



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: **REGULAR**

Date: **October 15, 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: Amy Hirst

Council Member: Jeff Stringer.

ABSENT: None.

Others: Leslie Warden, Allen Blake, Allen Andresen, Amy Houston, Harland Priddle, Tom Oxley, Ann Chesnut, Don Hindman, Joyce Hindman.

No additions to the agenda were requested, and no one signed up to provide public comment.

Haven Steel Expansion

Harland Priddle addressed the Council and provided a handout regarding Haven Steel's planned expansion with the purchase of Southeastern Forge in Georgia. Tom Oxley of Haven Steel thanked the City for planning to extend water lines to the company as part of the upcoming water project. Oxley noted that this is an exciting time since the purchase of Southeastern Forge will likely increase the demand on Haven Steel. Currently, Haven Steel is in hiring mode and has begun to move equipment from Georgia to Kansas, though there are several loads left to move. Haven Steel requested the City give to them \$6,500, listed as promotional fees under the General Fund. This would aid with the moving of equipment.

Mayor Littlestar commented that he was glad Haven Steel chose to remain here rather than moving everything to Georgia. Scott added that the request for \$6,500 seemed reasonable from a company that chose to stay and bears the City's name. Stringer said that we definitely want the machines to remain here. Mitchell pointed out the advantages that Haven Steel would reap once the water project is completed and noted that a \$6,500 contribution to such a large company would be rather insignificant. Scott asked Oxley if \$6,500 would be significant. Oxley responded that it certainly would not be *insignificant*, and it would allow Haven Steel to move three to four loads from Georgia to here.

Scott moved for the approval of the \$6,500 contribution to Haven Steel from the promotional fees line item of the General Fund with details to be worked out. Ford seconded. The motion passed four to one, with Mitchell holding the opposing vote.

Reno County Road Link Policy Letter

The Council agreed that the City should join in opposition to the County's proposed road policy and be a party to the joint letter to County Commissioners.



Maintenance Project Updates

Allen Andresen, maintenance supervisor, provided the following updates:

- Andresen has been working with Danny McMurphy of Haven Steel on the electrical upgrade that will be necessary for the expansion.
- Changes may also be necessary east of the grade school where a new building is going up.
- A good deal on a trencher hoe has arisen, and Andresen recommends the City purchase it. After brief discussion, Stringer moved for the purchase of the trencher hoe from Bob Jones for \$10,000 contingent upon Andresen's approval after 4-5 hours of additional use. Scott seconded, and the motion passed unanimously.
- Andresen will not be at the next meeting.

Ford noted that two lights on the back of the Community Building need to be replaced. Andresen advised he was aware of it. It was also mentioned that some lights along Industrial Drive in front of Haven Auto are out. Mitchell mentioned the appearance of the split rail fence at Veterans' Park needs some work, specifically a sunken post on the south side.

City Administrator Project Updates

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

- Brian Morgan's response letter regarding Hindman Trailer Park was reviewed by the Council. The Council, after brief discussion, decided to table the matter until the November 19, 2010, meeting, when Morgan's improvements should be complete.
- In regard to the Water Project, documentation of easements is still being worked on. Willis Wilson of Aquatech Engineering advised Blake that he will present options to the Council when it comes time for approval of the water tower and treatment facility.
- Kenny's Electrical has been contacted, and they were unaware that any approval of their bid had occurred. Therefore, no supplies for the Mid-Kansas Cooperative electrical expansion were ordered yet. Blake has spoken to John Brown about it, and Unruh Electrical will be doing the electrical work. There will be no service interruptions involved.
- A flashing beacon for the 4-way stop at Kansas and Main was previously mentioned. Blake provided the State's guidelines on flashing beacons; it would be allowed but the guidance suggests it is not necessary.

(At 8:02 PM, Hirst exited.)

- Upon Blake's inquiry, the Council advised they would like to review employee evaluations before the year is over.

Property Maintenance Code

This item was tabled at the last meeting so that members could more thoroughly review the codes provided to them. The same concerns about inspections were voiced. Scott noted that she thought all the provided codes contained standard language and perhaps the Council was over-analyzing it. No action was taken.

