

**CITY OF WORTHING
APPROVED MINUTES
REGULAR SESSION
MONDAY, NOVEMBER 06, 2017**

CALL TO ORDER

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

Mayor Hazuka presided. The following commissioners were present: Sheri Lund, Crystal Jacobson, Ryan Schlieman, and John Ganschow. Also in attendance were Finance Officer Linda Hunnel, Deputy Finance Officer Travis Harford, and City Maintenance Employee Chris Kullander.

PLEDGE OF ALLEGIANCE

Mayor Hazuka led the meeting in the pledge of allegiance.

APPROVAL OF AGENDA

Lund motioned to approve the November 6th posted agenda. Ganschow seconded. Motion carried, all voting aye.

OPEN PUBLIC SPEAKING

There was no one present for open public speaking.

MAINTENANCE REPORT

The Commission reviewed the current maintenance report furnished by Chris Kullander. Items discussed included: cell levels and lagoon discharging, Joel Street Lift Station repairs, Lily Lift Station insurance settlement, fence repair, installing the Worthing sign, culvert repair, and water tower painting.

FINANCE OFFICER REPORT

Finance Officer Hunnel and Deputy Finance Officer Harford presented. Hunnel said there have been complaints concerning leaf burning and a new burning ordinance clearly stating what is and isn't allowed needs to be drafted. The commission was updated on code enforcement efforts. The upcoming holidays were discussed. Jacobson made a motion to pay full time city employees for four hours holiday pay on the day after Thanksgiving. Ganschow seconded. Motion carried, all voting aye. Hunnel reported \$437 had been donated to Honor Flight from Worthing Days events. She will check into the legality and liability of selling the old traffic signs retired from the sign replacement project. The Commission asked that the coolers and dishes from the civic center be placed on the website to allow citizens a chance to purchase them. Harford gave a breakdown on the remaining properties with special plumbing needs for upgraded water meters, reported water loss was at 12%, and a Park and Rec Board meeting is scheduled for Nov. 7th.

PUBLIC UTILITIES

Commissioner Jacobson- Jacobson had met with Maintenance Employee Chris Kullander and Brandon VanderMey from Maguire Iron to discuss painting the interior and exterior of the water tower. Painting of the tower is overdue. VanderMey will attend the November 20th meeting to present his report on the condition of the water tower. There is also a need to move the antennae's on the steps of the tower.

FINANCE AND REVENUE

Commissioner Lund – Lund checked with the Lincoln County Highway Department concerning placing the Worthing sign in the right of way. Sign placement was approved; the City will call for locates and make sure the sign is no closer than 12 feet to the white line on the edge of the highway. Lund also reported that the County was concerned about cars parked along the highway. Hunnel was instructed to prepare a list of duties for the cleaning of the civic center.

PUBLIC SAFETY

Commissioner Schlieman-no report.

PUBLIC WORKS

Commissioner Ganschow-no report.

MAYOR'S REPORT

Mayor Hazuka-no report.

REGULAR BUSINESS

OCTOBER 23rd and 25th MINUTES

Schlieman motioned to approved the October 23, 2017 Minutes. Jacobson seconded. Motion carried all voting aye. Ganschow motioned to approved the October 25, 2017 Minutes. Lund seconded. Motion carried all voting aye.

NOVEMBER CLAIMS

Motion by Lund, second by Schlieman, to approve the November Claims in the amount of \$84,867.57. Motion carried, all voting aye.

The Commission reviewed the October Revenue & Expense and Cash Reports. Motion by Lund, second by Jacobson, to approve the October Cash Report. Motion carried, all voting aye.

OLD BUSINESS

CONFLICT OF INTEREST POLICY-RESOLUTION 11062017

The Commission received a Conflict of Interest Policy at the October 23rd meeting to review.

Schlieman made a motion to approve Resolution 11062017-Conflict of Interest Policy.

Ganschow seconded. Motion carried, all voting aye.

NEW BUSINESS

LWCF GRANT APPLICATION

Jacobson made a motion to approve Resolution 11062017-02, A Resolution Approving the Application of a SD LWCF Grant not to exceed \$16,000. Ganschow seconded the motion.

Motion carried, all voting aye.

LAGOON DISCHARGE

Commissioner Jacobson asked City Employee Chris Kullander to contact the farmers immediately downstream before discharging, if the date of discharge is other than the second week in November and the first week in April.

SNOW REMOVAL DISCUSSION

The Commission discussed getting snow removal bids from contractors to aid in snow removal this season due to the resignation of City Employee Phil Wolf. Schlieman made a motion to approve the hiring of John Ganschow and Jeremy Jacobson as part time relief snow removal drivers at the wage of \$20 per hour. Lund seconded. Motion carried: Hazuka, Schlieman and Lund voting aye. Jacobson and Ganschow abstaining.

LEAF DROP OFF INQUIRIES

Hunnell said there had been a few inquiries about a leaf drop off day or weekend. The Commission discussed the situation; the City does not have land available for a drop off as the lagoon land is off limits due to DENR regulations. Citizens can bring leaves to the Canton or Lennox drop off sites.

MAINTENANCE POSITION OPENING

Hunnell was asked to place an ad on several employment websites for the current maintenance opening. The job will be for streets, parks and water\sewer utility maintenance and will require a CDL and although water\wastewater certification will be a bonus, it will not be required. Salary will be DOE. Harford will assist the Commission in completing the tiered employment program for maintenance positions. Hunnell, Mayor Hazuka and Commissioner Lund will begin reviewing and revising the Personnel Policy.

RESOLUTION 10092017, A RESOLUTION ESTABLISHING THE CITY OF WORTHINGS' PROVISIONAL LEGISLATIVE PRIORITIES FOR THE 2018 STATE LEGISLATIVE SESSION.

After careful consideration, the Commission decided not to pursue the passage of this resolution.

ADJOURNMENT

Schlieman motioned to adjourn at 8:33 PM. Lund seconded. All votes “aye”; motion carried. The next meeting of the Worthing City Commission will start at **7:00 PM MONDAY, NOVEMBER 20TH at the WORTHING CIVIC CENTER.**

Bradley J. Hazuka, Mayor

Linda D. Hunnel, Finance Officer