



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: August 1, 2011

THE CITY COUNCIL MEETING IN REGULAR SESSION WAS CALLED TO ORDER AT 7:00 PM BY MIKE ALFERS, MAYOR, WITH THE FOLLOWING COUNCIL MEMBERS PRESENT:

Council Member: Adam Wright

Council Member: Don Ford

Council Member: John Mitchell

Council Member: Don Etchison

Council Member: Paula Scott.

Others: Leslie Warden, Allen Blake, Robert Pell, Josh Smith, Bryce Matteson, and Amy Houston.

Bryce Matteson: Fall Festival

Matteson appeared to ask that the Council refund Wholesale Fireworks' \$2,000 fireworks sales permit fee to the Haven Fall Festival. He also requested the use of 120 N. Kansas to house the kids' inflatables during Fall Festival. Finally, he noted the Festival is considering hosting a blues band or two as the barbecue contest is kicked off on the night of Friday, October 7th. He suggested making it a BYOB event and requested feedback from the Council. Chief Pell commented that he would definitely want his part-time officers on duty that night to ensure adequate manpower. Scott asked if the event would be primarily adult-oriented, and upon Matteson's affirmation of the same, she said she did not think hosting an adult-oriented event would harm the town's image as a family town. Ford requested time for the matter to be considered.

Scott moved to give the \$2,000 permit fee to the Haven Fall Festival and to allow use of 120 N. Kansas for the Fall Festival. Etchison seconded, and the motion carried five to zero.

Addition to Agenda

At this time, Chief Pell requested an executive session regarding non-elected personnel be added to the agenda. Scott moved for the same; Wright seconded. The motion passed unanimously.

2012 Budget

Spreadsheets on the City's cash reserves, cash balances, and expenditures were provided and discussed. The Council seemed to be in general agreement to consider incremental rate increases for sewer, electric, and trash services, and discussed implementing the greater water rate increase in January 2012 to provide cushion for making payments to the Water Project. Mitchell expressed his continued desire to see Haven Steel Products annexed into the City to increase the tax base. Ford agreed.

Scott moved to hold a public hearing on the proposed 2012 budget on August 15, 2011, at 7:00 PM and to publish notice of the same. Ford seconded, and the motion passed with five "yes" votes.



Chief of Police Updates

Chief Pell reported that he is looking into offering the schools a D.A.R.E.-like program. He also intends to have the hail damage on the 2005 Crown Victoria and 2007 Crown Victoria repaired.

City Administrator / Public Works Director Updates

City Administrator, Allen Blake, provided the following updates:

- Phillip Fishburn from Midwest Assistance Program would like to provide the Council with information on overseeing the Water Project at a special meeting on August 29.
- The floor of the ball diamond bathrooms has been poured.
- After receiving several complaints from citizens, the City's water was tested for hardness. While it is still quite hard, it is not any harder than in the past.
- Tony Howlett is at Wastewater Operating training this week.
- Most of the work on easements is done, but they are not quite finalized.
- Mayor Alferts reminded Blake that the Haven Community Building is still needs to be painted.
- Scott mentioned that a piano was donated to the City and is now housed at the Community Building. The City will need to obtain a piano dolly for it.

Consider Purchase of Utility Billing Software / Meter Reading Upgrade

City Clerk, Leslie Warden, advised that she continues to seek the best, most affordable option for the replacement of the City's utility billing software. She noted that there is \$5,000 available in the budget for the purchase of the software, and for that amount, she'd like to not only obtain new software but implement a meter reading upgrade and provide account access online to customers as well. She requested the Council grant her the authority to purchase software from the vendor of her choice so long as the expenditure does not exceed \$5,000. Scott moved and Etchison seconded to pre-approve said purchase. The motion passed unanimously.

Pass Ordinance Re: City Clerk Wage Increase

Scott moved for passage of Ordinance 598, setting the City Clerk's hourly wage to \$16 per hour, starting July 1, 2011. Wright seconded, and the motion passed with five "yes" votes.

Minutes

Ford moved to approve the July 18, 2011, minutes with the removal of the number 1 from Wright's name. Etchison seconded, and all voted in favor of the same.

Accounts Payable

Scott moved to approve the accounts payable totaling \$161,343.40. Mitchell seconded, and the motion passed unanimously.

Members were provided a Summary of Cash Receipts and Disbursements for the month of June as well as a comparison of each fund's year-to-date expenditures to budgeted expenditures.

Executive Session

Scott moved that the Council recess into a 10-minute executive session pursuant to the non-elected personnel exception in order to discuss a worker's compensation claim with Chief Pell and City Clerk Warden present. Etchison seconded, and the motion passed unanimously.



At 8:28 PM, regular session resumed with no action taken during executive session. Then Scott moved that the Council recess into executive session pursuant to the non-elected personnel exception in order to discuss officer certification with Chief Pell present, the open meeting to resume at 8:40 PM. Ford seconded, and the motion passed unanimously.

At 8:40 PM, regular session resumed with no action taken during executive session.

Council Concerns

Regarding economic development, the Council will not hold a special meeting on August 22, 2011. Instead, it will be held on September 12, 2011, at 6:00 PM at the Community Building.

Discussion ensued regarding the procedure for consideration of a special use permit, particularly whether any sort of special arrangements should be made to speed the process along. The Council ultimately decided that the procedure should be followed with no special arrangements made.

Wright presented a citizen concern regarding Blake's City vehicle being parked at his house while he was on vacation. Blake noted that it was secured at his house and the keys remained with the Public Works crew. The Council did not think it was inappropriate.

Mitchell presented a concern regarding the spectator / warm-up area at the ball diamonds. The Clerk noted that the Recreation Board has budgeted to fence in the area next year. Mayor Alfery suggested Mitchell discuss the issue with Recreation Director, Merritt Wright.

Adjournment

At 9:05 PM, Etchison moved and Mitchell seconded for adjournment. The motion passed unanimously.

/s/
Mike H. Alfery, Mayor

Attest:

/s/
Leslie Warden, City Clerk