

**CITY OF WORTHING  
APPROVED MINUTES  
REGULAR SESSION  
MONDAY, MARCH 20, 2017**

**CALL TO ORDER**

The Commissioners of the City of Worthing met in regular session with the Worthing Planning and Zoning Board on Monday, March 20, 2017 at 7:00 P.M. in the Worthing Civic Center. The joint meeting was held in accordance with P&Z by-laws.

Mayor Saugstad presided. The following commissioners were present: Eric Bunkers, Crystal Jacobson and Sheri Lund. Ryan Schlieman was absent with notice. Planning and Zoning Board Chairman Scott DeWitt was present, along with Board Members Jim Miles and Scott Moeller. Denise Hanson and Shawn Grengs were absent with notice. Also in attendance were: Finance Officer Linda Hunnel, Deputy Finance Officer Travis Harford, P&Z Administrator Jason Schroeder, City Engineer Jon Fischer and Wendy Sweeter of the Lennox Independent. (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 March 20<sup>th</sup> agenda with the following addition: February Wage Report

. Jacobson seconded. Motion carried, all voting aye.

**PLEDGE OF ALLEGIANCE**

Mayor Saugstad led the meeting in the pledge of allegiance.

**OPEN PUBLIC SPEAKING**

Craig Heien was present to talk to the Commission and the P&Z Board about possible plans for building up to four 4-plexes between Louise Ave. and Cedar St. The land would need to be rezoned from R-1 Single Family Residential to R-2 Multi-Family Residential. City Engineer Jon Fischer presented a cost estimate of running an 8 inch sewer main one block from 3<sup>rd</sup> Street and Cedar to 4<sup>th</sup> Street and Cedar. The city would need to install a manhole at 4<sup>th</sup> St. and Cedar Street. If an additional manhole would be needed to serve the four plexes, this would be at the developer's expense. Fischer thought the sewer main extension could be completed before school starts. Also discussed was the Worthing Housing Incentive Plan, which rebates the city tax levy to the property owner for a period of five years. FO Hunnel said she would need confirmation on the rezoning from the developer by April 1<sup>st</sup> to get publications sent in for the April 17<sup>th</sup> P&Z meeting.

**JOINT COMMISSION | PLANNING & ZONING BOARD MEETING**

Mayor Saugstad and P&Z Chairman DeWitt spoke of communication improvements between the two units of government. Mayor Saugstad said there is still work to be done in organizing and streamlining the building permit and inspection process. As there was no further joint business, the Worthing Planning and Zoning Board adjourned at 7:28 PM.

**BOARD OF EQUALIZATION**

Bunkers made a motion to meet as a Board of Equalization for the purpose of hearing property valuation objections at 7:30 PM. Lund seconded, all voting aye. Also present was Lennox School Board member Dawn Wolf. The Board reviewed the objection from Loren Schlimgen, 800 W. Beck Street, Parcel 230.57.04.013. Bunkers made a motion to accept the Lincoln County Assessor Recommendation of lowering the building value \$8141; from \$129,143 to \$121,002. Land remained the same. Total Assessed value from \$149,708 to \$141,567. Second by Jacobson. Motion carried: Bunkers, Jacobson, Lund, Saugstad and Wolf voting aye. None voting nay. Mayor Saugstad asked for a motion to add Parcel 230.51.05.4000, Steven Beck, Legal Description: SE1/4 SOF RY & W OF O.L.14 \* EX 1.21 AC SOLD SD & PARTS BECKS 3<sup>RD</sup> ADDN SOLD\* to the City of Worthing tax rolls. Lund made a motion to amend the 2017 City of

Worthing Tax Book by adding omitted property 230.51.05.4000. Bunkers seconded the motion. Motion carried, all voting aye.

There being no further business before the Board of Equalization, Jacobson motioned to adjourn at 7:40 PM. Wolf seconded the motion. Motion carried, all voting aye.

The Worthing City Commission then resumed their regular monthly meeting. Mayor Saugstad thanked School Board Member Dawn Wolf for attending.

## **OLD BUSINESS**

### **RECREATION TRAIL BRIDGE UPDATE**

City Engineer Jon Fischer spoke about the current unsafe condition of the pedestrian bridge. Fischer presented a drawing of a sectioned bridge and will research costs and options to present at the April meeting so that the project can be completed this summer. As a result of this added expense to the 2017 Budget, Jacobson made a motion to withdraw the application for the Recreation Trail Grant, Phase 2. Bunkers seconded. Motion carried, all voting aye.

