



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: January 19, 2015

THE CITY COUNCIL MEETING IN REGULAR SESSION WAS CALLED TO ORDER AT 7:00 PM BY PAULA SCOTT, MAYOR. THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:

Council Members: Jeff Stringer, Adam Wright, Don Etchison, Shauna Schoepf-Pearce, and Les Banman.

Absent: None.

Others: Allen Blake, Adam Strunk, Leslie Atherton, Andrea Williams, Rob Pell, Steve Carmichael, Tony Troyer, Jessica Hoskinson, Cole Rush.

The meeting was opened with the flag salute and followed with the moment to honor those who have served in the military.

Minutes

Minutes of the January 5, 2015, meeting were unanimously approved after motion from Stringer and second from Etchison. Motion carried.

Accounts Payable

Wright moved to approve Accounts Payable to Shep Chevrolet, totaling \$75. Stringer seconded. Four members voted "yes." Schoepf-Pearce abstained. Motion carried.

Banman moved to approve all other Accounts Payable, totaling \$215,822.04. Wright seconded, and the motion passed unanimously.

PART 1: REGULAR BUSINESS

Consider Ordinance Placing Sales Tax Question on Ballot (Proposed Ordinance 639)

Members considered proposed Ordinance 639 to place sales tax question regarding proposed EMS building on the Spring ballot. Schoepf-Pearce voiced opposition, not to a new EMS facility but, to paying for it with a sales tax.

Wright moved to adopt Ordinance 639, placing the sales tax question on the ballot. Stringer seconded, and the motion carried four to one, with Schoepf-Pearce casting the opposing vote.

Consider MOU with Haven Township regarding Maintenance of N. Reno Avenue

Members were provided with a draft of Memorandum of Understanding to be presented to Haven Township for maintenance of a portion of N. Reno Avenue. Scott noted the agreement outlined was actually the proposal of Haven Township. Etchison moved to authorize the Mayor to sign the MOU on behalf of the City. Banman seconded, and the motion passed with five "yes" votes.

Consider Bids for Sidewalk Repairs

Bids were received from:

Vogts-Parga -- \$26,044.20

Winter Concrete -- \$19,472.00



Blake noted Vogts-Parga bid higher on the sidewalk but lower on the ramps. Wright moved to award the work to Winter Concrete bid at price per unit, total not to exceed \$19,472.00. Etchison seconded, and the motion carried five to zero.

Consider Bids for Waterway Clearing

Two bids for waterway cleaning / burn site clean-up were received:

BG \$7,000

Harder Farm \$2,600 / plus an hourly rate of \$75 for additional cleaning debris out of ditches

Stringer moved to hire Harder to perform cleaning of the entire waterway using the \$2600 plus rate but total expenditure not to exceed \$5,500. Wright seconded, and the motion carried.

Consider Tornado Siren Upgrade

Detective Rush addressed the governing body regarding a possible tornado siren upgrade that would allow the tornado sirens to be activated by page. The upgrade is estimated to cost about \$6,385. It was noted two of the sirens are currently in need of repairs. The Council directed Rush to obtain a second bid on the project.

Consider Ordinance regarding Utility Payment / Disconnection (Proposed Ordinance 640)

City Clerk, Leslie Atherton, gave a presentation to the governing body requesting improvements to the City's current utility policies, particularly those regarding disconnection. Following the presentation and brief discussion, she requested adoption of proposed Ordinance 640, implementing the suggested changes. Wright moved and Banman seconded to adopt Ordinance 640. All members voted "yes."

Consider Recommendation for Southland Storm Shelter

Chief Pell presented for consideration an estimate to replace the door on the Southland Storm Shelter as well as an estimate from Altvater to improve the safety / drainage of the shelter, totaling less than \$5,000.

Banman voiced his support of keeping and repairing the shelter. He moved to repair the shelter so long as the expenditure does not exceed \$5,000. Schoepf-Pearce seconded, and the motion carried with five "yes" votes.

City Attorney, Larry Bolton, will be consulted to provide documentation regarding the City's ownership of the shelter.

Renew Contract with Blue Cross Blue Shield of Kansas

Atherton provided the governing body with a handout showing the City's current health / dental insurance rates as well as the renewal rates for 2015, showing roughly a 10.24% increase. Schoepf-Pearce moved and Stringer seconded to renew the health / dental insurance contract with BlueCross BlueShield of Kansas for 2015, pursuant to the rates provided. All members voted in favor of the same.

