



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

**Meeting: REGULAR**

**Date: October 6, 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, Jeff Stringer, and Adam Wright.**

**Absent: Dan Loop, Les Banman.**

**Others: Allen Blake, Adam Strunk, Leslie Atherton, Rob Pell, Jessica Hoskinson, Willis Wilson, Susan Stucky, Chuck Haines, Steve Taylor, and Jerri Taylor.**

The meeting was opened with the flag salute. Mayor Scott followed with the moment to honor military service men and women.

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

**Minutes**

Minutes of the September 15, 2014, meeting were unanimously approved after motion from Etchison and second from Wright. Motion carried two to zero. Stringer didn't vote as this is his first meeting.

**Accounts Payable**

Etchison moved to pay bills, totaling \$157,964.23. Wright seconded, and the motion carried three to zero.

Members were provided with a Summary of Receipts, Disbursements, and Unencumbered Cash for the month ended September 30, 2014, a comparison of payments posted to Jayhawk Utility Suite to monies deposited into the utility funds for the month of September 2014, and a comparison of year to date expenditures through September 30, 2014, to total budgeted expenditures by fund.

**Susan Stucky: Kansas Avenue Parking (Sponsored by Mayor Scott)**

Susan Stucky, owner of Mane Cut on S. Kansas Avenue, asked the Council to address parking issues on Kansas Avenue, specifically referencing She asked the Council to consider implementing 2-hour parking from 8:00 AM to 5:00 PM much like the 15 minute parking spots in front of the City Office. She also mentioned the vacant lot north of Haven Foodliner.

Mayor Scott suggested assessing the situation for a while, and then if there's a continuing problem, obtaining citizen input to determine an appropriate solution. Stucky found this agreeable.

**Willis Wilson, Aquatech Engineering: Change Orders / Update on Water Project**

Wilson provided a written status summary of the Water System Improvements as well as a verbal summary, including a description of the treatment process.

Wilson then explained the change order items on the Water Treatment Plant and provided a handout outlining the same. Wright expressed disagreement with the City footing the bill for additional soil to raise building floor elevation six inches. The total of the change orders is \$11,109.50, representing work that has already been



completed. Etchison moved to approve the change order as presented. Stringer seconded. Motion carried with two "yes" votes and one "nay." Wright cast the opposing vote.

#### **Consider Pay Apps**

Wright moved to approve payment of Walters Morgan Construction, Inc.'s Application No. 11, totaling \$169,415.00, contingent on approval from USDA Rural Development. Etchison seconded, and the motion carried with three "yes" votes.

Wright moved to approve payment of Envirogen Technologies' Application No. 3, totaling \$55, 214.00, contingent on approval from USDA Rural Development. Etchison seconded, and the motion carried with three "yes" votes.

#### **Consider Memorandum of Understanding with Dollar General**

Economic Development Director, Jessica Hoskinson, presented a proposed MOU for the City to enter into with Dollar General / GBT Realty. The MOU outlined that the City will provide up to \$36,600 to extend water and electric utilities to the building site and that the electric will be extended by the City of Haven contractors.

Mayor Scott asked that a December 31, 2014, deadline be added. Hoskinson will bring a revised version to the next meeting.

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

This request was originally heard at the previous meeting. Since that time, Mayor Scott met with Haines and on the Council whiteboard outlined the pros and cons of providing individual metering per unit. Wright and Stringer expressed concern about liability issues. Stringer suggested getting an estimate to move the water lines as Haines wishes and then to re-discuss cost-sharing.

Mayor Scott suggested having Blake and Haines work closely together again to re-assess the design and obtain a quote for exactly what would need to be done.

#### **City Administrator / Public Works Director Project Updates: Paving, Trash Truck**

Allen Blake presented the following:

- Kelvin Unruh of 506 E. Main asked that the poor drainage at his curb and guttering be addressed.
- Paving project is complete except for the substandard crack-sealing done on 5th Street.
- Trash truck repairs had to be made on Thursday, and consequently, two Public Works employees had to work overtime to complete the trash route. Additionally, since that time, three used tires were put on the trash truck.
- The Council suggested obtaining estimate to repair the curb and guttering at Unruh's as well as at Southland Drive the next time the City bids concrete.

#### **Chief of Police Updates: Fall Festival Coverage**

Chief Pell reported the following:

- He and Officer Rush will be teaching a class at the Haven Grade School this week.
- Arrangements for Fall Festival were discussed.

#### **Adopt Ordinance Incorporating 2014 Standard Traffic Ordinance**

Etchison moved to adopt Ordinance 635, incorporating the 2014 STO. Wright seconded, and the motion carried three to zero.

#### **Adopt Ordinance Incorporating Uniform Public Offense Code**

Wright moved to adopt Ordinance 636, incorporating the 2014 Uniform Public Offense Code. Etchison seconded, and the motion carried three to zero.



### **Update on Sidewalk Project**

Blake provided a status update on the Sidewalk Project. So far the City has reimbursed \$6,170 to property owners for concrete work relating to the project. However, roughly 92 properties the City has received no communication about.

By consensus, the Council agreed that the City should go ahead and get bids on having the remaining concrete repairs done and to charge said repairs to the corresponding property owners. They also agreed to have Notices of Intent sent to all property owners who have not yet completed concrete repairs.

### **Council Concerns**

None.

### **Break**

At 8:22 PM, Council recessed for a five minute break.

### **Executive Session**

At 8:27 PM, Etchison 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 employees, John Loehr, Chris Scott, and Chad Swartz, the open meeting to resume at 9:13PM. Wright seconded, and the motion passed unanimously.

At 9:13 PM, regular session resumed with no action taken during executive session.

### **Moving the Plan Forward**

#### **Reviewing Strategic Direction, Update on Council Tasks and Timeline, Overview of Criteria Rating**

Mayor Scott reviewed the timeline for restructuring, noting that October is the time for information gathering. November will be spent looking at criteria and options. Then in December the governing body will evaluate options by ranking the criteria. Next, Mayor Scott explained the criteria ranking / rating system, a matrix decision tool.

With the aid of Harland Priddle, Mayor Scott distilled the priorities she heard into a strategic direction for the City of Haven. She asked the governing body to review and consider it. She also pointed out departmental mission statements now posted on the west wall of the Council room.

Mayor Scott listed the City's priorities as Infrastructure (electricity, sewer), Quality of Life (EMS building), Economic Development (marketing), Fiscal Stewardship. No specific project was listed under Fiscal Stewardship as Mayor Scott pointed out, and she encouraged members to begin thinking about how they wanted to proceed.

In regard to the 2015 budget, she suggested the Capital Improvement Plan be looked at for potential cuts in 2015. Once 2015 starts, Mayor Scott plans to begin tackling the 2016 budget.

### **Agenda Planning – Items for October 20**

Posted items were reviewed. None added at this time.

### **Adjournment**

At 9:35 PM, Etchison moved and Wright seconded for adjournment. The motion passed unanimously.



*/s/*

Paula J. Scott, Mayor

Attest:

*/s/*

Leslie Atherton, City Clerk