**City of Silver Lake**

**Regular Session Minutes**

**Monday, December 5, 2022**

The Governing Body of the City of Silver Lake met in regular session at City Hall on Monday evening December 5, 2022, at 5:30 PM with Mayor Mack Smith conducting the meeting and the following Councilmembers present: Brad Bryant, Jake Fisher, Steve Pegram (3). Also present was City Attorney Todd Luckman, Public Works Assistant Bill Berndt, Part-Time Public Works Employee Gary Ross, Police Officer Doug Ashcraft, City Clerk Liz Steckel, and Assistant Clerk Marie Beam.

A motion was made by Councilmember Pegram to approve the minutes of the November 21, 2022 meeting as written. The motion was seconded by Councilmember Fisher and carried.

Councilmember Bryant presented the monthly financial report.

Claim vouchers in the amount of 11964.31 dollars were submitted to the Council for appropriation. An Ordinance entitled "An Ordinance Appropriating Money to Pay Certain Claims" was introduced. A motion was made by Councilmember Pegram and seconded by Councilmember Bryant that said Ordinance be accepted as read and was then placed on final passage by a roll call vote: AYE: Brad Bryant, Jake Fisher and Steve Pegram (3) NAY: None. With no further discussion the Ordinance was declared passed and was given No. 2546.

Three Cereal Malt Beverage applications were presented to Council. Councilmember Bryant made the motion to approve the applications of Silver Lake 66, Casey’s #1196 and Wehner’s Thriftway for Cereal Malt Beverage Licenses. The Motion was seconded by Councilmember Fisher and carried.

A motion was made by Councilmember Fisher to postpone the Golf Cart Ordinance discussion until the meeting on January 5, 2023. The motion was seconded by Councilmember Bryant and carried.

Councilmember Fisher made a motion to approve a contract with Independent Contractor Willie Smith. The purpose of the contract is to maintain regulatory compliance with the state and other authorities and for the Contractor to provide appropriate certifications for continued operation. The motion was seconded by Councilmember Pegram and carried.

Councilmember Pegram provided an update on the preparation for our upcoming Community Survey. The Resident and Stakeholder surveys will allow priorities to be ranked, as well as inquiring about support for increased funding to the City which could provide for future projects. Survey respondents will be given the opportunity to answer open ended questions about the best things in Silver Lake as well as about their concerns with the City. Finally, demographic data will be gathered from the surveys. Greenbush plans to meet with Stakeholders, Staff and Council on February 6, 2023, and also to attend the Council meeting that evening. Councilmember Pegram asked for Council to provide any thoughts and feedback that they may have to him by the December 19, 2022 meeting.

Councilmember Fisher reported on a USD 372 School Board work session involving representatives from the community’s groups. Fisher suggested the possible utilization of the City’s website calendar, which was discussed at the work session, as an option for community collaboration. City Clerk Steckel is to check into options through our website.

City Attorney Luckman advised that the next step in the Land Swap Discussion should be getting clarity on land survey descriptions.

Councilmember Fisher made a motion to move a Certificate of Deposit that matured on November 28, 2022 at Silver Lake Bank to Stockgrowers State Bank for a three (3) month term at a rate of 2.13%. The motion was seconded by Councilmember Pegram and passed. The interest earned from this CD is applied to the General Fund.

Councilmember Fisher made a motion to move a Certificate of Deposit that matured on December 1, 2022 at Silver Lake Bank to Stockgrowers State Bank for a three (3) month term at a rate of 2.13%. The motion was seconded by Councilmember Pegram and passed. The interest earned from this CD is applied to the General Fund.

Police Officer Doug Ashcraft presented the Monthly Police Report. Officer Ashcraft reported that the 2015 Tahoe has sold for 19250.00 dollars.

Public Works Assistant Bill Berndt presented the monthly Public Works Report. Mr. Berndt expressed his gratitude for all of the support and help that he has received during the absence of a Public Works Utility Superintendent. Council directed Berndt to move a pile of mulch to a site on School property. Council temporarily directed Berndt to allow Part-Time Public Works Employees to take City vehicles home on the weekends, for the purpose of responding to City emergencies if needed. Assistant Berndt requested to prepare for installation of the City’s new generator. Councilmember Fisher made a motion to move forward with the construction of the concrete pad, electric work and trench for the Generator in Well House number 5, not to exceed 10000 dollars, to be paid from the Waterworks Fund. The motion was seconded by Councilmember Pegram and carried.

