

City of Smith Center  
City Council Meeting Minutes  
October 27, 2025

**I. Call to Order**

Chris Cole opened the meeting at 6:00 p.m. on Monday, October 27, 2025, at the Srader Building.

**Attendance**

Governing Body Members: Everett Mansholt, Tracy Kingsbury, and Chris Cole, Ty Wallgren. Absent: Don Wick and Bryce Wiehl.

Others: Jill Conaway, Tabitha Owen, Jamie Marshall, Melissa Colby, Kim Phelps, Kim Maudlin, Rick Hileman, Joshua Niles, Brittany Niles and Scott Roth.

**II. Consent Agenda**

Following review, a motion was made by Kingsbury, seconded by Mansholt, to approve the meeting minutes; vouchers, and receipts. Motion carried.

**III. Previous/ Ongoing Business**

The council reviewed two bids submitted for the replacement of the library roof. One of the bids was submitted by Knoll Building Maintenance. The other was submitted by McGee Roofing LLC. After discussion and review Kingsbury made a motion to accept the bid submitted by McGee Roofing LLC, in the amount of \$53,106.99, along with the additional insulation added in the amount of \$12,180.00, totaling \$65,286.99. The motion was seconded by Wallgren. Motion carried.

**IV. Department Reports/Committee & Board Reports**

- a) Economic Development- Scott Roth requested the approval of a debt collection service, by the council, to proceed with collections against HBD, LLC. A motion was made by Mansholt to proceed with the debt collection process to hopefully recoup lost funds. The motion was seconded by Wallgren, and the motion carried. Roth also requested a meal reimbursement in the amount of \$123.75. Wallgren made a motion to reimburse Scott Roth in the amount of \$123.75 for the purchase of meals. The motion was seconded by Kingsbury. Motion carried.
- b) Recreation Commission- A letter of support for the Ken Sidles Youth Facility has been submitted to the council. It is the consensus of the council to support the letter of support.
- c) Police Department- Chief Marshall gave an update on the Tahoe. He explains to the board that the department is still waiting for parts to be delivered as well as the graphics. The Chief also informs the council of the purchase of new tires for the two cars. Marshall also presents to the board the need for a program to help inform the children of the

community on the safety necessities for riding electronic scooters. The council supports the idea of a presentation at the school and information for the students to take home to parents.

- d) Clerk- Brittany presented the board with information on replacing the downtown Christmas pole decorations. After review, the council agrees to table the replacement of the lights until after the first of the year and the funds have been secured. Jill updates the board on Mobility week that will be taking place November 3<sup>rd</sup>- 7<sup>th</sup> and requests the City Office be closed at 4:00 PM on Wednesday, November 5<sup>th</sup> for a driver celebration. The council agreed to close the office at 4:00 PM for the driver celebration.
- e) Treasurer- Melissa updates the board on a bid submitted by American Fence Company to put up a new fence around the bath house at the pool. Colby states she has been in contact with Don Wick, and he recommended proceeding with the bid to get the fence complete as soon as possible. Kingsbury makes a motion to accept the bid submitted by American Fence Company in the amount of \$5329.02 to complete the bath house fence. The motion was seconded by Mansholt and the motion carried.

**V. Governing Body Reports**

Nothing to report.

**VI. Executive Session**

A motion was made by Mansholt, seconded by Kingsbury, to enter into an executive session for ten minutes, personnel exception matters, non-elect personnel. Motion carried. In session at 6:42 p.m. A motion was made by Everett to extend the session 5 minutes and seconded by Kingsbury, out of session at 6:57 p.m.

**VII. Adjournment**

A motion to adjourn was made by Mansholt and seconded by Kingsbury. Motion carried. Meeting adjourned at 6:59 p.m.