



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: September 21, 2015

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

Absent: None.

Others: Leslie Atherton, Rob Pell, Cole Rush, Jessica Hoskinson, Clark Wedel, Larry LaPierre, Marty Nienstedt, Joey Young, Bryce Matteson.

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.

There were no additions to the agenda, and no one signed up to deliver public comment.

Minutes

Minutes of the September 8, 2015, meeting were approved after motion from Schoepf-Pearce and second from Banman. Motion carried four to zero. Wright abstained from voting because he was absent from the September 8, 2015, meeting.

Accounts Payable

Carmichael moved to approve accounts payable, totaling \$135,820.69. Schoepf-Pearce seconded, and all members voted in favor of the same.

Members were provided with financial reports for the month of August 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.

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Jessica Hoskinson, Eco Devo Dir: Present Plot Sketch for Housing (Discussion item)

Members were provided with a sketch done by Dan Garber, engineer, of Haven Industries Second Addition. Hoskinson noted that the area is no longer owned by Haven Industries; it is now owned by the Bogners. She explained that this area, 9th Street, is the next potential housing development in Haven. Though this is the goal, no building or developer has yet been hired. However, Hoskinson does have an upcoming meeting with a potential candidate.

The gas pipeline's close proximity (135') to the area was discussed. Though the addition is not encroaching upon the easement, Garber suggested to Hoskinson that the community decide how closely they would be comfortable having housing to the pipeline.

Hoskinson: Approve Business Enhancement Program and Changes to Cost Benefit Analysis (Decision item)

There were no changes made to the Cost Benefit Analysis itself, only to the process that gets a business to that point. Members were provided with an Executive Summary Review of Cost Benefit Analysis Program, Haven Business Assistance Program Flow Chart, and a handout entitled Haven Business Assistance Programs. Hoskinson explained that when a business inquires about financial assistance programs, they're provided with a simple



application to fill out, where they can indicate capital to be invested, jobs to be created, and needs. This completed application is what will be used to determine which program the business qualifies for, if any.

To qualify for the Business Development Program, a business must be a new or expanding business, request significant funds for infrastructure or other uses, and be eligible for a cost benefit analysis to determine if the return on investment meets the City standard (1:1.2). There's \$50,000 in the 2016 budget for this item.

To qualify for the Business Enhancement Program, a business must be an already existing business looking to make small improvements and increase customers and sale of products. Funds for this program will be provided on a 50/50 match; no cost benefit analysis is required. There's \$3,000 in the 2016 budget for this item; max assistance per business for the life of the business is \$1,000.

Wright moved to approve the plan as presented. Banman seconded, and the motion carried unanimously.

Chief Rush and Officer Wettstein: Discuss Drug Enforcement Efforts

Officer Wettstein was not in attendance. Chief Rush said the department has received numerous reports of drug activity in Haven since the summer and spent a considerable amount of time on just a few drug cases. Rush felt the enforcement done has made a big impact.

Consider Fall Festival Parade Permit

Wright moved to approve the parade permit. Carmichael seconded, and the motion carried. Schoepf-Pearce abstained as she is the Fall Festival Chairperson.

Leslie Atherton, City Clerk: Approve Restoration of Outstanding Checks to Electric Fund

Schoepf-Pearce moved and Williams seconded to restore to the electric fund the following outstanding checks: 55762 for \$79.68 and 55761 for \$82.64. Motion carried five to zero.

Adopt Resolution Confirming Appointments to the Planning Commission

Carmichael moved to adopt Resolution 296. Wright seconded, and the motion carried five to zero.

Adopt Ordinance Amending Planning Commission Appointment Procedure

Williams moved to adopt Ordinance 649, amending the Planning Commission appointment procedure. Banman seconded, and the motion passed unanimously.

Appoint Members to Property Maintenance Board of Appeals

Banman moved to approve the following appointments to the Property Maintenance Board of Appeals:

Charles Arndt, term expiring 12/31/2016

Dale Milleson, term expiring 12/31/2017

Skip Pearce, term expiring 12/31/2018

Alternate 1: Allen Blake, term expiring 12/31/2017

Alternate 2: Justin Schmidt, term expiring 12/31/2018.

Wright seconded, and the motion carried five to zero. Mayor Scott thanked all of those who agreed to be considered.

Consider KMU Lineman Apprenticeship for Pell

The City's Electrical Superintendent, Chad Swartz, is currently enrolled in KMU's Lineman Apprenticeship Program. Pell requested permission and funding to attend as well so the City has back-up on the electrical utility. The cost is \$600 per year per student. Wright suggested Pell enter into the same agreement as Swartz. Members agreed, and Pell said he would be willing to do that.



Schoepf-Pearce moved to approve the request. Wright seconded, and the motion carried five to zero.

Public Works Director Updates:

Pell advised:

- The electrical to the outside lamps at the Community Building has been restored, which was quite a large project.
- The pool project would have been complete today had it not been for a water leak at Haven Auto.
- Hooking up four businesses to the City's water is on the to-do list.
- Tree trimming will not begin until Fall. Wright pointed out that is Thursday. Pell re-phrased the scheduling.
- Schoepf-Pearce inquired about bringing all the street lights back into a functioning state. Pell stated all residential street lights should be back online, but the ones at Industrial and Haven Road will require some more work.

Chief of Police Updates

Chief Rush provided the following updates:

- All of the officers have recently attended training.
- Chief Rush is thankful the Fair is over so traffic will diminish.
- The new tires have been put on the police truck.
- Productivity is up.
- The new Diversion program is working well.
- Williams received a complaint about stray cats. Chief Rush basically advised he doesn't know what to do about it but said he would entertain any suggestions.
- Banman commented on the nice letter that was written about Officer McClintock by a ticket recipient.

Council Concerns

There were none.

Agenda Planning – Items for October 5

Items posted were read aloud.

Clark Wedel, USD 312 Superintendent: Ball Diamond Site Survey Results (Discussion item)

Wedel provided an updated drawing of the proposed competition baseball diamond, which the school would like to build on City property. He commented that the goal of the school is to utilize existing facilities and build from there. However, there are certainly some challenges.

A good portion of the small diamond will remain intact; specifically Wedel said there will be 117' from home plate to the fence.

The new field will include new backstop, new fencing all the way around, new fencing for bullpen areas along the side, plastic topper over the fence, new infield / outfield grass (not sod), new block-construction dugouts, bleachers to seat 100 on each side with additional walkways poured, red shale dirt on the warning track and infield areas, installation of new irrigation system, new light poles and lights, and new scoreboard controller. Wedel said he is not prepared to answer exactly when the new field will be available for play.

Wedel asked the City to consider donating the current field lights and scoreboard to the school for their use at their second softball field.

A general contractor for the project has been hired so the school is now on a timeline. Mayor Scott noted the goal is to have the Lease Agreement, with completed Exhibits, ready for Council approval by October 5th.



Adjournment

At 8:12 PM, Banman moved and Carmichael seconded for adjournment. The motion passed unanimously.

/s/

Paula J. Scott, Mayor

Attest:

/s/

Leslie Atherton, City Clerk