

**CITY OF WORTHING  
APPROVED MINUTES  
REGULAR SESSION  
MONDAY SEPTEMBER 19, 2016**

**CALL TO ORDER**

The Commissioners of the City of Worthing met in regular session on Monday September 19, 2016 at 7:00 P.M. in the Worthing Civic Center.

Mayor Eric Saugstad presided. The following commissioners were present: Sheri Lund, Crystal Jacobson, Eric Bunkers and Ryan Schlieman. Also in attendance were 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 agenda for the September 19, 2016 regular monthly meeting. Jacobson seconded. Motion carried, all voting aye.

Mayor Saugstad led the meeting with the Pledge of Allegiance.

**OPEN PUBLIC SPEAKING**

Jon Fischer of Stockwell Engineers was present to talk about the water back up at Mary & Louise Streets during the heavy rainfall. Fischer was on the scene Friday afternoon monitoring the situation. Fisher went over a map of the Worthing Storm Sewer System with the commission. He suggested that we clean out the storm sewer system to start. Cost estimates have already been obtained for this. The Commission reviewed the Comprehensive Master Drainage Plan for the City of Worthing with Fischer. Commissioner Jacobson asked City Engineer Jon Fischer to look into what grants could be available for future projects.

**OLD BUSINESS**

**MINUTES OF SEPTEMBER 6, 2016 REGULAR MEETING**

Lund motioned to approve the minutes of the September 6, 2016 regular monthly meeting. Bunkers seconded. All votes "aye", motion carried.

**BANK RECONCILIATION**

Schlieman made a motion to approve the August Bank Reconciliation as submitted by the finance officer. Lund seconded. Motion carried, all voting aye.

**MOWER PURCHASE**

Mower brands and options were discussed at the September 6<sup>th</sup> meeting. Motion by Jacobson, second by Bunkers, to purchase an X Mark mower for \$8619.20 with a \$500 trade in for the Gravely mower, payable through the Parks Capital Outlay Fund\Machinery & Equipment. Motion carried, all voting aye.

**CIVIC CENTER MAINTENANCE**

Commissioner Lund reported that Great Plains Roofing will be here this week to inspect the roof and submit a bid for civic center roof repair.

**PARK & RECREATION BREAKDOWN**

Deputy Finance Officer Harford presented the Commission with a revenue and expense breakdown for the Park & Recreation Board, 2015 and 2016 YTD.

## **NEW BUSINESS**

### **RESOLUTION 09192016-01 ANNUAL MAINTENANCE LEVY**

Motion by Schlieman, second by Bunkers, to approve Resolution 09192016-01, A RESOLUTION OF THE CITY OF WORTHING TO LEVY A FRONT FOOT ASSESSMENT FOR ANNUAL MAINTENANCE OF STREET SURFACES AS PROVIDED FOR IN SDCL 9-43-138. Motion carried, all voting aye.

### **RESOLUTION 09192016-02 STATE WATER PLAN FUNDING**

Motion by Lund, second by Schlieman, to approve Resolution 09192016-02, A RESOLUTION OF THE CITY OF WORTHING FOR A DW-SRF FUNDING APPLICATION SPONSORSHIP. Motion carried: Jacobson, Bunkers, Lund, Schlieman and Saugstad voting aye.

### **CODE ENFORCEMENT UPDATE**

Hunnel went over recent code violation letters sent to residents with the Commission. Violations included: a boat parked in a back yard, unlicensed vehicles and a camper stored on the street. Response from citizens has been favorable.

### **FLU SHOT CLINIC**

The Shopko Pharmacy would like to hold a Flu Shot Clinic in Worthing. Most insurance plans would be accepted and there would be no cost to Medicare patients. Motion by Jacobson, second by Lund to provide the Civic Center free of charge for the public service of a Flu Shot Clinic. Motion carried, all voting aye.

### **P&Z HEARINGS-AMENDING GB ZONING-CONDITIONAL USE**

Hunnel had attended a special meeting of the Worthing P&Z Board at 6 pm that evening. The P&Z Board set a hearing date of October 17<sup>th</sup> at 6 pm to discuss amending the 2012 Revised Zoning Ordinance concerning General Business-Conditional Uses.

### **FINANCE OFFICER REPORT**

Hunnel reported the Loss Control Survey for Safety Benefits had been completed with the assistance of city staff. Hunnel and Harford met with Gary Drewes from the SDML Work Comp Fund and are working on the front footage spreadsheet to ensure that all properties are accounted for. Hunnel will be out of the office on Monday September 26. There was a discussion concerning whether the city should pay for the finance officers to become Notary Public's and if there should be a charge for this service. The commission decided the city will pay the Notary fees and provide the service to Worthing residents free of charge. Non-residents will pay a \$10 fee for this service.

Deputy Finance Officer Harford has been working on delinquent accounts; all accounts have been paid or have a payment arrangement in place. If payment arrangements are not honored, water service will be disconnected.

### **MAINTENANCE REPORT**

The Commission viewed the maintenance report submitted by City Employee Phil Wolf. Items discussed included: locating buried manholes, cleaning storm sewers, pump hours, flushing hydrants, lagoon valve replacement and installing curb stops.

## **DEPARTMENT HEAD REPORTS**

### **PUBLIC WORKS**

Congratulations to Jeremy Forrest on passing the first of two tests needed to obtain Wastewater Certification.

Jacobson reported that the Worthing Days Committee will be hosting Trunk or Treat in Worthing this year.

#### FINANCE & REVENUE

Lund had concerns over a few trees in town and whether they needed to be removed.

#### PUBLIC UTILITIES

Schlieman inquired into placing signs along the Rec Trail stating NO MOTORIZED VEHICLES. Hunnel said the signs have been ordered.

#### PUBLIC SAFETY

Bunkers informed the Commission that all nine holes of the Frisbee Golf Course have been sponsored. Work will begin soon and hopefully will be completed yet this year. Thank you to the following sponsors for their support:

Krump Concrete (2 holes), K&J Auto, Worthing American Legion Post 177, CHS Eastern Farmers Coop, Worthing Insurance, Weller Brothers LLC, Countryside Convenience Store and Stockwell Engineering.

#### MAYOR'S REPORT

Mayor Saugstad has had several inquiries as to when the city is discharging lagoons; there are no plans to discharge within the next few weeks.

Mayor Saugstad called a five minute recess at 9:53 PM.

The meeting was called back to order at 10:01 PM.

#### 2ND READING ORD 2016-278-1/2017 MUNICIPAL BUDGET

The commission performed the final review of the 2017 Municipal Budget, making adjustments for loan payments on an updated snow truck and a remote read water meter system.

Mayor Saugstad gave the Second Reading of Ordinance 2016-278-1. Lund motioned to approve Ord. 2016-278-1, the 2017 Appropriation Ordinance of the City of Worthing. Schlieman seconded. Motion carried: Jacobson, Bunkers, Lund, Schlieman and Saugstad voting aye.

#### **ADJOURNMENT**

Lund motioned to adjourn at 10:45 pm. Jacobson seconded. All votes "aye"; motion carried.

The next regular meeting of the Worthing City Commission will start at 7:00 PM, MONDAY October 10, 2016.

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Eric S. Saugstad, Mayor

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Linda D. Hunnel, Finance Officer