

# Smith Center City Council Meeting Minutes

December 11, 2023

## **I. Call to Order**

Council President Chris Cole opened the meeting at 6pm on Monday, December 11, 2023, at the Srader Building.

## **II. Attendance**

Council members: Chris Cole, Brady Peterson, Dave Mace, and Tracy Kingsbury. Absent: Don Wick.

Others: Jamie Marshall, Aurielle Hughes, Rick Hileman, Kim Maudlin, and Jill Conaway.

## **III. Consent Agenda**

Motion by Kingsbury, seconded by Mace, to approve the previous meeting minutes. Motion carried. Motion by Mace, seconded by Peterson, to approve the voucher and receipts. Motion carried.

President Cole moved the Previous/Ongoing Business on the agenda to follow the governing body reports.

## **IV. New Business**

Cereal Malt Beverage Licenses-Motion by Cole, seconded by Peterson, to approve CMB licenses to Casey's, Pizza Hut, Gene's Heartland Foods, and Dollar General for calendar year 2024. Motion carried.

## **V. Department Report/Committee & Board Reports**

- a) Police Department—Chief Jamie Marshall reported on year-end activities and is in the process of updating the policy manual.
- b) Rick Hileman contacted Downey Drilling in regard to the pump for the irrigation system at the golf course, as discussed at the previous meeting. As it is uncertain if the pump can be rebuilt, the company will pick it up soon instead of waiting until spring, to allow time to order a new one if needed following assessment. Cole confirmed that the equipment and crew are ready for snow removal.
- c) Clerk-Jill Conaway presented the Guardian Dental renewal information with no change in premiums. A motion was made by Peterson, seconded by Kingsbury, to approve the renewal as presented, effective February 1, 2024. Motion carried.  
KDOT has located a vehicle that will be transferred to our general public transportation department from Harper Counting Department on Aging. The vehicle is a 2020 Ford

Transit. Once the paperwork is completed by KDOT, the vehicle will be picked up to put into service.

Unifirst is offering a bib and coat combination at a cost of \$110. It was the consensus of the council to approve purchasing for each of the employees that need to replace their current set. Hileman will get a list to Conaway to order.

#### **VI. Governing Body Reports**

As the second regular meeting of the council falls on Christmas, the council scheduled a special meeting to be held at 6pm on Tuesday, December 19<sup>th</sup>.

#### **VII. Previous/Ongoing Business**

Pay scale and bonuses-The council discussed bonus amounts. A motion was made by Cole, seconded by Peterson, to approve a \$500 bonus to all full-time employees and a \$250 bonus to all part-time employees. Motion carried.

An in-depth discussion was held on employee raises; the impact on the budget; cost of living increases; and the need to be more competitive. The council asked Conaway to work up the ramifications of raising employees three steps, to be reviewed.

#### **VIII. Adjournment**

Motion by Mace, seconded by Peterson, to adjourn. Meeting adjourned at 6:43pm.