



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

Meeting: REGULAR

Date: September 15, 2014

**THE CITY COUNCIL MEETING IN REGULAR SESSION WAS CALLED TO ORDER AT 7:00 PM BY PAULA SCOTT, MAYOR. THE FOLLOWING COUNCIL MEMBERS WERE PRESENT:**

**Council Members: Don Etchison, Les Banman, Dan Loop, and Adam Wright.**

**Others: Allen Blake, Adam Strunk, Leslie Atherton, Steve Ellingboe, Rob Pell, Steve Carmichael, Larry Bolton, Jessica Hoskinson, Jessica Stussy, Tony Troyer, Chuck Haines.**

The meeting was opened with the flag salute. Mayor Scott followed with the moment to honor military service, where she recognized Bradley McGrane, son of Marvin and Debbie McGrane, who was recently promoted to Sergeant as a medic attached to the MP unit in Stuttgart, Germany.

There were no additions to the agenda, and no public comment was delivered.

**Minutes**

Minutes of the August 18, 2014, meeting were unanimously approved after motion from Etchison and second from Banman.

**Accounts Payable**

Wright moved to pay bills, totaling \$224,783.97. Banman seconded, and the motion carried.

Members were provided with a Summary of Receipts, Disbursements, and Unencumbered Cash for the month ended August 31, 2014, a comparison of payments posted to Jayhawk Utility Suite to monies deposited into the utility funds for the month of August 2014, and a comparison of year to date expenditures through August 31, 2014, to total budgeted expenditures by fund.

**Accept Resignation of Former Mayor Mike Alferts**

Wright moved to accept resignation of Mike Alferts. Loop seconded, and the motion passed unanimously. A letter of appreciation was read and available for the signatures of the governing body members and department heads.

**Opening Remarks**

Mayor Scott provided opening remarks, remarking on the City's rich past and the foresight of those who served on the City's governing body over the last 150 years. She expressed the importance of working together for the City's future.

**Elect Council President**

Etchison moved to elect Adam Wright as Council President. Banman seconded, and the motion carried three to one with Wright casting the opposing vote.

**Update on Mayoral Appointment for Council Vacancy**

Because Mayor Scott was appointed after Alferts's resignation, a vacancy at the Council table was created. Those interested in the open seat were given the opportunity to introduce themselves.

Approved 10-6-2014.



Haven resident, Steve Carmichael addressed the Council and noted he has lived in the City for ten years. He ran for City Council during the last election and expressed his continued desire to be a part of the governing body. He mentioned letting "the past be the past" and moving forward.

Mayor Scott acknowledged the interest of Jeff Stringer as well. He was not in attendance but submitted a letter of interest and introduction, which Mayor Scott read aloud.

Citing demonstrated experience as the most important criteria for appointing someone to the open seat during this critical time of transition, Mayor Scott appointed Jeff Stringer to the open seat and ask the Council for their confirmation. Banman moved to confirm appointment. Wright seconded. Banman and Etchison voted "yea"; Loop and Wright opposed, allowing Mayor Scott to break the tie, confirming the appointment of Jeff Stringer.

#### **Sign Contract with Nisly Brothers**

City Attorney Larry Bolton advised that before the City could enter into an agreement with Nisly Brothers, an ordinance would need to be adopted to grant authority to do so. Brief discussion took place regarding the administrative / billing fee. Ultimately, Banman moved to adopt Ordinance 633 relating to refuse and recycling within the City. Loop seconded, and the motion carried three to one with Wright casting the opposing vote.

Next, Bolton presented the agreement, which basically sets out what was initially proposed by Nisly Brothers except for a few minor changes. Bolton covered those minor changes. Banman questioned whether Nisly Brothers planned to provide bins at the Burn Site at no charge as it did not appear in the agreement. Ellingboe, representative of Nisly Brothers, agreed that was the plan. Wright questioned whether or not the City really needed to continue to provide the recycle bins downtown. Because that service comes at no additional cost, members agreed to continue it for the time being.

Two changes were suggested: an addition on page 3 of 6, item 1 to include "at no charge" and correcting the Ordinance number to 633. Loop moved to enter into the Refuse and Recycle Agreement with the stated revisions. Etchison seconded, and the motion carried three to one with Wright casting the opposing vote.

#### **Executive Session**

At 7:37 PM, Etchison moved that the governing body recess into executive session pursuant to the non-elected personnel exception in order to discuss the job performance of an EMS employee with EMS Director Tony Troyer, Chief Pell, and City Administrator Allen Blake present, the open meeting to resume at 7:47 PM. Wright seconded, and the motion carried with four "yes" votes.

At 7:47 PM, regular session resumed with no action taken.

Then Loop moved and Wright seconded for the Council to recess into executive session for another 10 minutes pursuant to the same exception to discuss the same topic with the same individuals present. All members voted in favor of the same.

