



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: February 15, 2016

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

Council Members: Shauna Schoepf-Pearce, Adam Wright, Sandra Williams, Steve Carmichael, Les Banman.

Absent: None.

Others: Leslie Atherton, Grant Overstake, Rob Pell, Cole Rush, Brian Salmans, Rick Schoepf, Carl Myers, Jim Nunns, Tony Troyer, Larry LaPierre, Dave Yoder, Andrea Williams, Jeffrey Schmidt, Dean Chesnut.

The meeting was opened with the flag salute and followed with a moment to honor those who have served in the military, First Responders, and other Public Service to our Country and Community.

Schoepf-Pearce suggested specific recognition be given to Spike Crile, Chuck Dickey, and Bob Dale for their service with the military.

An executive session pursuant to the non-elected personnel exception in order to discuss an employee who has not turned in the signed acknowledgement / agreement from the Employee Handbook was requested as an addition. "Discuss Replacement of Tractor" was, too. The agenda was so modified after motion from Schoepf-Pearce and second from Banman. Motion carried.

No one signed up to deliver public comment.

Minutes

Minutes of the meeting of February 1, 2016, were unanimously approved after motion from Banman and second from Carmichael. Motion carried.

Accounts Payable

Carmichael moved to approve accounts payable to Shep Chevrolet, totaling \$17.75. Banman seconded, and the motion carried. Schoepf-Pearce abstained due to her relationship to the vendor. Next, Carmichael moved to pay all other accounts payable, totaling \$135, 818.02. Banman seconded, and the motion carried with five "yes" votes.

Members were provided with financial reports for the month of January 2016, including a year-to-date comparison of actual to budgeted expenditures, summary of cash receipts and disbursements, and a report reconciling the money deposited into the utility funds to the payments posted to Jayhawk Utility Suite.

PART 1: REGULAR BUSINESS

Award Contract for EMS Building

Members were provided with a copy of the draft Steering Committee meeting minutes from February 11, 2016, wherein the Committee recommended the Council award the building contract to Nunns Construction for an amount not to exceed \$516,747. Jim Nunns of Nunns Construction was present to answer questions and explain the reduction in price since their first bid of nearly \$580,000. An email from Architect Jim Putnam (absent) was provided to the City Council. Williams asked for the price on the brick / masonry. Nunns said it would cost an



additional \$24,000 to keep it. Williams pointed out that all the other municipal buildings have brick; keeping it on the new EMS building would tie it in with the other municipal buildings. Banman asked if that was something that could be done at a later date. Nunns said it could but that certainly wouldn't be the ideal solution and would likely cost more. Schoepf-Pearce noted the Steering Committee's intent in removing the brick was to pare down the cost since the bids came in so high. Wright thought it would look better with the brick but acknowledged the responsibility to the taxpayers. Schoepf-Pearce and Carmichael agreed. Banman said if it were his building, he would spend the extra money for the brick, but at this point, he thought it best to go along with the smaller amount.

Ultimately, Wright moved and Carmichael seconded to award the work to Nunns Construction not to exceed \$516,747. Motion passed unanimously.

Carl Myers, Kansas Power Pool: Update

Myers addressed the Council and provided them with a handout entitled Utility Financial Trends 2010 - 2014. He mentioned the Supreme Court's recent decision to delay the implementation of the Clean Power Act. He also went over the KPP's utility rate changes for 2016.

Chief Rush: Discuss Vehicle Purchase

Last meeting Chief Rush presented the Council with several options for replacing the 2007 Crown Victoria. This meeting Rush provided the Council with specs (for sedan and SUV) he plans to put out for bids for vehicle replacement.

He also provided the Council with prices from Midway Motors for new vehicles they're trying to get rid of; these were vehicles ordered in the wrong color for McPherson Police Department and have everything Chief Rush prefers in a new vehicle, except for all wheel drive. Purchasing a used Charger (2014 -50,000 miles - comes with light bar - \$18,000) from Kansas Highway Patrol is still an option as well.

Whether to pay for the vehicle via municipal lease or cash outright is also a question.

