

MINUTE RECORD
Regular and Special Council Meetings City of Haven

Meeting: REGULAR

Date: March 16, 2009

THE CITY COUNCIL MEETING IN REGULAR SESSION WAS CALLED TO ORDER BY CODY R. LITTLESTAR, MAYOR WITH THE FOLLOWING COUNCIL MEMBERS PRESENT:

Council Member: Amy Hirst

Council Member: Jeff Stringer

Council Member: Charles Arndt

Council Member: Don Ford

Council Member: Paula Scott

ABSENT:

OTHERS: Jan Nolde, Nita Johnston, Lloyd Schmidt, John Mitchell, Dean Chesnut, Bill Thomas, Steve and Lois Nellans, Mary Andresen, Sonia Yutzy, Allen Andresen, Allen Blake, and Cheryl Savaiano

Mayor Littlestar called the meeting to order at 7:00 PM in the City Council Chambers.

2008 AUDIT REPORT:

Jan Nolde with Swindoll, Janzen, Hawk & Loyd reviewed the city's 2008 financial audit. With a national focus on fraudulent activities, Jan suggested that the Council consider internal controls to safeguard against fraud. As with past audits, Jan addressed segregation of duties, financial reporting, and the reporting of unencumbered cash. Inventory listings should be updated annually and approved by Council. An outstanding check more than two years old had not been cancelled. Graphs and financial statements were presented illustrating activity in each fund. Paula Scott moved to approve the financial statements as presented. Charles Arndt seconded, and motion carried five to zero.

INSURANCE COVERAGE:

Nita Johnston with Haven Insurance Agency advised that competitive bids were not available based on past specifications and the city's need for liability on electrical service. EMC Insurance Companies offered a bid of \$40,752.00 an increase of \$838.00 over 2008. Members reviewed benefits as well as values on equipment and property. At the end of discussion, Charles Arndt moved to accept the bid from EMC Insurance Companies for \$40,752.00 plus any changes in equipment. Don Ford seconded, and motion carried with five yes votes. Members requested that competitive bids be solicited early in 2010 for cost comparison.

MAINTENANCE CONCERN:

Lloyd Schmidt visited with Council regarding plumbing problems his renters had after repair of a water leak by city personnel. He questioned whether similar maintenance problems would continue. Allen Andresen advised that normal flushing procedures had been followed and that the customer had not indicated any problems during the time personnel was present. Allen Blake suggested that printed information could be given to customers advising the best precautions to take after a water leak repair. Council also suggested that a "whole house" filter would provide adequate maintenance. Lloyd was also concerned that a tractor blade rather than a box blade had been used to maintain the right of way at Engweiler Park.

MAINTENANCE DEPARTMENT:

After some discussion, Paula Scott moved to sell two used utility trailers to David Skaggs, one for \$30 and the second for \$15. Jeff Stringer seconded, and motion passed unanimously.

Allen Andresen advised that no bids had been received yet for lettering the honorary street sign for Harland Priddle.

Side trimming at the sewer ponds had been completed.

The "restroom" sign at Engweiler Park had been replaced.

Electrical service at 209 W. 4th would be realigned to accommodate a building project.

Vandalism had occurred at Engweiler Park; however, surveillance equipment had since been installed.

Tornado sirens would be tested on March 20th at noon.

Employees Mattison and McCrory would be in training on March 17 and 18. Andresen would attend a KPP meeting on March 19.

*****CONTINUED FROM PREVIOUS PAGE*** 03-16-2009**

Bids for street improvements were due on April 6th.

Plans for pressure wash and paint of the swim pool were discussed as well as use and storage of the solar panel currently housed in the Wellness Center. Allen agreed to try to make room on the west wall of the city shop.

A resident had requested maintenance of a pothole on North Hutchinson Street.

Members also discussed plans for street improvements including the eventual need for concrete at 2nd and Kansas.

CITY ADMINISTRATOR:

METER READER SALARY:

Jeff Stringer moved to pay the meter reader \$.32 per meter and also include payment for training. Charles Arndt seconded, and motion carried five to zero.

PARK BOARD PLANS:

Mary Andresen explained plans for a flower sale on April 18th sponsored by the Park Board, which would be used to acquaint the community with the new board and enhance the appearance of the parks. Included in the plans was a request not to use chemicals to alleviate mosquitoes. Members discussed viable options and ways to prevent the presence of standing water. Council also discussed with Mary the placement of playground equipment to satisfy insurance coverage requirements.

