



**MINUTE RECORD**  
**Regular Council Meeting City of Haven**

**Meeting: REGULAR**

**Date: September 6, 2011**

**THE CITY COUNCIL MEETING IN REGULAR SESSION WAS CALLED TO ORDER AT 7:00 PM BY DON FORD, COUNCIL PRESIDENT, 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, Joe Richardson, Fred Solis, and Carl Myers.**

**Absent: Mike Alferts, Mayor.**

There were neither additions to the agenda nor any public comment made.

**Joe Richardson, 200 East 1<sup>st</sup>, Lot 17**

Richardson appeared in front of the Council to request additional time to finish repairs to the mobile home at 200 East 1<sup>st</sup>, Lot 17. He provided the following status update:

- Holes in the ceiling have been repaired.
- Most of the inadequate flooring has been replaced though two sheets still need to be laid.
- The furnace and the permit to install the furnace have been purchased, but installation is still in the future.
- Skirting for the mobile home is there but will not be put back on until all electrical work is finished.
- Electrical boxes are now covered, and Decker Electric will soon be out to upgrade the breaker box.
- New windows have been ordered and will be picked up on Friday.
- The back door does shut now, but Richardson advised he knows it needs to be replaced.
- The toilet handle is no longer broken.
- A junction box has been placed on the water heater.
- Richardson will build steps to the front and back doors.

Richardson noted that his current deadline for completion of the work is September 14<sup>th</sup>. His ultimate goal is to be done by then, but in case that shouldn't happen, he thought he would ask for some additional time. Ford noted that at least 50% of the mandated repairs have been done. Wright and Scott saw no reason not to grant an extension. Wright moved to extend Richardson's deadline to October 14. Etchison seconded, and the motion carried four to zero.

**Railroad Land Sale**

An e-mail from the Mayor produced to all governing body members advised that the railroad does intend to sell their land between Second and the tracks, just east of the old depot, by way of



a private treaty sale. Mitchell suggested it might make a good “staging area” for the Water Project. Scott advised she wasn’t opposed to the City purchasing it. No decisions were made.

### **Special Meeting**

The Special Meeting to discuss economic development is still on for September 12 at 6:00 PM at the Community Building.

### **Participation in KPP’s Purchase of Dogwood Power Plant**

After brief discussion, Scott moved to adopt Resolution 247, authorizing the execution of a power purchase contract between the City and Kansas Power Pool for the purchase of electricity. Etchison seconded, and the motion passed unanimously.

### **Consider Increasing Permit Fees**

Blake advised the Council that the City’s permit fees are quite inexpensive and could stand to undergo an increase. Discussion specifically regarding building permit fees ensued. The Council requested Blake research current fee schedules and bring a recommendation to the next meeting.

### **Chief of Police Updates**

Chief Pell advised that since school has begun, the department has been in communication with the schools, and school zones have been monitored. The department is also working to get everyone to comply with the City’s dog registration laws. Mitchell advised the Chief of some recurring speeding incidents occurring on Sunset Lane just after school is out.

### **City Administrator / Public Works Director Updates**

City Administrator, Allen Blake, provided the following updates:

- Inman Excavating will provide a bid on the recommended work from the drainage study.
- A copy of a progress report sent to Brian Morgan was provided. Mitchell suggested the City begin fining Morgan for his violations. The Council asked Blake to speak to the City Attorney about pursuing the matter in Municipal Court.
- Based on Council comments, Blake suggested revisions to parts 1.9.7, 2.3.1, and 3.2.0 of the Employee Manual. Scott moved and Mitchell seconded to approve and adopt the revisions. All voted in favor of the same.
- Kansas Rural Water Association has asked the City to become a member at a cost of \$306.30 per year. Because we do utilize their services and will increasingly do so as the water project progresses, the Council thought it would be a good idea to join. Etchison moved and Scott seconded for the City to join KRWA. Motion carried.

### **Overseeing the Water Project**

Blake provided his recommendations for the Oversight Team. Those named include Mayor Mike Alfors as Owner’s Representative; City Administrator Allen Blake as Project Manager / Coordinator; Water / Wastewater Superintendent Tony Howlett as Construction Manager, Willis Wilson of Aquatech Engineering as Technical Advisor; Blake as Materials and Inventory Verifier; City Clerk Leslie Warden as Administrative and Financial Assistant; City Attorney Larry Bolton as Legal Advisor; Council President Don Ford as Customer Relations and Educator. Wright mentioned that based on his expertise he would like to help with the duties of the Project Manager / Coordinator. The positions were assigned with a consensus from the governing body.



### **Public Comment: Don Hindman**

At 8:15 PM, Hindman addressed the Council regarding Hindman Trailer Park now operated by Brian Morgan. He encouraged the Council to keep the pressure on the park owner.

### **Executive Session**

At 8:22 PM, Scott moved for the Council to recess into a fifteen minute executive session pursuant to the non-elected personnel exception in order to review applications for Police Officer with Chief Pell present. Wright seconded, and the motion carried.

At 8:37 PM, regular session resumed with no action taken during executive session. Then Mitchell moved and Etchison seconded for the Council to enter into executive session until 8:55 PM pursuant to the non-elected personnel exception in order to interview an applicant for Police Officer. All voted in favor of the same.

At 8:55 PM, regular session resumed with no action taken during executive session. Scott moved to authorize Chief Pell to offer the Police Officer position to Coal Rush for \$33,000 per year. Mitchell seconded, and the motion passed with five "yes" votes.

### **Minutes**

Minutes from the August 15, 2011, meeting were unanimously approved with a motion from Scott and a second from Mitchell. Minutes from the August 29, 2011, special meeting were also unanimously approved by way of motion from Wright and a second from Mitchell.

### **Accounts Payable**

Scott moved to approve the accounts payable, excluding those to Mitchell Hardware, totaling \$201,429.54. Mitchell seconded, and the motion carried.

Etchison moved to pay Mitchell Hardware \$582.73. Scott seconded, and the motion carried.

### **Executive Session**

At 9:05 PM, Scott moved for the Council to enter into a 5-minute executive session pursuant to the non-elected personnel exception in order to discuss a worker's compensation claim with Chief Pell present. Etchison seconded, and the motion passed unanimously.

At 9:10 PM, regular session resumed with no action taken during executive session. Then Etchison moved for the City to provide a 30-day notice of termination to Aaron Meek, notifying him that the City will no longer pay his insurance premiums. Mitchell seconded, and all voted in favor of the same.

### **Council Concerns**

Mitchell advised he would like to see the flag flown at the City Office. Despite the Clerk's own explanation for why it had not been flown, she and Ford agreed with Mitchell. The Public Works Department will install a light so that the flag may remain up in the evenings.

Mitchell also commented on the unsightly appearance of the signs at the burn site. All agreed new signage should be purchased.



Wright questioned why it is taking so long for some water leaks to be repaired. Blake advised that the water leak near Haven Baptist Church was only a small leak, but originally he thought the repair would require a water outage. Therefore, in order to shorten repair time, he wanted to wait until the Water Superintendent returned from vacation and the repair equipment was functioning correctly. He also noted that the water tower should be fixed shortly as a clamp for the bell joint is on the way.

Wright also questioned who justifies the City Administrator's breaks. Blake advised that he is a salaried employee, does not break at the same time every day, and actually does not always take a break. He breaks as work permits. Mitchell suggested he regulate his breaks.

**Adjournment**

At 9:20 PM, Etchison moved and Wright seconded for adjournment. The motion passed unanimously.

*/s/*  
Mike H. Alferts, Mayor

Attest:

*/s/*  
Leslie Warden, City Clerk