



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: April 16, 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: Paula Scott

Council Member: Amy Hirst

Council Member: John Mitchell

Council Member: Jeff Stringer

ABSENT: None.

Others: Sonia Yutzy, Leslie Warden, Allen Blake, Christopher Scott, Tony Howlett, Daniel Stanford, Jay Mattison, Ann Chesnut, Bill Thomas, Lloyd Schmidt, and Allen Andresen.

Following a request by Lloyd Schmidt, Paula Scott moved to add Lloyd Schmidt to the agenda to discuss a water well. Jeff Stringer seconded, and the motion passed with five "yes" votes.

Executive Session with Maintenance Personnel: Job Satisfaction / Job Performance

Shortly after 7:00 PM, Paula Scott moved that the Council recess into executive session pursuant to the non-elected personnel exception in order to discuss job performance and job satisfaction with the maintenance personnel individually, the open meeting to resume at 8:20 PM. Don Ford seconded, and the motion passed unanimously.

At 8:20 PM, regular session resumed with no action taken during executive session. Paula Scott moved that the Council again recess into executive session for the same purposes stated above resuming the open meeting at 8:45 PM. Ford seconded, and the motion carried.

Regular session resumed again at 8:45 PM, and no action was taken during executive session. Paula Scott moved and Ford seconded that the Council again recess into executive session for the same purposes stated above resuming the open meeting at 9:15 PM. The motion passed unanimously.

At 9:15 PM, the executive session concluded, resuming regular session. No action was taken.

Lloyd Schmidt: Water Well

At 9:18 PM, Lloyd Schmidt advised the Council that he would be drilling an irrigation well at his home. The Mayor and Council said this was permissible but he would need to obtain a building permit.

Maintenance Project Updates

At 9:20 PM, maintenance supervisor, Allen Andresen, provided the following updates:



- The new street sweeper has been delivered and has been in use. Andresen said it seems to work great and feels that the purchase was a good investment. Ford asked if this would eliminate the need to hire an outside street sweeper, and Andresen answered affirmatively. Mayor Littlestar asked Andresen to get the strobe light fixed.
- The Council agreed to take sealed bids on the old street sweeper by way of advertisement in the Clarion.
- The broken water meters mentioned at the last meeting have been replaced and are now functioning properly.
- Because the maintenance crew is ahead of schedule on preparation of the pool, Andresen suggested the City open the pool a week early, around May 21st. The Council agreed, provided appropriate staffing is available.
- Water service from the main to the meter can was replaced at 112 N. Emporia. This project finished off a large portion of the asphalt we had on hand. Ford moved to approve the purchase of additional asphalt not to exceed \$1,000. Jeff Stringer seconded, and the motion passed unanimously.
- The Agco tractor needs a new set of front tires. Mayor Littlestar asked Andresen to come to the next meeting with an estimate.
- Andresen has scheduled for a new water tap to go in for 309 N. Hutchinson. The existing service is located at the corner of 5th and Hutchinson. The new service will be located in front of the house, consistent with the rest of the neighborhood.
- Andresen will be taking vacation the last week of April.
- Mayor Littlestar noticed the photocell light at the rear of the community building is running day and night and asked maintenance to repair it.
- John Mitchell mentioned that there's a large shrub at the northwest corner of the community building that has a small tree growing in the middle. City Clerk, Leslie Warden, said she would notify Stephanie Carlson, chairperson of the Tree Board.

City Administrator Project Updates

- City Administrator, Allen Blake, has been contacted numerous times by citizens asking if the City plans to have a Clean-Up Day. Since our maintenance crew is now fully staffed, Blake said he thought it would be a good idea as long as it was scheduled after the pool is open and ready. The Council agreed, and it was decided that the Clean-Up will occur the first full week of June. Citizens should have their trash / junk out to the curb by June 7th, and it will be picked up that week. This will be advertised in The Clarion and Channel 15 and will also be sent out on the e-mail list.
- The 141-page environmental report for the water project is now complete and has been forwarded to the USDA Rural Development and our engineer
- The sewer lagoon project still has some loose ends. The concrete boxes need plugged or demolished. Our engineer sent an e-mail to Reed Dozing regarding the need for these structures to be plugged or demolished. He also advised them that if they waited until the structures were filled with water, they would have to go to the extra work of pumping them before plugging or demolishing.
- A new quote for the low water crossing was presented; it included new pipe, disposal of old pipe, replacement of the existing asphalt millings and installation of rip-rap on the west and east sides of the low crossing. Blake felt that millings would just wash away in that particular location. The Council agreed and rejected the quote.



Don Ford was approached at a ball game about the cleanliness of the restrooms at Engweiler Park, which were in the past taken care of by pool employees. Since the pool's not open yet, the City has asked Bob Lickey to care for them.

Ford also mentioned an issue with retrieving foul balls; someone suggested installing a gate on one of the bordering fences. The Council unanimously agreed that would present a safety issue.

Mitchell noticed that his work order concerning the repair of the Community Building was no longer on the list. Warden noted his work order was merely to investigate if a claim could be made on the damage, not for actual repairs, but offered to prepare a work order for the same.

Mayor Littlestar spoke to Jeremiah Hobbs about preparing new signs to replace the wooden Haven signs. He said it would not happen this year and probably would not happen next year. Sonia Yutzy suggested the City contact Haven Steel to see if a metal sign could be made.

- Blake presented a revised memorandum of understanding between the City and Drew and Rachel Thalmann regarding electricity rates for their shaved ice trailer. Previously, the agreement was for \$4 per operation day. The revised agreement is for \$30 per month. Scott asked if we required proof of insurance. Blake said we did last year. Mitchell commented that the revised rate seemed low for a for-profit organization. Ford asked if it was possible to meter it. Blake advised he would have the Thalmanns come and speak to the Council if they still desired a revised agreement.

Executive Session: Hiring of Pool Employees

The Council did not recess into executive session. Instead, at 9:50 PM, Paula Scott moved to hire Mark Robinson as the pool manager and to allow him to hire the remainder of pool employees. Stringer seconded, and the motion passed five to zero.

Review Scholarship Applications

Warden advised she spoke with Carolyn Deal, the Haven High School counselor, on Monday regarding the need for scholarship dates and the assembly for presentation. However, Deal never did get the applications to the City Office, which prevents the Council from being able to designate the scholars prior to the assembly. Mayor Littlestar said he would still attend the May 3rd assembly to make students aware the scholarship is available. Pending availability of the scholarship applications, the Council will revisit the issue on May 7th.

Maintenance Inventory List

The maintenance inventory list was unanimously approved with a motion by Scott and a second by Stringer.

Minutes

Minutes from the April 2, 2010, meeting were unanimously approved with a motion from Scott and a second by Hirst. Minutes of the April 2, 2010, public hearing, with the addition of Don Ford to those in attendance, were approved unanimously by a motion from Scott and a second by Mitchell.



Accounts Payable

Scott moved for the approval of the payables totaling \$125768.45. Ford seconded, and the motion passed five to zero.

Council Concerns

Mitchell suggested the Council agendas be sent out to all citizens via the newly implemented e-mail list. The Mayor, City Administrator and all other council members collectively said no.

Adjournment

At 10:03 PM, Stringer moved and Scott seconded for adjournment. The motion passed five to zero.

Cody R. Littlestar, Mayor

Attest:

Leslie Warden, City Clerk