

**City of Smith Center**  
**City Council Meeting Minutes**  
**January 14, 2019**  
**6:00 pm**

The City Council met in regular session with Mayor Wiehl presiding. Council members present: Adam Rentschler, Dave Mace, Don Wick, Chris Cole, and Tracy Kingsbury. Others present: Rick Hileman, Jamie Marshall, Arloa Barnes, Brad Howland, Mickey Drake, Kelly Lyon, Tabitha Owen, Terri Jones, and Jill Conaway.

Motion by Cole, seconded by Rentschler, to approve the minutes of the December 19, 2018 meeting. Motion carried.

Motion by Rentschler, seconded by Wick, to approve payment of the monthly expenses. Motion carried.

**Policy Book**

After discussing various options, a motion was made by Mace, seconded by Kingsbury to establish a probationary period for new employees; with the Policy Book to be updated to include the following: *C-4. Probationary Period. All new full-time and part-time employees will be reviewed by the governing body for: continued employment, one step salary schedule increase, and qualification for an annual bonus at the end of the fiscal year; after six (6) months of employment.* Motion carried.

**Fire Department**

Information was retrieved from area communities and shared with the council regarding the fees paid to the Smith Center Fire Department for weekly meetings and all fire call responses. Upon review and information provided by Councilman Cole, a motion was made by Wick, seconded by Mace to increase payments to the Fire Department as follows: Meeting payment increase to \$100 per meeting; fire call response increase to \$180. Motion carried. (Councilmembers Cole and Rentschler abstained)

**CCLIP**

The City has filed a pre-application with the U.S. Department of Agriculture Rural Development for financial assistance for the CCLIP project resurfacing US-281, municipal Main Street. Motion by Cole, seconded by Wick to set a public meeting on the proposed project for Monday, January 28, 2019 at 6:15pm; to be held in the City Offices. The meeting notice will be published in The Pioneer. Motion carried.

### **Guest**

Kelly Lyon has acquired property adjacent to property owned by Trinity Ag, north of US-36. Lyon is working on cleaning up the property and in doing so would like to take down the two structures on the property and asked the council about the possibility of burning the debris from the buildings once it is cleaned up in a manner appropriate for such. The council thanked Lyon for working on the appearance of the property and asked him to speak to Fire Chief Marion Hayes.

### **CMB**

Motion by Rentschler, seconded by Kingsbury to approve a 2019 Cereal Malt Beverage license to Center Fire Pizza. Motion carried.

### **Resolutions**

Motion by Wick, seconded by Cole to adopt Resolution 2019-1 regarding GAAP. Motion carried.

Motion by Kingsbury, seconded by Mace to adopt Resolution 2019-2 designating The Smith County Pioneer as the official city newspaper for publication of legal notices, advertisement or publications of any kind of the City of Smith Center. Motion carried.

### **Designations**

Motion by Wick, seconded by Rentschler to designate Guaranty State Bank, The Peoples Bank, and Smith County Bank as depositories for the City of Smith Center. Motion carried.

Motion by Wick, seconded by Cole to approve Mayor Wiehl's appointments of: Jamie Marshall-Chief of Police; Mickey Drake-Police Officer; Terri Jones-City Treasurer; Jill Conaway-City Clerk; Tabitha Owen-City Attorney; and Michael Kirchhoff-City Judge. Motion carried.

Motion by Wick, seconded by Cole to approve Mayor Wiehl's Council Department Head appointments of:

Tracy Kingsbury-Airport and Golf; Don Wick-Pool and Parks; Chris Cole-Fire Department and Police Department; Adam Rentschler-Street Department-Public Transportation and Recreation Commission; Dave Mace-Water and Sewer; and Bryce Wiehl-Economic Development. Motion carried.

### **Reports**

Brad Howland presented minutes from the Economic Development Special Meeting. Motion by Rentschler, seconded by Mace to approve the termination of Stacy Schulte, Director, as outlined in the minutes presented. Motion carried. Discussion was held on the department and the division of duties. The Advisory Board will discuss options at their upcoming monthly meeting.

Chief Marshall reported on applications received for the open police officer position. Hileman presented a proposal from Inland Potable Services, Inc. from the last dive cleaning and inspection. The proposal includes the set up and breakdown of their equipment, epoxy repairs to the interior areas noted in the inspection report, and provide and install the hatch gasket. The minimum charge for the first eight hour day is \$2,875; with a maximum of \$5,825 if the divers work a second day, charged at \$360 per hour. The additional cost of the epoxy material will be added on the final invoice, charged at the amount used, estimated at \$500. Motion by Wick, seconded by Kingsbury to approve the proposal as written. Motion carried.

Discussion was held on the recent snow removal.

After a presentation of information by Jones on the Airport Capital Improvement Program, the council gave Terri Jones the authority to move forward with the program and the authorization to sign all associated documents.

Councilmember Cole shared information on and stated the importance of the governing body members' compliance to the Open Meetings Act.

Mayor Wiehl announced notification received from the League of Municipalities that 7<sup>th</sup> grade student Luke Franklin was chosen as a regional winner of the League's recent "If I Were Mayor" essay contest. Mr. Franklin and his family, and teacher Ms. Miranda Christner are invited to Topeka for a special ceremony with leaders and state legislators on January 23<sup>rd</sup>. An invitation will also be extended to attend the next city council meeting for local recognition.

Motion by Rentschler, seconded by Wick to adjourn at 6:50pm. Motion carried.

Attest:

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Jill Conaway, City Clerk