



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: April 7, 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, Adam Strunk, Jennifer Vierthaler, Blake Alling, Steve Carmichael, and Eric Smith.

There were no additions to the agenda.

Public Comment

Eric Smith addressed the Council about the Sidewalk Improvement Program. He asked if all the property owners that are out of compliance had been notified. Blake and Warden noted that another walk through town would take place to ensure no one had been left out. Smith said he just wanted to make sure that all are held to the same standard.

Tour of City to Discuss Adoption of International Property Maintenance Code

At around 7:05 PM, everyone boarded a full-sized van for a tour of town to evaluate the condition of local properties.

Upon return to the Council chambers, adoption of the 2009 International Property Maintenance Code was discussed. Though the City has a process for condemnation and ordinances on the books about weeds and junk, there's little to guard against dilapidation of property until the property becomes unfit for human habitation. Scott and Banman both voiced concern about the extent of the code, that it is more detailed than the City could enforce.

Department heads were asked to go through the code and revise it to include the ordinances we currently have on weeds and junk as well as strike out parts that seem unreasonable or overly restrictive. The revised version will be discussed at the second meeting in June.

Consider Taking Bids on Caretaking of Pioneer Park

The City has received one response to the advertisement for the Pioneer Park caretaker, and it was a bid, not an application for employment. Because of the poor response, Blake asked if the Council would consider taking bids on the caretaking rather than employing someone, and if so, how much liability insurance would they want the contractor to carry. By consensus, the Council directed Blake to advertise the position again *and* take bids. In the meantime, Blake was given the go ahead to hire a mowing service temporarily to maintain Pioneer Park.

Discuss National Incident Management System Training

City Administrator Allen Blake distributed information from FEMA regarding the National Incident Management System Required and Recommended Training. (NIMS training is required to receive



federal funding, grants, training, and reimbursement of disaster recovery costs.) He specifically noted the recommended training for elected officials. All of those classes are available free online.

Executive Session: Police Officer position

At 7:55 PM, Scott moved that the Council recess into executive session pursuant to the non-elected personnel exception in order to review applications for Police Officer with Chief Pell present, the open meeting to resume at 8:01 PM. Wright seconded and the motion passed unanimously.

At 8:05 PM, regular session resumed with no action taken during executive session. Then Scott moved that the Council again recess into a five minute executive session pursuant to the same exception for the same discussion purposes. Banman seconded, and the motion carried with five "yes" votes.

At 8:14 PM, regular session resumed with no action taken during executive session. Then Loop moved that the Council officer the Police Officer position to Brian Salmans at \$30,000 per year with consideration for a pay increase after completing certification and a successful probationary period, with the job offer contingent on successful completion of a pre-employment physical, drug screen, and psych evaluation. Etchison seconded, and the motion carried five to zero.

Executive Session: Pool Personnel

At 8:15 PM, Wright moved that the Council recess into a five-minute executive session pursuant to the non-elected personnel exception in order to review applications for lifeguards and pool manager with City Clerk, Leslie Warden, and City Administrator, Allen Blake, present. Banman seconded, and all members voted in favor of the same.

At 8:20 PM, regular session resumed with no action taken during executive session. Then Scott moved to hire Mark Robinson as pool manager with a 2% increase from last year's rate and allow him to hire lifeguards. Banman seconded, and the motion passed unanimously. The Council asked that Robinson attend the next meeting to offer input on the hiring of an assistant manager. Warden will arrange for the same.

Chief of Police Updates

Chief Pell provided the following updates:

- Officer Rush and Chief Pell will attend a Life Skills Training on Friday from 8:00 AM to 3:00 PM. (Life Skills is similar to the DARE program.)
- Because the department is short a full-time officer, Pell has hired on another part-time Officer, Lee Johnson.

City Administrator / Public Works Director Updates

Blake presented the following updates:

- Public Works has received bids on street repair; however, Blake wants to clarify one of the bids with the bidder before presenting them. Wright suggested obtaining bids from Cornejo, LaFarge, and APAC.
- Blake has asked for but not yet received bids for demolition of the building at 119 N. Kansas.
- Spring Clean Up will take place May 31 – June 1. In order to ensure pick-up, residents must have their items to the curb by 8:00 AM on Monday, June 2. Public Works will ensure all items are picked up by 5:00 PM on Friday, June 6.



- Blake presented two bids for a preliminary engineering study of the City's sanitary sewer system. One was from Professional Engineering Consultants, P.A. for \$13,500. The other was from AquaTech Engineering Consultants for \$1,500. Wright advised he would rather see the City spend the money on an electrical upgrade. Ultimately, Loop moved to accept the bid from AquaTech Engineering Consultants. Banman seconded, and the motion carried four to one. Wright cast the opposing vote.

Arbor Day Proclamation

Wright moved to proclaim April 25, 2014, as Arbor Day in the City of Haven. Etchison seconded, and the motion passed unanimously. Mayor Alfery signed a written proclamation stating the same.

Minutes

With one revision suggested by Scott, minutes from the March 17, 2014, meeting were unanimously approved with a motion from Scott and second from Loop. Motion carried.

Because of the suggested revision, the Council revisited the topic of 119 N. Kansas Avenue. Mayor Alfery advised the Vierthaler would like at least another two week extension to prepare for demolition of the building. Etchison moved to extend Vierthaler's deadline for May 15, 2014. Wright seconded, and the motion carried unanimously.

Accounts Payable

Scott moved to pay Adam Wright \$354.24. Loop seconded, and the motion carried four to zero, with Wright abstaining.

Then Scott moved to pay the remainder of the bills, totaling \$162,944.76. Wright seconded, and the motion carried.

Members were provided with a comparison of payments posted to Jayhawk Utility Suite to monies deposited into the utility funds for the month of March 2014.

Council Concerns

Scott suggested that governing body members read the article in the most recent Government Journal about priority-based budgeting.

Adjournment

At 8:45 PM, Etchison moved and Banman seconded for adjournment. The motion passed unanimously.

/s/
Mike H. Alfery, Mayor
Attest:

/s/
Leslie Warden, City Clerk