

**Smith Center City Council Meeting Minutes**  
**July 27, 2020-6:00 pm**

The City Council met in adjourned session with Mayor Bryce Wiehl presiding. Council members present: Tracy Kingsbury, Don Wick, Adam Rentschler, Chris Cole, and Shawn Phelps. Others present: Jamie Marshall, Linda and David Edell, Kim Phelps, Tabitha Owen, Terri Jones, Jack Yenne, Brad Howland, Libby McDonald, Rick and Shareece Hileman, James Johnson, Brady Peterson, and Jill Conaway.

A motion was made by Wick, seconded by Kingsbury, to approve the June 22, 2020 minutes as originally presented at the July 13, 2020 meeting. Motion carried. A motion was made by Wick, seconded by Cole, to approve the July 13, 2020 minutes as written. Motion carried.

**Guests**

Linda Edell addressed the council on live streaming the council meetings.

Brady Peterson received the council's approval to hold the Cruizin' the Center Car Show in front of the Srader building as well as Kiwanis utilizing the hall kitchen for the meal. Peterson inquired about the process that would allow a temporary beer garden within city limits.

**Old Business**-An executive session will be held at the end of the meeting prior to addressing the tabled city manager job description.

**Golf Course Advisory Board**-A motion was made by Wick, seconded by Rentschler, to accept the resignation of Vernon Reinking from the Golf Course Advisory Board effective July 17, 2020. Motion carried.

**Customer Service Line Warranty Program**-The council reviewed information on the service line warranty program option, resulting in the item being tabled to the August 10, 2020 meeting.

**Software Module**

After a review of information provided, a motion was made by Rentschler, seconded by Wick, to approve the purchase of the purchase order module through the city's software, gWorks. Motion carried.

**KDOT CCLIP**

Conaway shared information on the two recently awarded roadway improvement applications through KDOT. A motion was made by Rentschler, seconded by Kingsbury, to authorize Mayor Wiehl and Clerk Conaway to sign the KDOT 1302 form for the surface preservation project from the railroad tracks south to South City Limits. Motion carried. The pavement restoration project for K-204 will be addressed at the August 10, 2020 meeting once financing options are reviewed.

**Designations**

A motion was made by Wick, seconded by Rentschler, to approve the Mayor's designations as follows: Jamie Marshall-Chief of Police; Terri Jones-City Treasurer; Jill Conaway-City Clerk; Tabitha Owen-City Attorney; and Michael Kirchhoff-City Judge. Motion carried.

**Economic Development**

Howland reported on Economic Development. A motion was made by Rentschler, seconded by Phelps, to approve a \$1,500 Clean-Up and Revitalization Grant to Chris and Julie Huffman. Motion carried. A motion was made by Rentschler, seconded by Kingsbury, to approve a \$1,500 Clean-Up and Revitalization Grant to Dennis and Judy Schmidt. Motion carried. A Housing Rehab Program was discussed, with funding options being sought.

### **Supervisor and Council Reports**

Chief Marshall reported on his schedule, officer applications, and the delivery of signs.

Hileman and Conaway explained the nuisance process in response to an inquiry on a property.

Jones and Johnson reported on upcoming work that Kyle Railroad will be doing at the railroad crossing on Main Street, that will result in a detour route to be set by the railroad with direction from KDOT; on August 6<sup>th</sup> and 7<sup>th</sup>.

Rentschler discussed with the council a used street sweeper Johnson was contacted on. Johnson has been in contact with the company and is awaiting further information. Previous, current, and upcoming street work was discussed by the council.

Kingsbury reported on a water leak discovered on Sunday; and commended the city crew on the repair.

Phelps reported on the success of the recent golf tournament, along with Hileman. Praises were expressed for the sponsors and participants.

Cole reported that the fire department received a thermal imaging camera; as well as expressing praise of the city crew for the emergency work completed over the weekend.

Wick shared information of misuse of the picnic table area by a few children, that will be addressed.

### **Executive Session**

Motion by Rentschler, seconded by Wick, to enter into executive session for 10 minutes, non-elect personnel, to discuss the manager job description. Motion carried. In session at 7:08pm-out of session at 7:08pm. Motion by Rentschler, seconded by Kingsbury, to extend executive session for 5 minutes. Motion carried. In session at 7:09pm-out of session at 7:14pm.

Discussion was held on the manager job description. Attorney Owen read the items to be added to Hileman's current job description as: responds to citizen concerns and complaints; communicates with department heads on a routine basis to determine the departments needs; represent the city at organization meetings; and other related duties as deemed necessary or required. A motion was made by Wick, seconded by Rentschler, to make the changes as stated by Owen. Motion carried.

Motion by Rentschler, seconded by Wick, to adjourn. Motion carried. Meeting adjourned at 7:29pm.