



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: December 7, 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 (at 8:00 PM), Adam Wright, Les Banman, Shauna Schoepf-Pearce.

Absent: None.

Others: Leslie Atherton, Rob Pell, Cole Rush, Brian Salmans, Michael Mulligan, Kaylie Mulligan, Ethan Mulligan, Larry LaPierre, Grant Overstake, Steve Burt, Amy Kraft.

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 additions were made to the agenda.

No one signed up to speak during public comment time.

Minutes

Minutes of the meetings of November 16, 2015, and November 23, 2015, were unanimously approved after motion from Banman and second from Schoepf-Pearce. Motion carried.

Accounts Payable

Wright moved to approve accounts payable to Shep Chevrolet, totaling \$257.80 Banman seconded, and motion carried with three "yes" votes. Schoepf-Pearce abstained due to her relationship to the vendor. Next, Wright moved to approve all other accounts payable, totaling \$69,463.15. Banman seconded, and the motion carried four to zero.

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

Consider Annexation Request from Haven Steel Products (Discussion Item)

Steve Burt, Engineering Manager of Haven Steel Products, advised the ownership of HSP requests a name change of Willison Road to Haven Steel Place. He mentioned that the intersection of Willison Road and Industrial Drive is not currently within City limits. The owner had previously inquired with the County and was turned down. However, he asked Burt to make the request to the City.

Mayor Scott commented that on the surface it seems really simple. However, to look into road maintenance / public works issues and legal issues, she asked Pell and Atherton to do some research. Each revealed what they had learned but admitted the findings are quite preliminary. Burt mentioned a few things HSP would be willing to do to aid with maintenance if possible.

This topic is scheduled to be discussed again at the January 4th meeting. Between now and then, Pell and Atherton will continue to research and be available for further information / questions from Council and / or Burt.

Approved 12-21-2015.



Jessica Hoskinson, Economic Development Director: Authorize Purchase of Internal Signage

Hoskinson showed a PowerPoint presentation revealing the signs and locations of the signs the Economic Development Committee would like to purchase and have installed. This represented a total of \$8,934 plus costs for landscaping around two gateway signs. It was mentioned that this would likely be an encumbrance of the 2015 budget.

Banman suggested adding another gateway sign to be placed at the corner of 5th and Haven Buhler Road. This would bring the total to \$10,409. Schoepf-Pearce moved to approve the purchase with black aluminum sleeving plus one gateway sign, not to exceed \$10,500. Williams seconded, and the motion carried four to zero.

Consider Incremental Utility Rate Increase

City Clerk, Leslie Atherton, presented information to the City Council recommending a 3% increase in water rates, an increase of \$1.90 in sewer base rates, and no increase in electrical rates. After brief discussion, Wright moved to adopt Resolution 299, establishing increases to the wastewater rates. Banman seconded, and the motion carried four to zero. Next, Banman moved and Schoepf-Pearce seconded to adopt Resolution 300, establishing rate increases for the water system. Motion carried three to one with Wright casting the opposing vote.

Discuss Future of Small Diamond

Minutes of the joint park and recreation meeting were provided to the governing body. Schoepf-Pearce moved to eliminate the small diamond and allow the Park Board to use the land in their Comprehensive Plan. Banman seconded, and the motion carried four to zero.

Discuss Wage Increase Plan

A proposed Wage Increase Plan was provided to the governing body for their consideration and approval. Wright moved to adopt the plan effective January 1, 2016. Williams seconded, and the motion carried four to zero.

Approve Position Description for Maintenance Technician

Pell went over the changes made to the position description. Then Wright moved to approve the position description. Schoepf-Pearce seconded, and the motion passed unanimously.

Consider Steering Committee's Recommendation for EMS Building Furnishings

Schoepf-Pearce recapped the happenings of the last Steering Committee meeting and the reason for the desire to send out letters requesting donations for furnishings. Banman moved and Carmichael seconded to accept the recommendation of the Steering Committee. All members voted in favor of the same.

Authorize Ordering of Equipment / Parts for Sewer Project

In preparation for the sewer project in 2016, Pell requested approval to go ahead and order the equipment needed since it takes nearly eight weeks for it to come in. The order will cost approximately \$114,092; it will be an encumbrance of 2015 funds. Atherton confirmed the City has the cash and budget authority to allow for this. Wright moved to authorize the ordering / purchase. Banman seconded, and the motion carried five to zero.

Chief of Police Updates

Chief Rush provided the following updates:

- Officer Eulenstein is at the academy getting re-certified.
- Chief Rush requested authorization to send Officer Wettstein to defensive tactics training for \$800. He will bring more information at the next meeting.
- He is beginning to research replacing one of the police vehicles.



Public Works Director Updates:

Pell advised:

- There was a 3-hour power outage on Friday, which resulted in some overtime in Public Works.
- The street sweeper is down. Pell is looking at the City's options to repair it or contract the work out.
- Blinking light at Industrial and Main is fixed. It somehow got turned off, and is now locked.
- LED lights will soon go up at the west entrance to Haven from K96.

Council Concerns

None.

Agenda Planning – Items for December 21

Items posted were read aloud. No additions were made.

Adjournment

At 8:20 PM, Schoepf-Pearce moved and Wright seconded for adjournment. The motion passed unanimously.

/s/

Paula J. Scott, Mayor

Attest:

/s/

Leslie Atherton, City Clerk