

MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: February 1, 2010

THE CITY COUNCIL MEETING IN REGULAR SESSION WAS CALLED TO ORDER AT 7:00 PM BY CODY R. LITTLESTAR, MAYOR WITH THE FOLLOWING COUNCIL MEMBERS PRESENT:

Council Member: Don Ford

Council Member: Jeff Stringer

Council Member: Amy Hirst

Council Member: John Mitchell

Council member: Paula Scott

ABSENT: None.

Others: Sonia Yutzy, Leslie Warden, Allen Blake, Allen Andresen, Ann Chesnut, Dean Chesnut, Tony Troyer, Tom Oxley, and Danny McMurphy.

City Clerk, Leslie Warden, requested that an addition to the agenda be made for Tony Troyer to provide an update regarding the local ambulance service. City administrator, Allen Blake, requested the addition of an executive session for the purposes of discussing non-elected personnel.

Mayor Littlestar opened the floor for public comment but none was given.

4-H: Location for Welcome Sign

This item was resolved prior to the meeting.

Haven Steel Products Re: Extension of Water Service

Tom Oxley, representative of Haven Steel Products, addressed the Council regarding the need for extension of water service to their facilities. Oxley noted that for forty years, HSP has provided water to their facilities with their own private wells. However, because they now provide water for more than 25 people at their plant, they are now considered a "public water supply." KDHE has determined that their water supply is not in compliance with regulations and has given them three options for fixing the situation: purchase bottled water, bring current wells into compliance through some costly changes, or connect to the City's water supply. HSP prefers to connect to the City's water supply.

All council members seemed open to the idea, and Mayor Cody Littlestar commented that the City would like to provide water services to HSP. Council member Jeff Stringer pointed out that HSP is already paying us for electrical and sewer services. City administrator, Allen Blake, furthered that HSP is currently our largest electrical customer. Council members Don Ford and John Mitchell both commented that perhaps the City should consider annexing Haven Steel into the City limits.

Oxley pointed out that he does not necessarily need a commitment right now, that the question is whether or not the City will share in the cost of the service extension. Discussion ensued regarding what has historically been done in similar situations. Council member Paula Scott fully supported the extension and sharing in the costs. Mayor Littlestar said we would have our engineer look at how best to extend the water service and then invite Oxley back to share our findings.

Electrical Issue

HSP currently has four electrical meters on their property. Meter #699 is used specifically for the induction heating system, and its thirteen-month usage average is 220 units. In December of 2009, usage was reported to be 792 units, which is more than twice the system's peak usage. Oxley pointed out that

there has been no change in equipment. Based on today's reading of meter #699, the usage will be around 1385 units, which is about four times the peak usage.

City administrator, Allen Blake, has contacted Kenny's Electric to test meter #699 or to obtain a recommendation for who could do the job. Oxley agreed the meter needs tested but asked that he be notified of the estimate to have the testing done. If the meter is determined to have malfunctioned, the City will pay for the cost of testing and make adjustments to HSP's bill. If the meter is determined to have functioned properly, then HSP will pay for the testing and their electrical bill in full. For now, HSP will pay \$3289.50, an eleven-month average, for their \$11,000.00 January electric bill.

Approval of Mobile Home Park Operator's License for Hindman Trailer Park

At 7:25 PM, the Council undertook the above-mentioned topic, which was tabled at the previous meeting. Since that time, Blake visited with the park owner, Brian Morgan, about issues brought up at the last meeting regarding the appearance and operation of the park. He has plans to do some driveway grating and communicated that some of the homes sitting in the park have been sold or have recently had the rent paid up. An accumulation of junk was noted at the park was noted at the previous meeting. Blake thought it best to handle junk issues with tenants individually through City ordinances.

The City's ordinances regarding trailer parks do not require an attendant to be present. However, Morgan has made arrangements for someone to be nearby for arising issues. He also indicated the rotted siding on one trailer should be replaced when the weather warms. Mitchell said that on account of the shabby appearance from frontage road Morgan should be held to a timeframe because he is known for delays. Council member, Amy Hirst, asked about issuing a temporary approval of Hindman's mobile home park operator's license. Blake said no such provision exists, but the Council does have the power to revoke the license at any time with proper grounds. The Council consented to review the promised park improvements in about six months and Blake said he would provide Morgan with a list of the improvements the Council will be expecting to see.

