



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: October 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, at 7:05 PM.

Council member: Paula Scott

Council Member: John Mitchell

Council Member: Amy Hirst

Council Member: Jeff Stringer.

ABSENT: None.

Others: Leslie Warden, Allen Blake, Allen Andresen, Amy Houston, Harland Foraker, Eric Lange.

City Clerk, Leslie Warden, requested an addition to the agenda for Eric Lange from Mid-Kansas Cooperative to discuss an electrical upgrade for new facilities. Paula Scott moved for the addition; Jeff Stringer seconded. The motion carried.

No one signed up to provide public comment.

Harland Foraker: Drainage Study

Mr. Foraker of Certified Engineering Design provided the Council with a drainage basin map of the Haven area. Different portions of the map were discussed in detail as Foraker went over his bid for a drainage study. Drainage in the areas of 5th Street, Stadium Drive, and Haven Buhler Road were specifically mentioned. Scott asked what Foraker's drainage study report would provide to the City, and he advised that it would list improvements that could be made to decrease the chances of flooding. However, some of the problems experienced over the 4th of July may have been in the 100-year flood plain, and making improvements to those areas may not be worth doing. Still, the Council agreed the study would be beneficial to the City. Scott moved for the approval of Foraker's drainage study proposal, providing the expenditure does not exceed \$10,000. Stringer seconded, and the motion passed five to zero.

Eric Lange: Mid-Kansas Cooperative Electrical Upgrade

Lange addressed the Council regarding the needed electrical upgrade for new facilities at MKC. He provided Unruh Electric with a copy of the City's bid from Kenny's Electrical totaling \$21,450, and Unruh Electric then provided a bid of \$11,700 for the same work. Lange advised that if the City approved Unruh Electric to do the work then MKC would pay the contractor directly rather than reimbursing the City in twelve months. Andresen advised that Kenny's had already been informed their bid was approved, and he was certain they had gone ahead with ordering the necessary materials. Because the City Clerk had to call to obtain a second copy of the bid from Kenny's and nobody was aware of whether or not it was approved at that time, she questioned the accuracy of Andresen's information. The Council asked the City Administrator to check on the situation at Kenny's, and if they had not ordered the materials and the work was



indeed similar, then to go ahead with Unruh Electric. Lange thanked the Council for their time and consideration. Blake advised he would be in touch with Jon Brown, Lange's associate.

Bryce Matteson: Fall Festival Parade Permit

Matteson advised that inflatables for the kids will be available at the Fall Festival once again. However, they will be provided by Big Sky rather than Jumpin' J's. Since Big Sky prefers for their inflatables to be set up on grass, Matteson asked if they could be placed in the empty lot at 120 N. Kansas. The Council consented to the same. Mayor Littlestar advised that Commissioner Schlickau contacted him and asked him to advise Matteson to contact Brian Hamel with the County to check on getting signs to direct grain truck traffic. Scott moved for the approval of the Fall Festival's parade permit and the refund of the permit fee back to the Fall Festival Committee. Hirst seconded, and the motion passed five to zero.

Maintenance Project Updates

Allen Andresen, maintenance supervisor, provided the following updates:

- Next week he will be taking samples from the sewer pond. The ponds are expected to begin discharging around the first of November.
- Tree trimming is about one-third of the way done.
- New tires have been placed on the trash truck.
- Next week's work will consist greatly of preparing for Fall Festival.
- Ten days ago the City had a power outage that required repairs the City did not have the tools to complete. Kenny's Electrical was called out to do the splicing, which cost about \$800. The City can purchase a battery-operated crimper to splice such wires for around \$1700. The Council noted that the purchase would quickly pay for itself. Stringer told Andresen to buy one that will last. Stringer moved that Andresen research to find and purchase the best crimper for \$1700 or less. Hirst seconded, and all voted in favor.
- Other maintenance crew members are planning to attend water and wastewater schools at the end of October.
- Andresen will be taking Monday off for his birthday.

Mitchell noted the burn site hours had changed and suggested publishing them in The Clarion. Mayor Littlestar commented on how frequently the stop signs at Kansas and Main are ignored by drivers and suggested the City find a way to make the four-way stop more obvious. Andresen and Blake will look into adding some sort of flashing light.

City Administrator Project Updates

City Administrator, Allen Blake, addressed the following with the Council:

- Estimates for an awning for Haven Wellness Center were provided. After review and discussion, Scott moved to accept the bid from Eric Hoskinson for \$525. Stringer seconded, and the motion passed unanimously.
- Blake also presented an estimate from Winter Concrete for \$150 to add a 50' X 6' concrete slab to the maintenance shop area. It was unanimously approved by a motion from Scott and a second by Ford.
- Recently Blake met with Willis Wilson of Aquatech Engineering to discuss the next steps to continue moving forward with the water project. Blake provided the Council with a schedule of the water project. Basically, it will be a three year project – one and a half years of paperwork and one and a half years of physical work. Blake advised the Council



that the City will probably need to hire a consultant to re-structure the water rates when it comes time for them to increase.

