



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: November 19, 2012

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: Don Ford

Council Member: Paula Scott

Council Member: John Mitchell

Council Member: Don Etchison

Absent: Adam Wright.

Others: Jonathan Lawrence, Roy Lanning, Stacy Hornbeck, Leslie Warden, and Allen Blake.

No additions to the agenda were made, and there were no comments from the public.

Beth Warren of Ranson Financial: Water Rate Study

A 22-page handout produced by Ranson Financial was distributed to the members of the governing body. The firm determined that approximately \$287, 446.92 in revenue would need to be produced to cover water expenses and the anticipated debt service. Using the current rate structure, Warren proposed a 30.25% rate increase. For example, whereas the current minimum water rate is \$26.64 for 3,000 gallons, with the proposed rates the minimum would be \$34.70 and the average cost of 5,000 gallons would be \$38.87.

City Administrator, Allen Blake, suggested decreasing the minimum price (below \$34.70) and also decreasing the number of gallons that go with it. Therefore, those that use less water would be less affected by a rate increase. The governing body asked for a picture of the number of users that fall at each water use level (i.e. how many users only use on average 1000 gallons per month, etc.). Warren noted that the Kansas average price for 5000 gallons of water falls between 35 and 40 dollars per month. Blake advised he had that information and would produce it at the next meeting.

The City has at least six months until the rates must be changed.

EDC: Review and Approve Contract for Economic Development Director

Roy Lanning of the Economic Development Council addressed the Council and noted that since the last meeting, changes were made to the EDD Contract per Council member, Paula Scott, and City Attorney, Larry Bolton. The revised contract was provided to the governing body. Etchison mentioned a grammatical error in #7 of the contract. Scott noted a few other minor errors there as well. Ford moved to approve the contract. Mitchell seconded, and the motion passed with four "yes" votes. The Council also authorized the EDC to interview, select, and engage an Economic Development Director.

Chief of Police Updates

In Chief Pell's absence, Officer Jonathan Lawrence attended the meeting. Though he provided no updates, he did answer the Council's questions about the installation of recently purchased pre-owned police equipment.



City Administrator / Public Works Director Updates

City Administrator, Allen Blake, addressed the Council and provided the following updates:

- John Loehr began employment with the City last Tuesday and has been performing well.
- The curbing across from Haven Baptist Church has been replaced.
- An altered utility pole was replaced at 5th and Stadium. Street light wires still need to be moved over.
- The Cupps hearing has been moved to 9:00 a.m. December 13, 2012.
- Many of the new snowflake decorations are up. We still need to try to get rid of the old Christmas decorations.
- The Water Project is still moving along. The water line along First Street is complete, and APAC is working on the concrete this week. They may get to the paving before winter, which is earlier than expected.
- A section of one of the old water mains was shown next to a section of a new PVC main. Scott expressed her desire for the public to see the upgrade.
- The lineman position continues to be advertised through several outlets: Wichita Eagle, careerbuilder.com, indeed.com, KMU website, Kansas Power Pool, Pratt Community College, kansasworks.com, etc.
- Mitchell asked about a suspected leak on Sedgwick Place. Blake advised they would go ahead and patch it up. They dug it out but never found a leak in the water main.
- Blake presented proposed Ordinance 611, amending Ordinance 571 regarding utility deposits, requiring each account to have either a deposit or letter of credit in place at the time of application. Scott moved to adopt Ordinance 611. Mitchell seconded, and the motion passed unanimously.
- Five new fire hydrants were installed on 1st Street, where there were not fire hydrants previously.

Executive Session

The first executive session listed on the agenda was tabled.

At this time, Mitchell expressed his desire to have the Council look into putting Kenny's Electrical on retainer instead of hiring a lineman. He noted that the City has now had the experience of having on staff a high-paid, skilled lineman, but he was underutilized. The advantage of having KE on retainer would be that they are on call 24/7, and it would eliminate the City's need to own a digger truck and stock transformers and poles. Mitchell thought the wait time for KE to arrive to fix an issue would be no longer than two hours.

Mayor Alfors pointed out that the transformers the City had recently purchased were bought at a price nearly 1/3 of what KE wanted to charge, that they appeared to be quite expensive.

City Administrator and Public Works Director, Allen Blake, noted the numerous upgrades the City had undergone in the last year. He pointed out that the money saved by having City staff perform them rather than hiring KE to do them more than paid for the equipment (i.e. digger truck) purchased. He furthered that merely keeping a contractor on retainer to fix issues that arise does not compare to having someone on staff thinking of ways to improve the system they're exposed to daily. Basically, in Blake's opinion, putting KE on retainer to handle electrical issues would ultimately be more expensive and provide the citizens with lower quality service.

Mayor Alfors asked Mitchell to poke around and bring actual numbers back to the Council on the matter.



In response to an inquiry from Etchison, Blake noted that the City's electrical system is still in need of improvement, and the City should prepare for a major electric upgrade along 5th Street.

Ford pointed out that the City may be forced into a relationship with KE if the right person is not found for the lineman position.

Scott requested this discussion item (Retaining KE vs. hiring a lineman / personnel structuring) be placed on the agenda for the next meeting.

Executive Session

At 8:00 PM, Mitchell moved that the Council recess into a ten-minute executive session pursuant to the non-elected personnel exception in order to discuss job performance with the intention of Allen Blake being present for at least part of the session. Scott seconded, and the motion passed unanimously.

Upon the Clerk's exit from the room, she reminded the Council to utilize the timer.

At 8:25 PM, regular session resumed with no action taken during executive session.

Planning Commission Appointment

Scott moved to appoint Mike Metz to the Planning Commission for a 3-year term ending in January of 2015. Mitchell seconded, and the motion passed with five "yes" votes.

Minutes

Minutes of the November 5, 2012, meeting were unanimously approved with a motion by Scott and a second by Etchison.

Accounts Payable

City Clerk, Leslie Warden, mentioned that she had forgotten to issue a check for \$96.13 to herself for mileage reimbursement from attending the Clerks Institute, and she was waiting on two fuel receipts from the Police Department in order to issue payment of \$2,740.32 for the City's monthly fuel statement. She noted that these items would be paid on November 20, 2012, unless the Council wished otherwise.

Ford inquired about an invoice from Adam Wright for \$500 to winterize the ball diamonds. The Clerk produced the invoice for the governing body's examination. Blake noted that the sprinklers and bathrooms at the ball field were winterized by the Public Works Department. For lack of adequate information, by consensus, the City Council instructed the Clerk to withhold payment. Then Mitchell moved to approve the remaining accounts payable totaling \$219,712.68. Ford seconded, and all voted in favor of the same.

Council Concerns

The Mayor mentioned that he recently attended a banquet for the Clerk's graduation from the four-year Municipal Clerks Certification Institute put on by Wichita State University.

Scott requested an update on the Haven Steel annexation matter(s). No new information was available. The Council asked Blake to encourage the City's attorney(s) to follow up on the offer from HSP's attorney.



Adjournment

Around 8:45 PM, Etchison moved and Mitchell seconded for adjournment. The motion passed unanimously.

/s/

Mike H. Alferts, Mayor

Attest:

/s/

Leslie Warden, City Clerk