

City of Smith Center
City Council Meeting Minutes
December 9, 2024

I. Call to Order

Mayor Bryce Wiehl opened the meeting at 6:00 p.m. on Monday, December 9, 2024, at the Srader Building.

Attendance

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

Others: Denis Miller, Kim Phelps, Melissa Colby, Kim Maudlin, Rick Hileman, and Jill Conaway.

II. Consent Agenda

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

III. Previous/Ongoing Business

a) Property Disposal Policy-Attorney Owen presented a policy draft to the council for review, explaining the purpose of the policy. A motion was made by Wick, seconded by Peterson, to table the policy to the next meeting. Motion carried.

IV. Audit Report

Denis Miller, Mapes & Miller CPA's, presented the FY23 audit report. Following review and discussion, a motion was made by Wick, seconded by Peterson, to approve the audit report as presented. Motion carried.

V. Previous Business (Continued)

b) Nex-Tech-Conaway shared an email from Nex-Tech explaining the access point required to update the firewall. Motion by Peterson, seconded by Kingsbury, to approve the access point at \$35/month. Motion carried.

c) CDL Policy-The council reviewed the policy from the handbook. Discussion was held on the current requirements to obtain a CDL, as the process has changed over the years.

VI. New Business

a) CMB License-Following review, a motion was made by Peterson, seconded by Wick, to approve a 2025 CMB license to Gene's Heartland Foods. Motion carried.

b) Raises/Bonuses-Wiehl asked to discuss the bonuses first. Bonuses were paid out last year at \$250 to part-time employees and \$500 to full-time employees. Following discussion, a motion was made by Wick, seconded by

Mansholt, to approve \$300 bonuses to part-time employees and \$600 to full-time employees, to be paid out in the next payroll. Motion carried.

Discussion was held on the pay scale and raises. Wiehl asked that the council table this discussion to the end of the meeting.

- c) Golf Course-Wiehl previously contacted Wilson and Company regarding a fresh water option at the golf course. An email from Wilson and Company was shared, with an option to obtain a tower that is from a system that the company is currently working with. The entity would not charge a fee for the tower, but the city would be responsible for the transportation costs. Kingsbury stated that it would cost quite a bit to put lines to it. Hileman shared his concerns with the need to coordinate with the wells; and that the size of the tower would cover less than one night per fill. Kingsbury shared concerns with telemetry costs in addition to the cost of the lines. No action was taken on this item.

VII. Department Reports/Committee & Board Reports

- a) Supervisor Report-Hileman shared a bid received from ConTech to extend the drainage tubes at Wagner Park to the west. The bid of \$4,868.80 includes all components, with the city picking up the tubing in Topeka. Following a brief discussion, a motion was made by Peterson, seconded by Wick, to approve the bid as presented. Motion carried.

Discussion was held on employee Gary Vore transitioning from a seasonal position to a full-time position. A motion was made by Peterson, seconded by Wick, to hire Vore at step two on the scale, with his anniversary date to be set in May, as he has worked consistently throughout the season. Motion carried.

- b) Clerk-Conaway reported on numerous mechanical issues with both of the 2023 Chrysler Voyagers in the transit program.

VIII. New Business (Continued)

Raises-Wiehl suggested that the first number on the pay scale be increased by \$200. Peterson stated that if a two-step change is an option, that the scale be increased by \$100 for inflation, then employees could also receive a one-step increase for longevity. Kingsbury disagreed. Other options were discussed, such as an increase of \$50 on the scale. Hileman brought up the discussions and changes made previously. Hileman also explained how overtime is earned, and utilized through compensatory time. Hileman left the meeting. A motion was made by Kingsbury, seconded by Wick, to enter into an executive session for five minutes, personnel exception matters of non-elected personnel. Motion carried. In session at 7:29 p.m. – out of session at 7:34 p.m. A motion was made by Peterson, seconded by Wick to change the pay scale by increasing the first number \$100 to translate through the scale for inflation; and then move

employees one step, beginning January 2025. A roll call vote was taken: Wick-aye; Kingsbury-nay; Peterson-aye; Mansholt-aye. Motion carried 3-1.

IX. Adjournment

A motion was made by Wick, seconded by Peterson, to adjourn. Motion carried. Meeting adjourned at 7:37 p.m.