



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

Meeting: REGULAR

Date: September 16, 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 Members:** Adam Wright, Don Etchison, Paula Scott, Daniel Loop.

**Absent:** Les Banman.

**Others:** Allen Blake, Rob Pell, Leslie Warden, Joey Young, Mitch Walter, Shauna Schoepf-Pearce, and Steve Carmichael.

No one signed up to deliver public comment, and no additions to the agenda were necessary.

**Water Project: Approve Items for Loan Closing**

Mitch Walter from Gilmore & Bell addressed the Council to execute documents for loan closing on the Water Project funding. Originally, the City issued temporary notes to fund the Water Project. Now the sale of bonds to pay off those notes must be authorized. Walter presented a proposed Ordinance authorizing and providing for issuance of the same. Wright moved for the adoption of Ordinance 621 as presented. Scott seconded, and all members voted in favor of the same.

Walter also presented a proposed resolution prescribing the form and details of authorizing and directing the sale and delivery of those bonds. Wright moved to adopt Resolution 271. Scott seconded, and the motion carried unanimously.

**Shauna Schoepf-Pearce: Haven Fall Festival Update**

Pearce, Co-Chair of the Haven Fall Festival, delivered an update about this year's events. She requested use of 120 N. Kansas for the FFA to hold a petting zoo, noting the area would have to be cleaned of debris and glass. City Administrator, Allen Blake, confirmed that the Festival's need for electricity, picnic tables, and Poly Karts shouldn't be a problem. Pearce asked if the City would, as they have in the past, arrange and pay for the delivery of portable toilets for the festival; this expenditure in the past has ranged from \$350 – 500. The Council consented to these items.

**Adopt Proposed Resolution regarding Water Rates**

The resolution adopted at the last meeting contained an error. Therefore, a revised resolution was presented. Scott moved for the adoption of Resolution 272. Wright seconded, and the motion passed with four "yes" votes.

**Adopt Proposed Ordinance and Proposed Resolution regarding Sidewalk Repair / Replacement**

This item was tabled at the last meeting so that Council members could have additional time to review it. Wright suggested changing the concrete specifications from 3500 PSI to 3000 PSI. Scott suggested making it clearer that the policy refers only to sidewalks in the public right-of-way. Blake will make the revisions and present for adoption at the next meeting.



### **CA / PWD Project Updates**

Blake addressed the Council and provided the following updates:

- Mediation of the Cupps' matter will take place on October 7<sup>th</sup> at 2:00 PM at Reno County Courthouse.
- Last night there were two power outages; both were due to tree limbs.
- The Haven Steel water line is now halfway across the property.
- APAC-Kansas, Inc. is in town completing items on the punch list.
- The Planning Commission will hold a public hearing on November 12, 2013, to rezone 100 – 111 N. Haven Road from commercial to multi-family residential.
- Blake, Chief Pell, and Mayor Alferts will meet with Darrell Rankin and Mark Loehr on Wednesday evening regarding an issue with property lines.

### **Chief of Police Updates**

Chief Pell provided the following updates:

- Pell continues to keep contact with the schools. Today he helped serve lunch.
- Soon Haven PD will conduct Safety Awareness trainings at HGS for 1<sup>st</sup>, 2<sup>nd</sup>, and 4<sup>th</sup> graders.
- Readiness drills will soon occur at all Haven schools as well.

### **Executive Session**

Scott moved that the Council recess into executive session for ten minutes pursuant to the non-elected personnel exception in order to discuss hiring a candidate as electrical superintendent. Etchison seconded, and the motion carried.

At 7:50 PM, regular session resumed with no action taken during executive session. Then Scott moved to hire Dale Milleson as electrical superintendent at \$18 per hour. Wright seconded, and the motion passed unanimously.

### **Discuss Employee Appreciation Dinner**

Though discussion previously centered on having an Employee Appreciation Dinner at Pete's Puddle, the department heads recommended keeping the dinner in town with the addition of activities for the kids. The dinner is planned for October 21, 2013.

### **Approve Job Descriptions for Building Inspector and Utility Clerk**

The governing body was provided with a copy of each job description. Wright moved to approve the job description for utility clerk. Etchison seconded, and the motion carried four to zero. Then Scott moved and Etchison seconded to approve the job description for Building Inspector. Motion carried.

### **Approve Payment Application No. 3 from Gerard Tank & Steel: \$195,829.20**

Wright moved and Loop seconded for approval of the above-listed payment application, pending USDA Rural Development's approval. All members voted "yes."

### **Minutes**

Minutes from the September 3, 2013, meeting were unanimously approved with a motion from Etchison and second from Loop.



**Accounts Payable**

Scott moved to pay bills totaling \$142,310.24. Etchison seconded, and the motion passed four to zero.

Members were provided with a comparison of expenditures to budgeted expenditures through the month of August.

**Council Concerns**

Wright inquired about the street sweeper. Blake advised it is being worked on. Wright suggested once it is fixed the Public Works crew go out ahead of it to shovel away some of the mud and muck. He asked if the City intends to have APAC come back out and clean up the mess created with the water line installation on 4<sup>th</sup> Street. Blake said he would see if they could get a broom here.

**Adjournment**

At 8:03 PM, Etchison moved and Loop seconded for adjournment. The motion passed unanimously.

/s/

Mike H. Alferts, Mayor

Attest:

/s/

Leslie Warden, City Clerk