on updating our ordinances, safety manual, and snow removal manual. The Finance Office is also looking to develop a maintenance schedule for the tornado sirens in town.

MAINTENANCE REPORT

The commission reviewed the maintenance report prepared by City Maintenance Employee Phil Wolf.

DEPARTMENT HEAD REPORTS

PUBLIC WORKS

Jacobson wanted to ask Worthing residents to please move their cars off of the streets when a snow alert is issued. Snow alerts are issued whenever there is more than two inches of snow on the ground. Cars will be ticketed the next time we have a snow alert.

FINANCE & REVENUE

Lund was absent.

PUBLIC UTILITIES

No report.

PUBLIC SAFETY

Bunkers also asked that residents please remove their vehicles from the road when snow alerts are in effect – over 2” of snowfall.

MAYOR’S REPORT

No report.

Mayor Saugstad called a short recess at 7:57 PM. The meeting was called back to order at 8:03 PM.

EXECUTIVE SESSION

Motion by Bunkers, second by Schlieman, to enter into Executive Session at 8:04 PM to discuss employee reviews. Mayor Saugstad called an end to Executive Session at 9:53 PM.

EMPLOYEE SEARCH

Bunkers motioned to hire Christopher Kullander full time at the rate of \$16.50 per hour, with a 6 month probationary period; full benefits, a \$0.25 raise per certification, and accruing vacation and sick pay starting first day of employment. Schlieman seconded. Roll call vote: Bunkers- aye, Schlieman- aye, Jacobson- aye, and Saugstad- aye. Motion carried.

EMPLOYEE REVIEWS

Schlieman motioned to approve a 4% raise and give Phil Wolf a new title of Senior Maintenance Technician effective January 1, 2017. Bunkers seconded. Roll call vote: Bunkers- aye, Schlieman- aye, Jacobson- aye, and Saugstad- aye. Motion carried.

Jacobson motioned to approve an additional 5 days of vacation annually in lieu of a 2017 pay raise for Finance Officer Linda Hunnel. Schlieman seconded. Roll call vote: Bunkers- aye, Schlieman- aye, Jacobson- aye, and Saugstad- aye. Motion carried.

ADJOURNMENT

Bunkers motioned to adjourn at 10:00 pm. Schlieman seconded. All votes “aye”; motion carried. The next meeting of the Worthing City Commission will start at **6:00 PM WEDNESDAY, DECEMBER 28th at the WORTHING CIVIC CENTER.**

Eric S. Saugstad, Mayor

Travis Harford, Deputy Finance Officer