CANCELLED CHECK:

Charles Arndt moved to cancel Check #35920 for \$14.82 and place the money back in the Payroll Fund. Amy Hirst seconded, and motion passed with five yes votes.

RESIDENTIAL USE IN COMMERCIAL ZONE:

A resident had requested residential use of the second story at 109 S. Kansas, which was not allowed in the zoning code. Members agreed to table discussion until zoning requirements could be addressed.

HAVEN PRIDE:

Paula Scott moved to approve Resolution #225 in support of the Haven PRIDE Program. Don Ford seconded, and motion carried unanimously.

SEWER LAGOON PROJECT:

Progress on the sewer lagoon project was going well. Sludge levels would be tested in May. Invoicing from the contractor was forthcoming, which would be forwarded to the State's revolving loan fund for payment.

PRECISION PATTERNS:

Correspondence had been received from Reno County Chamber of Commerce indicating that Precision Patterns near Yoder had completed initial remodeling and was welcoming tours. The company's initial goals had been met and letters requesting pledged funds would be mailed.

WATER DEPARTMENT:

Reports from KDHE indicated that nitrate level in Well #3 was 6.4 and Well #7 was 5.0. Both tests were improvements over 2008 reporting. Allen planned to meet with representatives from USDA Rural Development on March 17, to discuss long-term loans for water improvement now available through economic stimulus funds.

PLANNING COMMISSION/BOARD OF ZONING APPEALS:

Allen reported that a district court judge had ruled against the Board of Zoning Appeals with regard to its approval of a 60-foot setback variance at 501 E. Main. The judge and city attorney had recommended changes to the zoning code, as conflicts were present with regard to setback requirements. A special hearing of the Planning Commission was scheduled for April 14th to consider a recommended change. At the same time, the Commission would consider a special use permit for placing a cell tower 300 feet south of K-96 Highway in a residential district.

GRAFFITI:

Gang graffiti had been painted on several buildings; however, a suspect had been identified and restitution promised.

RECYCLING:

The City was still on a waiting list for a recycling hopper. Allen had researched pricing of a hopper with compartments at \$11,300 plus \$125 per load when the unit was emptied. Council agreed to investigate alternate methods.

NEIGHBORHOOD REVITALIZATION PROGRAM:

Allen reported that USD 312 had approved its participation with the city in a Neighborhood Revitalization Program. Applications could now be accepted for qualifying projects.

COMMUNITY BUILDING/WELLNESS CENTER:

The community building needed repairs to the walls by filling in cracks and painting. Bids were also needed for roof repair at the Wellness Center.

NEW AMBULANCE:

EMS Director Tony Troyer had taken delivery on a 2009 ambulance on March 11th.

WATER MAINTENANCE:

Allen recommended that residents be advised when water maintenance was scheduled and follow precautions, which would be developed in writing.

LED LIGHT FOR PATROL CAR:

The LED light ordered for the 2007 patrol car had been charged to the city's credit card but had not been delivered. Credit card charges would be disputed.

DISCUSSION ON WATER WELL:

Lloyd Schmidt questioned whether location for a new water well had been thoroughly investigated. He felt the proposed site was too close to the sewer lagoons; however KDHE and the city engineer had approved the location.

PUBLIC COMMENTS:

Dean Chesnut felt that the changes to be considered by the Planning Commission would be a limited look at the zoning code and not the only issue. Definitions and the entire document needed revision. Dean expected to address the council in the future on state statute regarding zoning. He also felt that Council should look farther from the lagoons for a water well site, due to possible water contamination. The Council and Planning Commission should be provided copies of the zoning code for study.

MINUTES:

Minutes of the March 2, 2009 meeting were unanimously approved, after a motion by Ford and a second by Scott.

ACCOUNTS PAYABLE:

Bills and transfers totaling \$263,467.95 were unanimously approved after a motion by Scott and a second by Arndt. Members were provided a financial summary dated February 28, 2009, a report comparing expenditures to the 2009 Budget, and a summary comparing receipts between the Jayhawk and Quicken computer programs.

COUNCIL CONCERNS:

Mayor Littlestar encouraged members to read the residential portion of the zoning code well and become familiar with the conflicts to be addressed.

EXECUTIVE SESSION:

At 9:42 PM, Charles Arndt moved for a five-minute executive session to discuss personnel. Amy Hirst seconded, and motion passed five to zero. At 9:47 PM, regular session resumed, with no action taken.

ADJOURNMENT:

At 9:48 PM, Charles Arndt moved for adjournment. Paula Scott seconded, and motion passed with five yes votes.

Cody R. Littlestar, Mayor

Cheryl Savaiano, City Clerk