



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: March 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, Paula Scott, Les Banman and Adam Wright.

Others: Allen Blake, Rob Pell, Leslie Warden, Joey Young, Jennifer Vierthaler, Trudy Littlestar, Cheryl Savaiano.

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

Jennifer Vierthaler: 119 N. Kansas Avenue

Jennifer Vierthaler, owner of 119 N. Kansas Avenue, came to the Council to discuss the sale of her building. According to Vierthaler, the Library Board has expressed interest in the building but told Vierthaler the acquisition of the property would have to be performed by the Council. Currently, the building is in such a state that it must be torn down; Vierthaler's deadline is the end of this month.

A recent appraisal values the property at \$11,000. However, she would like to sell the property as-is, meaning whomever buys it would be responsible for demolition of the building. Mayor Alferts asked Vierthaler if she would consider paying the City to take the liability off her hands.

Ultimately, the Council told Vierthaler they would get back with her in the next few days after they've had the opportunity to discuss it.

Cheryl Savaiano, Library Board: 119 N. Kansas

On behalf of the Library Board, Savaiano expressed interest in expansion of the Library's facilities but understood there were many factors to consider before the acquisition of additional real estate. The governing body was provided with a letter from Savaiano regarding the same.

Executive Session: 119 N. Kansas Avenue

Etchison moved that the Council recess into executive session pursuant to the acquisition of real estate exception in order to discuss purchase of 119 N. Kansas Avenue with City Administrator, Allen Blake, and City Clerk, Leslie Warden, present, the open meeting to resume in ten minutes. Loop seconded and the motion passed unanimously.

At 7:22 PM, the Council resumed regular session with no action taken during executive session. Then Scott moved to give Vierthaler another 30 day extension to complete demolition. Etchison seconded, and the motion carried five to zero.

Consider Criteria for Merit Bonuses

City Administrator, Allen Blake, presented the merit bonus criteria compiled by the department heads. Basically, the evaluator would utilize the City's performance evaluations giving each rating a numeric value. Scott suggested five additions and one wording change to the criteria presented. None of the



other Council members voiced concerns, additions, or revisions. Mayor Alferts asked Scott to e-mail the suggestions to the department heads; the criteria will be re-presented for Council approval. June 1st is still the target date for evaluations using the criteria.

Consider Policy on Employees Receiving Gifts from Citizens

City Administrator presented a revised policy on Gratuities to be added to the City's Employee Policy Manual. The policy has been approved by the City Attorney though he advised the City against allowing anything greater than what is listed in the policy. Banman moved and Loop seconded to adopt the policy on gratuities. All members voted in favor of the same.

Adopt Proposed Ordinance regarding Approved Zoning Change Application from Tenawa Haven Processing, LLC

Scott moved to adopt Ordinance 630 changing the zoning of Tenawa Haven Processing, LLC's property from Agricultural to Industrial. Banman seconded, and the motion passed unanimously.

Chief of Police Updates

Chief Pell provided the following updates:

- Officer Jonathan Lawrence's letter of resignation was presented for the Council's approval. Wright moved and Etchison seconded to approve Lawrence's resignation. Motion carried.
- Chief Pell plans to advertise the open position with a salary range of \$29,000 to \$33,000.
- Click It or Ticket will take place May 19 through June 1.

City Administrator / Public Works Director Updates

Blake presented the following updates:

- The water tower paint contractors are planning to come this week.
- The pump on Well #6 is being pulled for rebuild.
- Public Works continues to lay water main at Haven Steel Products.

Consider Walters Morgan Construction, Inc. Application for Payment No. 4: \$95,850

Etchison moved and Loop seconded to approve Walters Morgan Construction, Inc. Application for Payment No. 4 totaling \$95,850, pending approval from USDA Rural Development. Motion carried.

Minutes

Minutes from the February 3, 2014, meeting were unanimously approved with a motion from Scott and second from Etchison. Motion carried.

Accounts Payable

Banman moved to pay bills totaling \$140,226.50. Etchison seconded, and the motion passed unanimously.

Members were provided with a summary of receipts and disbursements for the month ended February 28, 2014, as well as a comparison of expenditures by fund through February 28, 2014, to total budgeted expenditures.

Council Concerns



Banman advised a citizen contacted him about their desire to see the water tower behind the City Office remain. Blake advised that doing so would not require a great deal of spending in the near future, but in the long-term, the City would have to continue paying for painting and tower inspections, which are pretty expensive. Ultimately, no one on the Council expressed great interest in keeping the tower up.

Adjournment

At 7:50 PM, Loop moved and Wright seconded for adjournment. The motion passed unanimously.

/s/

Mike H. Alferts, Mayor

Attest:

/s/

Leslie Warden, City Clerk