



**MINUTE RECORD**  
**Regular Council Meeting City of Haven**

**Meeting: REGULAR**

**Date: May 6, 2011**

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

**Council member: Paula Scott**

**Council Member: Jeff Stringer**

**Council Member: John Mitchell**

**Council Member: Amy Hirst**

**Council Member: Don Ford**

**ABSENT: None.**

**Others: Leslie Warden, Allen Blake, Robert Pell, Amy Houston, Don Etchison, Josh Wright, Colleen Blanton, Kelly Blanton, Adam Wright, Mandy Beck, Josh Smith, Merritt Wright, Mike Alfery, Afton Wright, Sandra Wright, and Tony Troyer.**

**Addition to Agenda**

Chief Pell requested the addition of an executive session to discuss a worker's compensation claim. Scott moved and Hirst seconded for the addition. The motion passed unanimously.

Public Works Director, Allen Blake, requested the addition of an executive session to discuss easements for the Water Project. Scott moved for the addition. Ford seconded, and all voted in favor of the same.

**Public Comment**

Don Huston signed up to deliver public comment. The Council agreed it would be most appropriate to hear his comments after the new governing body members were sworn in.

**Job Description: City Administrator**

Scott moved to adopt Resolution 246, an amended job description for City Administrator, with the appropriate Clerk and Mayor's name added and a correction to a typo in #12. Stringer seconded, and the motion passed unanimously.

**Minutes**

Minutes from the April 15, 2011, meeting were unanimously approved by a motion from Stringer and a second by Hirst.

**Accounts Payable**

Ford moved for the approval of the payables to Mitchell Hardware, totaling \$1,864.92. Stringer seconded, and the motion passed unanimously. Ford moved to approve the remaining payables, totaling \$154,489.62. Scott seconded, and all voted in favor of the same.



Members were provided a financial summary for the month ended April 30, 2011, as well as a summary comparing QuickBooks receipts to receipts from the Jayhawk Utility Billing system.

### **Thanks for Service to Exiting Governing Body Members**

Hirst, Stringer, and Littlestar were each presented with a plaque for the time they served on the Council. Stringer thanked everyone for their patience and commented that serving as a Council member had been quite a learning experience. Littlestar thanked his family for supporting him, thanked Hirst and Scott for accepting his appointments, and thanked the employees of the City that had remained loyal to him.

### **Swearing In of New Governing Body Members**

Adam Wright and Don Etchison were sworn in as new Council members. Mike Alferts was sworn in as Mayor and then took on his role as the presiding officer of the meeting.

### **Public Comment**

Don Huston was absent.

Colleen Blanton appeared to discuss Recreation sign up. She outlined that she had tried on numerous occasions for several days to contact Merritt Wright via telephone to get her son signed up to play ball. Though she called after 4:00 PM, as the Recreation flyer suggested, she was never able to get someone on the line, and the answering machine was off, preventing her from leaving her number for a callback. Finally, on the last day to sign up, she showed up at the Wrights' home to make a final attempt to sign her son up to play ball. She said she was treated rudely, referring specifically to the way Sandy spoke to her. Merritt told her the deadline had passed and directed her to speak to Dave Chamberlain, chairperson of the Recreation Board. Talking to him, she advised, was as fruitful as talking to the Wrights, and eventually, Chamberlain directed her to take it to the Council.

Merritt Wright addressed the issue. Wright advised his wife is free to speak however she pleases, particularly at her own home. He confirmed that they turn their phone off at five o'clock. After all, his position with the City is only part-time. He expressed regret for having to turn any child away, but due to past experience, the Recreation Board agreed that the deadline should be the deadline, with no exceptions. In the future, the Recreation Board plans to offer more registration opportunities, possibly through additional sign-up nights and the availability of registration forms in the City Office.

The Council agreed that other methods of registration should be explored. Mayor Mike Alferts asked Wright if there was any way to get her son in to play ball. Wright said there was not because teams had already been formed and everything had already been sent in to the League.

### **Representatives for Chamber Membership**

The Council tabled this item to wait for additional information.

### **Chief of Police Updates**



Chief Pell advised he continues to maintain a good rapport with the schools and still intends to look into offering a DARE-like program. The City's newest Officer, Todd Nichols, has done well. Otherwise, Pell had nothing new to report.

#### **City Administrator / Public Works Director Updates**

Josh Wright, Electrical Lineman, requested the Council authorize the repair of a slipping clutch on the bucket truck. He presented the following bids:

- Kansas Truck Center -- \$2,180.77, including the repair of the rear main seal
- US Machinery -- \$1,500, but around \$1,700 with the rear main seal repair
- D&A Trucking (Local) – Around \$1,726, including ten hours of labor

After additional discussion, Ford moved to have the bucket truck repaired by D&A Trucking so long as the expenditure does not exceed \$2,000. Adam Wright seconded, and the motion passed five to zero.

Josh Wright advised that the City is now completely out of utility poles. They can be purchased from Kenny's Electric for \$615 per pole. However, Wright recommended the City purchase them through Kriz-Davis by having our poles shipped with Ark Valley's, which would cost between \$305 and \$375 per pole, including shipping. Scott authorized the purchase of ten poles; Etchison seconded. The motion passed with five "yes" votes.

