



MINUTE RECORD
Regular Council Meeting City of Haven

REGULAR MEETING

TUESDAY, JANUARY 3, 2023

THE CITY COUNCIL MEETING IN REGULAR SESSION HELD AT 120 S. KANSAS AVENUE WAS CALLED TO ORDER AT 7:00 PM BY MAYOR ADAM WRIGHT. THE FOLLOWING PEOPLE WERE PRESENT:

Council Members: Christopher Scott, Kylie Rush, Sandra Williams, Mark Robinson, Austin Borden.

Absent: None.

Others: City Clerk Leslie Atherton, Police Chief Stephen Schaffer, Public Works Director Chad Swartz, City Attorney Andrew Foulston, Kyrin Crist.

No one signed up to speak during public comment time. After motion from Williams and second from Scott, the executive session on the agenda was unanimously changed to discuss junk and nuisance ordinance matters with Chief Schaffer present.

Minutes

Borden moved to approve the minutes of the December 5, 2022, meeting. Rush seconded, and the motion passed.

Accounts Payable

Robinson moved and Williams seconded to approve accounts payable for December 6 through December 19, 2022, totaling \$235,868.23. Motion passed unanimously.

Next, Robinson moved, and Borden seconded to approve accounts payable for December 20, 2022, through January 3, 2023, totaling \$766,817.16.

Members were provided financial reports for the month of November 2022, including a summary of receipts and disbursements, comparison of budgeted to actual expenditures, and reconciliation of Jayhawk Utility receipts to money deposited into utility accounts.

City Clerk, Leslie Atherton:

Adopt GAAP Waiver for 2022 Financial Reporting

Williams moved and Borden seconded to adopt Resolution 401, waiving GAAP requirements for 2022 financial reporting. Motion passed five to zero.

Consider Moving Funds from CDs to Insured Cash Sweeps

Atherton provided members with a handout, noting the City has \$98,711.09 in a six-month CD and \$126,356.77 in a twelve-month CD both at an interest rate of .23%. The remainder of the City's funds, around \$4.7 million (less \$300,000) are in the Insured Cash Sweep program which is currently earning interest at a rate of 3.65%. The rate can change daily but appears to be on the uphill climb. It was 3.04% in mid-November and has continued to climb slowly. With minimal penalties, which the City would quickly recover, money from the CDs could be pulled and placed into the ICS program to maximize interest earnings. When interest rates begin to flounder, the money could be returned to CDs if the City so desired. She requested the Council's permission to move the money from CDs to ICS. Rush moved and Scott seconded to approve this endeavor. Motion passed with five "yes" votes.

Consider Bill from Kansas Municipal Insurance Trust

Members were provided with the invoice of \$8,646 from Kansas Municipal Insurance Trust for Workers Compensation Insurance for 2023. Atherton noted this is a 13.1% increase from the prior year due to



increase of 9.7% in projected payroll and a slight increase in the City's Experience Mod. Williams moved and Borden seconded to approve payment of the presented invoice. Motion passed unanimously.

Discuss Year-End Expenditures

Atherton asked members to consider implementing a "drop dead" date for expenditures, particularly those from the City's advisory boards. She noted when boards realize in the third quarter of the year that they may be leaving funds for the year behind, there seems to be a scramble to pursue projects and expenditures, which can be dizzying for her department. It also tends to result in rushed projects that may not have been given the planning and consideration they deserve to make them successful. She asked if the Council would support making the second Council meeting in November the last date to turn in expenditures for new projects or seek approval of new projects and un-customary expenses. After brief discussion, Williams moved, and Borden seconded to approve Atherton's recommendation. Motion passed with five "yes" votes.

Board Appointment

Scott moved and Borden seconded to approve the appointment of Adrienne Thetford to the Recreation Board for a term expiring December 31, 2024. Motion passed unanimously.

Public Works

Consider Quote for 2023 Quarterly Street Sweeping

Members were provided with a quote from Clean Rite for 2023 quarterly street sweeping at \$3,900 per quarterly, totaling \$15,600 yearly. Swartz will work with Clean Rite for better scheduling to provide advance notice to citizens. Williams moved and Scott seconded to approve the quote for street sweeping in 2023, not to exceed \$15,600. Motion passed unanimously.

