

**City of Smith Center
City Council Meeting Minutes
March 14, 2018
6:00 pm**

The City Council met in regular session with Mayor Wiehl presiding. Council members present: Don Wick, Chris Cole, Dave Mace, and Tracy Kingsbury. Absent: Adam Rentschler.

Others present: Mickey Drake, Jamie Marshall, Rick Hileman, Julie Troy, Tabitha Owen, Brad Howland, Terri Jones, and Jill Conaway.

Motion by Cole, seconded by Wick, to approve the minutes of the February 28, 2018 meeting. Motion carried.

Motion by Kingsbury, seconded by Mace to approve the minutes of the March 7, 2018 special meeting. Motion carried.

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

Chamber of Commerce

Julie Troy was present on behalf of the Chamber of Commerce to present information on their upcoming Annual Banquet on March 24th. With a Casino event planned later that evening, some members of the governing body agreed to participate as dealers at some of the tables.

Employee Policy

Sick leave policy options were reviewed by the council. The consensus of the council was to change the policy to read:

Section E-6. Sick Leave. All full-time employees of the City receive one day of sick leave each month. New employees receive their first day of sick leave the month following their date of employment. If an employee is sick and cannot report for work, the supervisor should be called immediately preceding normal work hours. A maximum of ninety (90) days sick leave can be accumulated. Any days acquired in excess of the ninety (90) day maximum will be put in a Sick Leave Pool at the end of each calendar year. This pool will be available to employees that have depleted their leave time, to be awarded at the discretion of the council upon a catastrophic event, injury, or loss. At the time of an employee's retirement, compensation will be awarded to the employee for 50% of their accumulated sick leave, based on the employee's hourly wage at the time of retirement. Part-time and seasonal employees are not entitled to sick leave. Holidays during illness will be paid as holidays. Any employee who improperly claims sick leave shall be subject to disciplinary action, including loss of pay or dismissal.

This policy change will be voted on at the March 28, 2018 council meeting.

Council Meeting Schedule

After discussing various options to assure a quorum for council meetings on a regular basis, a motion was made by Wick, seconded by Mace to adopt Ordinance 1016, amending Article 2; Section 1-203 of the Code of Ordinances to change the regular meeting day for the City Council to be held on the second and fourth Monday of each month at 6pm. This ordinance shall take effect April 1, 2018. Motion carried.

Delinquent Business Expansion & Development Loan

Loan documents were reviewed by the council and city attorney. According to a letter submitted by Roy and Katie Shellito, the delinquency will be paid to make the loan current on or before April 3, 2018 and maintain regular payments thereafter. The council tabled this item until the April 9, 2018 meeting.

American Red Cross

As the American Red Cross fulfills a vital role in our community, a motion was made by Mace, seconded by Cole to proclaim March 2018 as American Red Cross Month, encouraging all Americans to support this organization and its noble humanitarian mission. Motion carried.

Water Tower

A motion was made by Mace, seconded by Kingsbury to approve an inspection and maintenance to be provided by Inland Potable Services, Inc. at a proposed cost of \$2,875. Motion carried.

Property/Liability Insurance

Motion by Wick, seconded by Kingsbury to approve payment to Smith County Insurance for the annual renewal of property and liability insurance through EMC at a cost of \$65,010. Motion carried.

Superintendent and Council Reports

Applications continue to be accepted for the Economic Development Director position, as well as interviews scheduled later this month.

Kingsbury reported on upcoming work to lay 600' of water lines at the golf course.

Mace proposed advertising for a city employee, as a current employee is approaching retirement. Discussion was held on departments, concluding with a decision to hire for position in general, not departmentalized.

Cole had some concerns with the emergency siren system, including the possibility of a regular maintenance plan if available by the providing company.

Applications are being reviewed for Public Transportation drivers.

Hileman reported on a faulty part at the lift station for the new hospital that broke and caused some internal damage. The new lift station also will need a call station purchased and put in place.

There have been numerous issues in the city's waste disposal lines and treatment plant with what is considered and marked to be "flushable wipes". Notices will be made to the public that these wipes cannot be flushed as they are causing costly issues at the treatment plant; jamming pumps, blocking screens, and causing backups in the mains and personal residences.

Motion by Wick, seconded by Cole to adjourn at 7:12pm. Motion carried.

Attest:



Jill Conway, City Clerk