Don Ford moved for the approval of the mobile home operator's license for Hindman Trailer Court with the understanding that the issue would be revisited in July of 2010. Stringer seconded, and the motion passed unanimously.

Maintenance Update

At 7:30 PM, Maintenance supervisor, Allen Andresen, provided the following updates to the Council:

- Due to the accumulation of snow and staff shortages, Andresen has not had time to take bids on street projects yet.
- Tomorrow Andresen and maintenance worker, Chris Scott, are scheduled to take their CDL driving exam in Wichita.
- The digger and bucket truck are scheduled for a safety inspection by Protective Equipment Testing. Other maintenance equipment, such as hot sticks, will also be tested at that time.
- Our annual inspection by the Department of Labor has been scheduled for April of 2010.
- Jay Mattison, maintenance worker, and Andresen are scheduled to attend "water school" in Wichita during the third week of March.
- Inventory was recently taken at the City shop. Andresen hasn't had the chance to type it up, but assured the Council it is forthcoming. The City has 52 transformers on hand. Discussion about selling some smaller transformers took place. Eventually, all reached an agreement to sell the smaller transformers to Solomon. Andresen was instructed to return to the Council if Solomon did not wish to buy them.

Council concerns regarding maintenance

Mayor Littlestar noticed maintenance fixed the lights at K96 but remarked that the north one is burning a dim yellow. He also asked if the pothole at Kansas Avenue and Harland Priddle Industrial Drive was ever repaired. Blake said it was filled once but has been knocked out again. It will have to be repaired again once the snow has melted.

Mitchell said Chris Scott came to his store and commented he was purchasing anti-freeze for the trash truck "again." Thus, he wondered if the trash truck was consuming anti-freeze. All agreed it should be looked at more closely and scheduled for repairs if there's a problem as the warranty on the vehicle is still effective.

Stringer expressed his appreciation of the maintenance crew's recent efforts in snow removal, particularly the early hour at which they started.

As Andresen began to exit Council chambers, citizen, Ann Chesnut, stood and thanked him for fixing her residential electrical service in a timely fashion.

City Administrator Project Updates

Blake delivered a few brief updates:

- Homer Gilson has completed the City's boundary survey.
- The advertisement for bids to demolish 120 N. Kansas has been published in The Clarion.
- A few individuals interested in serving on the Planning Commission have finally been discovered and plan on attending the next commission meeting on February 9, 2010.
- Health insurance rates from BlueCross BlueShield for 2010 have finally come down and are about 4% lower than last year's.

Water Project:

Phillip Fishburn has finally received everything he needs to do the environmental report. Tom Finger would like to have certain information about our payables regarding water service for the previous three years. Blake and the City Clerk have been and will be working to get that information to him in the next three weeks. Council member, Paula Scott, asked if the cost of extending water service to Haven Steel Products could be slipped into the current water project. Blake advised he would check.

Sewer Lagoon

The City received a letter from Cole Reed of Reed Dozing covering the concerns about reseeded and removal of existing concrete structures. Reed also noted that a 2-year maintenance bond covers all project quality issues, leaving no reason for the City to withhold final payment. Blake said the City engineer felt it now appropriate to release final payment. Council member, Jeff Stringer, moved and Hirst seconded for the release of \$22, 703.05 to Reed Dozing. The motion carried five to zero.

Bank

Blake advised that BankHaven appears to be merging with First National Bank of Hutchinson per a notice published in The Clarion. City Clerk, Leslie Warden, alerted the auditors to this, and they advised the City would need to publish a revised designation of depository by Ordinance once the merge is complete.

At this time, a brief discussion took place regarding the possibility of Critical Care transfer renting quarters from the City. The Council agreed to discuss it further with EMS director, Tony Troyer.

City Clerk: 60th Annual CCMFOA of Kansas Spring Conference

Warden asked for the Council's input on which Solution Tracks she should take part in at the upcoming clerk's conference. Stringer had little advice to offer, except that he was certain the Clerk knew best which training would be most beneficial. Scott furthered his point by saying she really didn't want to micromanage in that area. With that, the Clerk asked simply for the Council's approval for her to attend. Paula Scott moved that the Clerk be allowed to attend the CCMFOA Spring Conference and the City pay the \$270 registration. Jeff Stringer seconded, and the motion passed with five "yes" votes.

