



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: November 4, 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, Les Banman.

Absent: Daniel Loop.

Others: Allen Blake, Rob Pell, Leslie Warden, Steve Carmichael, and Joey Young.

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

Approve Contract with SJHL for 2013 Single Audit

The contract for a single audit of federal money spent in 2013 was presented. Warden noted the dollar amount was the same as the contract for the 2012 single audit – a minimum of \$7500. Mayor Alfery and Council member, Adam Wright, suggested gathering two to three names of other audit firms to obtain quotes from as the expiration of our contract with Swindoll, Janzen, Hawk & Loyd nears. Ultimately, Scott moved and Etchison seconded to approve the single audit contract. All members voted in favor of the same.

Approve Survey Work for Boundary Ordinance

Since the last boundary ordinance was adopted in 2010, five properties have been annexed into the City. Blake advised Homer Gilson, who performed the work on the previous ordinance, would charge under \$1,000 to update the boundary ordinance and to fix or clarify an issue with the recent K-96 annexation. Scott moved to approve the survey work, not to exceed \$1,000. Wright seconded, and the motion passed unanimously.

Discuss Christmas Bonus

All members thought last year's Christmas bonus to employees was sufficient. Wright moved to approve the same bonus this year -- \$300 in Haven Bucks to full-time employees, \$50 in Haven Bucks to part-time employees (excluding EMS). Banman seconded, and the motion carried with four "yes" votes.

Discuss Business Hours for Christmas Eve

Scott moved to set Christmas Eve working hours as 8:00 am to noon and to provide full-time employees with four hours of holiday pay for the remainder of the day. Wright seconded, and the motion passed four to zero.

Accept Resignation of Dale Milleson

Scott moved and Wright seconded to accept the resignation of Dale Milleson. Motion carried. Milleson's last day will be November 8, 2013.



Executive Session

Scott moved that the council recess into a ten-minute executive session pursuant to the non-elected personnel exception in order to review applications for positions in the Public Works Department with City Administrator, Allen Blake, present. Banman seconded, and the motion passed unanimously.

At 7:25 PM, normal session resumed with no action taken during executive session. Then Scott moved to authorize Blake to offer the maintenance technician position to Steven Snyder at \$12 per hour. Wright seconded, and all members voted in favor of the same. Scott also moved to authorize Blake to offer the Electrical Superintendent position to Chadwick Swartz at \$18 per hour. Wright again seconded, and the motion passed four to zero.

Chief of Police Updates

Chief Pell provided the following updates:

- Halloween went smoothly with no incidents.
- The department's court software computer is in a state of disrepair. This is doubly bad because that computer serves as a gateway to the court and utility software. Pell reported that a computer to replace it had already been purchased and requested authorization to pay Tommy Hornbeck to set up the court computer and the utility clerk's computer as well as money to have the court and utility software re-installed. Warden and Pell estimated the total expenditure under \$1,000. Wright moved and Etchison seconded to authorize the same. All members voted "yes."

CA / PWD Project Updates

Blake addressed the Council and provided the following updates:

- The water tower is officially up. Painting will probably not take place until spring.
- An electrical outage occurred on Sunday, affecting those serviced by the 7200 line. The wind caused one of Westar's lines along Lake Cable Road to come out of its insulator. Customers were without power for about an hour and a half. This area along Westar's lines is a recurring issue. Blake has contacted Westar by phone about the matter and has also contacted the Haven Business Council to aid him in getting a response from Westar about these reliability issues. He also plans to write Westar as well as KPP about the same.
- On November 12, 2013, at 7:00 PM in the Council chambers, the Planning Commission will hold a public hearing on rezoning 101 N. Haven Road and Reynolds Trailer Park area from Commercial to multi-family residential.
- The transformers at Haven Steel have now been set by Kenny's Electrical.

Approve Park Board By-Laws

Scott moved and Etchison seconded to approve the by-laws as presented. All members voted in favor of the same. Scott also moved to approve the revised community building usage agreement. Banman seconded, and the motion carried four to zero.

Discuss Renaming Veterans' Memorial Park to Include "Pioneer"

Mayor Alferts suggested simply renaming the park to "Veterans' Memorial and Pioneer Park." Banman, liaison to the Park Board, said the Park Board's last suggestion on renaming was to call the park "Pioneer Park" and to name the sidewalk trail "Veterans' Memorial Trail," with the idea that bricks with veterans'



names could be purchased and placed to widen the trail. The Council found this acceptable. Alferts asked Warden to draw up a resolution on the renaming.

Minutes

Minutes from the October 7, 2013, meeting and minutes from the October 21, 2013, meeting were unanimously approved with a motion from Wright and second from Banman.

Accounts Payable

Banman moved to pay bills totaling \$242,605.87. Etchison seconded, and the motion passed unanimously.

Members were provided with a reconciliation of Jayhawk Utility Receipts to deposits in the utility funds for the month of October 2013.

Council Concerns

None voiced.

Adjournment

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

/s/
Mike H. Alferts, Mayor

Attest:

/s/
Leslie Warden, City Clerk