

**City of Smith Center**  
**City Council Meeting Minutes**  
**April 9th, 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: Chris Miner, Jamie Marshall, Rick Hileman, Arloa Barnes, Tabitha Owen, Brad Howland, Nick Rhodes, Jill Conaway and Terri Jones.

Motion by Mace, seconded by Wick, to approve the minutes of the March 14, 2018 meeting. Motion carried.

Motion by Wick, seconded by Cole to approve the minutes of the March 26th, 2018 special meeting. Motion carried.

Motion by Kingsbury, seconded by Mace, to approve payment of the monthly expenses. Motion carried.

**Shellito Loan**

There was discussion on the Shellito loan. The council reviewed a letter that Roy and Katie Shellito had submitted to ask for more time to catch up on their loan as they were waiting on their federal tax return. They would then make the payment towards their loan to bring it up to date. The council decided to give them the time to make their payment. It was suggested to re-write the loan to make it more affordable for them to pay their monthly payments. Nothing will be done until they are current on the balance.

**Employee Policy**

After discussion on the policy a motion was made by Wick, seconded by Cole to approve the sick leave policy as follows:

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.

After the employee is compensated, any remaining sick leave days will be placed in the Sick Leave Pool. 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. Motion carried.

### **Airport Taxiway Project**

Jones reported to the council that the advertising for bids for the project was approved. Companies will have about 3 weeks to get their bids submitted. She also reported that a Pre-Bid Meeting will be held at the airport terminal building on April 17<sup>th</sup> at 2:00 p.m. The bid opening will be at City Hall on May 2, 2018 at 10:00 a.m. A special meeting will be held to sign the construction agreement on Friday, May 4<sup>th</sup> at Noon at the city office.

### **Public Transportation Driver**

A motion was made by Wick, seconded by Mace to hire Glenna Overmiller as a part-time public transportation driver. All in favor.

### **Summer Employees**

Hileman reviewed applications for summer employment with the council. A motion was made by Wick, seconded by Mace to hire one summer employee to work at the golf course and 5 summer employees to work with the city crew, non-specific to departments. Motion carried.

Motion by Kingsbury, seconded by Cole to hire Donna Favinger as Pool Manager for the 2018 season; allowing Favinger to hire the full-time and part-time lifeguards, based on the applications received. Motion carried.

### **Library Board Appointments**

A motion was made by Cole, seconded by Wick to appoint Lyna Mace and Cindy Wagner to the library board. Motion carried. This will be their first term.

### **Economic Development**

Brad Howland stated that the Economic Development Board had a special meeting to review the motel feasibility study. They will keep the study on file for future use if needed.

## **Superintendent and Council Reports**

Hileman reported that Inland Potable Services will do the inspection on the water tower and will be here next week. DLS Underground is placing the new water line on Washington Street will be here tomorrow. (Tuesday).

Hileman also stated that he had been to the airport with Warren Strukel from Strukel Electric looking at the PAPI's lights and windsock tower. We have been having problems with the lights for a while and it was decided that a board would need to be replaced to see if that will fix the problem. Also he reported that the windsock lights are not working and the system is obsolete. He will get some pricing for a different system.

Hileman said that he has some concerns with our new lift station by the new hospital. He has been talking to our engineer at Wilson & Company about some of the problems. He stated that the lift is not working correctly as there is a pump down. Hileman explained how the lifts should work.

Jones reported that the Srader Foundation had given the city a grant to replace the tables in the hall at the Srader Center.

Cole stated that the swimming pool bath house and playground equipment could use some attention. Also the sky lights were broken due to the hail storm, which will be replaced. Hileman said he would forward the information on to the city crew. Cole also asked about the damage to the city property from the hail storm. Jones said that an adjustor was here and given a list of all the properties to inspect. The report will be reviewed when received to make sure all of the properties were inspected. He also reported that the fire department was doing preliminary work for re-determination on the ISO rating for the city.

Wick reported that he and Conaway had attended a planning session with the swimming pool committee through the Hansen Foundation. The committee will be seeking funding through grants and other means.

Mayor Wiehl states that he had a video made of the different upstairs apartments on Main Street and if anyone wanted to look at it to let him know.

A motion was made by Mace, seconded by Wick to call an executive session for 15 minutes to discuss personnel reviews with the attending Economic Board members. Motion carried. In session at 6:55 p.m. - Out of session at 7:15 p.m.

A motion by Cole, seconded by Wick to call an executive session for 10 minutes to discuss personnel reviews with the attending Economic Development Board members. Motion carried. In session at 7:12 p.m. – Out of session 7:22 p.m.

It was the consensus of the city council to allow the Economic Development Board to make an offer for the director position.

Motion by Wick, seconded by Cole to adjourn. Motion carried.

Attest:

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Terri Jones