2010 Appointments

At 8:04 PM, Don Ford moved for approval of the appointment of Christopher Scott to the Recreation Board for a two-year term. Stringer seconded, and the motion passed with four "yes" votes. Council member, Paula Scott, abstained from voting since Christopher Scott is her son.

Paula Scott moved for the approval of Gary Cox and Mick Hilbert to the Park Board each for a two-year term. Hirst seconded, and the motion carried.

Committee to Update Capital Improvement Plan

This item is a January task that remains incomplete and was tabled at the last Council meeting. Brief discussion took place regarding what was previously done. Last year the committee consisted of Mayor Littlestar, Council member Jeff Stringer, City Administrator Allen Blake, Maintenance supervisor Allen Andresen, and citizens, Dean Chesnut and Lloyd Schmidt. Scott said she would like to see three citizens on the committee. The Council tabled the task again.

Minutes:

Minutes from the January 18, 2010, council meeting were to be approved at this time, but Warden accidentally omitted them from the Council packets. This item was tabled with apologies from the Clerk.

Accounts Payable:

Scott moved for the approval of the accounts payable, totaling \$28,337.33; Mitchell seconded. The motion passed unanimously. Warden asked for the approval of a \$15 payment to Kansas State University for three Tree Board members to attend a forestry workshop on tree disease. Stringer moved and Ford seconded for the same. The motion passed unanimously, and praises of the Tree Board were voiced by all.

Council Concerns:

Mitchell had questions about the inclusion of Ordinance 487B in the Council packets. This Ordinance is regarding cost sharing for trees. Warden advised she included it simply for "FYI" purposes, hoping to spread the word about the longstanding program. Mitchell pointed out a typo in one of the handouts.

Mitchell briefly mentioned the 8th Street Assessment money coming in from the county treasurer. According to Mitchell's calculations, so far the City has received a little over \$21,000.00 from the 8th Street assessments. All agreed this money should go back into CDs once enough has accumulated.

Executive Session Regarding Non-Elected Personnel

At 8:22 PM, Stringer moved and Hirst seconded that the Council recess into a 20-minute executive session pursuant to the non-elected personnel exception in order to discuss one's performance improvement plan. The motion carried.

At 8:42 PM, regular session resumed with no action taken.

Minutes:

Minutes from the January 4, 2010, council meeting were approved by a motion from Stringer and a second by Scott. The motion passed five to zero.

Tony Troyer – EMS Update

Troyer made the council aware that the City of Hutchinson may possibly be taking over the Reno County EMS Service. This is concerning since Haven Community EMS is paid \$100 per call by the County through Promise Regional Medical Center, and the county also provides our supplies at no charge. All of the county's smaller EMS services are currently notifying their governing bodies as to the possibility of this change so that they can speak to our County Commissioners. Though Troyer admitted there are many "ifs", the change, if one is truly in the works, could be disastrous for our budget. He noted that the hospital (Promise Regional Medical Center) is beginning to take a defensive stance. Mayor Littlestar said he would definitely speak to County Commissioner James Schlickau regarding this.

Critical Care Transfer:

Mayor Littlestar brought an article from the Ulysses newspaper regarding Critical Care Transfer's need for quarters closer to Wichita. As a matter of fact, the article specifically mentions that they are looking at Wichita. The Council was concerned that the City had lost out on hosting them. Troyer said he spoke to someone with CCT a few weeks ago and understood they were still interested in Haven as a location. Stringer emphasized the need to find out for sure.

Going back to the previous issue, Scott expressed her appreciation of our City's EMS service and said she didn't think the citizens would stand for losing it. She said this is namely because of the quality of the service and the way it is operated.

Logo

City Clerk, Leslie Warden, expressed her desire for the City to have an official logo and mentioned she found a company online that would create one in a variety of formats for only \$150.00. Scott said she would not want a logo to come about by a purchase from an online company, that it would be preferred for one to come about through community involvement. It was suggested that PRIDE and the Chamber be involved. Eventually, the Council turned the task over to Warden and instructed her to return with a proposal.

Adjournment:

At 9:05 PM, Stringer moved for adjournment. Mitchell seconded, and the motion passed unanimously.

s/s
Cody R. Littlestar, Mayor

s/s
Leslie Warden, City Clerk