Metal cross-arms for the poles at the baseball diamonds were briefly discussed; Wright will research repairing / replacing them.

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

- The pool will open on May 22, 2011. The first coat of paint is down.
- The pool roof peeled off during the last high-wind episode. Repairing it will cost the City its \$1,000 deductible.
- The digger truck sold for \$850, and the 1993 Ford sold for \$450.
- A 2000 Chevy was purchased for \$7,900, and some rust repair is still needed.
- A handout detailing the City's water history was provided, and Blake then presented a brief review of the water system. A few questions were answered. Alfors commented that he was surprised to hear a few public meetings on the water project had been held, and the turnout was rather low. The Council agreed there's a lot of misinformation floating around about the water project and thought it may be best to consider some form of mass communication to provide citizens with the facts about the water system, as well as other pertinent information. Blake advised he would work on it.

#### **Letter of Support to USD 312 Regarding Haven Grade School**

All members were provided with a drafted letter of support authored by Scott. Adam Wright moved to approve the letter to the Board. Etchison seconded, and the motion passed 5-0.

#### **Council's Regular Meeting Date**

Meetings were previously moved to Fridays to accommodate Mayor Littlestar's work schedule. Because he is no longer in office, all agreed it seemed appropriate to change the meetings back to a more convenient night of the week. Monday was chosen. Scott moved to adopt Ordinance 596, changing the Council's regular meeting date back to Mondays. Wright seconded, and the motion passed unanimously. The first Monday meeting will be June 6, 2011.



### **Review / Recommend Changes to Code of Procedure for Meetings**

Alfers advised this item could be removed from the agenda, that he had misunderstood a portion of the Code. Brief discussion took place regarding the allowance of public comment, how to get on the agenda, etc. In the end, no changes were made to the Code of Procedure.

### **Annual Mayoral Appointments**

Ford moved to approve the following appointments:

- Gladys Dodds as Treasurer
- Stanley Juhnke as Municipal Court Judge
- Larry Bolton as City Attorney
- Leslie Warden as City Clerk
- Robert Pell as Chief of Police
- Allen Blake as City Administrator / Public Works Director.

Mitchell seconded, and everyone voted in favor of the same.

### **Survey Results**

The Council was provided with the results of a survey conducted by Mayor Alfers during his campaign.

### **Governing Body Institute**

The League of Kansas Municipalities will be conducting a Governing Body Institute on May 13 – 14 in Topeka. Mayor Alfers expressed how beneficial he thought it may be to new and existing governing body members as well as the Clerk and Administrator. However, he and the Clerk seemed to be the only ones interested in attending. Warden advised the deadline to register may be past but she had given a heads-up that we might try to squeeze in. Scott moved to authorize the Clerk and Mayor to attend the Institute. Wright seconded, and all voted in favor of the same.

### **Council Concerns**

#### *Recreation Event Registration:*

Scott advised that more options for registration should be offered and the Recreation Board should come up with recommendations to present to the Council. The Council agreed and would like to receive those recommendations by the July 18<sup>th</sup> meeting.

#### *Future Agenda Items – Capital Improvement Plan*

Scott asked that the Council be provided with the City's Capital Improvement Plan, especially to give the new governing body members a picture of the City's long-term plans for equipment replacement. There are remaining appointments that need to be made to the Capital Improvement Plan Updating Committee as well. Scott suggested these be placed on the next agenda.

#### *Liaisons to City Boards:*

Etchison agreed to be the Council liaison to the Library Board, Wright to the Tree Board, and Alfers to the Recreation Board.

### **Executive Session**



Scott moved that the Council recess into executive session pursuant to the non-elected personnel exception in order to discuss a worker's compensation claim with Pell, Warden, and Blake present, the open meeting to resume at 9:15 PM. Mitchell seconded, and the motion carried.

At 9:15 PM, normal session resumed with no action taken during executive session. Then Scott moved that the Council again recess into a fifteen-minute executive session pursuant to the acquisition of real estate exception in order to discuss easements for the water project, with Blake present. Etchison seconded, and the motion passed five to zero.

At 9:30 PM, the Council resumed regular session with no action taken during executive session.

**Tony Troyer: New EMS Building**

Troyer came forward to learn what the City wishes to do in regards to providing a new EMS building. He asked if the City wants to purchase it alone and be the sole owner or enter into cost-sharing with the other surrounding townships. Ownership of the current building was discussed as well as a recently discovered budgeting issue in the ambulance fund. Ford asked how the townships felt about sharing in the cost; Troyer had not yet explored that. Mayor Alfery suggested seeing if Mt. Hope wishes to combine services with Haven. Troyer said he would put his feelers out and report back.

**Adjournment**

At 10:00 PM, Scott moved and Ford seconded for adjournment. The motion passed unanimously.

/s/  
Mike H. Alfery, Mayor

Attest:

/s/  
Leslie Warden, City Clerk