



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: August 6, 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: John Mitchell

Council Member: Jeff Stringer

Council Member: Amy Hirst

ABSENT: None.

Others: Leslie Warden, Allen Andresen, Allen Blake, Sonia Yutzzy, and Tony Troyer.

No additions to the agenda were requested, and no public comment was provided.

Review Hindman Trailer Court License

Since the discussion about the license in February 2010, City Administrator Allen Blake noted that little to nothing has changed. The roads are poorly maintained, and there are still vacant mobile homes. Furthermore, citizens have reported trailer court owned utility poles in poor condition and that the storm shelter is completely full of water. One court-owned trailer has siding coming off, and another has skirting falling off.

The Council asked what would happen if they revoked the court license. Blake noted that would be a great hardship on the residents because in Haven one cannot have a trailer unless it is in a trailer park. Therefore, all would be required to move.

The Council and City Administrator agreed that the owner, Brian Morgan, should be invited to the next meeting so that these issues may be addressed. Blake was asked to comprise a list of concerns to be brought to Morgan's attention.

Scott pointed out that Ordinance 366 does allow a fine of \$100 per day for various violations. Littlestar suggested the Council bring Morgan in, present their concerns to him, threaten with the fine, and then impose the fine if Morgan does not comply. Mitchell and Hirst suggested Blake take pictures of the issues in the park. With that, the Council tabled license review until Morgan could be present.

Maintenance Project Updates

Andresen presented the following updates:

- The City underwent a KDHE public water supply inspection on July 23. A written report will be arriving soon. Overall, the inspector was pleased with things.
- A new water service is being run to Haven Grade School. The old one had six clamps on it. The water shutdown for the repairs went well, but everything after that has not gone



according to plan. When the update is complete, there will be new line ran from the main to the meter, and the location will have a new meter as well.

- The crew has begun street painting and plans to finish next week.
- Some nighttime overtime hours should be expected as Andresen plans to repair some electric meters that are not functioning properly.
- Andresen hopes to begin tree trimming before the end of the month.
- Sewer ponds still are not discharging.

At this time, Mitchell asked about federal regulations concerning handicap parking stalls. Blake advised he would look into it.

Mitchell also advised that he heard Stinger terminated the City trash service because the service was "poor." They are now using Stutzman Refuse Disposal. Blake advised that the City made several attempts to please Stinger as a customer. When the hopper was in one location, it was consistently blocked by vehicles, blocking access for the trash truck. Then the hopper was moved to a different location, but this failed to solve the problem. Stinger wanted the trash truck driver to honk or get out and notify them when he arrived so that they could ensure the area was clear. With as many customers as the City has, that's not possible, and is asking us to treat them differently than we treat all of our other customers. Blake advised that he does hope they are happy with their new trash service.

Littlestar expressed his concern about the effects of the intense heat on the grass at the parks and ball diamonds. Sprinklers were briefly discussed.

City Administrator Project Updates

Blake provided the following updates:

- The owners of 213 S. Wichita have purchased a demolition permit. They plan to tear down the buildings, leave the concrete slab, and fill in the crawl space.
- Bricklayers were out to repair the water leak at Haven Wellness Center. Blake had them tuck-point the bad places. Once it cures out, it will be water sealed.
- The curbs at Haven Grade School are in very poor condition. Winter Concrete has advised that they can repair them before school starts for around \$11,000. This price would include repairs to the area that the maintenance crew has been working on. Stringer moved for approval of the concrete work as long as the expenditure does not exceed \$11,000. Ford seconded, and the motion passed unanimously.
- Blake advised he would like an executive session with the Council pursuant to the non-elected personnel exception to discuss Jay Mattison's work status.

Ordinance To Adopt Amended Standard Traffic Ordinance

The mention of the above topic began a discussion about the Reno County Sheriff's Office's most recent visits to town. It is believed they were in town under a state-ran seatbelt enforcement program. Blake said it is within their jurisdiction. Scott asked if our police department was notified that they would be coming and Blake said no. Scott felt that was bad PR and that they should have done the courtesy of notifying our local police department.

After a brief discussion about the changes in the 2010 STO, Scott moved for the passage of Ordinance 592, incorporating by reference the 2010 Standard Traffic Ordinance for Kansas



Cities, providing additional regulations; providing certain penalties and repealing Ordinance 556. Hirst seconded, and all voted in favor of the same.

