



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: December 2, 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, Dan Loop, Les Banman.

Absent: Paula Scott.

Others: Allen Blake, Rob Pell, Jonathan Lawrence, Steve Carmichael, Tom Oxley, Roy Lanning, Jessica Hoskinson, Leslie Warden, and Joey Young.

No additions to agenda were made.

No one signed up to deliver public comment.

EDC: Consider MOU with Haven Steel Products regarding Drainage

Economic Development Director, Jessica Hoskinson, provided the Council with the previously approved Memorandum of Understanding and a revised one with revisions highlighted. Mayor Alferts commented that the MOU basically says, "We're gonna talk." Tom Oxley of Haven Steel Products said he thought the revised one presented the facts more accurately and represented a good starting point for a discussion about drainage. Wright moved to approve the revised MOU. Etchison seconded, and the motion carried with four "yes" votes.

EDC: Revisions to Cost Benefit Analysis Model

After reviewing other communities' cost benefit models, the EDC proposed two changes to Haven's. One involves the removal of a "but for" clause on page 3. The second is adding a \$2500 economic value per job under "Other Considerations" on page 6. Hoskinson noted this change would not affect the cost benefit ratio.

EDC: Consider Revisions to Director's Contract

Lanning presented three proposed changes EDC would like to have made to the Economic Development Director's 2014 contract. Changes were as follows:

- In paragraph 1a, the removal of the word "all."
- In paragraph 1b, changing "be responsible for the development" to "assist with the development."
- In paragraph 1d, change "developing the procedures" to "assist directors in developing procedures."

Etchison moved and Banman seconded to approve the changes. All members voted in favor of the same. Then Wright moved and Etchison seconded to approve the revisions to the cost benefit analysis model. The motion carried four to zero.

Consider Kwik Shop, Inc.'s Application for License to Sell Cereal Malt Beverages

Loop moved and Etchison seconded to license Kwik Shop, Inc. to sell cereal malt beverages. Motion passed unanimously.



Approve Mobile Home Park Operator's License for Elliott Courts

Etchison moved and Banman seconded to approve Elliott Courts' 2014 Mobile Home Park Operator's License. The motion carried three to one with Wright casting the opposing vote though no discussion took place.

Adopt Ordinance regarding Zoning of 101 N. Haven Road

Pursuant to the Council's wishes at the last meeting, City Administrator, Allen Blake, presented proposed Ordinance 624 to change the zoning of 101 N. Haven Road from Commercial to Multiple Dwelling. Banman moved to adopt Ordinance 624 as presented. Wright seconded, and the motion passed unanimously.

Consider Purchase of Replacement Blade for Snow Plow

Public Works Director, Allen Blake, requested authorization to purchase a new edge for the snow plow. One may be purchased for \$325.90 plus freight costs or the City could order six at \$117.27 a piece and have them delivered at no charge. Wright moved and Etchison seconded to authorize the purchase of six. All members voted in favor of the same.

Blake noted that one edge has already been ordered at the factory cost of \$325.90 in order to have it here in time for snow season. It will take 4-6 weeks for the other blades to arrive once ordered.

Chief of Police Updates

Chief Pell provided the following updates:

- All cases are closed.
- The department is set up to participate in Click It or Ticket this spring. It lasts for about seven days.
- Officers will be working on their continuing education to maintain certifications.

CA / PWD Project Updates

Blake addressed the Council and provided the following updates:

- Proposed Ordinance 625 to correctly annex K96 into the City was presented. This ordinance would repeal Ordinance 604. Wright moved to adopt Ordinance 625. Banman seconded, and the motion passed four to zero.
- Dirt work for the treatment plant is complete.
- Rehabilitation of the well houses has begun.
- No word on the painting of the water tower. Blake suspects it will be put off until spring.
- The Public Works crew has been tree trimming.
- The parts are in for the 4th street water hook-ups. Blake hopes to start that this week.

Christie Nienstedt, Park Board: Consider Purchases for Park

Nienstedt requested authorization for the Park Board to purchase items to repair eight picnic tables. She estimated this would not cost more than \$750. Banman moved to approve the expenditure. Loop seconded, and the motion carried.

Nienstedt also requested authorization to purchase 6 new swings for Pioneer Park, noting \$3,000 of the expense could be paid out of the Park Board fund and the remainder could come out of the Paul Moore



Estate funds. The Park Board would also like to purchase paint to repaint the Community Building before having carpet installed in 2014.

The Clerk noted that to date the Park Board has only \$4,588 remaining in budget authority, and \$300 of that will likely go to payroll expense before year-end.

Wright moved to approve expenditures for the requested improvements. Banman seconded, and the motion passed unanimously.

Executive Session

Etchison moved that the Council recess into executive session pursuant to the non-elected personnel exception in order to review employee performance evaluations with department heads present intermittently. Wright seconded, and the motion passed four to zero.

At 8:15 PM, normal session resumed with no action taken during executive session.

Minutes

Minutes from the November 18, 2013, meeting were unanimously approved with a motion from Etchison and second from Banman.

Accounts Payable

Banman moved to pay bills totaling \$164,109.58. Loop seconded, and the motion passed unanimously.

Members were provided with a reconciliation of payments posted to Jayhawk Utility Suite versus money deposited into utility funds for the month of November.

Council Concerns

None.

Adjournment

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

/s/
Mike H. Alferts, Mayor

Attest:

/s/
Leslie Warden, City Clerk