City Clerk Steckel reported on the City’s Annual Tree Lighting Event which took place last Saturday, December 3, 2022. There were 150 kids to see Santa who was sponsored by Lake Days and the Silver Lake Masons, 150 cups of cocoa were served by Mrs. Steckel and her children. Mayor Smith had a crowd for a reading of “Twas’ the Night Before Christmas.” Mrs. Steckel said Officers Ashcraft and Steckel did a terrific job directing traffic and assisting. Cookies were sponsored by Mitchel Dental, carriage rides were sponsored by Lake Days, and cocoa supplies were provided by Wehner’s. Council directed City Clerk Steckel to start planning next year’s Annual Tree Lighting for December 2, 2023.

City Clerk Steckel requested to renew the City’s membership to the League of Kansas Municipalities. Councilmember Bryant motioned to pay the renewal fee of 1002.07 dollars. The motion was seconded by Councilmember Fisher and passed.

The next Council meeting is scheduled for Monday, December 19th, 2022, at 5:30 PM. The following meetings are scheduled for Thursday, January 5, 2023, at 5:30 PM and Wednesday, January 18, 2023, at 5:30 PM.

Councilmember Pegram made a motion that Council (along with Mayor Smith and Attorney Luckman) recess into executive session for fifteen (15) minutes, for the purpose of discussing personnel matters, and reconvene the meeting at 6:30 PM in the conference room at City Hall located at 218 West Railroad in Silver Lake, Kansas. Councilmember Fisher seconded the motion and it was placed on final passage by a roll call of the following vote: AYE: Brad Bryant, Jake Fisher and Steve Pegram. (3) NAY: None. With no further discussion, motion carried. City Clerk Steckel and Assistant Clerk Beam were dismissed from the meeting at 6:15 PM.

Regular session reconvened at 6:30 PM.

Councilmember Fisher made a motion that Council (along with Mayor Smith and Attorney Luckman) recess into executive session for ten (10) minutes, for the purpose of discussing personnel matters, and reconvene the meeting at 6:40 PM in the conference room at City Hall located at 218 West Railroad in Silver Lake, Kansas. Councilmember Bryant seconded the motion and it was placed on final passage by a roll call of the following vote:  AYE:  Brad Bryant, Jake Fisher and Steve Pegram. (3) NAY: None. With no further discussion, motion carried.

Regular session reconvened at 6:40 PM.

An Ordinance to Amend the Salaries for full and part-time employees and the municipal judge for 2023 was reviewed by Council. A motion was made by Councilmember Fisher and seconded by Councilmember Pegram that said Ordinance be adopted as read and was then placed on final passage by a roll call of the following vote: AYE: Brad Bryant, Jake Fisher and Steve Pegram. (3) NAY: None. With no further discussion, Ordinance was declared passed and was given No. 2547.

A motion was made by Councilmember Bryant to award year-end bonuses to be paid with the December 15, 2022 paycheck, in the amount of $600 for each full-time employee and $300 for each hourly part-time employee. Councilmember Pegram seconded the motion and it was placed on final passage by a roll call of the following vote:  AYE:  Brad Bryant, Jake Fisher and Steve Pegram. (3) NAY: None. With no further discussion, motion carried.

A motion was made by Councilmember Bryant to award a Retention Bonus to the Police Chief and the Utility Assistant in the amount of $2,400 each, as these employees have worked above and beyond the call in a dedicated and highly skilled manner in improving the new City Police Station and have otherwise distinguished themselves as valuable employees in positions that are now in high demand in the larger workforce, and the City should take steps to retain good employees in a very competitive job market for police officers and utility workers, to be paid with the December 15, 2022 paycheck. Councilmember Pegram seconded the motion and it was placed on final passage by a roll call of the following vote:  AYE:  Brad Bryant, Jake Fisher and Steve Pegram. (3) NAY: None. With no further discussion, motion carried.

Council directed City Hall to close at noon on Friday, December 23, 2022.

With no further business to come before Council, Councilmember Fisher moved to adjourn the meeting at 6:47 PM. Councilmember Bryant seconded the motion, and with no further discussion, the motion carried.

Liz Steckel, City Clerk