



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: January 7, 2013

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: Adam Wright

Council Member: John Mitchell

Council Member: Don Etchison

Council Member: Paula Scott.

Others: Allen Blake, Rob Pell, Brian Steinle, Larry Cupps, Kylie Rush, Cole Rush, Andrea Williams, Chris Scott, and Joey Young.

No public comments were provided, and no additions to the agenda were requested.

Consider Purchase of Trash Containers

Chris Scott, Disposal Refuse Superintendent, requested the purchase of about 60 new Roll-a-Wastes, a nearly \$4,000 expenditure included in the 2013 budget. Ford moved and Mitchell seconded to approve the purchase. All voted in favor of the same.

Peggy Miller Regarding Make A Difference Day – May 2013

Five days ago Miller created a “We grew up in Haven, KS” facebook page, which has quickly grown to 500 members. Members have shared fond memories of their hometown and expressed a desire to give back. Therefore, Miller has organized a Make-A-Difference / Join Hands Day for May 4, 2013, to aid some of the elderly / disabled with cleaning up yards / homes. Miller asked if the City would consider designating their Citywide Clean Up time to follow after that. Scott moved for the Citywide Clean-Up to occur May 6 – 10. Etchison seconded, and the motion passed unanimously.

Consider Additional Metering at Hindman Trailer Park

Don Hindman has asked if the City would consider installing water meters for the individual trailers at Hindman Trailer Park. There has been high usage at one of his three meters, and he has been unable to determine what household may be using so much water. He has agreed to pay for the cost of the meter installation, which the City has estimated at \$468 per meter. After a great deal of discussion, Mitchell moved to allow the Public Works Department to do a test meter and then to re-assess the situation after that. Wright seconded, and the motion passed unanimously.

Discuss Utility Rate Increases

A handout with spreadsheets showing current rates vs. proposed rates was distributed to the governing body. Because Kansas Power Pool is increasing the City’s rates by 5%, that is the proposed increase to the rates offered to the City’s customers. Trash rates are also expected to increase slightly to account for the purchase of new trash containers. Scott moved to adopt Resolution 263 regarding electrical rates. Wright seconded, and the motion carried with five “yes” votes. Then Scott moved to adopt Resolution 264 regarding trash rates. Ford seconded, and the motion carried.



Executive Session

At 7:35 PM, Wright moved that the Council recess into executive session pursuant to the non-elected personnel exception in order to discuss job performance, the open meeting to resume at 7:45 PM. Ford seconded, and all voted in favor of the same.

At 7:50 PM, regular session resumed with no action taken during executive session. Then Scott moved that the Council recess into executive session for another ten minutes pursuant to the same exception for the same purpose. Etchison seconded, and the motion carried.

At 8:14 PM, regular session resumed with no action taken during executive session.

Police Department Updates

Chief Pell presented the following updates:

- Today security walk-throughs were completed at the following school facilities: Haven Grade School, Haven High School, Haven Middle School, Haven Preschool, and Yoder Grade School. Pell said he thought the schools were in pretty good shape.
- Pell presented the department's wish list as the Council had requested.
- Mitchell asked why the Yield sign at Kansas Ave / Sunset was no up yet. Pell and Blake advised that it is.

City Administrator / Public Works Director Updates

- Brian Steinle, Electrical Superintendent, addressed the Council and advised of a few immediate upgrades he felt were necessary. These improvements would take an estimated \$3,662.00. Ford requested the new poles go into the ball diamonds in the near future and asked Steinle to consider the cost of putting the wires underground. Scott welcomed Steinle aboard and encouraged him to build relationships with citizens. At 8:40 PM, Wright moved to approve Steinle's requested upgrades not to exceed \$3700. Ford seconded, and the motion passed unanimously.
- With their new addition, Shep Chevrolet will need an electrical upgrade involving a new transformer bank, 3 phase 400 amp Y-service. This upgrade will cost the City around \$8,000. Blake asked if the City wishes to bill Shep for this as we have done with other customers in the past, and if so, what terms would be appropriate. The Council thought billing Shep Chevrolet for the upgrade would be appropriate with terms no longer than 12 months.
- The meter reader reported that the meter for Kaufman Seed was not working. Blake checked it out and discovered that three transformers had blown there. He suspects this outage occurred the morning of December 20. Purchasing four transformers will cost the City \$2,360, leaving a spare for stock. Ford moved to approve the repair. Mitchell seconded, and the motion carried.
- The City's confined space gas monitor no longer works. Blake presented bids for a new one, the cheapest at \$1,375.34, which includes a kit for calibration. Mitchell moved and Etchison seconded to approve the purchase. The motion passed unanimously.
- A lengthy discussion about replacing the City's 2001 pick-up took place. Ultimately, the Council asked Blake to obtain bids on a pre-owned truck that does or does not have four wheel drive.

Discuss Wages

The Council expressed wishes to implement a 2% cost of living raise to full-time employees. Scott moved to adopt Ordinance 613 reflecting a 2% increase for the City Clerk and Chief of Police. Wright seconded, and the motion passed with five "yes" votes. Then Mitchell moved to adopt Resolution 265 reflecting a 2% increase for the Public Works Director, Water / Wastewater Superintendent, Refuse and



Recycling Superintendent, Utility Clerk, and Police Patrolman #1. Etchison seconded, and the motion passed unanimously.

Appoint Committee to Update Capital Improvement Plan

Adopt GAAP Waiver for Financial Reporting of 2012

Update Emergency Water Supply Plan

These items were tabled.

Consider APAC-Kansas, Inc.'s Application for Payment No. 6: \$219,281.67

Wright moved to pay APAC-Kansas, Inc. \$219,281.67 pending USDA Rural Development's approval. Scott seconded, and the motion passed with five "yes" votes.

Minutes

Scott moved and Etchison seconded to approve minutes of the December 17, 2012, meeting. Motion carried. Minutes of the December 20, 2012, meeting were unanimously approved with a motion by Scott and a second by Wright.

Accounts Payable

Scott moved to approve the accounts payable to all except Mitchell Hardware, totaling \$261,295.29. Ford seconded, and the motion passed unanimously. Ford moved to pay Mitchell Hardware \$817.68. Etchison seconded, and all voted in favor of the same.

Members of the governing body were provided with a comparison of actual expenditures to budgeted expenditures through December 2012. They were also provided with a comparison of JUS receipts to deposits to the utility funds for December 2012.

Council Concerns

At 9:24 PM, Mitchell moved to void / rescind the lease on the City's new copy machine, saying he felt the copier was wrongly obtained and the signature on the lease was unauthorized. Mayor Alferts advised that Blake and Warden had done quite a bit of research into obtaining a new machine particularly since the old machine had consistent issues. He advised he approved the expenditure. Mitchell told the Mayor he does not have the authority to do such a thing. The Mayor asked Blake to research that and we could revisit it. Mitchell noted he made a motion. No one seconded; therefore, the motion died.

Mitchell expressed his disapproval of the Community Survey booklet produced by the Planning Commission, noting it appears to be an "excessive use of paper." He felt the spreadsheets were confusing and poor. Scott tried to explain one of the spreadsheets to him. He said if it came across for his approval, he would not approve it. Warden asked what changes would need to be made to garner his approval, and he responded with nothing specific but "a lot of things." Scott noted the booklet was not made for the general public but to eventually be a part of the Comprehensive Plan. She said that it is really very basic. Ford agreed.

Adjournment

At 9:32 PM, Etchison moved and Wright seconded for adjournment. The motion passed unanimously.

/S/

Mike H. Alferts, Mayor



Attest:

/S/

Leslie Warden, City Clerk