

City of Smith Center
City Council Meeting Minutes
June 11, 2025

I. Call to Order

Mayor Wiehl opened the meeting at 6:00 p.m. on Wednesday, June 11, 2025, at the Srader Building.

Attendance

Governing Body Members: Don Wick, Bryce Wiehl, Everett Mansholt, Tracy Kingsbury, and Chris Cole. Absent: Ty Wallgren.

Others: Tabitha Owen, Melissa Colby, Scott Roth, Joel Brewer, Richard Huffman, Chris Huffman, Kim Phelps, Jamie Marshall, Brady Peterson (6:03 p.m.), and Jill Conaway.

II. Consent Agenda

Following review, a motion was made by Wick, seconded by Kingsbury, to approve the meeting minutes; vouchers, and receipts. Motion carried.

III. Previous/Ongoing Business

- a) Scout House-The council asked that a second notice to bid for the replacement of the Scout House windows be sent out for review at the first meeting in August.
- b) Swimming Pool-A motion was made by Wick, seconded by Cole, to hire Soleece Jensen. Motion carried. Conaway reported that Sage Schaepli will be teaching Red Cross swimming lessons. Wick reported that the rafters have been placed on the new bathhouse.

IV. Department Reports/Committee & Board Reports

- a) Economic Development-Scott Roth presented items from the economic development advisory board meeting.

A motion was made by Wick, seconded by Kingsbury, to approve a revitalization grant of up to \$3,000 for new windows to Roth at 305 Burr Terrace. Motion carried.

Roth shared that a committee was formed under Heritage Townhomes, LLC to move forward on the possibility of selling Heritage Townhomes in the future. The committee will report to economic development. Members are: Scott Roth, Matt Haack, Nancy Shaffer, and Jacob Cobb.

The advisory board approved office updates of \$500.

Following Roth's report on the revolving loan program, it was the consensus of the council to have a certified letter sent to a business for non-payment. The council agreed with the advisory board's decision to issue certified letters to any loan holder that is 90+ days past due. Cole asked that the board maintain communication with the council on the status of delinquent loans.

A motion was made by Cole, seconded by Wick, to approve a reimbursement of \$124.43 to Scott Roth for meals. Motion carried.

- b) Golf Course-The golf course advisory board minutes were reviewed.
- c) Police Department-Chief Marshall reported on recent activity. The department has two vehicles experiencing some issues, the 2016 and 2013.
- d) Clerk-Conaway shared the K204 project update that was distributed the prior week.

Gary Vore has completed his 6-month probationary period. A motion was made by Cole, seconded by Kingsbury, to approve a one-step pay increase to Vore. Motion carried. Vore and Haven will be added to the on-call rotation.

Conaway and Hileman attended the pre-construction meeting for the lagoon project, which is now in process.

The annual safety review was recently completed with IMA. Conaway reported that the city received a gold star; and will receive a 5% discount on the workers' compensation premium.

Conaway has been working on the 2026 budget figures.

One of the general public transportation vans has been repaired and is back in service.
- e) Attorney-Owen reported that she sent Taylor Kuhlmann a draft of the golf course by-laws and job description earlier this month.

V. Governing Body Reports

- a) Mansholt-Reported that the golf course is looking good.
- b) Wick-Reported on recent activity at the swimming pool. Also reported was some trouble with the ladders being loose, which has been rectified. Wick stated that following the season, there is some concrete that needs to be addressed as it is chipping; and some repainting will likely need to be done.
- c) Cole-Reported that the pumper truck recently passed inspection, as one of the requirements in maintaining the ISO rating. Cole asked Marshall about the vehicle rotation. Marshall reported that he would like to maintain the 2013 and is ready to move forward in purchasing a new patrol vehicle. Marshall asked Cole which route the Fire Department would be utilizing for calls during the reconstruction of K204, for traffic control purposes. Cole will check with Chief McNary, and let Marshall know.

VI. Adjournment

A motion was made by Wick, seconded Mansholt, to adjourn. Motion carried. Meeting adjourned at 6:23 p.m.