



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: February 17, 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, Adam Wright, Les Banman.

Absent: Paula Scott.

Others: Allen Blake, Rob Pell, Steve Carmichael, Leslie Warden, Tom Oxley, Harland Priddle, Andrea Williams, Kelly Royer, Lindsey Young, and Tony Troyer.

No additions to agenda were made.

Tom Oxley, resident of 11 Stadium, expressed his thanks to the Mayor, Governing Body, and Administration on a job well done with snow removal. He remarked that the snow removal performed by the City of Haven was far better than what he saw in most other Cities.

Oxley also took issue with the harsh wording of the Notice of Account Delinquency he received for not having timely paid his bill. (He erroneously clicked the wrong vendor for the payment when submitting his payment online through his bank.) In the forty years Oxley has lived here he suspected he has been late in paying his bill less than five times and felt the wording of the notice was an "invitation for hostility."

Mayor Alfery asked for the input of City Clerk, Leslie Warden. She advised that the Notice of Account Delinquency (the one that was mailed to Oxley) is the only notice customers receive after the initial bill and prior to disconnection. Plus, it seems there's no nice way to tell someone to pay the bill or face termination of services. City Administrator Allen Blake pointed out that most of what is in the Notice was determined by Ordinance. Alfery asked Blake and Warden to review the Notice and to come back with a recommendation, even if that recommendation is keeping the language the same.

Discuss Proceeding with Proposed EMS Building

Blake provided a spreadsheet showing what the City and Haven, Yoder, and Sumner Townships are contributing quarterly for the prospective EMS building. If these entities were going to take on payments for a \$475,000 building over twenty years at 4.25% the quarterly contributions would have to go up about 63%. Even with the presentation of this worst-case scenario, the townships were in favor of proceeding. Troyer noted that the cost of the building would be offset by what the City already has set aside for the project (\$63,000). Blake noted that if for some reason the townships were to back out of the project the maximum risk to the City could be covered by a tax increase of approximately 6 mills. The consensus of the Council was to move forward with the project (i.e. determine funding options, "freshen" the building cost).



Harland Priddle, K96 Corridor Development Association: Update

Priddle provided a handout and an update on the 2013 happenings in the Corridor. He noted that since the 2006 Visioning, the City of Haven has met several of the goals that were set: improved infrastructure, first class emergency services (new Fire Station building), Senior Living facilities, and Haven Fitness Center.

Following Priddle's update, Wright moved and Banman seconded to renew the City's membership in the K96 CDA by paying the annual fee of \$2,000. All members voted in favor of the same.

Kelly Royer of John A. Marshall: Consider City Office Remodel

Royer gave an overview of the plans she came up with for a remodel of the City Office, as a result of working with City Clerk, Leslie Warden, and Utility Clerk, Andrea Williams. She noted the goal was to achieve a look that would appear modern but also withstand the test of time. A handout detailing bids for different parts of the project was distributed to the governing body. For the work to be done on the walls, Warden recommended awarding the work to M&M Handyman Service (Marvin Mills) for \$5,400 because he is a local vendor, she is familiar with his work, and his quote seems to value the job appropriately. The other five bids fell between \$4,200 and \$5,975.62.

She recommended awarding the carpet installation to local bidder, Kevin Rhodes, for \$1855, which was the lowest bid for installation. Warden advised she had no preference on where to purchase the carpet materials from, but given Kelly's dedication to the project, for an extra \$38, it seems like a good token of appreciation to give John A. Marshall Company the business.

This would put the total City Office remodel cost at \$20,290.42. (There's \$22,000 budgeted for the project.) Warden noted that for an additional \$2,220.22 the Police Department, hallway, and City Administrator's Office could also have new carpet installed. This would put the total cost at \$22,510.64. Banman said while we're carpeting we may as well do the whole thing. Then Wright moved to approve the project. Banman seconded, and all members voted in favor of the same.

Adopt Ordinance Establishing Duties of Treasurer

Wright moved and Etchison seconded to adopt Ordinance 629, establishing duties of the City Treasurer. The motion carried with four "yes" votes.

Consider Walters Morgan Construction, Inc.'s Application for Payment No. 3: \$149,400.00

Loop moved to approve payment to Walters Morgan Construction, Inc. for \$149,400, contingent on approval from USDA Rural Development. Wright seconded, and the motion passed four to zero.

Chief of Police Updates

Chief Pell provided the following updates:

- There are still at least twenty people that need to tag their dogs. Chief Pell plans to continue pursuing those until the March 6, 2014, court date.
- Click It or Ticket is in May.

City Administrator / Public Works Director Updates

Blake presented the following updates:



- The water tower will be painted in March.
- Blake presented proposed Resolution 281 outlining compensation for the Building Inspector. Basically, the resolution dictates that the Building Inspector will receive \$25 per permit / verification form issued and \$25 per inspection after the initial inspection. Compensation will be determined by the processed permit applications and inspection records turned in to the City Office. Mayor Alferts said he felt this arrangement was perfectly equitable for all parties involved. Banman moved and Etchison seconded to adopt Resolution 281. The motion carried though Wright abstained from voting.
- Blake asked for an executive session to discuss the job performance of two of his employees that have no completed their probation.

Executive Session

At 7:48 PM, Wright moved that the Council recess into a ten-minute executive session pursuant to the non-elected personnel exception in order to discuss the job performance of two Public Works employees. Etchison seconded, and the motion carried.

At 7:58 PM, regular session resumed with no action taken during executive session.

Then Wright moved to adopt Resolution 282, increasing the wage of Electrical Distribution Superintendent, Chadwick Swartz, to \$22 per hour and the wage of Maintenance Technician, Steven Snyder, Jr., to \$13 per hour. Etchison seconded, and the motion passed with no opposition.

Minutes

Minutes from the February 3, 2014, meeting were unanimously approved with a motion from Banman and second from Loop.

Accounts Payable

Wright moved to pay bills totaling \$141,242.05. Banman seconded, and the motion passed unanimously.

Members were provided with a summary of cash receipts to disbursements for the month of January 2014 as well as a comparison of actual to budgeted expenditures by fund through January 31, 2014.

Warden received authorization from the Council to donate two family swim passes to PRIDE's Easter Eggstravaganza.

Adjournment

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

/s/

Mike H. Alferts, Mayor

Attest:

/s/

Leslie Warden, City Clerk