

**CITY OF WORTHING
APPROVED MINUTES
REGULAR SESSION
MONDAY, FEBRUARY 6, 2017**

CALL TO ORDER

The Commissioners of the City of Worthing met in regular session on Monday, February 6, 2017 at 7:00 P.M. in the Worthing Civic Center.

Mayor Saugstad presided. The following commissioners were present: Eric Bunkers, Crystal Jacobson, Sheri Lund and Ryan Schlieman. Also in attendance were: P&Z Chairman Scott DeWitt, 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 February 6th agenda. Jacobson seconded. Motion carried, all voting aye.

PLEDGE OF ALLEGIANCE

Mayor Saugstad led the commission in the pledge of allegiance.

OPEN PUBLIC SPEAKING

There was no one present for open public speaking.

OLD BUSINESS

MINUTES OF JANUARY 23rd REGULAR MEETING

Schlieman motioned to approve the minutes of the January 23, 2017 meeting. Bunkers seconded. All votes "aye", motion carried.

FEBRUARY CLAIMS

Motion by Lund, second by Jacobson, to approve February Claims with the exception of Sanitation Products, where there is a return pending. Motion carried, all voting aye.

MOSQUITO FOGGER-SURPLUS PROPERTY

Motion by Bunkers, second by Schlieman, to place an inoperable mosquito fogger into surplus property with a value of zero, to be discarded. Motion carried, all voting aye.

BANK FEE UPDATE

Finance Officer Hunnel presented information about changing the city's operating bank account from business to non-profit. Although this change would prevent all bank charges, the interest rate would be lower. Lund made a motion to change the City of Worthing Operating Account to non-profit status. Other options will continue to be researched. Jacobson seconded the motion. Mayor Saugstad asked for a roll call vote: Jacobson, Bunkers, Lund, Schlieman and Saugstad voting aye. None voting nay. Motion carried.

SRF LOAN UPDATE

Hunnel and Harford updated the Commission on the status of the State Revolving Fund Loan and Meter Replacement Project. Various options in meter installation were discussed.

MUNICIPAL ELECTION APRIL 11TH

Petitions for the open positions can be picked up at City Hall and circulation begins January 27th. The petitions will need to be dropped off at City Hall by 5 PM on February 24th. There are two seats up for the election, Commissioner Bunkers (3 year term) and Mayor Saugstad (5 year term).

NEW BUSINESS

PLANNING & ZONING UPDATE

P&Z Chairman Scott DeWitt updated the commission on the January 16th Conditional Use Hearing to allow a storage\contractors yard in a GB district. The conditional use was granted on the condition that any stored equipment is fenced in and screened. The reasons cited for this were safety, theft prevention, aesthetics, and privacy.

DeWitt also discussed additional conditional use requirements in the General Business zoning district. There will be a joint meeting of the Worthing City Commission and the Worthing P&Z Board on February 20, 2017 at 7 pm.

FINANCE OFFICER REPORT

Hunnel contacted QQP Signs and ordered the Worthing sign to be delivered this spring and installed on the highway coming into Worthing from the west. The sign was financed 80% with an Xcel Energy Grant and 20% with city funds.

There was a discussion concerning the annual report, which has been done on the GASB or accrual accounting basis. It is common for a city our size to use the cash basis of accounting. Commissioner Lund said it would be best to hire an accounting firm to do the report this year due to time restraints, and then to determine if the City will switch to cash basis for next year's report. Hunnel had spoken with City Engineer Jon Fischer concerning requirements for the Rec Trail Grant-Phase 2 application. The City would be required to pay 20% of the project, if awarded. Harford will be attending a Lincoln\Minnehaha County Pre-Disaster Mitigation Plan meeting on Tuesday, February 7th. Harford said a round of shut off letters have been sent for utility billing. Open Gym Dates at the Worthing Elementary School will be February 10 and February 24 from 7-9pm. Parents are required to be present. The next meeting of the Park and Rec Board will be 6pm February 8th at the Worthing City Hall.

MAINTENANCE REPORT

The commission reviewed the maintenance report prepared by Senior Maintenance Technician Phil Wolf. Items discussed were: returning plow guide shoes, asphalt patching on Main Street, crack and chip sealing around the school, shingling concession stands, and lagoon cell levels.

DEPARTMENT HEAD REPORTS

PUBLIC WORKS

No report.

FINANCE & REVENUE

No report.

PUBLIC UTILITIES

No Report

PUBLIC SAFETY

Bunkers asked that signs be ordered stating no motorized vehicles in the ditches. There have also been problems with snowmobiles on park grounds. The commission discussed the most effective methods to keep recreational vehicles off city parks and trails.

Mayor Saugstad called a short recess at 8:30 PM. The meeting was called back to order at 8:37 PM.

EXECUTIVE SESSION

Motion by Bunkers, second by Jacobson, to enter into Executive Session at 8:37 PM to discuss employee issues. Mayor Saugstad called an end to Executive Session at 9:30PM. No action was taken.

ADJOURNMENT

Schlieman motioned to adjourn at 9:30 pm. Lund seconded. All votes "aye"; motion carried. The next meeting of the Worthing City Commission will start at **7:00 PM MONDAY, FEBRUARY 20th at the WORTHING CIVIC CENTER.**

Eric S. Saugstad, Mayor

Linda D. Hunnel, Finance Officer