City Administrator / Public Works Director Updates

City Administrator, Allen Blake, provided the following updates:

- All full-time Public Works employees are signed up for the annual KRWA Conference.
- He provided manuals that he authored on the procedures for the Water Treatment Facility.
- Follow-up with the street sweeper repairmen revealed they are waiting on parts to arrive to begin repairs.
- Sedgwick Place will not have water for a time period tomorrow so that leak repairs may be made.

Chief of Police Updates

Chief Pell provided the following updates:

- He has been training Detective Rush on use of the Court Software.
- No major activities coming up.



Executive Session

Etchison moved that the governing body recess into executive session pursuant to the non-elected personnel exception in order to discuss the job performance of Chris Gingerich with EMS Director, Tony Troyer, and City Administrator, Allen Blake, present, the open meeting to resume at 8:27 PM. Stringer seconded and the motion passed with "five "yes"" votes and zero "no"" votes.

At 8:27 PM, regular session resumed with no action taken during executive session.

Next, Banman moved that the City deliver a letter of termination, effective 2/1/15, to Chris Gingerich, EMS employee, indicating immediate suspension without pay, effective immediately. Stringer seconded, and the motion carried unanimously with five "yes" votes.

Council Concerns

Wright expressed appreciation for Loehr's work on the ball diamond road.

Stringer talked to Ernie Vasquez, burn site attendant, on Saturday about the containers provided by Nisly Brothers, Inc. at the City's burn site. He noted that Vasquez preferred the larger containers (roll-offs) as opposed to the smaller containers now provided. Blake advised he instructed Vasquez that the City needs to try things out with the smaller containers because there are advantages to using them. If it comes about that the burn site cannot operate effectively without one, Blake will work on Nisly Brothers, Inc. to provide the larger container.

Stringer also asked what lacked for completion of the Water Project.

Etchison expressed his appreciation of the job well done by Loehr and Swartz repairing his electrical line.

PART 2: PLANNING

Discuss City Clerk Salary

Mayor Scott presented for the Council a correction to the proposed salary for the City Clerk, effective April 1. Scott suggested move the Clerk's pay from hourly to salary and applying an increase of 5% to the Clerk's total 2014 wages, leaving her at \$41,882 but rounding up to \$42,000. Wright moved to implement an annual salary of \$42,000 for the City Clerk, starting April 1, 2015. Etchison seconded, and the motion carried with five "yes" votes.

Executive Session

Wright moved that the governing body recess into executive session pursuant to the non-elected personnel exception in order to discuss the job performance of City Administrator, Allen Blake, with him present at some point, the open meeting to resume at 9:00PM. Banman seconded, and the motion passed unanimously.

At 9:00 PM, regular session resumed with no action taken during executive session.

Then Wright moved that the governing body again recess into executive session pursuant to the same exception for the same discussion purpose, the open meeting to resume at 9:15 PM. Stringer seconded, and the motion passed with all members voting "yes."

At 9:15 PM, regular session resumed with no action taken during executive session.



Next, Wright moved that the governing body again recess into executive session pursuant to the non-elected personnel exception for the same discussion purpose, the open meeting to resume at 9:21 PM. Stringer seconded, and the motion passed unanimously.

At 9:21 PM, regular session resumed with no action taken during executive session.

Accept Letter of Resignation

City Administrator, Allen Blake, presented his letter of resignation, effective July 1, 2015, for the Council's consideration. Wright moved to accept Blake's letter of resignation, effective date July 1, 2015. Schoepf-Pearce seconded, and the motion passed unanimously.

Review 2015 Capital Improvement Plan

List of suggested cuts was provided, totaling \$43,500. A look at cuts was taken to eliminate further increases in the City's mill levy. Schoepf-Pearce moved to adopt the suggested cuts for 2015. Banman seconded, and all members voted in favor of the same.

Income from the sale of trash containers and the trash truck was also briefly discussed.

Budget Planning for 2016

Atherton provided a summary of 2014 Financial Information, including a look at cash-on-hand balances. Due to the late hour, Mayor Scott suggested Council members take the information home, study it, and prepare to, at the next meeting, give department heads and advisory boards guidance on how to formulate their 2016 budget proposals.

Agenda Planning – Items for February 2

Budget planning for 2016 and reviewing bids on tornado siren upgrade were added to the agenda for February 2.

Adjournment

At 9:45 PM, Etchison moved and Stringer seconded for adjournment. The motion passed unanimously.

/s/
Paula J. Scott, Mayor

Attest:

/s/
Leslie Atherton, City Clerk