



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: April 1, 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: Don Etchison

Council Member: Paula Scott

Others: Allen Blake, Rob Pell, Leslie Warden, Joey Young, Steve Carmichael, Jessica Hoskinson, Nita Johnston, Les Banman, John Jenkins, Merritt Wright, Tony Troyer.

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

Nita Johnston, Haven Insurance Agency: Bid on Insurance

Johnston returned to the governing body with the changes suggested to attempt to decrease the City's insurance premiums. As it turned out, increasing the deductible on Business Auto and establishing a deductible for workers compensation claims did not yield valuable savings for the City. Therefore, Scott moved to approve the original bid as presented at the March 18, 2013, meeting. Wright seconded, and the motion passed unanimously.

Approve SCADA Control Bids for Water Project

Governing body members were provided with a copy of a letter from the engineer containing his recommendation that the Council approve the low bid of \$132,460 from R.E. Pedrotti Co. for the SCADA Controls part of the Water Project. Ford moved to award the contract to R.E. Pedrotti Co. contingent upon approval from USDA Rural Development. Etchison seconded, and all members voted in favor of the same.

Consider Water Ordinance (Proposed Ordinance #614)

Blake proposed an ordinance governing the water utility. It would require those that had access to City water service lines to connect to them but would not require them to use City water. The Ordinance also outlines the process for connection permit and establishing water service. Ford moved for the adoption of Ordinance 614. Etchison seconded, and the motion passed with three "yes" votes. Wright held the opposing vote.

Police Department Updates

Chief Pell presented the following updates:

- The department will have officers visible at Haven Prom even though it will not take place inside the department's jurisdiction. If an incident occurs, Hutchinson Police Department will have to be contacted.
- Pell asked if the governing body wished to change the ordinance governing the sale and discharge of fireworks. After brief discussion, the governing body recommended ending sales and discharge of fireworks at 11:00 PM on July 1 and 2 and at midnight on July 3 and 4. No longer



will sales or discharge of fireworks be allowed on July 5. Pell will revise the ordinance and present it at the next meeting.

City Administrator / Public Works Director Updates

City Administrator / Public Works Director, Allen Blake, presented the following updates:

- Kansas Municipal Utilities has requested that the City designate a voting delegate and alternate for their annual meeting to occur on May 10 at the Hyatt at 9:30 AM. Wright moved and Etchison seconded to designate Dale Milleson. The motion carried with four “yes” votes. Wright then moved to designate John Loehr as the alternate. Etchison seconded, and the motion passed unanimously. Ford emphasized his desire to see Milleson attend the function.
- Blake attended a class on improving supervisory skills at WSU last week.
- Two pairs of the City’s high voltage gloves failed testing. Ford moved to replace the two pairs for \$683.08. Wright seconded, and the motion carried.
- Latest schedule changes on the Water Project are showing that the water tower foundation will be complete by May 15, 2013.

Consider APAC-Kansas, Inc.’s Application for Payment No. 9: \$143,790.12

Scott moved to approve payment of \$143,790.12 to APAC-Kansas, Inc. contingent upon approval from USDA Rural Development. Etchison seconded, and all members voted in favor.

Review Form for Citizen Complaint against City Personnel

The proposed form was provided to the governing body. It was acknowledged that verbal complaints will continue to come in whether or not the governing body stipulates that they must be written or not. After a brief discussion regarding anonymous complaints, the governing body came to a consensus that anonymous complaints regarding personnel would not be accepted or investigated. Mayor Alfery suggested adding lines for complainant’s signature and date. A revised form will be reviewed at the next meeting.

Approve EMS Preliminary Agreement for Building Project

City Administrator, Allen Blake, presented a preliminary agreement between the City and the townships of Haven, Sumner, and Yoder authored by City Attorney Larry Bolton regarding the funding for a new EMS building. Members of the governing body were provided with a copy of said agreement, which has already been signed by members of the township boards. Wright moved to approve the preliminary agreement. Etchison seconded, and the motion passed unanimously.

