

**CITY OF WORTHING
APPROVED MINUTES
REGULAR SESSION
MONDAY SEPTEMBER 6, 2016**

CALL TO ORDER

The Commissioners of the City of Worthing met in regular session on Monday August 22, 2016 at 7:00 P.M. in the Worthing Civic Center.

Mayor Eric Saugstad presided. The following commissioners were present: Sheri Lund and Crystal Jacobson. Eric Bunkers and Ryan Schlieman were absent with notice. Also in attendance were Finance Officer Linda Hunnel, Deputy Finance Officer Travis Harford, Maintenance Worker Phil Wolf, Worthing Economic Development President Todd Gannon, Mitch Shearer of Stockwell Engineers, Ann Tornberg, Blake Crosby, Gerald Otte, John Ganschow, Suzy Weisenbach, and Justin Wallenstein. (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 Jacobson to approve the agenda for the September 6, 2016 regular monthly meeting with the following addition: September Claims. Lund seconded. Motion carried, all voting aye.

Mayor Saugstad led the meeting with the Pledge of Allegiance.

OPEN PUBLIC SPEAKING

Ann Tornberg of Beresford, SD was at the meeting informing the commission of her upcoming run for the South Dakota State House of Representatives in District 16. Tornberg mentioned that she had attended Worthing Days recently and wanted to thank the community for such a fun event. She was looking forward to working closely with Worthing and its citizens if she is elected in November.

Todd Gannon, President of Worthing Economic Development Corporation, was at the meeting to give the commission an update on the development of the Worthing Industrial Park. Gannon said that two lots had been purchased and buildings are being constructed.

OLD BUSINESS

SEPTEMBER CLAIMS

Jacobson motioned to approve the September 2016 Claims in the amount of \$66,031.27. Lund seconded. All votes “aye”. Motion carried.

MINUTES OF AUGUST 22, 2016 REGULAR MEETING

Lund motioned to approve the minutes of the August 22, 2016 meeting with the following amendment: Jeremy Forrest – Water Certification, Jeremy Forrest was incorrectly listed as Jeremy Jacobson. Jacobson seconded. All votes “aye”, motion carried.

SWEARING IN WORTHING PARK & RECREATION BOARD

Mayor Saugstad administered an oath of office to President Blake Crosby, Vice President Gerald Otte, Secretary John Ganschow, and Board Members Suzy Weisenbach and Justin Wallenstein.

2017 CITY BUDGET

BUDGET DISCUSSION-MOWER/TRUCK INFO

Maintenance worker Phil Wolf discussed the needs for the City of Worthing streets, parks, water, and sewer departments for the upcoming budget. A mower was one of the most urgent needs, and will most likely be purchased in the near future.

Discussions of a new snow plow truck also took place. The commission requested more pricing information on a replacement truck before any action will be taken.

1ST READING ORD 2016-278-1/2017 MUNICIPAL BUDGET

Mayor Saugstad gave the First Reading of Ordinance 206-278-1. The Second Reading will take place on September 19, 2016.

NEW BUSINESS

PAY REQUEST #1-MARY STREET PROJECT

Mitch Shearer of Stockwell Engineers was at the meeting to give an update on the project. Shearer stated that the project was mostly done besides the repaving process, which would be completed as soon as the weather cooperated. Lund motioned to authorize the Mayor's signature on Pay Request #1 for the amount of \$44,222.04 to Twedt Construction. Jacobson seconded. A roll call vote was taken- Lund "aye", Jacobson "aye", Saugstad "aye". Motion carried.

PAY REQUEST #2-REC TRAIL PROJECT

Shearer reported that the Rec Trail Project was near completion, and seeding was about the only thing needed to be completed. Lund motioned to authorize Mayor Saugstad's signature on Pay Request #2 for the amount of \$112,600.06 to Soukup Construction. Jacobson seconded. A roll call vote was taken- Lund "aye", Jacobson "aye", Saugstad "aye". Motion carried.

STATE WATER PLAN DEADLINE

Finance Officer Hunnel and Deputy Finance Officer Harford reported that LeAnn Kerzman of Midwest Assistance Program was working on the city's application to become a part of the State Water Plan. The commission stated to move forward with the process in hopes that it will help secure funding for a new water metering system.

EMPLOYEE HEALTH INSURANCE BREAKDOWN

Hunnel stated that the current health insurance plan's rate will increase by 8.8% in the next year and showed the commission the competition's rates. Jacobson motioned to keep current employee insurance plan. Lund seconded. All votes "aye"; motion carried.

FINANCE OFFICER REPORT

Hunnel reported that she would be attending the Planning & Zoning Meeting that will be taking place on September 12, 2016. The XCEL Energy & LCWF grants had been submitted. She also shared the sign that the Sign Ad Hoc Committee had selected for the XCEL grant. Hunnel will be out of the office on Friday the 9th, and thanked the commission for the time off.

Saugstad called for recess at 9:25 pm. He declared recess over at 9:32 pm.

DEPARTMENT HEAD REPORTS

PUBLIC WORKS

Jacobson reported that Worthing Days was a success. She wanted to thank all of the board members who made it possible, and to all of those who attended. She reported that the Rec Complex would be getting a new 9-hole Frisbee golf course. They had 6 holes sponsored, and were looking for 3 more. If anyone is interested, it is \$500/hole

for sponsorship and they could get ahold of her or Eric Bunkers. Jacobson also stated that the bridge had been roped off at the Rec Complex because of the gap between the ground and bridge. Saugstad mentioned that a fabricator had been contacted about a fix for the gap, and for the time being a piece of plywood would be placed there. Jacobson reported that they were having troubles with people breaking into the concession stands and asked that the door be reinforced. Quotes had been taken for the pouring of a new concrete pad by the Lily Street Lift Station. There are drainage issues by Poplar and 1ST Street that needed to be attended to. Saugstad stated that there is no cheap way to fix the drainage issue, but we could always discuss the issue with Jon Fischer. Poplar & 1st also had a few dead trees that needed to be removed as well. Jacobson asked Finance Officer Hunnel for a code enforcement update at the next meeting.

FINANCE & REVENUE

Lund stated that Worthing Days was fantastic. She wanted to thank Crystal Jacobson and the Worthing Days Committee, and she was looking forward to it next year. Lund also wanted to thank everyone who attended.

MAYOR'S REPORT

Mayor Saugstad wanted to extend a thank you to Crystal, the Worthing Days Committee, and the Worthing Community Fire Department for all of their hard work and help with another successful Worthing Days.

SOFTWARE/COMPUTER I.T. SUPPORT

Deputy Finance Officer Harford presented two quotes from Team Logic IT to handle City Hall's information technology needs. The commission approved a quote from Team Logic IT.

UNCLAIMED PROPERTY

Commissioner Lund had inquired into this during budget talks. The Finance Office will work with the software company on cleaning up outstanding disbursements. Lund said after that was completed, the City would need to adopt a policy for a yearly review of any unclaimed property.

Saugstad declared recess at 10:12 pm. He declared recess over at 10:18 pm.

EXECUTIVE SESSION

Jacobson made a motion to enter into Executive Session at 10:18 PM to discuss personnel issues. Lund seconded. Motion carried. Mayor Saugstad called the meeting back to order at 11:31 pm. No action was taken.

ADJOURNMENT

Jacobson motioned to adjourn at 11:31 pm. Lund seconded. All votes "aye"; motion carried.

The next regular meeting of the Worthing City Commission will start at 7:00 PM, MONDAY September 19, 2016.

Eric S. Saugstad, Mayor

Travis Harford, Deputy Finance Officer