- Though it was not next on the agenda, Blake noted that he did not have anything prepared for the Council to consider in the way of incremental utility rate increases. However, he felt that a nominal increase for the first of 2011 would be appropriate. The Council agreed to table the item until January.

Adopt Property Maintenance Code

Before discussion on this topic began, it was noted that the Council would not be adopting a property maintenance code tonight. City Clerk, Leslie Warden, reported the results of her research of other similarly sized Cities' property maintenance codes. She noted that the following cities do not have a property maintenance code: Lyons, Arlington, Burrton, Garden Plain, Halstead, Buhler, Nickerson, and Moundridge. Pretty Prairie uses the 2006 version of the International Property Maintenance Code; however, like Haven, they do not do licensing. Their clerk reported no problems with the Code and that the City has found it quite useful. The City of Inman and the City of Cheney do not have a property maintenance code per se, but they do have a minimal standard of housing code. Inman's code was provided to the Council. The Council was also provided with the code from the City of Ellis.

Mayor Littlestar advised he felt that the City of Inman's minimal standard of housing code was the best fitting for us. Mitchell expressed concern about the constitutionality of all of the codes provided, specifically in regard to a "public officer" doing inspections. Warden noted that although the City of Burrton does not have a property maintenance code, they do have an individual out of Wichita periodically doing inspections for them. She furthered that all of the codes themselves require Notice to be given before inspections are scheduled or done. Furthermore, any code that the City is considering adopting could be sent to the City Attorney to ensure its legality. The Council agreed to table the issue until the next meeting.

Review Reno County's Proposed Road Policy

Scott advised the Council that she and Warden recently attended the Mayors' Forum where Reno County's Proposed Road Policy was the central topic of discussion. Essentially, the proposed policy holds the County responsible for any resurfacing, but all other maintenance of any portion of the road in City limits would fall to the City. Furthermore, the policy notes that "if the County Engineer determines that road reconstruction is necessary within the corporate limits of a City, he or she shall provide written notice of the same to the City" and "County surface maintenance shall be suspended until the City provides the necessary road reconstruction." As Daniel Friesen, Buhler's Mayor, noted in his e-mail to County Administrator, Gary Meaghers, and as Scott and Warden pointed out, the policy puts the financial obligations on the City based on County standards. One mayor at the forum noted that her City was considering de-annexing one of the County roads from City limits because it contains a bridge. If the City had to pay to reconstruct the bridge, it would likely bankrupt them. Therefore, it is not difficult to see why there was a near-consensus at the forum that the policy, if enacted, would be detrimental to small cities in the County. Furthermore, it appears that the County does not have the statutory authority to enact such a road policy. City Attorney, Larry Bolton, reviewed the proposed policy and Friesen's interpretation of the statutes, and he agreed with Friesen.

For the signatures of the Mayors in agreement with him, Friesen is preparing a "corporate letter" against the proposed policy to be presented to the County Commissioners. Warden advised the



letter had not been sent to her yet but she would check on its status on Monday. The Mayor and Council were in agreement that it is in the City's best interest to try to keep the policy from being enacted.

Executive Session

At 8:38 PM, Scott moved that the Council recess into executive session pursuant to the non-elected personnel exception to discuss maintenance staffing issues with Blake and Warden present, the open meeting to resume at 9:00 PM. Stringer seconded, and the motion passed unanimously.

At 9:00 PM, regular session resumed with no action taken during executive session.

Minutes

Minutes from the September 20, 2010, meeting were unanimously approved with a motion from Scott and a second from Ford.

Accounts Payable

Ford moved for the approval of the payables, totaling \$66,669.96. Mitchell seconded, and the motion passed five to zero.

Members were provided a summary comparing receipts between the Jayhawk and Quickbooks computer programs.

Council Concerns

Warden noted that it would cost the City about \$180 per meeting to publish the official minutes in The Clarion. The Council unanimously agreed that was too expensive, and the issue was dropped.

Stringer advised he would like to sponsor Ryan Warden on the next meeting's agenda for the purposes of discussing the possibilities of his lodge.

Adjournment

Around 9:10 PM, Hirst moved and Ford seconded for adjournment. The motion passed unanimously.

s/s
Cody R. Littlestar, Mayor

Attest:

s/s
Leslie Warden, City Clerk