### **MINUTES OF MARCH 6TH REGULAR MEETING**

Bunkers motioned to approve the minutes of the March 6, 2017 meeting. Jacobson seconded. All votes "aye", motion carried.

### **FEBRUARY WAGES**

Motion by Lund, second by Jacobson to approve the February 2017 Wage Report. Motion carried, all voting aye.

### **MUNICIPAL ELECTION APRIL 11<sup>TH</sup>**

Hunnel thanked Denise Hanson, Ardis Edman and Wendy Sweeter for serving as election workers at the upcoming election. The following positions will be filled:

Mayor-Five Year Term

Bradley J. Hazuka

Cody J. Roth

Commissioner-Three Year Term

John Ganschow

Eric Bunkers

### **DISTRICT 3 MEETING**

Commissioners Lund and Jacobson will attend the District 3 meeting in Hartford on March 23<sup>rd</sup>.

### **TRANSFER OF FUNDS**

Finance Officer Hunnel had conferred with Auditor Aleene Williams about closing the Safe Routes to School Fund as the project is finished. Lund made a motion that \$3576.23 be transferred from General Fund to the Safe Routes to School Fund in order to leave the fund with a zero balance. Jacobson seconded. Motion carried with a roll call vote: Lund, Jacobson, Bunkers and Saugstad voting aye. None voting nay.

## **NEW BUSINESS**

### **2016 ANNUAL REPORT**

FO Hunnel presented the 2016 Annual Report compiled by Aleene Williams, CPA to the Commission. After review, Lund motioned to approve the 2016 Annual Report. Bunkers seconded. Motion carried, all voting aye. The 2016 Municipal Audit will take place later this summer.

### **FINANCE OFFICER REPORT**

Deputy Finance Officer Harford reported that the Board of Water and Natural Resources will meet March 30-31; a decision should be made on the water meter project funding at that time. Clean up days date and location were discussed. The Lincoln County Transfer Station is holding their cleanup day on June 3<sup>rd</sup>. The Commission decided to hold clean up days one day only this year: Saturday, May 20<sup>th</sup> between 8am-3pm. The location is being researched. The Finance Office will be working on Safety Benefits recommendations with maintenance for work place improvements.

The Worthing Ball Registration sign up deadline is March 24<sup>th</sup>. The final open gym will be March 24<sup>th</sup>.

#### MAINTENANCE REPORT

The commission reviewed the maintenance report prepared by Senior Maintenance Technician Phil Wolf. Phil Wolf passed Water Distribution 2 and Christopher Kullander passed Water Distribution 1 Testing. Congratulations to Phil and Christopher! Also discussed was lagoon cell levels, valve repair and crack\chip sealing. The commission discussed methods to prevent vehicles from driving on the walking trail.

#### LIQUOR LICENSE TRANSFER\BLUE SKY JUNCTION

Jacobson made a motion to table the Liquor License Transfer Hearing until the April 10<sup>th</sup> meeting, as the hearing requires a published notice. Bunkers seconded. Motion carried, all voting aye.

#### DEPARTMENT HEAD REPORTS

##### PUBLIC WORKS

Jacobson reported the Worthing Fire Department's Soup and Pie Supper will be held on Saturday March 25<sup>th</sup> from 4-7 PM.

##### FINANCE & REVENUE

Lund expressed concern over the condition of some trees off of 1st Street and requested that a letter be sent to the landowner.

##### PUBLIC UTILITIES

Schlieman was absent with notice.

##### PUBLIC SAFETY

No Report

##### MAYOR

Mayor Saugstad encouraged everyone to support the volunteers of the Worthing Community Fire Dept. by attending the annual soup and pie supper.

#### ADJOURNMENT

Bunkers motioned to adjourn at 8:27 PM. Jacobson seconded. All votes "aye"; motion carried. The next meeting of the Worthing City Commission will start at **7:00 PM MONDAY, APRIL 10<sup>TH</sup> at the WORTHING CIVIC CENTER.**

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Eric S. Saugstad, Mayor

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Linda D. Hunnel, Finance Officer