Consider Expenditure to Purchase Laptops for Public Works (Not to Exceed \$3,000)

Members were provided with a handout showing equipment Swartz wished to purchase for Public Works: two Microsoft Surface Pro 8s, two Surface Pro keyboards, two Surface Pro hub docking stations, two mice, two laptop carrying cases, and three 24" computer monitors, totaling \$2,715.69. Swartz explained how the purchase would benefit his department and their access to recently purchased mapping and AMI tools then requested authorization of the purchase, not to exceed \$3,000. Borden moved and Rush seconded to authorize the purchase, not to exceed \$3,000.

Updates

Public Works Director, Chad Swartz, provided the following updates:

- A pad mount transformer at Color By Design failed and had to be replaced.
- The power outage on December 22, 2022, went from around 1:00 AM to 7:00 AM and was on Every.
- Better water meter lids for AMI project were found and purchased at a lower cost than the Council originally approved for lids.
- There was a water main break at 5th and Hutchinson on December 28, 2022. Public Works repaired it the next morning and had water service restored to customers by noon.

Chief of Police:

Updates

Chief Schaffer provided the following updates:

- Schaffer informed the Council that, according to a local Kwik Shop employee he spoke to today, Kwik Shop corporate has approved the towing of the RV that recently appeared in their vacant lot. However, just after lunch, a second trailer showed up at the lot. Evidently, an employee of Kwik Shop advised the owner that he or she could park the trailer there for a week. Schaffer advised, though, that the other RV, whom he advised had no registered owner, would be towed. Scott asked how long Kwik Shop would have to tow the vehicle. Schaffer said that would be on Kwik Shop. Scott asked how long Schaffer would wait to reach back out to Kwik Shop if the



vehicle is not towed. Foulston said this could be discussed further in executive session, but the City could charge Kwik Shop with violation of the junk ordinance. He said these things are usually handled best informally, especially if there's been good communication, but it was up to the City how to handle the matter.

Authorize Mayor Wright to Sign L.J. Roth Restoration Agreement for Pool Repairs

Members were provided with an agreement from L.J. Roth Restoration Service for pool repairs, totaling \$889,825, which the City recently took on a bond issue to fund. Mayor Wright asked to include language about liquidated damages if the project does not stay on deadline. Foulston advised that liquidated damages could not be assessed but if the project did not stay on schedule, the City could pursue remedies for breach of contract. Williams felt the deadline in the contract, April of 2023 (weather-dependent, was sufficient. Williams moved and Rush seconded to authorize Mayor Wright to sign the agreement. Motion passed five to zero.

Executive Session

At 7:37 PM, Williams moved that the Council recess into executive session pursuant to the attorney-client privilege exception to discuss the junk and nuisance ordinance matters with City Attorney Andrew Foulston, City Clerk Leslie Atherton, Chief Schaffer, and Public Works Director Chad Swartz, present, the open meeting to resume at 7:47 PM in Council Chambers. Scott seconded, and the motion passed unanimously.

At 7:47 PM, regular session resumed with no action taken during executive session. Then Williams moved and Scott seconded to recess into executive session pursuant to the same exception for the same discussion purpose with the same individuals present, the open meeting to resume at 8:02 PM in Council Chambers. Motion passed with five "yes" votes.

At 8:02 PM, regular session resumed with no action taken during executive session.

Council Concerns:

Scott expressed continued concern about junk vehicles on private properties. At Foulston's suggestion, by the end of this week, Schaffer and Swartz will identify all junk vehicles on private properties within the City and provide that information to Foulston so that they can all be addressed at the same time in the same manner by way of letter authored by Foulston.

Council member Rush expressed concern about re-accumulation of junk at a property on Hutchinson Avenue. Schaffer will check, and if that's the case, he will cite the property owner.

Agenda Planning: Items listed for January 17, 2023, were read aloud.

Adjournment

At 8:12 PM, adjournment was unanimously approved after motion from Robinson and second from Borden.

/s/
Adam Wright, Mayor

Attest:

/s/
Leslie Atherton, City Clerk