

**CITY OF WORTHING
APPROVED MINUTES
REGULAR SESSION
MONDAY, MAY 8, 2017**

CALL TO ORDER

The Commissioners of the City of Worthing met in regular session on Monday, May 8, 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: Finance Officer Linda Hunnel, Deputy Finance Officer Travis Harford, Senior Maintenance Tech Phil Wolf, City Attorney Larry Nelson, Mayor-elect Bradley Hazuka, Commissioner-elect John Ganschow and the following audience members: Art Hansen Jr., James Miles, Ed and Marcia Kaltenbach, Lynda Faber, Debbie Halouska and 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 May 8th agenda. Schlieman seconded. Motion carried, all voting aye.

PLEDGE OF ALLEGIANCE

Mayor Saugstad led the meeting in the pledge of allegiance.

OPEN PUBLIC SPEAKING

Mayor Saugstad welcomed City Attorney Larry Nelson to the meeting.

SECOG Director Lynne Keller Forbes and Planner Melissa Gibson were present. Forbes went over the programs that SEACOG offers to municipalities; namely aiding in applications for project financing through state and federal agencies, zoning regulations, municipal ordinances and city planning.

Brad Clay was present at the request of a resident who had received a tree removal letter and did not understand why the trees were an issue. Mayor Saugstad said the trees were rotting from the inside and therefore considered a hazard. Saugstad also asked that the resident communicate his concerns with the finance office; attempts to find a mutual solution would be made.

Ed Kaltenbach stated the road was too high at 3rd Street & Oak, causing standing water and drainage problems. He said some areas have sunk in since the sewer main was put in. Mayor Saugstad said while the long term plan was to pave all streets, the high cost of updating infrastructure and paving makes this very difficult. Kaltenbach asked why the pedestrian bridge could not be fixed and was concerned that trees had been removed when the recreational trail was installed. Saugstad said it was under the advisement of City Engineer Jon Fischer that the bridge could not be repaired in a cost effective matter.

Debbie Halouska was present to ask about the property south of her that was in need of mowing. Finance Officer Hunnel will look into this.

Lynda Faber asked about the cost of the current pedestrian bridge that now had to be replaced. Mayor Saugstad said this bridge had been donated to the city a while back and that the city attempted to use it again but it did not pass structural inspection and was deemed unsafe.

OLD BUSINESS

MINUTES OF APRIL 24TH REGULAR MEETING

Jacobson motioned to approve the minutes of the April 24, 2017 meeting. Lund seconded. All votes "aye", motion carried.

MAY 2017 CLAIMS

Lund made a motion to approve the May 2017 Claims. Schlieman seconded. Motion carried, all voting aye.

APRIL REVENUE, EXPENSE & CASH REPORTS

The Commission reviewed the April Revenue and Expense Reports. Motion was made by Lund to approve the April 2017 Cash Report. Jacobson seconded. Motion carried, all voting aye.

SUMMER PARKS EMPLOYMENT

Summer Parks Employment was deferred to Executive Session .

CLEAN UP DAYS

Citywide Cleanup Day will be held at 108 E 1st Street on May 20th from 8AM-3PM. Special thanks to CHS Eastern Farmers for allowing us the use of their lot for the citywide cleanup.

MOWING PROPOSAL

Mayor Saugstad and the Worthing City Commission reviewed bids for seasonal mowing of city property. After some discussion, it was decided that it would be more cost effective to have city employees continue to mow all city property.

PARK CONCESSIONS

Finance Officer Hunnel had a question on insurance limits on the Facilities Use Agreement she had drawn up for park concessions this upcoming ball season. Hunnel asked City Attorney Larry Nelson if the certificate of insurance had adequate coverage. Mr. Nelson advised the city to accept our insurance company's recommendation. Schlieman made a motion to accept the Facilities Use Agreement between the City of Worthing and Stubbe Concessions pending approval from the city's insurance company of the \$1,000,000 general aggregate limit. Jacobson seconded. Mayor Saugstad asked for a roll call vote: Schlieman, Jacobson, Lund, Bunkers and Saugstad voting aye. None voting nay. Motion carried.

CIVIC CENTER ROOF ESTIMATE

Finance Officer Hunnel asked that this report be deferred until the May 22 meeting; she had asked the contractor to attend that meeting to discuss various repair options.

END OF TERM-MAYOR ERIC SAUGSTAD & COMMISSIONER ERIC BUNKERS

Commissioner Bunkers thanked everyone for their support and said it had been an adventure serving as commissioner. Bunkers said it was great seeing so many people at a city meeting. Mayor Saugstad read a letter of thanks to God, his family, past and present staff and commissioners, fire department and police personnel, city attorneys, the Lennox Independent and the citizens of Worthing. Saugstad listed accomplishments of the past five years and said he was available to help newly elected officials if needed. The Commission presented Saugstad with a desk\pen set commemorating his years as mayor. Thank you to Mayor Saugstad and Commissioner Bunkers for their dedication to the citizens of Worthing. Mayor Saugstad's letter of farewell can be read at www.cityofworthing.com.

NEW BUSINESS

OATH OF OFFICE

City Attorney Larry Nelson administered the Oath of Office to Mayor Bradley J. Hazuka and Commissioner John Ganschow.

