

City of Smith Center  
City Council Meeting Minutes  
March 25, 2025

**I. Call to Order**

Council President Chris Cole opened the meeting at 6:00 p.m. on Monday, March 25, 2025, at the Srader Building.

**Attendance**

Council Members: Ty Wallgren, Don Wick, Chris Cole, and Tracy Kingsbury.

Others: Jamie Marshall, Melissa Colby, Josh Niles, Diana Peterson, Dana Peterson, Kim Maudlin, Tabitha Owen, Rick Hileman, Scott Roth, Kim Phelps, and Jill Conaway.

**II. Consent Agenda**

Following review, a motion was made by Wick, seconded by Wallgren, to approve the minutes from March 10, 2025; vouchers, and receipts. Motion carried.

**III. Previous/Ongoing Business**

- a) Airport Insurance-Renewal information with Risk Strategies was reviewed. Following discussion, a motion was made by Cole, seconded by Wick, to renew with Risk Strategies at a cost of \$2,548. Motion carried.
- b) Credit Card Options-Colby shared information received from two companies for customers and residents at the offices, swimming pool, and the golf course. The options were discussed at length. Colby will reach out to the representative from Evolv for some clarifications; and check with the golf course advisory board, to bring back to the council at the next meeting.
- c) Sidewalk Program Application-An application from Top Shelf Lumber was reviewed. The program outline was discussed at length, with clarifications. A motion was made by Kingsbury, seconded by Wallgren, to approve the application received, and allow the applicant to utilize the program for each address separately. Motion carried.

**IV. Department Reports/Committee & Board Reports**

- a) Economic Development-Roth reported that Valerie Haskett has started and is doing great. An action item from the advisory board meeting was presented. Motion by Wick, seconded by Kingsbury, to approve a reimbursement of \$88.82 to Roth for meals. Motion carried.
- b) Golf Course-The advisory board minutes were reviewed, including a draft of by-laws and greenskeeper job description. Attorney Owen will review both items and report at the next meeting.  
A motion was made by Cole, seconded by Wallgren, to approve hosting the Junior Golf Camp taught by Alex Hobelmann. Motion carried.

- c) Police Department-Chief Marshall shared that Officer Niles has completed certification. The council congratulated Niles on his achievement. A motion was made by Cole, seconded by Wick, to approve the following wage adjustments: one step increase awarded for the current pay period for completing certification, and one step increase awarded at the first pay period in April for completing his 6-month probationary period. Motion carried.  
Chief Marshall stated that the kids at play signs have all been put up on Fifth Street, Court Street, Kansas Avenue, and 3<sup>rd</sup> Street.
- d) Hileman-Reported on damage to his pickup while enroute to the sewer pond this morning. The estimate to repair the damage is \$1,304; the insurance deductible is \$2,500. It was the consensus of the council to repair the vehicle as needed at the city shop; if the repairs can not be completed as needed by Hileman, the vehicle can be taken to Mace Body Shop.  
Water Plant-A sewer pump went out at the water plant. Hileman reported that the pump was taken to Topeka; it is estimated to take 6-8 weeks at a cost of \$4,500 to rebuild the pump. A new pump can be delivered in 1-2 weeks at a cost of \$6,835. Hileman explained that there are two pumps; and that previously, the pumps went out within two weeks of each other. A motion was made by Kingsbury, seconded by Wallgren, to have two pumps ordered. Motion carried.  
Hileman stated that on the sidewalk program discussed earlier, the mayor had said that the city would perform the work to tear out the existing concrete however he thought that it was previously discussed that the city would not provide any of the labor. The council clarified that they previously vetoed the city performing the labor.  
Cole asked about the grooming mowers, Hileman has been in contact with the auction company to get them listed. Hileman asked about listing the 2000 Ford F250. It was the consensus of the council to have Hileman list it on the auction site as long as there is no longer a need for it.
- e) Clerk-Conaway reported on the status of applications.

## **V. Governing Body Reports**

- a) Cole-Reported on a good turnout at the pancake feed hosted by the fire department, thanking the community for their generosity and support.
- b) Kingsbury-Stated that with the recent electrical outages caused by the storm, the generators prove to be important to sustain during emergencies.
- c) Wallgren-Inquired on the status of a street repair that was reported. Hileman shared that they are unable to obtain the asphalt materials needed at this time. He suggested that concrete may need to be used due to the weight/size of one of the vehicles in the neighborhood that utilizes that area. Hileman and Johnson will also look at an area around that corner that has a couple of sections missing.

**VI. Executive Session**

A motion was made by Cole, seconded by Wick, to enter into an executive session for five minutes, personnel exception matters of non-elected personnel, with Attorney Owen in attendance. Motion carried. In session at 6:58 p.m. – out of session at 7:03 p.m.

A motion was made by Cole, seconded by Kingsbury, to enter into an executive session for five minutes, personnel exception matters of non-elected personnel, with Attorney Owen and Chief Marshall in attendance. Motion carried. In session at 7:04 p.m. – out of session at 7:09 p.m.

**VII. Adjournment**

A motion was made by Cole, seconded by Kingsbury, to adjourn. Motion carried. Meeting adjourned at 7:10 p.m.