

**CITY OF WORTHING
APPROVED MINUTES
REGULAR SESSION
MONDAY, JULY 24, 2017**

CALL TO ORDER

The Commissioners of the City of Worthing met in regular session on Monday, July 24, 2017 at 7:00 P.M. in the Worthing Civic Center.

Mayor Hazuka presided. The following commissioners were present: Crystal Jacobson, Sheri Lund, Ryan Schlieman and John Ganschow. Also in attendance were: Finance Officer Linda Hunnel, Deputy Finance Officer Travis Harford, Senior Maintenance Tech Phil Wolf, City Maintenance Chris Kullander, Police Chief Travis Johns, Brad Wilson of SDML and City Engineer Jon Fischer. (Note: Herein after all attendees will be referred to by last name and the first initial if necessary for distinction.)

APPROVAL OF AGENDA

Ganschow made a motion to add Meter Installation Quotation- Stockwell Engineers to the agenda. Schlieman seconded. Motion carried, all voting aye. Motion by Lund to approve the July 24th agenda as amended. Jacobson seconded. Motion carried, all voting aye.

PLEDGE OF ALLEGIANCE

Mayor Hazuka led the meeting in the pledge of allegiance.

OPEN PUBLIC SPEAKING

Brad Wilson with the SDML Workers Compensation Fund presented a plaque to Mayor Hazuka honoring the city for 30 years of membership. There was no one else present for open public speaking.

STOCKWELL ENGINEERS

Jon Fischer of Stockwell Engineers presented a price quote on the Worthing Water Meter Project for meter installation through DSG. Fischer recommended approval of the contract. Schlieman made a motion to approve the installation quotation of water meters by DSG for the amount of \$29606. Jacobson seconded. Motion carried, all voting aye.

Fischer also said he had contacted the State of South Dakota concerning the city discharge permit renewal. The new pedestrian recreation trail bridge will be here August 3rd.

EXECUTIVE SESSION

Motion by Jacobson to enter into executive session at 7:13 PM to discuss personnel matters as allowed under SDCL 1-25-2, (2) 'To discuss the qualifications, competence, performance, character or fitness of any public officer or employee.' Schlieman seconded the motion. Motion carried all voting aye.

Mayor Hazuka called the meeting back to order at 7:52 PM. No action was taken. There was a brief recess. The meeting resumed at 7:57 PM.

MAINTENANCE REPORT

Senior Maintenance Tech Phil Wolf presented the maintenance report. Current projects include: installing a pneumatic plug in the transfer pipe between lagoon cell one and cell two, sludge testing, mosquito fogging, mowing and weed control. Wolf said there are approximately 18 main line valve risers in need of maintenance in the older part of the city. Maguire Iron completed their water tower maintenance. Water was unexpectedly shut off for a short period due to the absence of an isolation valve. Wolf will schedule the installation of an isolation valve to avoid future outages. The Commission reviewed and discussed a report on citywide smoke testing done July 19th to identify problems within our sewer system. The testing showed various broken service lines, six garage floor drains (against city code) and a submerged sewer line.

FINANCE OFFICER REPORT

Finance Officer Hunnel reported that she had attended the P&Z Conditional Use Hearing on Monday July 17th, for Bruce and Glen Huggins, LI (Light Industrial) Motor Vehicle Display, Sales, and Service. Both conditional uses were approved for a combination of 40 truck\trailers each. City Engineer Jon Fischer will be reviewing a preliminary plat and construction documents for the remainder of undeveloped lots from Sund to Beck Street.

Hunnel asked for direction on the Civic Center roof issue, thanked the Fire Department for providing a \$1,000,000 certificate of insurance for the street dance, and said that there's been various code violations resolved in the last month. However, there is still a lot of work to do concerning code enforcement.

DEPARTMENT HEAD REPORTS

PUBLIC UTILITIES

Jacobson discussed Worthing Days plans. There will be additional police officers on duty this year. The City will pay for three officers, the remainder will be paid for by the Fire Department. The City will pay for porta potty rentals again this year.