COMMISSION APPOINTMENTS OF DEPARTMENTS

The following appointments were made by Mayor Hazuka:

Finance and Revenue-Commissioner Sheri Lund

Public Safety-Commissioner Ryan Schlieman

Public Works-Commissioner John Ganschow

Public Utilities-Commissioner Crystal Jacobson

Motion by Schlieman, second by Jacobson to approve the department appointments of the Worthing City Commission. Motion carried, all voting aye.

Mayor Hazuka recommended the appointment of The Lennox Independent as the city's legal newspaper. Lund made a motion to approve the appointment of the Lennox Independent as legal newspaper. Jacobson seconded. Motion carried all voting aye.

Mayor Hazuka recommended the appointment of The First National Bank in Sioux Falls as the city's financial institution. Jacobson made a motion to approve the appointment of The First National Bank in Sioux Falls as financial institution. Lund seconded. Motion carried all voting aye.

Mayor Hazuka recommended the appointment of Larry Nelson from Frieberg, Nelson & Ask as City Attorney. Schlieman made a motion to approve the appointment of Larry Nelson of Frieberg, Nelson & Ask as City Attorney. Jacobson seconded. Motion carried all voting aye.

Mayor Hazuka recommended the appointment of Stockwell Engineers as the city's engineering firm. Lund made a motion to approve the appointment of Stockwell Engineers as City Engineer. Schlieman seconded. Motion carried all voting aye.

MALT BEVERAGE LICENSE RENEWALS

Motion by Ganschow, second by Jacobson, to approve the 2017-2018 Olde Towne Dinner Theatre Co. Malt Beverage (on-off sale) License. Mayor Hazuka asked for a roll call vote: Jacobson, Ganschow, Lund, Schlieman and Hazuka voting aye. None voting nay. Motion carried.

Motion by Lund, second by Ganschow, to approve the 2017-2018 KLN Properties of South Dakota LLC Malt Beverage (on-off sale) License. Mayor Hazuka asked for a roll call vote:

Jacobson, Ganschow, Lund, Schlieman and Hazuka voting aye. None voting nay. Motion carried.

Motion by Ganschow, second by Schlieman, to approve the 2017-2018 K&G Enterprises Inc. Malt Beverage (on-off sale) License. Mayor Hazuka asked for a roll call vote: Jacobson, Ganschow, Lund, Schlieman and Hazuka voting aye. None voting nay. Motion carried.

FINANCE OFFICER REPORT

Finance Officer Hunnel will attend the P&Z hearing on May 15th; there will be a conditional use hearing for C&M Auto and a change of zone hearing to add motor vehicle sales as a conditional use in Light Industrial districts. As the auditors would like to start the 2016 Municipal Audit the week of June 5th Hunnel will not attend Human Resource School in Pierre that week. May 18th at 5 PM will be the bid opening for the 3 year garbage haulers contract.

Deputy Finance Officer Harford presented a sample media policy to be added to the personnel manual. Harford has ordered new safety gear for the maintenance staff, has a Park and Rec Board meeting Wednesday, announced that ball practice has started, and is updating the locks for park concessions.

MAINTENANCE REPORT

Senior Maintenance Technician Phil Wolf was present to answer questions and give an update on the following current maintenance projects: calibration of lift stations, blading gravel streets, lagoon transfer valve repair, park mowing, park rest room vandalism and the leaking hydrant status at the Rec Complex.

DEPARTMENT HEAD REPORTS

PUBLIC WORKS

No report.

PUBLIC SAFETY

No report.

FINANCE & REVENUE

No report.

PUBLIC UTILITIES

Jacobson had attended the Sustainability Workshop sponsored by SDARWS with Travis Harford and Phil Wolf. Items discussed were replacing and financing aging infrastructure, increasing rates in small increments, long term budgeting and implementing a municipal emergency plan.

Jacobson also thanked Troy & Amanda Larson, Andrea Letzke and Kym Johnson for volunteering at the Bike Rodeo held Saturday May 5th.

A short recess was called at 8:39 PM. The meeting was called back to order at 8:47PM.

Jacobson motioned to enter executive session at 8:47 PM to consult with legal counsel and discuss employee matters. Schlieman seconded. Motion carried, all voting "aye". Hazuka declared executive session over at 9:31 PM. Schlieman made a motion to raise the wages of Senior Maintenance Tech Phil Wolf fifty-four cents to \$19.50 per hour. Jacobson seconded. Mayor Hazuka asked for a roll call vote: Schlieman, Jacobson and Ganschow voting aye. Lund voting nay. Hazuka abstaining. Motion carried.

Jacobson made a motion to hire Addision Stubbe for seasonal maintenance up to 40 hours per week at \$10 per hour. Ganschow seconded the motion. Motion carried, all voting aye.

Lund made a motion to hire Bennet Hurley part time for seasonal mosquito spraying at \$10.25 per hour. Schlieman seconded. Motion carried, all voting aye.
Commissioner Jacobson brought up the subject of garage floor drains tied into the municipal sewer system. Rules and regulations for this will be researched prior to the next meeting.

ADJOURNMENT

Schlieman motioned to adjourn at 9:47 PM. Lund seconded. All votes “aye”; motion carried.
The next meeting of the Worthing City Commission will start at 7:00 PM MONDAY, MAY 22nd at the WORTHING CIVIC CENTER.

Bradley J. Hazuka, Mayor

Linda D. Hunnel, Finance Officer