

City of Smith Center
City Council Meeting Minutes
November 25, 2024

I. Call to Order

Mayor Bryce Wiehl opened the meeting at 6:00 p.m. on Monday, November 25, 2024, at the Srader Building.

Attendance

Council Members: Chris Cole, Don Wick, Brady Peterson, Tracy Kingsbury, and Everett Mansholt.

Others: Jamie Marshall, Kim Maudlin, Melissa Colby, Rick Hileman, Tabitha Owen, Nick Rhodes, Chris Rowe, Kim Phelps (6:05 p.m.), and Jill Conaway.

II. Consent Agenda

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

III. Previous/Ongoing Business

a) Water Transmission Lines-Conaway presented loan documents on the project. A motion was made by Kingsbury, seconded by Peterson, to adopt ordinance 1050, authorizing the execution of a loan agreement with the State of Kansas Department of Health and Environment, for the purpose of obtaining a loan to finance the water supply project. Motion carried.

b) Lagoon Project-Pay request number 2 was presented to the council. A motion was made by Wick, seconded by Kingsbury, to approve KWPCRF Project #C20 3039 01 payment request number 2 for \$32,745.00. Motion carried.

IV. New Business

a) CMB License-Following review, a motion was made by Peterson, seconded by Cole, to approve a 2025 Cereal Malt Beverage License to Pizza Hut. Motion carried.

b) Council-Mayor Wiehl stated that Brady Peterson will be leaving the city council the end of December, as he will assume his county commissioner role in January. Wiehl wrote the name of a potential candidate on paper and had it distributed to the council for approval. Mayor Wiehl appointed Ty Wallgren to fill Brady Peterson's term, effective January 2025.

V. Department Reports/Committee & Board Reports

a) Planning Commission-The minutes of their last meeting were reviewed. Following discussion, a motion was made by Wick, seconded by Peterson, to approve rezoning the property at 116 East Highway 36 from C-S Highway

Service District to R-3 Multiple Family Dwelling District. Motion carried. Several members of the council, as well as Rhodes on behalf of economic development, shared their approval of the work Jose Jimenez is doing to increase housing options and the attention to the property.

- b) Economic Development-Rhodes presented the minutes from the last advisory board meeting. Rhodes shared information on a grant application from Buffalo Moon, a boutique geared toward western wear. He also stated that the owner is working with Blooms to assure there is no overlap in products offered; and the owner is adding men's wear as well. A motion was made by Mansholt, seconded by Kingsbury, to approve a Jump Start grant of \$5,000 to be paid over the course of one year. Motion carried.

Rhodes presented information on a revitalization grant application. A motion was made by Cole, seconded by Wick, to approve a matching residential revitalization grant up to \$3,000 to Cody Theobald. Motion carried.

Rhodes reported that the board had decided to withdraw the employment offer for the administrative position/Chamber position. The group will continue to advertise.

Member Scott Roth had shared a consulting agreement proposal with the advisory board to cover some of the day-to-day items of economic development. Wick asked if Roth would remain a voting member. Rhodes responded that he would. A motion was made by Wick, seconded by Kingsbury, to approve the agreement with Roth at \$1,150/month. Motion carried.

At the meeting, the board elected Scott Roth as chairperson and Jacob Cobb as vice-chair. Rhodes explained that his term will be up following old business at the January meeting.

A motion was made by Mansholt, seconded by Cole, to remove Travis Ray from the advisory board. Motion carried.

A motion was made by Wick, seconded by Cole, to approve a food reimbursement of \$112.02 to Roth. Motion carried.

A motion was made by Peterson, seconded by Wick, to approve increasing Shaffer's payment for the Heritage Townhomes books by \$125/month. Motion carried. A motion was made by Kingsbury, seconded by Peterson, to approve a reimbursement of \$150 to Nancy Shaffer for required courses. Motion carried. A motion was made by Peterson, seconded by Mansholt, to approve a yearbook ad at \$70. Motion carried.

Mayor Wiehl asked Rhodes if a committee could be formed to look at hotel options.

- c) Police Department-Chief Marshall reported that Niles will be leaving for academy on Sunday. A motion was made by Cole, seconded by Peterson, to enter into an executive session for ten minutes, personnel exception matters

of non-elected personnel, with Chief Marshall and Owen in attendance. Motion carried. In session at 6:29 p.m. – out of session at 6:39 p.m.

- d) Supervisor-Hileman shared mower bids, a 12' Bush Hog at \$24,130 government pricing or a demo unit at \$22,244 for the golf course; and a 14' Bush Hog at \$27,090 government pricing. Discussion was held on the current equipment, and the proposed equipment. Hileman also shared the changes over the years on the accessibility of parts and service locally for the current units. A motion was made by Peterson, seconded by Wick, to approve the purchase of the 12' demo model, if it is still available, and the 17' model as presented. Motion carried, (Cole abstained). The current models will be put on Gavel Roads auction in the Spring.

Wiehl shared that he and Hileman are looking at a fresh-water option at the golf course, and have contacted Doug Goetz at Wilson and Company.

- e) Clerk-Conaway asked the council to move the condemnation hearing to the first meeting of January, as there is a potential property owner change in process. A motion was made by Cole, seconded by Kingsbury, to move the condemnation hearing to January 13, 2025. Motion carried. Conaway will alert the property owners and place a notice in the newspaper.

Some of the crew members have asked for winter wear replacements. A motion was made by Wick, seconded by Cole, to replace the winter wear as needed, the employees will alert the city office of their requests. Motion carried.

Conaway reported that the grant application has been completed and submitted to KDOT for the 2025-2026 General Public Transportation Program with a comparable budget to the current year. Conaway also shared issues the program has experienced with the two new Chrysler vans.

- f) Attorney-Owen reported that she had worked with Conaway on easements for the K204 project.

VI. Executive Session

A motion was made by Cole, seconded by Kingsbury, to enter into an executive session for ten minutes, personnel exception matters of non-elected personnel, with Owen and Conaway in attendance. Motion carried. In session at 7:03 p.m. – out of session at 7:13 p.m.

The council reviewed the minutes of a special meeting held by the Golf Course Advisory Board. The board recommended hiring Aaron LaDuke as head greenskeeper. Detailed discussion was held on the application, previous employment, references, and the board. A motion was made by Wick, seconded by Mansholt, to approve hiring LaDuke at step 6. A roll call vote was taken: Wick-aye, Cole-aye, Kingsbury-aye, Peterson-aye; and Mansholt-aye. Motion carried.

Wiehl shared a letter of intent to resign as City Clerk from Conaway. Conaway expressed in the notice that the formal notification was provided to allow ample time to advertise, hire, and provide training to ensure a smooth transition; a concrete end date will be provided as the time approaches. Following discussion, a motion was made by Peterson, seconded by Cole, to accept the formal notification letter of intent. Motion carried.

VII. Adjournment

A motion was made by Cole, seconded by Kingsbury, to adjourn. Motion carried. Meeting adjourned at 7:31 p.m.