

**Smith Center City Council Meeting Minutes
December 14, 2020-6:00 pm
(Held at the SC Firehouse)**

The City Council met in regular session with Mayor Bryce Wiehl presiding. Other council members present: Adam Rentschler, Don Wick, Shawn Phelps, Chris Cole, and Tracy Kingsbury.

Others present: Terri Jones, Hope Padilla, Dennis Lehmann, Barbara Lehmann, Adam Ifland, David and Linda Edell, Brad Howland, Hope Padilla, Tabitha Owen, and Jill Conaway.

Motion by Cole, seconded by Wick, to approve the November 23, 2020 minutes. Motion carried.

Motion by Wick, seconded by Kingsbury, to approve payment vouchers. Motion carried.

City of Gaylord

Gaylord governing body members Barbara Lehmann, Dennis Lehmann, and Adam Ifland addressed the council on their compliance issue with KDHE in regard to water testing. As the city of Gaylord has been unable to fill a part-time position, discussion was held on the possibility of allowing Smith Center Water Supervisor Ryan LaDow to assist with water testing requirements, under his certification. Following detailed discussion, a motion was made by Kingsbury, seconded by Wick, to allow LaDow to provide the testing services needed to satisfy compliance requirements at no charge to the City of Gaylord, to be revisited at the January 11, 2021 meeting. Motion carried. LaDow's job description will be updated with a temporary addendum to provide this service. LaDow will be asked to document his time.

CCLIP

Motion by Rentschler, seconded by Cole, to approve the CCLIP change order #1 final and pay estimate #2 for \$78,767.94 to Venture Corp. Motion carried.

CMB Licenses

Motion by Rentschler, seconded by Phelps, to approve 2021 CMB licenses to Gene's Heartland Foods and Alta. Motion carried.

Supervisor and Council Reports

Conaway reported for Chief Marshall-the 800 radios have been installed.

Hileman reported on recent nuisance compliance letters. Hileman asked the council for guidance on 216 N. Grant Street; a property that the allowed time has passed. The property owner/tenant has rectified part of the issue however has not completed clean-up. The council agreed to Hileman contacting the individual to allow some additional time. Rentschler asked Hileman to survey a property on S. Grant Street.

Brad Howland addressed the council on Economic Development and asked that if there are ever any questions, to ask the director-however to keep in mind that there may be confidentiality issues at times. Howland also shared that an alleged accusation of internal theft of economic development funds was made. He stated that if this accusation is not a rumor, that the member identifies themselves and publicly apologize. Phelps mentioned anonymous funds; Rentschler mentioned a conversation with a business owner. No member confirmed making such comment.

Rentschler inquired on the status of public transportation. Conaway responded that approval of a second county and outlying area van by KDOT is needed as the passenger schedule is full all but two days this month.

Cole inquired on street project timelines.

Phelps brought up the handicap parking options on Main Street providing access to businesses to the east of the intersection of Kansas Avenue. Previous options were put on hold as the location that best suits the needs directly abuts property that was for sale. Now that the property has sold, the situation can be revisited with the new owner.

Phelps also inquired on the service line insurance letter. Conaway responded that the company offering the insurance will have their introductory letter mailed out the end of December. Wick reported that the Pool Committee received another grant, and they are aggressively seeking funds for the new bathhouse. Cole reported that the Sheriff's Office is covering the Police Department at this time due to illness.

Year End Bonuses

Bonuses for several years have been paid out at \$100 a year to part-time employees and \$200 a year to full-time employees. Discussion was held on changing the amounts as they have remained the same for many years as well as the lack of Christmas/Employee Appreciation gathering for two years. After lengthy discussion, a motion was made by Cole, seconded by Wick, to approve 2020 bonus amount of \$200 to part-time employees and \$400 to full-time employees.

Salary Schedule

An in-depth review of the salary schedule was held. Comments included employee benefits, seniority/experience, hiring practices prior to the salary schedule, grade increases, entrance pay, favorable audit report, schedule format changes and percentages. Various options were suggested by different members. A motion was then made by Wick, seconded by Rentschler, to make the following format changes to the salary schedule: eliminate grades 1, 2, and 3; extend out the scale; and increase each grade level by \$25 (from \$75 to \$100). Roll call vote: Kingsbury-Nay; Rentschler-Aye; Phelps-Nay; Wick-Aye; Cole-Aye. Motion passed Aye-3, Nay 2. The changes will take affect January 1, 2021.

Employee raises were discussed in detail. Following various suggested options, a motion was made by Rentschler, seconded by Phelps, to advance qualifying employees on the salary schedule to the next grade, effective January 1, 2021. Roll call vote: Phelps-Aye; Wick-Aye; Kingsbury-Aye; Cole-Aye, Rentschler-Aye. Motion passed Aye-5, Nay 0. Discussion on longevity was held, with it decided to be placed on the agenda for the next meeting. Howland addressed the previous and current payment to Jones and Conaway assisting with economic development items. A motion was made by Rentschler, seconded by Wick, to decrease the annual amount of \$5,000 each to \$2,500 each for calendar year 2021. Motion carried. In discussing Owen's salary, a motion was made by Wick, seconded by Rentschler, to add Owen to the salary schedule with a 3% raise for 2021, with each step increasing by 3%. Roll call vote: Kingsbury-Aye; Rentschler-Aye; Cole-Aye; Wick-Aye; Phelps-Aye. Motion carried Aye-5, Nay 0.

Executive Session

Motion by Rentschler, seconded by Cole, to enter into executive session for 15 minutes with Owen, Howland, Padilla, and Conaway present; for employee performance of non-elected personnel. Motion carried. In session at 7:55pm-out of session at 8:10pm. Motion by Rentschler, seconded by Cole, to extend executive session 10 minutes. In session at 8:11pm-out of session at 8:21pm.

A motion was made by Wick, seconded by Rentschler, to adjourn at 8:22pm. Motion carried.