

Smith Center City Council Meeting Minutes

January 22, 2024

I. Call to Order

Council President Chris Cole opened the meeting at 6pm on Wednesday, January 22, 2024, at the Srader Building.

II. Attendance

Council members: Chris Cole, Don Wick, Brady Peterson, Tracy Kingsbury, and via phone-Dave Mace. Absent: Mayor Bryce Wiehl.

Others: Jerry Blank, Rick Hileman, Aurielle Hughes, Tabitha Owen, Trace Haven, Jamie Marshall, Nick Rhodes, and Jill Conaway.

III. Consent Agenda

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

IV. Previous/Ongoing Business

- a) Pay Scale-Without full attendance of the governing body, a motion was made by Peterson, seconded by Kingsbury, to table the pay scale discussion to the next meeting. Motion carried.
- b) CV Grant-Following review, a motion was made by Peterson, seconded by Kingsbury, to approve the letter of compliance with the Kansas Department of Commerce to adhere to the Build America Buy America Act; and authorize the mayor to sign. Motion carried.
- c) Lagoon Project-Documentation was presented to the council for review on KWPCRF Project C20 3039 01. A motion was made by Cole, seconded by Wick, to approve the KDHE pay request #1 for \$8,580. Motion carried.

V. New Business

- a) Airport Runway 1836-This runway will officially be closed at the municipal airport. Cole asked Hughes if this is definitely what the city needs to do. Hughes replied that it is, and that the airport board is aware of the closure. Hileman stated that he will contact the county road supervisor to discuss options to remove the material so that the runway area can go back to grass. The notice will be given to FAA. Cole asked if the closure of this runway would create any future funding issues, in which Hughes responded that it would not. Hileman explained that it would cost over \$1 million to replace the runway, therefore this is the best option as it is not utilized. A motion was made by Peterson, seconded by Wick, to close runway 1836. Motion carried.

- b) Advance Insurance-Conaway presented the renewal information, with no increases in premiums. Advance Insurance provides short-term disability and life insurance for full-time employees. Motion by Cole, seconded by Kingsbury, to approve the renewal with Advance Insurance as presented, effective March 1. Motion carried.

VI. Department Report/Committee & Board Reports

- a) Golf Course-Trace Haven presented a proposal from Professional Turf Products of \$40,000 for a 2019 Toro RM 3550 demonstration model with 142 hours. Haven explained that this model is 15%-20% lighter than the 2003 model he uses. He does not have a tee mower as it is broken down, the proposed mower is light enough to also use on the collars, tee boxes, and other areas as well. Discussion was held on multiple repairs made this last year on the fairway mower. Conaway shared that the proposal falls under the discount purchasing program. A motion was made by Wick, seconded by Cole, to approve the purchase of the 2019 Toro RM 3550 from the equipment reserve fund and to list the 2003 mower on auction, with proceeds to be deposited in that fund. Motion carried.

- b) Economic Development-Nick Rhodes presented meeting action items to the council. Motion by Cole, seconded by Peterson, to approve a \$3,000 Commercial Revitalization Grant to Heart Choices for signage at their location on West Kansas Avenue. Motion carried.

Discussion was held on the residential revitalization grants. Rhodes explained that applications received at this point fall under the current guidelines. Once a director is hired, the grant will be better defined to award to qualifying applicants based on upgrades that will directly affect the property value. Following additional discussion, a motion was made by Wick, seconded by Kingsbury, to approve a \$3,000 Residential Revitalization Grant to David Kramer towards the cost of all new windows at the property located at 217 East Street. Motion carried.

Motion by Cole, seconded by Wick, to approve a \$5,000 Jump Start Grant to Deb Hanson's business Potential to Soar, LLC. Motion carried.

Rhodes updated the council on the status of apartments at Heritage Townhomes. The carpet is needing replaced at one of the units. Economic development funds will be used to assist in the upkeep needed to prepare the units for occupancy, with Heritage Townhomes to reimburse when possible. There is an apartment available for rent now, with another unit coming open in the near future. Rent has been increased accordingly. Rhodes reviewed the advisory board's discussion on a delinquent revolving loan. Additional information will be obtained and brought back to the council in February.

- c) Police Department-Chief Jamie Marshall reported on a complaint received on numerous vehicles on a residential lot. Marshall will report back to the council at the next meeting.
- d) Rick Hileman-Two dump trucks have been cleaned up and will be on the February 6th listing through Gavel Roads. Due to the extreme weather, the city crew repaired five water leaks in four days. Hileman reported that the repairs all went well. Discussion was held on the pros and cons of purchasing a mini excavator.
- e) Clerk-Conaway updated the council on the addition of the third van assisting with rides through General Public Transportation. Conaway will be advertising for additional part-time drivers.
- f) Attorney-Owen has received the signed contract back on the lagoon property, awaiting the mayor's signature; and reported on the survey work and the next steps of the project.

VII. Chamber of Commerce

Jerry Blank spoke with the council on the annual allotment from the city. Blank explained that Diane Peterson has submitted her resignation, and with other expenditures, the Chamber board is asking the city to increase the allotment from \$9,000 to \$12,000. Discussion was held on the position and the importance of Chamber to the community. Nick Rhodes added that the Chamber board and Economic development board will communicate during the process of hiring to fill vacancies in both areas. Following discussion, a motion was made by Cole, seconded by Peterson, to increase the allotment to \$12,000. Motion carried.

VIII. Governing Body Reports

- a) Wick-Discussed the struggle to find enough summer help for the upcoming season. Conaway will advertise for all seasonal help now and send the information to the school as well. Wick received notice from the recreation commission on an upcoming meeting they will be attending with the Smith County Community Foundation at the Srader hall on Wednesday, January 24th; with a short commission meeting afterward.

IX. Adjournment

Motion by Wick, seconded by Kingsbury, to adjourn. Meeting adjourned at 7:00pm.