

City of Smith Center  
City Council Meeting Minutes  
September 8, 2025

**I. Call to Order**

Mayor Wiehl opened the meeting at 6:00 p.m. on Monday, September 8, 2025, at the Srader Building.

**Attendance**

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

Others: Jill Conaway, Melissa Colby, Tabitha Owen, Kim Maudlin, Jamie Mashall, Kim Phelps, Rick Hileman, and Joel Brewer.

**II. Consent Agenda**

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

**III. New Business**

a) Wastewater Lagoon Improvement Fiscal Sustainability Plan

Conaway presented the drafted FSP, sharing the long-term strategy to repair, maintain, and upgrade the system over the next 20 years. Following review, a motion was made by Kingsbury, seconded by Mansholt, to approve the FSP as presented. Motion carried.

b) Lagoon Project Pay Request

Conaway presented Pay Request #5 for project C20 3039 01. Following review, a motion was made by Wallgren, seconded by Kingsbury, to approve the request of \$112,706.11 as presented. Motion carried.

c) Vision Care Direct

The renewal information for vision care coverage was presented. A motion was made by Cole, seconded by Wallgren, to approve the renewal with no increase in premiums, effective December 1, 2025. Motion carried.

d) Homestead Nutrition Agreement

Conaway presented the annual agreement, with no changes from the current year. A motion was made by Kingsbury, seconded by Mansholt, to approve the agreement for 2026 as presented. Motion carried.

e) Clerk Position

Wiehl shared information on an application to fill the clerk position. Following discussion, a motion was made by Mansholt, seconded by Kingsbury, to offer the position to Brittany Niles at step 6 on the pay scale; with a probationary period of 6 months. Motion carried.

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

- a) Police Department-Chief Marshall submitted an estimate to outfit the Tahoe. He was able to decrease the previously obtained estimate by eliminating excess equipment and working with the company on the equipment needed. Wiehl inquired on pick up and delivery; Marshall reported that the police department will provide this. Cole asked about budgetary funds and radios. Conaway shared that the amount is within the projected budget and Marshall reported on the availability of VIN funds. Marshall has a radio to be installed; and a narrow-band radio to be able to communicate directly with the city crew. Installation is included in the estimate. Kingsbury asked about the radars. Marshall reported that one of the wiring harnesses may need to be replaced due to some intermittent connection issues. A motion was made by Cole, seconded by Wallgren, to approve the estimate of \$14,738.88 from Specialty Vehicle Source. Motion carried.
- b) Treasurer-Colby has been working with Owen on collection options. Owen shared that they have narrowed it down to two options, and explained that the process would be used primarily for fines and court costs, with the ability to also use towards other past due debt owed to the city. It was the consensus of the council to allow Owen and Colby to make the decision on the company/process to be used.
- c) Attorney-Owen asked the members to check for an email she sent regarding the Land Bank; offering them to reach out individually with any questions.

#### **V. Adjournment**

A motion to adjourn was made by Cole and seconded by Wallgren. Motion carried. Meeting adjourned at 6:28 p.m.