Mitchell advised he had another person request that police department records be published in the paper again. Blake advised that it is court records that were previously published, and he will work on it.

Mitchell said about three weeks ago, one of the City patrol cars was parked in the shade, and the officer was standing outside talking on his cell phone for ten minutes. (Mitchell timed him.) Mayor Littlestar asked Mitchell to whom the officer was speaking. Of course, Mitchell answered that he did not know. Littlestar then asked if the officer was speaking with dispatch, and Mitchell said he couldn't imagine. After the phone conversation, the officer lit up a cigarette. Scott suggested maybe the officer was on break. Mitchell found the situation unacceptable and suggested the Council adopt an Ordinance state that the officers cannot smoke in uniform. Break times and break frequency was discussed. Finally, Blake advised that he did address the situation with the officers, and he suggested they smoke in a less visible area. Stringer asked Mitchell if he had seen any similar activity since then, and Mitchell responded negatively.

Ambulance Board / AFLAC Payments

City Clerk Leslie Warden told the Council that the Ambulance Board has approved payment of AFLAC premiums for part-time ambulance employees. Right now that expenditure is about \$168 per month or \$2,000 per year. She wanted the Council to be aware of it and to see if they would approve the same. Tony Troyer, EMS Director, was present for the discussion as well. Mayor Littlestar noted that the ambulance board is unique in that it is a separate entity with its own budget and overseeing board. Warden noted that part-time ambulance board employees are only paid once a month and questioned what to do if one of those employees does not have a paycheck large enough to cover the employee portion of a premium. The Council agreed that those employees should work enough to pay the premium or pay the premium themselves. Scott moved for approval of payment of AFLAC premiums for part-time ambulance employees with the hours / amount threshold to be set by the ambulance board. Ford seconded, and the motion passed unanimously.

Budget Comparisons

Warden presented some financial findings to the Council. She provided to them the Account Balance per 2010 Budget spreadsheet for July 31, 2010. She advised that this is what they receive each month to see how each fund is doing with their budget. However, further examination has shown the comparison to be deceptive because the 2010 Budget amount for each fund includes the Capital Outlay line item, which is mostly intended to be cash carry-over for 2011. This would provide at least partial explanation of why the City's cash reserves are dwindling. Therefore, Warden provided the Council a revised budget comparison, showing the percentage of budget spent if the capital outlay items are excluded from the budget. Brief discussion took place about the revised comparison, and Warden answered questions about the layout of the spreadsheet, taking Council members' suggestions into consideration.

Also, Mitchell had previously asked Warden how the City was keeping track of the Capital Outlay amounts being put away for specific purchases. Warden provided a Capital Outlay summary page for each fund and advised she would continue to update it each year.



Minutes

Minutes from the July 16, 2010, meeting were unanimously approved by a motion from Stringer and a second by Hirst. Minutes from the July 23, 2010, special meeting were also unanimously approved by a motion from Scott and a second by Stringer.

Accounts Payable

Scott moved for the approval of the payables, excluding those to Mitchell Hardware, totaling \$67,730.16. Ford seconded, and the motion passed five to zero. Ford then moved for approval of the payables to Mitchell Hardware totaling \$451.98. Hirst seconded, and the motion passed unanimously.

Members were provided a financial summary dated July 31, 2010, and a report comparing expenditures to the 2010 Budget. They were also provided a summary comparing receipts between the Jayhawk and Quickbooks computer programs.

Council Concerns

Brief discussion about the Recreation Department took place, and the Council advised they would like for Merritt Wright, director, to be present at the next meeting.

Mayor Littlestar recognized a "thank you" from Debbie McGrane regarding the Tree Board's tree trimming endeavors around town.

Executive Session

At 8:25 PM, Stringer moved that the Council recess into a 15-minute executive session pursuant to the non-elected personnel exception to discuss Jay Mattison's work status. Scott seconded, and the motion passed unanimously.

Regular session resumed at 8:40 PM with no action taken.

Adjournment

Stringer then moved and Scott seconded for adjournment. The motion passed five to zero.

Cody R. Littlestar, Mayor

Attest:

Leslie Warden, City Clerk