Schoepf-Pearce voiced favor for putting the specs out to bid. She felt like it took personal preference out of the equation and evened the playing field. She did, however, voice concern for the 15-year plan presented to the Council, as she felt the numbers were quite "shocking." Mayor Scott agreed and noted that there's no commitment to that plan but noted she appreciates seeing the big picture.

Wright moved to put both sets of specs out for bids for the police vehicle replacement with a deadline of March 4th. Banman seconded, and the motion passed unanimously.

Rick Schoepf, Shep Chevrolet: Present Bidding Options for Purchase of Police Vehicle (Sponsored by Banman)

Schoepf thanked the Council for the opportunity to address them. He came with bids on Caprice and Tahoe and explained how Chevy treats municipalities differently with discounts steep enough that it often makes more sense to purchase new versus pre-owned. In regard to the City putting the matter out for bids, he asked that the specs be framed in such a way to give as many a possibility to bid as possible. The benefit of paying with a municipal lease, Schoepf advised, is cash flow. The disadvantage is that the buyer ends up paying roughly 5% interest.

Finally, Schoepf emphasized the importance of municipalities purchasing local and noted the value that businesses bring to the City. He mentioned the sales tax imposed in October and its effect on business. Though he is fine with the contribution his business makes to the EMS Building Project, he said he would like to know the City has his back and understands his viewpoint.



Banman asked if Shep Chevrolet could install the additional police equipment. Rick said his tech, Mike, certainly could as he is what Chevy calls "World-Certified," and his specialty is electronics.

Public Works Director, Rob Pell: Approve Purchase of Pool Filters

Pell requested authorization to purchase filters for the pool, totaling \$2,483.94 plus \$100 - 200 in plumbing parts to put them in. There's \$6,000 budgeted in the General Fund for this purchase. Schoepf-Pearce moved and Wright seconded to authorize the purchase. Motion passed unanimously.

Discuss Tractor Replacement

There's \$50,000 budgeted in the Equipment Fund to replace the City's Deutz-Allis tractor. Pell obtained bids from Schmidt & Sons and Prairieland Partners. To each tractor, Pell asked for quotes on additional equipment, including rear weights, engine block heater, drawbar clevis. The bids fell as follows, each including a trade-in credit of \$4000:

Schmidt & Sons: \$39,151 for Kubota M7060HDC12 with standard 2-year warranty and 3-year PowerTrain warranty

Prairieland Partners: \$39,500 for John Deere 5075E Tractor

Because there's only \$349 difference between the bids, Pell went over the features of each model. Then a representative from each vendor addressed the Council. Jeffrey Schmidt from Schmidt & Sons, a family owned business getting ready to celebrate 50 years in business, spoke about the Kubota M7060HDC12. Dave Yoder from Prairieland Partners spoke about the John Deere 5075E Tractor.

Pell advised his department would be glad to have either piece of equipment but additional warranty is always helpful. Wright moved to authorize the purchase of the John Deere from Prairieland Partners at \$39,500. Carmichael seconded, and the motion passed four to one with Williams casting the opposing vote.

Approve Generator Permit and Inspection Guide

Building Inspector Charles Arndt, not in attendance, submitted the Generator Permit and Inspection Guide to the Council for their adoption and approval. Members were provided with a copy. It was modeled after that of Houston, TX. Carmichael moved and Banman seconded to adopt and approve the guide for use. Motion carried five to zero.

Approve Medical Director Contract and Resolution Authorizing Mayor's Signature of the Same

The contract for medical director services was presented to the Council for approval. Banman moved and Schoepf-Pearce seconded to approve the contract and adoption of Resolution 304. Motion carried with five "yes" votes.

Approve Public Works Inventory List

Members were provided with the 2016 Public Works Inventory List authored by Rob Pell. Banman moved and Carmichael seconded to approve the list as presented. All members voted in favor of the same.