Audit and Budget Contract from Swindoll Janzen Hawk & Loyd, LLC

The Council was provided with a spreadsheet outlining the differences between the firm's proposed five-year contract and the firm's current three-year contract with the City. The contract was unanimously approved with a motion from Scott and a second by Stringer.



Police Coverage at High School at Dismissal

Police Chief, Allen Blake, noted that this agenda item was included at the request of Council member, John Mitchell. Mitchell advised that some bus drivers had approached him regarding the lack of police coverage at the high school at the time of school dismissal. He noted that they reported drivers were ignoring the buses' stop signs. Scott asked if the individuals had reported it to the police department since it is a police issue. Mitchell answered no. Scott noted that would be the appropriate way to handle the matter, to channel it through the police department, to let the department heads handle their issues before bringing them to the Council table. Blake advised that though he does not flag buses every day, he does regularly patrol the school zones. Ford mentioned that there is a person at the district office that the bus drivers could report those complaints to as well.

(At 8:25 PM, Hirst returned.)

Minutes

Minutes from the October 1, 2010, meeting were unanimously approved with a motion from Stringer and a second from Ford.

Accounts Payable

Scott moved for the approval of the payables, totaling \$130,526.89, and excluding those to Mitchell Hardware. Stringer seconded, and the motion passed five to zero.

The payables to Mitchell Hardware, totaling \$238.51, were unanimously approved with a motion from Stringer and second from Hirst. Mitchell did not vote.

Members were provided a financial summary dated September 30, 2010, and a report comparing expenditures to the 2010 Budget.

Council Concerns

Stringer voiced his concern about the lack of plans (or discussion of the same) for the City Clerk's upcoming maternity leave. Blake advised that he has been learning payroll and thinks he could get checks out if he had to. Warden advised that she does intend to be available should something requiring her attention arise.

Mayor Littlestar acknowledged a "thank you" from the Haven Baptist Church for the City blocking off the street for their block party. Littlestar also acknowledged receipt of a letter from Margaret Ring resigning from the Library Board. Scott moved to accept Ring's resignation with thanks for her service. Ford seconded, and the motion passed five to zero.

The City received a letter from the HGS principal requesting assistance with prizes for their reading program. Ford moved that the City contribute (2) single pool passes plus \$25. Stringer seconded, and the motion passed five to zero.

Scott asked that the celebration of Halloween be addressed since in the past the City has sometimes designated a Saturday to celebrate if the holiday fell on a Sunday. The Council agreed to celebrate the holiday on Sunday, October 31, 2010. Blake advised there will be at least three officers on duty.



Mitchell moved that the City begin procedures for the annexation of Haven Steel into the City limits. The motion died for lack of a second, and the Council agreed to table the issue for at least a year.

Mitchell then moved that a policy be set that neither the City Clerk nor the City Administrator, only the mayor, have the authority to reject Council agenda items. Reference was made to the fact that earlier in the week Mitchell requested to add "Annexation of Haven Steel" to the agenda and was unaware of what was already on the agenda. The specific item was not added to the agenda. Blake advised that the reason it was not added was because "Haven Steel Expansion" was already on the agenda, and any time the subject of Haven Steel has been mentioned discussion of annexation has naturally followed. Blake apologized and said if he had known it would be such a big deal, it would have been included. Still, Mitchell insisted his agenda item was "rejected."

Scott pointed out that Mitchell had two other opportunities, prior to Council Concerns, to add the item to the agenda, specifically at "Determine Additions to Agenda" and at "Haven Steel Expansion." She said the best time to discuss it may have been when Haven Steel staff and Harland Priddle were present. The discussion heightened and broadened into the Code of Procedure for Council meetings. At one point, citizen Ann Chesnut became so enraged that she refused to calm down and was told to leave. In the end, no one ever seconded Mitchell's motion regarding rejection of agenda items.

Executive Session

Mitchell moved the Council recess into a five-minute executive session pursuant to the non-elected personnel exception to discuss "appointed personnel." Stringer seconded, and the motion passed unanimously.

At 9:15 PM, regular session resumed with no action taken during executive session.

Adjournment

At 9:16 PM, Stringer moved and Hirst seconded for adjournment. The motion passed unanimously.

s/s
Cody R. Littlestar, Mayor

Attest:

s/s
Leslie Warden, City Clerk