Jessica Hoskinson, Economic Development Director: EDC Update

Hoskinson spoke of her involvement with Project Haven, often referred to as the sign committee. She advised they are working on Phase 1, which is the gateway signage for the City. This involves three signs – two on K-96 and one on Haven Buhler Road. Her involvement is primarily to ensure marketing consistency. She confirmed that \$8,000 is budgeted for signs for 2013 and mentioned the possibility of the Community Foundation aiding with the sign project.

Ball Diamond Policy

Mayor Alfery noted there is growing contention between the Babe Ruth baseball league, Haven Recreation Board, and various softball leagues. He noted the City has already agreed to subsidize the use of the field by patrons of Haven Recreation, some of whom do not live within the City of Haven and asked if the City wished to also subsidize the use of the fields by these other entities. This led to a wandering discussion covering a variety of topics, including: the nature of Babe Ruth baseball



(competitive) vs. the nature of Haven Recreation ball (everyone gets to play), history of field use, enrollment numbers, changes to the Haven Recreation Board's constitution, the City's \$500 - \$600 yearly payment of Babe Ruth's registration fees, whether or not Babe Ruth is technically part of Haven Recreation, etc. Etchison encouraged Wright and the heads of the other entities using the fields to be sure to communicate with each other.

In attempt to rope the topic back in, Mayor Alferts asked if Babe Ruth / outside entities (basically anyone other than Haven Recreation) should be charged for use of the field or should use of the field be offered to Babe Ruth in lieu of the yearly registration payment. John Jenkins, head coach of Haven's Babe Ruth baseball this year and a supporter of Haven Recreation, passed along a message from Jamie Shive, Babe Ruth treasurer, who was unable to attend due to health reasons. He asked that the Council table any action that may have a financial impact on Babe Ruth until he can attend to participate in the discussion.

Softball tournaments were also discussed. Recreation Director Merritt Wright advised that there are two softball tournaments at the ball diamonds each year, and one of those is considered a Haven Recreation tournament. That particular tournament is held as a fundraiser for girls' softball equipment. Last year the tournament money was used to purchase helmets. City Clerk, Leslie Warden, advised that no revenue or expenditures related to any softball tournament came into the City Office or through the City's bank accounts. The Mayor and Clerk emphasized the importance of a paper trail. The Mayor noted that those funds would now be handled by the recently appointed Treasurer, Jennifer Cox, and Assistant Treasurer, Eric Williams.

Wright advised that anyone wanting to utilize the field should call his home phone, leave a message indicating their needs, and noted that he makes every effort to return phone calls after 4:00 PM when he gets off work. The Mayor recommended moving to the use of an online calendar that is publicly viewable or at least viewable to the frequent users of the field to make scheduling easier and more accessible. Jenkins thought this would be a better way to schedule as well.

At last, the Mayor recommended throwing the topic back to the Recreation Board's Treasurer, Assistant Treasurer, and the Board as a whole. No action was taken.

Arbor Day Proclamation

Scott moved to adopt the Arbor Day Proclamation declaring April 26, 2013, as Arbor Day. Etchison seconded, and the motion passed with four to zero.

Executive Session

At 8:35 PM, Etchison moved that the Council recess into executive session for 10 minutes pursuant to the non-elected personnel exception in order to discuss job performance with City Administrator / Public Works Director, Allen Blake, City Clerk Leslie Warden, and Chief Pell. Scott seconded, and the motion passed unanimously.

Regular session resumed at 8:48 PM with no action taken during executive session.

Then Ford moved to approve an expenditure of no more than \$2,000 to engage in a 90-day program of team development services from Mary Jones for Pell, Warden, and Blake, with the stipulation that visible accounting of the work performed must be provided. Wright seconded, and the motion passed four to zero.



Minutes

Minutes from the March 18, 2013, meeting were unanimously approved by motion from Ford and second from Etchison.

Accounts Payable

Scott moved to pay the City's bills totaling \$47,221.06. Wright seconded, and the motion passed unanimously.

Wright suggested the City consider performing street repairs this year even if we do only have \$100,000 budgeted for it. This topic will be addressed at the next meeting.

Mayor Alferts wished Ford and Scott the best in the election taking place April 2.

Adjournment

At 8:53 PM, Scott moved and Ford seconded for adjournment. The motion passed unanimously.

/s/
Mike H. Alferts, Mayor

Attest:

/s/
Leslie Warden, City Clerk