Adopt Resolution for Water Rates

City Clerk, Leslie Atherton, presented a revised resolution of water rates for adoption. The version previously adopted erroneously listed the first 10,000 gallons at \$54.03, and in line with the numbers presented to the Council and the historic setup of rates, it should have been the first 5,000 gallons at \$54.03. Schoepf-Pearce moved and Banman seconded to adopt Resolution 305 as presented. Motion carried with four to one; Wright cast the opposing vote.



Consider Walters-Morgan Construction, Inc.'s Pay App No. 13 – Final \$5,000.00

Members were provided with a copy of Walters Morgan Construction, Inc.'s Final Pay App for \$5,000. Pell, Atherton, and Engineer Willis Wilson recommended payment of the same as Walters Morgan's work on the project is complete. Banman moved and Wright seconded to approve payment to Walters Morgan of \$5,000, pending USDA Rural Development approval, if necessary. All members voted in favor of the same.

Approve Expenditure to Complete Survey for Annexation / Renaming of Street

City Clerk Leslie Atherton presented two bids for the work necessary to keep the ball rolling on renaming a portion of Industrial Avenue to Haven Steel Place. One was from Gilson Enterprises for \$1900 and the other was from Garber Surveying for \$1800. Haven Steel, per Steve Burt, has agreed to cover half of these expenses. Wright moved and Banman seconded to award the work for Garber Surveying for \$1,800 and to split the bill with Haven Steel Products. All members voted in favor of the same.

Accept Revision to 2016 Strategic Direction Document

The Strategic Direction Document was revised to include the Police Department relocation to the old EMS building, an item that was unintentionally omitted. Banman moved and Carmichael seconded to approve the revised document. Motion passed unanimously.

Chief of Police Updates

Chief Rush provided the following updates:

- Officer Salmans was absent last week to attend training in Topeka.
- Business continues to be steady.
- Officer Eulenstein is still on schedule to finish the Academy in March.

Public Works Director Updates:

Pell delivered the following updates:

- The outage for fire hydrant replacement has not gone as planned. Originally the water was planned to be back on before 5:00 PM. However, it continues to remain off, and Pell isn't entirely sure that the crew will be able to get the water back on before tomorrow morning.
- Warmer weather will bring large Public Works projects for accomplishment – pool preparation, burying electrical at Park.

Executive Session

Williams moved that the Council recess into executive session, with Public Works Director, Rob Pell, present, for five minutes pursuant to the non-elected personnel exception to discuss the absence of employee John Loehr. Carmichael seconded, and the motion carried. At 8:40 PM, regular session resumed with no action taken during executive session.

Next, Wright moved that the Council recess into executive session, with City Clerk, Leslie Atherton, present, for five minutes pursuant to the non-elected personnel exception to discuss an employee who has not yet turned in the signed acknowledgement / agreement as related to the Employee Handbook. Carmichael seconded, and the motion carried. At 8:45 PM, regular session resumed with no action taken during executive session.

Then Wright moved to give the employee a deadline of 5:00 PM on February 19th to turn in the signed acknowledgement / agreement from the Employee Handbook, noting that failure to do so shall cause the employee to not be scheduled for work again until it is turned in. Carmichael seconded, and the motion passed unanimously.



Council Concerns

None.

Williams asked if Public Works is keeping up with the Standard Operating Procedures related to the water treatment facility / water utility. Pell advised they are but they are not where they want to be with it. They hope to be up to speed by June or July.

Carmichael inquired about progress on the sewer project. Pell advised it will be another 8 weeks before the large equipment is in. Pell and Hickman have talked some about schedule. Generators are ordered and on the way.

Agenda Planning -- Items for March 7

No additions were made.

PART 2: REGULAR BUSINESS

Establish Schedule and Directive for 2017 Budget

Members were provided with a tentative schedule for budget completion as well as a draft directive to be given to advisory boards. Carmichael moved and Banman seconded to approve the budget directive as presented. Members passed the motion unanimously.

Adjournment

At 9:00PM, Banman moved and Carmichael seconded for adjournment. The motion passed unanimously.

/s/

Paula J. Scott, Mayor

Attest:

/s/

Leslie Atherton, City Clerk