FINANCE AND REVENUE

Lund had no report.

PUBLIC SAFETY

Schlieman said he will meet with Worthing Fire Chief Miles concerning government surplus purchases and has talked with Police Chief Travis Johns about upgrading the police cruiser.

PUBLIC WORKS

Ganschow asked about installing an electrical service on Main Street to be used for the annual street dance. Mayor Hazuka said there might be adequate service at the Civic Center. Ganschow will confer with an electrician to determine the best option.

MAYOR

Mayor Hazuka reported that he and Commissioner Jacobson had attended the Worthing Fire Departments Rural Board Meeting on July 20th. The Fire Department has an ISO rating of 6. Ways to improve this rating are increasing hydrant flow and additional training. The fire department has purchased new extraction equipment and has received a grant for a larger poly tank for the grass rig. The Worthing Community Fire Dept. is looking for new members; they currently have 23 firefighters. Year to date they have had 48 calls: 33 EMS, 7 Fire and 8 other. The department has been replacing SCBA tanks and gear as the budget allows.

Mayor Hazuka and Commissioner Ganschow attended an Elected Officials Workshop in Pierre on July 19.

OLD BUSINESS

MINUTES OF JULY 10th REGULAR MONTHLY and JULY 17TH SPECIAL MEETING

Lund motioned to approve the minutes of the July 10, 2017 meeting. Jacobson seconded. All votes "aye", motion carried.

Lund motioned to approve the minutes of the July 17, 2017 meeting. Jacobson seconded. All votes "aye", motion carried.

JUNE REVENUE & EXPENSE, CASH REPORT

The Commission reviewed the June Revenue and Expense Report submitted by Finance Officer Hunnel. Lund made a motion to approve the June Cash Report. Jacobson seconded. Motion carried, all voting aye.

Due to time constraints, Mayor Hazuka tabled the following agenda items until the August 7th meeting: 12. Ord. 2017-283-1 Municipal Trees, 15. Sign Policy Review, 17. Finalize Employee Job Titles, 18. City Accountability and Task Tracking Software, 19. Time Sheet Software, 20. Park & Rec Board.

Finance Officer Hunnel presented the Commission with a 2018 Municipal Loan Breakdown for review. Mayor Hazuka asked Deputy F.O. Harford to put this information on the city website.

2018 PRELIMINARY BUDGET DISCUSSION

The Commission poured over the 2018 Preliminary Budget and discussed funds needed for infrastructure and equipment purchases. Changes were made and the revised worksheet will be discussed at the August 7th meeting. Hunnel was asked to get three bids from commercial roofing companies for the Civic Center.

NEW BUSINESS

DTI SUMMIT SOFTWARE METER INTERFACE AGREEMENT

Deputy F.O. Harford presented the agreement from the city's software company and explained that this software would interface, or connect the new metering software with our existing billing system. Lund made a motion to approve the DTI Summit agreement for the utility billing interface in the amount of \$2237.50. Ganschow seconded. Motion carried, all voting aye.

STOP SIGN 3rd & MAIN

Commissioner Jacobson said a stop sign needed to be placed at 3rd & Main Street. Mayor Hazuka thought this had to be done by ordinance. Finance Officer Hunnel will check into the requirements for installing traffic signs.

EXECUTIVE SESSION

Motion by Schlieman to enter into executive session at 10:15 PM to discuss contractual matters as allowed under SDCL1-25-2, (1) 'Contractual Matters\Communications from Legal Counsel'. Jacobson seconded, all voting aye. Mayor Hazuka called the meeting back to order at 10:20 PM. No action was taken.

ADJOURNMENT

There being no further business before the commission, Schlieman motioned to adjourn at 10:20 PM. Ganschow seconded. All votes "aye"; motion carried.

The next meeting of the Worthing City Commission will start at **7:00 PM MONDAY, AUGUST 7th at the WORTHING CIVIC CENTER.**

Bradley J. Hazuka, Mayor

Linda D. Hunnel, Finance Officer