



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

Meeting: REGULAR

Date: February 3, 2014

**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:** Don Etchison, Dan Loop, Paula Scott, Les Banman.

**Absent:** Adam Wright.

**Others:** Allen Blake, Rob Pell, Steve Carmichael, Leslie Warden, and Adam Strunk.

No additions to agenda were made.

No one signed up to deliver public comment.

**Discuss Proceeding with Proposed EMS Building**

This item was tabled because EMS Director, Tony Troyer, could not be in attendance.

**Open Sealed Bids on 2005 Crown Victoria**

Mayor Alferts opened the five bids received on the 2005 Crown Victoria. They were as follows:

Pat Daugherty	\$1250
Norman Wilson	\$1760
Chicago Motors	\$1507
Yousef Dabbagh	\$888
Spike Crile	\$1500

Scott moved to accept the bid from Norman Wilson for \$1,760. Etchison seconded, and the motion passed unanimously.

**Adopt Updated City Boundary Ordinance**

Scott moved to adopt Ordinance 627, defining City boundaries. Banman seconded, and the motion carried with four "yes" votes.

**Consider Purchase of Used Trailer for Skid Steer**

Public Works Director, Allen Blake, requested authorization to purchase a used trailer for the City's skid steer for \$3,800. The 2014 budget shows \$4,000 budgeted for the purchase. Scott asked if this would be a replacement item. Blake advised they would like to keep their current trailer to put wire on. Loop asked if the City had looked into purchased a new one. Blake said they did look, but the new ones were much more expensive than the budgeted amount. Banman asked if the trailer had good tires. Public Works employee, John Loehr, who looked at the trailer, advised Blake that it may need two new tires early, though Blake thought they could last a while since the trailer will only be used in town.

Etchison moved to authorize the purchase of the trailer not to exceed \$3,800. Loop seconded, and the motion carried four to zero.



### **Approve Sick Leave Policy for Part-Time Appointed Personnel**

Blake presented the sick leave policy for part-time appointed personnel, this time with suggested revisions from City Attorney, Larry Bolton. The revisions included defining “part-time” and allowing for prorating of pay based upon work completed. Scott moved and Banman seconded to approve the policy. Motion passed unanimously.

### **Discuss Obtaining Quotes on City’s Insurance**

City Administrator, Allen Blake, advised that he and City Clerk, Leslie Warden, will be obtaining quotes / proposals on the City’s Workers Compensation, General Liability, and Property Insurance from Haven Insurance Agency and Fee Insurance Group this year. They will not be bids because both agencies will be providing quotes from EMC, and EMC will not bid against itself. However, Fee Insurance Group appears to have some value-added services that could be beneficial to the City, and this will give the Council an opportunity to compare the two agencies. The Council was agreeable with this approach.

### **Approve Appointments to Capital Improvement Committee**

Proposed appointments to the Capital Improvement Committee were as follows:

- Mayor Alfery
- Council President Paula Scott
- City Administrator Allen Blake
- City Clerk Leslie Warden
- Chief of Police Rob Pell
- Refuse & Recycling Superintendent Chris Scott
- Streets, Buildings and Grounds Superintendent John Loehr
- Electrical Distribution Superintendent Chad Swartz
- Economic Development Director Jessica Hoskinson
- Resident, Pastor Blake Alling
- Resident, Business Owner Ron Boese

Etchison moved and Banman seconded to approve the appointments. All members voted in favor of the same.

### **Chief of Police Updates**

Chief Pell provided the following updates:

- Late fees for dog tags are now in effect. An estimated forty people still need to tag their dogs. Chief Pell plans to send them a summons to appear in Court on March 6, 2014, but if they purchase their dog tags prior to that time, no additional penalties will be assessed.
- Chief Pell purchased a set of snow chains for the Police Department.
- The 2009 Crown Victoria is running smoothly.

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

Blake presented the following updates:

- The floor of the water treatment building has been poured.
- There was recently a power outage to customers on the West side of Hutchinson Street due to a bad cut-out.



- Public Works plans to be on duty at 5:00am tomorrow to begin snow removal.

### **Inventory Lists**

The governing body members were provided with inventory lists for the City Council Chamber, City Administrator Office, City Office, Public Works Department, and Police Department. Banman moved and Scott seconded to approve the lists. All members voted in favor of the same.

Banman did question why the City's gravel spreader was not on the inventory list; Blake advised that items worth less than \$500 did not appear on the Public Works inventory list. He will double check its value.

### **Adopt Ordinance regarding Zoning Change of 10011 E. Arlington Road**

Based upon the Council's approval of zoning 10011 E. Arlington Road to Agriculture and Country Home District, a proposed ordinance was presented to implement the change. Scott moved to adopt Ordinance 628. Etchison seconded, and the motion carried four to zero.

### **Executive Session**

Scott moved that the Council recess into executive session pursuant to the non-elected personnel exception in order to review applications for the Treasurer position with City Administrator, Allen Blake, and City Clerk, Leslie Warden, present, the open meeting to resume at 7:30 PM. Etchison seconded, and the motion carried.

At 7:30 PM, regular session resumed. Scott then moved that contingent upon successful interview and reference checks, the Treasurer position be offered to Linda Foos at a rate of \$178.50 per month with a start date as negotiated.

### **Minutes**

Minutes from the January 20, 2014, meeting were unanimously approved with a motion from Scott and second from Banman.

### **Accounts Payable**

Banman moved to pay bills totaling \$521,759.98. Loop seconded, and the motion passed unanimously.

Members were provided with a reconciliation of receipts to Jayhawk Utility Suite to money deposited into the utility funds for the month of January 2014.

### **Adjournment**

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

/s/  
Mike H. Alfors, Mayor

Attest:

/s/



Leslie Warden, City Clerk