

# Smith Center City Council Meeting Minutes

March 22, 2021

## **I. Call to Order**

Mayor Bryce Wiehl called to order the regular meeting of the city council at 6pm on March 22, 2021.

## **II. Attendance**

Council members: Chris Cole, Adam Rentschler, Don Wick; and Tracy Kingsbury arrived at 6:03pm. Absent: Shawn Phelps.

Others: Kim Phelps, Terri Jones, Steven Clark, Officer Ken Jones, Chief Jamie Marshall, Jill Conaway; Rick Hileman arrived at 6:04pm; Brad Howland arrived at 6:50pm.

## **III. Consent Agenda**

Motion by Rentschler, seconded by Wick to approve the previous meeting minutes and payment of vouchers. Motion carried.

## **IV. New Business**

- a) Red Cross-A motion was made by Rentschler, seconded by Cole, to approve the Mayor's Red Cross Proclamation. Motion carried.
- b) Options-Motion by Rentschler, seconded by Cole, to donate \$600 to Options Domestic and Sexual Violence Services. Motion carried.

## **V. Previous/Ongoing Business**

- a) Administrative Position-Detailed discussion took place on an option to add a full-time employee to the city's administration. Various aspects of the position were shared. Some items of discussion included training to assist the clerk and treasurer in their duties; shared duties under the economic development department; contact person for the economic development department; enhancing communications with the department by working out of the same offices; retirement options in the administrative offices over the next couple of years; increase in tasks; fund accounts for wages. Members talked about the perceived division between the governing body and how the council does not wish to take away from the economic department's board, yet there is a need to keep the programs and activities started in process and the need to fill a void. The governing body would like to work with the economic development advisory board on what direction they are working towards for the director position and the department. After continued discussion, it was the consensus of the council to complete a job description and advertise for an administrative assistant position, with applications due April 5<sup>th</sup>. Economic Development will be asked to attend the next council meeting.

## **VI. Department Reports/Committee & Board Reports**

- a) Library Board-Motion by Rentschler, seconded by Wick to appoint Judy Burgess (first full term) and Pam Hutchinson (second term) to the Library Board. Motion carried.

- b) Rick Hileman-Sargent Drilling met Hileman and LaDow on the inspection of the wells. Hileman summarized some of the issues found. Sargent Drilling will be sending a report on their findings that Hileman will have for the next meeting.  
Wick shared a compliment he received on the road work completed on South Monroe Street.
- c) Terri Jones and Jill Conaway-Quotes from CES and Nextech were shared with the council to replace the Srader Access System. The current system is the original from the time of remodel and is not able to be upgraded. Clarification will be obtained from CES on whether their quote is a purchase or lease; repair costs should equipment fail; and the total monthly fees. Item was tabled until the next meeting.  
An Agenda Placement Policy was presented to the council for approval. The policy was reviewed. A motion was made by Cole to approve the policy with the addition of adding the meeting time to the form, motion seconded by Wick. Motion carried.  
Conaway shared a letter from KDOT showing approval of funding for the General Public Transportation Program for fiscal year 2021-2022 and the purchase of a third vehicle to provide additional services.

## **VII. Governing Body Reports**

- a) Rentschler-Departments Airport/Streets/Transit  
Kingsbury reported to Rentschler some damage being done to curbing and streets by a tractor trailer in the southeast part of town. Marshall will address the issue with the resident and also mentioned another tractor trailer that he noticed parking in the east lot of the old hospital that he will locate the owner of as well. Marshall will share the truck routes and advise the drivers of the parking violations.
- b) Wick-Departments Parks/Pool  
Shared the upcoming monthly pool meeting scheduled. Wick also shared concerns of the area around the pool once it is completed, suggesting that there may be a need to lay sod around the pool in order to decrease the possibility of mud/dirt transferring into the pool by attendees. Cole shared that buffalo sod as a possibility.
- c) Mayor Wiehl  
Reported that the last economic development advisory board meeting was a positive meeting with Darin Janzen and Sherry Weatherholt in attendance after meeting with the city council that week.  
Mayor Wiehl shared that this year we will be celebrating Smith Center's 150<sup>th</sup> year. He has met with Smith County's CVB director Denise Marcum. Marketing items are in process, and promotions will be in place by Memorial weekend announcing the September celebration. A vast amount of work is being completed by the CVB, Chamber of Commerce and economic development to put the celebration together. Cole asked about the possibility of a military flyover, and what it would take to put it together. Jones mentioned that the Airport Board may be able to assist.

Hileman asked members to go by Wagner Park to see some of the many improvements in progress and completed by the city crew under the park beautification project.

**VIII. Adjournment**

Motion by Wick, seconded by Rentschler, to adjourn. Motion carried. Meeting adjourned at 7:24pm.