



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: May 18, 2015

THE CITY COUNCIL MEETING IN REGULAR SESSION WAS CALLED TO ORDER AT 7:00 PM BY ADAM WRIGHT, COUNCIL PRESIDENT. THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:

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

Absent: Mayor Paula Scott.

Others: Cole Rush, Adam Strunk, Russ Ewy, Jessica Hoskinson, Cheryl Savaiano, Kylie Rush, Janice Preston, Mark Chesney, David Eulenstein, Leslie Atherton.

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

No revisions were made to the agenda. No one signed up to deliver public comment.

Minutes

Minutes of the May 4, 2015, meeting were unanimously approved after a motion from Banman and a second from Schoepf-Pearce. Motion carried.

Accounts Payable

Schoepf-Pearce moved to approve accounts payable, totaling \$118, 598.03. Williams seconded, and the motion passed unanimously.

Members were provided with financial reports for the month of April 2015, 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.

Library Board: 2016 Budget Proposal

Cheryl Savaiano, Chairperson of the Library Board, presented the Library Board's 2016 Budget proposal, totaling \$55,450, including a subsidy from the City's electric fund of approximately \$35,614. She indicated their top two priorities would be collection development and children's programming. Lowest priorities would be operating expenses and equipment (replacing computers).

Economic Development Committee: 2016 Budget Proposal

Jessica Hoskinson, Economic Development Director, presented the EDC's 2016 budget proposal at \$84,000, representing no increase from the current year. Top priorities are Director's salary and housing. Low priorities were print media portion of advertising and new business development. Wright and Banman suggested Hoskinson ask the EDC if the incentive line item should be increased.

Ambulance Board: 2016 Budget Proposal

EMS Director, Tony Troyer, presented the Ambulance Board's 2016 budget proposal, which totaled \$246,480 plus employee benefits. The only items increased were salaries. The proposal showed an increase to \$65 per weekend shift and \$55 per weeknight shift as well as an increase of \$.50 per hour for top paid personnel working day time hours.



The top two priorities were personnel and transportation. No low priorities were provided as the Director stated that all parts of the budget are essential to the operation of the service.

Executive Session

Banman moved and Carmichael seconded that the Council recess into executive session pursuant to the non-elected personnel exception in order to interview David Eulenstein for the Police Officer position, the open meeting to resume at 7:32 PM. Motion carried. Chief Rush was present at one point in the Executive Session.

At 7:40 PM, regular session resumed with no action taken. Banman moved to authorize Chief Rush to discuss a job offer with Eulenstein. Carmichael seconded, and the motion carried.

Consider Request from Planning Commission to Fund Updating of Comprehensive Plan

Members were provided with minutes of the last Planning Commission meeting, wherein the Commission recommended the City enter into a \$7,000 contract with Russ Ewy of Baughman Company for the updating of the City's Comprehensive Plan.

Atherton gave an overview of the Comprehensive Plan as well as efforts thus far towards updating it. She also noted with the recent adoption of the Strategic Direction, the Park Board looking at a revamp of one of the City's parks, and the resurrection of EDC, now would be a good time to update the Comprehensive Plan.

Ewy was in attendance, briefly introduced himself, and explained the work done thus far on updating the Comprehensive Plan and the plan for the update process.

Williams moved to accept the Planning Commission's recommendation, with \$1,000 retainer to be paid this year and the \$6,000 to be paid in 2016. Banman seconded, and the motion carried with five "yes" votes.

Restore Outstanding Checks to Fund of Origination

Tabled.

Consider Request from Haven Foodliner

Tabled to June 1st meeting so that the owner, Doug Nech, may be in attendance.

Wright mentioned he received a phone call from two different gentlemen with Dollar General as a result of the Hutch News article. Those individuals said they are open to sitting down with the local grocery store owners to see what could be done differently to support local businesses.

Discuss Wages of Streets / Grounds Superintendent, John Loehr

Tabled due to Pell's absence.

Jessica Hoskinson, Economic Development Director, and Leslie Atherton, City Clerk:

Housing Brief

Consider International Property Maintenance Code Guidance & Enforcement Document:

The Council recently adopted the International Property Maintenance Code, which is a companion guide to the City's building codes. Because the IPMC is rather voluminous and the City has not had a maintenance code in the past, she proposed the adoption of a guidance and enforcement document to summarize what the code is and is not as well as how the code will be enforced. Enforcement was briefly discussed, and it was decided that enforcement would largely fall to the Police Department but may require the cooperation of the Building Inspector. Banman moved and Carmichael seconded to accept the document. Motion carried with all members voting "yes."



Paint Haven:

Hoskinson presented the Paint Haven program designed to provide assistance to homeowners in the City to enable them to repair the exterior of their homes and alleviate deteriorating housing conditions. Photos of structures in Haven that are in need of paint were provided. Before-and-after photos from Brush Up Hutch, a similar program, were also provided to show the program's success. Hoskinson requested the program be funded for \$3,300 per year for three years starting in 2016.

Williams suggested implementing the program this year if the budget would allow. Atherton mentioned that one concern she had was the potential for the program to be abused since there's no requirement that the applicants be in financial need. Hoskinson and Atherton will look into addressing that. This item will be brought back to the Council at the June 18th meeting.

Consider Additional Expenditure for Streets

Carmichael moved and Banman seconded to approve the resurfacing of 4th Street from Kansas to Hutchinson by APAC-Kansas, Inc. for \$21,230.70. All members voted in favor of the same.

Public Works Director Updates:

Pell was absent.

Chief of Police Updates

Chief Rush advised:

- The Department is currently participating in the Click-It-Or-Ticket Program from 5/18 through 6/1.
- One of the light bars on one of our police vehicles has failed and will need to be repaired or replaced.
- Police work has been steady.

Council Concerns

Schoepf-Pearce commented on the number of street lights that are out around town. Chief Rush said he would have Officer Salmans create a list of street lights out to give to Public Works for repair.

Adopt Ordinance Enabling Sales Tax

Carmichael moved to adopt Ordinance 643, enabling the sales tax to fund the EMS building. Banman seconded, and all five members voted in favor of the same.

Agenda Planning – Items for June 1

Items slated for the June 1st agenda were listed; no additions were made.

Adjournment

At 8:45 PM, Schoepf-Pearce moved and Banman seconded for adjournment. The motion passed unanimously.

/s/
Paula J. Scott, Mayor

Attest:

/s/
Leslie Atherton, City Clerk