



MINUTE RECORD
Special Council Meeting City of Haven

Meeting: SPECIAL

Date: July 10, 2014

THE CITY COUNCIL MEETING IN SPECIAL SESSION WAS CALLED TO ORDER AT 7:00 PM BY MIKE ALFERS, MAYOR, FOR THE OBJECT AND PURPOSE OF ADDRESSING ALL BUSINESS LISTED ON THE AGENDA FOR THE MEETING OF JULY 7, 2014, WHICH WAS CANCELED DUE TO LACK OF A QUORUM. THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:

Council Members: Don Etchison, Les Banman, Paula Scott, and Adam Wright. (Dan Loop was absent.)

Others: Allen Blake, Sandra Williams, Rick Williams, Adam Strunk, Leslie Warden, Steve Ellingboe, Dave Chamberlain, Kristy Chamberlain, Paige Chamberlain, Chuck Haines, Jessica Stussy, Tony Troyer, Kylie Rush, Don Hindman, Jessica Hoskinson, and Christopher Scott.

Kylie Rush, Park Board: Obtain Authorization to Purchase Rubber Mulch

Rush requested authorization from the governing body to purchase 17 – 20 tons of rubber mulch to surround the newly installed swings at Pioneer Park. Even though only 17 – 19 tons are needed to cover the area, she requested purchasing 20 tons because it would be cheaper. Three bids for the rubber mulch were presented. Wright moved and Etchison seconded to purchase 20 tons of rubber mulch from Rubber Recycling Products for \$6,800. All four members voted in favor of the same.

Consider Haven Mobile Home Courts, LLC's Application for Mobile Home Park Operator's License

Chuck Haines, owner of Haven Mobile Home Courts, LLC, advised the Council that he had recently purchased Hindman Trailer Park and would officially take possession of the property on August 1st. Clean up will be his top priority. Banman moved and Etchison seconded to grant Haven Mobile Home Courts, LLC, a Mobile Home Park Operator's License to expire December 31, 2014. The motion carried unanimously.

The Council also heard Haines's request to consider metering the water to each lot / trailer in the Park.

Scott thanked previous owner, Don Hindman, for his operation of the park and his willingness to work with the City in cleaning the area up. In turn, Hindman expressed his appreciation to the City and the community for the assistance given to him, particularly when he took over the Park a second time.

Discuss Proceeding with EMS Building

EMS Director, Tony Troyer, addressed the Council to request proceeding with the EMS Building project. Blake mentioned that the Capital Improvement Committee also recommended moving forward. The projected cost of the proposed building is \$450,000. One of the main questions was how to fund the project: bond issue or implementation of a City sales tax. Troyer advised he had no preference.

Putnam Architecture has done a great deal of work on the project at no cost to the City. Blake recommended either accepting Putnam's contract of \$21,800 to officially take on the project or doing a request for proposals on the architecture work.



Mayor Alferts suggested hiring someone to hash out the City's financial numbers and provide the City's options to fund the project. Blake advised an RFP could be sent out for revenue stream research as well.

The timing of the implementation of a sales tax was briefly discussed as well. Ultimately, the Council decided the project simply could not be lined up in time to fall into the 2015 budget.

Adopt Resolution regarding Safe Routes to School

Jessica Hoskinson asked the Council to consider adopting a resolution supporting Safe Routes to School. The resolution is a requirement to be considered for the grant. Scott moved and Wright seconded to adopt Resolution 284. All members voted in favor of the same.

Jessica Hoskinson, Economic Development Director: Proposal for City Website

Hoskinson presented two bids to update and modernize the appearance and functionality of the City's website:

iGov - \$2,068 (1st year cost) - \$719 (annual cost)

Civic Plus - \$18,000 (1st year cost) - \$3,000 to \$4,000 (annual cost)

The Council requested Hoskinson provide a presentation showing the City's current website versus a website created from iGov and / or CivicPlus. Scott commented she wasn't convinced \$4,000 needed to be spent to modernize the website's appearance.

Consider Memorandum of Understanding regarding Shaved Ice Trailer

Paige Chamberlain addressed the Council and presented her plan to operate a shaved ice trailer at the ball diamonds. She asked the Council to consider allowing her to use the City's electric service there for \$30 per month. Wright moved and Scott seconded for the City to enter into a Memorandum of Understanding with Chamberlain regarding the same. The motion passed unanimously.

Consider Apprenticeship Wage Schedule

As part of the KMW Apprenticeship application process, the City must provide a copy of their wage schedule for a lineman position. Blake presented the same, noting the agreement does have stipulations about work performance. Wright moved and Etchison seconded to approve the wage schedule. The motion carried with four "yes" votes.

Approve Capital Improvement Plan

Copies of the 2015 Capital Improvement Plan were distributed to the governing body members. Banman moved and Scott seconded to approve it. The motion passed four to zero.

Consider Walters Morgan Construction, Inc.'s Application for Payment No. 8: \$72,000.00

Scott moved to approve Walters Morgan Construction, Inc.'s Application for Payment No. 8, contingent on USDA approval of the same. Etchison seconded, and the motion carried.

City Administrator / Public Works Director Updates

Blake presented the following updates:

- Notices of Deficiency in Sidewalks were mailed out July 8th.



- For deficient sidewalks on City property, a request for bids has gone out to several concrete contractors.
- The south door at the Community Building has suffered damage, thought to be from the wind catching it. Marvin Mills took a look at it and agreed the door needs to be replaced. He estimated this could be done for \$600. Etchison moved and Banman seconded to authorize the repair. All members voted in favor of the same.
- Wright inquired about the street sweeper. Blake advised it is still out of commission.
- Wright also inquired about the weed growth all over town on sidewalks and streets. Blake noted that several areas have been sprayed, including downtown, curbs, ball diamonds twice, ditches, and Pioneer Park.

Chief of Police Updates

Chief Pell presented the following updates:

- The 4th of July was incident-free.
- The plan is still for Officer Salmans to attend the academy starting in August and to graduate on October 14, 2014.
- Copies of the 2015 Police Department budget proposal were provided.

Minutes

Minutes from the June 16, 2014, meeting were unanimously approved with a motion from Wright and a second from Banman.

Accounts Payable

Banman moved to approve the payment of accounts payable totaling \$87,081.81. Etchison seconded, and the motion passed four to zero.

Members were provided with a comparison of actual to budgeted expenditures through June 2014 as well as a summary of receipts and disbursements for the month of June 2014.

Adjournment

At 7:58 PM, Etchison moved and Banman seconded for adjournment. The motion passed unanimously.

/s/

Mike H. Alferts, Mayor

Attest:

/s/

Leslie Warden, City Clerk