At 7:57 PM, regular session resumed with no action taken during executive session.

#### **Chuck Haines, Haven Mobile Home Courts, LLC: Utility Request**

Haines asked if the Council had given further thought to his previous request to meter the water to each individual lot at the trailer park he recently purchased. Wright noted that part of the issue is that the water lines run under the trailer homes. Haines pointed out that service / distribution lines run under structures, sidewalks, streets all over town. Wright pointed out that if the City took on the responsibility of taking care of the water lines that run under the mobile homes and one of them burst, causing damage to the home, the City would then be responsible for that; that would be new territory / liability for the City. Blake commented that the condition of the water lines



running to the trailers is not known. He provided estimates on what it would cost to install water meters for each lot but that estimate did not include fixing or replacing any of the park's distribution lines currently in place. Blake also reminded the Council to consider the two other trailer parks in the City.

Haines also inquired about why the mobile home park must take care of the electrical infrastructure (i.e. utility poles) in the park as well, particularly when it is the City's meters attached to the poles. Unlike a standard home, the electric meters cannot be attached directly to the mobile home. Therefore, a pedestal or pole must be in place to hold the meter, but in the case of this City, the park owner has always provided the pedestal or pole for the same, just as a homeowner is responsible for the meter loop on his or her home. Haines said he was satisfied with the clarification.

The Council will revisit the water metering request at the next meeting.

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

Allen Blake presented the following:

- The resin and salt that will be used to treat the City's water was provided for the Council to see and pass around.
- Treatment facility is treating water and has been for about five days.
- For \$800 in parts and \$1000 in labor the street sweeper could be repaired by Sellers Equipment. Blake questioned if the Council wanted to make that investment since figures showed that what the City spent to operate and fix the Street Sweeper in a year would allow the City to contract out the street sweeping twice. Wright moved to authorize repairs to the street sweeper, not to exceed \$1800. Loop seconded, and all members voted in favor of the same.

#### **Chief of Police Updates**

Chief Pell reported the following:

- The Haven Fall Festival planning and preparations are being made.
- Officer Salmans is doing well at the academy.

#### **Consider Walters Morgan Construction, Inc.'s Pay App. No. 10: \$85,024.74**

Banman moved to approve payment to Walters Morgan Construction, Inc. as outlined in Pay App. No. 10, pending approval from USDA Rural Development. Wright seconded, and the motion passed unanimously.

#### **Consider R.E. Pedrotti Company, Inc.'s Pay App. No. 3: \$7,380.00**

Etchison moved and Wright seconded to authorize approval of R.E. Pedrotti Company, Inc.'s Pay App No. 3, pending approval from USDA Rural Development. Motion carried.

#### **Adopt Proposed Ordinance Amending Sidewalk Ordinance and Update on Sidewalk Project**

Banman moved to adopt Ordinance 634. Wright seconded, and all members voted in favor of the same.

#### **Break**

At 8:27 PM, Council recessed for a five minute break.

#### **Game Plan**

Meeting resumed at 8:34 PM. Mayor Scott shared her vision for getting the City through the numerous transitions on the horizon, emphasizing the importance of handling not just daily business but also strategic vision / goals, restructuring, and budget needs. Utilizing three sources specific to City of Haven, Scott identified the City's four strategic goals: infrastructure (water, electricity, streets, capital improvement), quality of life (including public safety and leisure), economic development, and fiscal stewardship.

Approved 10-6-2014.



With Allen Blake's departure on the horizon, Mayor Scott emphasized the need for restructuring to be a priority. She suggested looking at current department head descriptions, obtaining a checklist / task list from Allen, and perhaps entertaining a cross-training plan.

The mayor's goal is for restructuring to be complete by the beginning of 2015 and for the 2016 budget proposal to be complete by May 1, 2015, which is the end date for the terms of three individuals currently sitting on the governing body.

No action was taken.

**Executive Session**

At 9:00 PM, Banman moved that the Council recess into executive session pursuant to the non-elected personnel exception in order to discuss job performance / job satisfaction individually with Chief Pell, City Administrator Allen Blake, and City Clerk Leslie Atherton, the open meeting to resume at 9:45 PM. Wright seconded, and the motion passed unanimously.

At 9:45 PM, regular session resumed with no action taken during executive session.

**Council Concerns**

Banman questioned when the City would reimburse the school for the sidewalk / curbing recently done along 4<sup>th</sup> Street.

**Agenda Planning**

Mayor Scott explained the new Agenda Planning process to the Council.

**Adjournment**

At 9:50 PM, Etchison moved and Wright seconded for adjournment. The motion passed unanimously.

/s/  
Paula J. Scott, Mayor

Attest:

/s/  
Leslie Atherton, City Clerk