**City of Silver Lake**

**Regular Session Minutes**

**Monday, May 15, 2023**

The Governing Body of the City of Silver Lake met in regular session at City Hall on Monday evening May 15, 2023, at 5:30 PM with Mayor Mack Smith conducting the meeting and the following Councilmembers present: Brad Bryant, Jake Fisher, Steve Pegram, Heath Robinson, and Larry Ross (5). Absent: None (0). Also present was City Attorney Todd Luckman, Public Works Utility Superintendent Cary Deiter, Police Chief Marc McCune, City Clerk Liz Steckel, and Assistant Clerk Marie Beam.

A motion was made by Councilmember Bryant to approve the minutes of the April 17, 2023 meeting as written. The motion was seconded by Councilmember Pegram and carried.

Claim vouchers in the amount of 13776.37 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 Ross and seconded by Councilmember Robinson that said Ordinance be accepted as read and was then placed on final passage by a roll call vote: AYE: Brad Bryant, Jake Fisher, Steve Pegram, Heath Robinson, and Larry Ross.(5) NAY: None. With no further discussion the Ordinance was declared passed and was given No. 2565.

In accordance with the statutes, Mayor Smith has prepared for Council a list of the following names for appointive office to the City of Silver Lake for a one (1) year term: City Clerk - Liz Steckel; Assistant City Clerk - Marie Beam, Public Works Superintendent - Cary Deiter; Public Works Assistant - Vacant Position; Part-Time Public Works Employee - Ron Taylor; Part-Time Public Works Employee - Gary Ross; Part-Time Custodian – Kay Yette; Police Chief - Marc McCune; Full-Time Police Officer - Doug Ashcraft; Part-Time Police Officer - Dustin Zahn; Part-Time Police Officer - Devin Maxwell; Part-Time Police Administrative Assistant - Shelbi Scarbrough; Public Officer – Cary Deiter; City Attorney - Todd Luckman; City Judge - Alan Streit. Council President - Councilmember Robinson; Finance Department - Councilmember Bryant; Police Department - Councilmember Ross; Water Department - Councilmember Fisher; Street Department - Councilmember Robinson; Park Department - Councilmember Pegram. A motion was made by Councilmember Ross, seconded by Councilmember Fisher, and approved that Mayor Smith's recommendations be accepted.

City Clerk Steckel presented the quarterly financial statement to Council.

Councilmember Pegram made a motion to approve the Liquor License for Eagle Wine and Spirits LLC. The motion was seconded by Councilmember Ross, and with no further discussion, the motion carried.

Public Works Superintendent Deiter presented pictures of Lift Station #3 before and after recently being pumped out by Mayer Specialty Services, LLC. Deiter suggested that Mayer clean the lift station annually for 1200 dollars a year, instead of using a chemical to clean out the grease build-up. Pumping out the lift station would have the added benefit of removing other flushed trash from the lift station. Superintendent Deiter decided to wait and see how long the lift station clean-out lasts before committing to an annual clean-out.

Public Works Superintendent Deiter presented Council with two bids for new air conditioner and furnace units for the Community Center. Deiter reported that the current air conditioning system was frozen up completely and leaking last week. Friess Heating & Air Conditioning temporarily fixed the situation by charging the unit with reclaimed R22, which cost 800 dollars. Council discussed the pros and cons of older units, pointing out that this is not a budgeted item but will be necessary to fix if it breaks again. Council will revisit this conversation at the next meeting.

Public Works Superintendent Deiter and City Clerk Steckel proposed no longer placing a red tag on the door as notice of shutting water off the next day. The new practice will be to place a red tag on the door only if the water service has been discontinued. The final notice before water service is discontinued will be the “Past Due” Postcard which will be mailed on the 5th day of the month. After reviewing section 15-1A04 of the City Code with City Attorney Luckman, Council directed City staff to eliminate the red tag notice the day before water service will be disconnected.

As the next step in strategic planning for the City, Council discussed the possibility of a local sales tax. On the City’s recent survey, the majority of both resident and stakeholder respondents indicated they would support increased funding to support items identified as most important. Based on Shawnee County collections, a 1.0% citywide sales tax in Silver Lake in 2022 would have generated sales tax revenue of about 124,000 dollars. Council directed City Attorney Luckman to prepare possible language for adding a 1.0% local sales tax to the November ballot. Councilmember Fisher reminded Council that ballot questions need to be submitted to the Shawnee County Election Office by August 15, 2023.

Council has scheduled a discussion on the promotion of the City of Silver Lake and Silver Lake School District(USD 372) Collaboration for their next regular meeting.

On behalf of Silver Lake Library Director, Brynne Lassiter, City Clerk Steckel presented Council with temporary road closure requests for three upcoming movie nights. A motion was made by Councilmember Ross to approve the three movie night road closures. The motion was seconded by Councilmember Fisher and carried.

Councilmember Ross complimented We Are Silver Lake on their beautification work around the City. He noted that the welcome signs look very nice.

Councilmember Fisher reported that the Silver Lake Housing Authority is moving forward with a roofing project which is to be funded by a CD.

Councilmember Robinson asked how the Community Clean-Up event went. Public Works Superintendent Deiter reported that it was a success and that all three provided dumpsters were filled.

Mayor Mack Smith reported that he met with representatives from the Greater Topeka Partnership and that they plan to keep Silver Lake in their thoughts in future agendas. The Mayor reported that he’d been invited and had attended the Menninger Pocket Park Dedication along Kansas Avenue in Topeka, Kansas.

Councilmember Bryant made a motion that Council (along with Mayor Smith, Attorney Luckman, and Public Works Utility Superintendent Deiter) recess into executive session for fifteen (15) minutes, for the purpose of discussion of non-elected personnel, and reconvene the meeting at 6:27 PM in the conference room at City Hall located at 218 West Railroad in Silver Lake, Kansas. The motion was seconded by Councilmember Ross and was carried.

Regular session reconvened at 6:27 PM.

Councilmember Pegram made a motion that the City wave any and all personnel rules, policies, and requirements that require staff to live within the USD 372 School District. The motion was seconded by Councilmember Fisher and carried.

Council will have a Planning Work session on Wednesday, May 24, at 5:30 PM. Council will have until Monday, June 5 to submit any code book changes to City Clerk Steckel.

The next two regular meetings are scheduled for Monday, June 5, 2023, and Monday, June 19, 2023, both at 5:30 PM.

Councilmember Fisher will be absent for the meeting on June 19, 2023.

Councilmember Ross made a motion to adjourn the meeting at 6:28 PM. Councilmember Fisher seconded the motion, and with nothing further to come before Council, the meeting was adjourned.

Liz Steckel, City Clerk