



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

Meeting: REGULAR

Date: April 15, 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, Cole Rush, Steve Carmichael, Diane Jenkins, Brian Steinle, and Tom Oxley.**

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

**Designate (2) Recipients of the City of Haven Scholarship**

Wright moved and Etchison seconded to award \$500 scholarships to Ella Matteson and Zach Hendrixson. The motion carried four to zero. Mayor Alfery will present the scholarships at the high school's awards assembly on May 6.

**Appointments**

Wright moved and Etchison seconded to approve the following appointments: Tracie Milleson to Recreation Board for 2-year term, Christie Nienstedt to Park Board for 2-year term, and Elaine Pell to Library Board for 4-year term. Motion carried.

**Approve Single Audit Contract**

Scott moved and Wright seconded to approve the Single Audit contract. All members voted in favor of the same.

**Discuss Wages of Officer Jonathan Lawrence**

Pell reminded the Council that they previously had planned to give Officer Lawrence a 2% cost of living raise once he completed his training at KLETC. Scott moved to approve the raise. Ford seconded, and the motion passed unanimously.

**Police Department Updates**

Chief Pell presented the following updates:

- Proposed Ordinance 615 was presented, outlining the changes to the sale and discharge of fireworks. Scott moved and Wright seconded to adopt Ordinance 615. All voted in favor of the same.

**Consider Planning Commission's Recommendation on Haven Steel's Building Expansion Project**

Minutes from the Planning Commission's April 11, 2013, meeting were provided. Scott, Council representative to the Planning Commission, advised the Commission recommended approval of the plans and a building permit, contingent on Haven Steel hiring a civil engineer to aid with drainage issues.



Wright expressed concern about how the expansion might affect drainage on Hutchinson Street. The Council tabled the topic until a representative from Haven Steel could be present.

### **Executive Session**

At 8:30 PM, Scott moved that the Council recess into executive session for 10 minutes pursuant to the non-elected personnel exception in order to review applications for Pool Manager, lifeguards, Groundskeeper, and part-time maintenance technician. Etchison seconded, and the motion passed unanimously.

Regular session resumed at 8:40 PM with no action taken during executive session.

Then Scott moved and Ford seconded to hire Mark Robinson as Pool Manager for \$60.47 per day. Motion carried. Next, Scott moved to hire Zane Keller as Assistant Pool Manager for \$46.35 per day. Etchison seconded, and the motion passed four to zero. Scott moved to hire Taylor Carlson as groundskeeper at \$10.50 per hour. The motion passed unanimously. Next Scott moved and Etchison seconded to hire Buck Palmatier as part-time maintenance technician. All voted in favor of the same.

### **Consider Planning Commission's Recommendation on Haven Steel's Building Expansion Project**

Tom Oxley appeared for Haven Steel Products. He explained the planned expansion, which would add an 18,000-square-foot facility. He advised that the expansion plans are contingent upon purchase of property as well as final approval from the owner. Oxley advised that they have already hired a civil engineer to perform a drainage study of the area and determine the best way to facilitate movement of the water.

The recently installed water line for Haven Steel will need to be re-located. This will be done at Haven Steel's cost.

In regard to a timeframe, Oxley commented that the major delay on the project has been internal and noted that Blake had been very helpful in answering their questions and researching items when necessary. Scott moved to approve the plan for expansion contingent upon the hiring of a civil engineer and use of his recommendations for drainage. Wright seconded, and the motion passed unanimously.

### **Minutes**

Minutes from the April 1, 2013, meeting were unanimously approved by motion from Scott and second from Etchison.

### **Accounts Payable**

Wright moved to pay the City's bills totaling \$269,508.71. Scott seconded, and the motion passed unanimously.

### **Council Concerns**

Scott mentioned that the "Make a Difference" Day originally planned for May 4<sup>th</sup> has been canceled.

### **Discuss Settlement Offer Re: Haven Steel Products Annexation**

A proposed settlement offer from the City's attorney in this matter was provided. Scott moved and Wright seconded to approve the offer and to resolve the matter. All voted in favor of the same.



At 8:00 PM, the Council agreed to take a 15-minute break / recess while they waited for City Administrator, Allen Blake, to appear. At 8:15 PM, the meeting was re-convened.

#### **Discuss Obtaining Bids for Street Repairs**

Performing street repairs in 2013 was suggested at a previous meeting. Blake advised that only \$100,000 was budgeted this year for that and really that money was meant to simply be set aside to embark on street projects in 2014. Also, Water Superintendent, Dale Milleson, would like to go through ahead of paving to replace any water service lines that are no plastic. Those areas will need time to settle. Ford pointed out that by the time the service lines are replaced and the ground has settled, we may be into a new year. Scott advised she found the original plan (to perform street repairs in 2014) acceptable.

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

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

- The Public Works crew will not be picking up large limbs that citizens have dragged to the curb, unless the Council advises otherwise. The Council confirmed that they did not want Public Works picking up limbs.
- The pilot plant was set up today at Well #4. Tests of the untreated water yielded nitrates at 27 ppm.
- Blake presented a request from Electric Distribution Superintendent, Brian Steinle, for \$2009.44 worth of electric supplies, such as insulated wire, bolts, guy wire, clamps, tape, etc. Wright moved to purchase the items now since spring storm season is upon us. Ford seconded, and the motion passed four to zero.

#### **Executive Session**

At 8:29 PM, Etchison moved and Wright seconded for the Council to recess into executive session pursuant to the non-elected personnel exception in order to discuss the job performance of Brian Steinle with Allen Blake present. Motion carried.

At 8:39 PM, regular session resumed with no action taken during executive session. However, Scott then moved that the Council again recess into executive session pursuant to the same exception for the same discussion purposes with Brian Steinle present. Wright seconded, and the motion passed with four "yes" votes.

At 8:55 PM, regular session resumed with no action taken during executive session. Then Etchison moved that the Council recess into executive session pursuant to the same exception for the same discussion purposes with only the governing body present. Wright seconded, and the motion passed four to zero.

At 9:10 PM, regular session resumed with no action taken during executive session.

#### **Adjournment**

Etchison moved and Wright seconded for adjournment. The motion passed unanimously.

/s/  
Mike H. Alferts, Mayor

Attest:



/s/  
Leslie Warden, City Clerk