

# Smith Center City Council Meeting Minutes

July 24, 2023

## **I. Call to Order**

Mayor Bryce Wiehl opened the meeting at 6pm on Monday, July 24<sup>th</sup>, 2023, at the Srader Building.

## **II. Attendance**

Council members: Don Wick, Brady Peterson, Tracy Kingsbury, Chris Cole, and Dave Mace. Others: Jamie Marshall, Dana Peterson, Aurielle Hughes, Kim Phelps, Jacob and Dairiane Cobb, Rick Hileman, John Terrill, Kim Maudlin, Sherry Weatherholt, and Jill Conaway.

## **III. Consent Agenda**

Motion by Wick, seconded by Kingsbury, to approve the previous meeting minutes, vouchers, and receipts. Motion carried.

## **IV. Guest**

John Terrill-Housing Authority, shared that Mapes & Miller will not be able to perform the 2021 or 2022 audit. Judy Hall has reviewed the financial information for Western Plains and confirmed that less than \$500,000 is received in subsidies each year. The subsidies do not warrant a full annual audit therefore Garen Kuhlmann's office will provide the monthly accounting. Terrill explained that Hall completes monthly statements that are reviewed; the services of Kuhlmann's office will be in addition to the current practices.

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

- a) Water Transmission Lines-Conaway shared a letter from KDHE notifying that the City has been selected in the KDHE 2024 Intended Use Plan to apply for a loan in the amount of \$3,800,000 from KPWSLF with an estimated \$3,000,000 in loan forgiveness. Following discussion and review, a motion was made by Kingsbury, seconded by Cole, to approve an agreement with Northwest Kansas Planning and Development Commission for administrative consulting services to facilitate the application with the total fee up to \$7,500. Motion carried.
- b) Sidewalk Program-Conaway presented the documentation reviewed at previous meetings. Various options were discussed to form the sidewalk program. The ordinance references state statute for specifications. Mayor Wiehl suggested the program be started in two steps, funding set for the remainder of 2023 then setting the requirements for application. Motion by Mace, seconded by Peterson, to allocate \$20,000 of 2023 funding to the sidewalk program. Motion carried. The statute will be reviewed for qualifications to be decided on at the next city council meeting.

## **VI. New Business**

- a) Monitoring Well-Conaway shared a request from Milco Environmental Services, Inc. to access the city's right of way located south of 505 E. Highway 36 to install a monitoring well and perform groundwater sampling for Trinity Ag, LLC. Motion by Wick, seconded by Mace, to approve the request as submitted. Motion carried.

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

- a) Economic Development-Peterson reviewed the July board minutes. Motion by Wick, seconded by Kingsbury, to approve a \$5,000 Jumpstart Grant to Jacob and Dairiane Cobb-Cobb Proinspect, LLC. Motion carried. Motion by Mace, seconded by Kingsbury, to approve a Residential Revitalization Grant to Raquel Boxum for up to \$3,000 for property at 115 W. Francis. Motion carried. Motion by Cole, seconded by Mace, to approve a Residential Cleanup Grant to Steve Bortz and Bruce Lehman for up to \$1,000 for property at 303 Elm. Motion carried. Motion by Peterson, seconded by Kingsbury, to approve up to \$3,000 for the purchase of city banners to be replaced along Main Street and added to highway 36. Motion carried. Mike Saft is working up the design options, with hopes to have the banners completed and in place by Old Settler's Day.

Boards and Teams-Motion by Peterson, seconded by Wick, to remove Brigid Hall and add Dana S. Peterson, Dana J. Peterson, and Shannon Rogers to the Recruitment Team. Motion carried. Motion by Wick, seconded by Cole, to reappoint Raquel Boxum, Jaime Isom, Dana J. Peterson, Dana S. Peterson, Nick Rhodes, and Melissa Westbrook to the Housing Team. Motion carried. The Recruitment and Housing Teams' terms will change to January appointments to coincide with the economic development advisory board terms.

Peterson shared information on the proposed mural and the State Rural Mural grant award for the Befort building on Main Street. Motion by Cole, seconded by Kingsbury, to facilitate the \$7,500 grant from the Office of Rural Prosperity and the economic funds of \$2,500. Motion carried.

Motion by Peterson, seconded by Mace, to accept the resignation of Joe Stansbury from the advisory board. Motion carried.

Peterson shared that both of the economic development employees will be attending the Kansas Housing Conference as required for low-income housing compliance.

Peterson updated the council on the inspections and changes at Heritage Townhomes. \$248/month will be deposited into the reserve account beginning September 1<sup>st</sup>, as funding has been used for the rehabilitation of 312B. Rent has been raised, tenants have been notified.

- b) Police Department-Chief Marshall reported on an incident where three teenagers entered the pool after hours. The teenagers will be submitting letters of apology to the city council. An additional security light is needed for better visibility. Wick and Marshall

discussed the option of painting STOP at each of the stop signs on Main Street, with KDOT's approval.

- c) Supervisor/Manager-Kingsbury inquired on the lift station issue. Hileman has contacted Heineken Electric. (Cole left the meeting at 6:57pm)
- d) Clerk-Conaway received an email from Cruz Newberry with Table Rock Alerting Systems prior to the meeting. Cruz will be in contact with Hileman to schedule the installation of the new sirens and updates, tentatively July 31<sup>st</sup> and August 1<sup>st</sup>.

#### **VIII. Governing Body Reports**

- a) Wick-Pool/Rec/Transit  
Reported that the Recreation Commission members did a great job running the ball tournaments. Wick also asked that when it comes to scheduling lifeguards next year, that Independence Day be worked in to the employees' schedules so that the pool can be open that day.

#### **IX. Executive Session**

Motion by Kingsbury, seconded by Wick, to enter into executive session for ten minutes, personnel exception, personnel matters of non-elected personnel, with Conaway in attendance. Motion carried. In session at 7:02pm-out of session at 7:12pm.

#### **X. Adjournment**

Motion by Wick, seconded by Peterson, to adjourn. Motion carried. Meeting adjourned at 7:13pm.