



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

**Meeting: REGULAR**

**Date: January 22, 2019**

**THE CITY COUNCIL MEETING IN REGULAR SESSION WAS CALLED TO ORDER AT 7:00 PM BY MAYOR, ADAM WRIGHT. THE FOLLOWING PEOPLE WERE PRESENT:**

**Council Members: Tricia Paramore, Matt Johnson, Sandra Williams, Ron Dale, Philip Kauffman.**

**Absent: None.**

**Others: Leslie Atherton, Derek Stoll, Stephen Schaffer, Cindy Schmucker, Kelly Schmucker, Greg Wood, Joshua Scott, Dave Lowy.**

The meeting was opened with the flag salute and followed with a moment of silence to honor those in the military, first responders, and other public service to our country and community.

Williams requested the addition of "Discuss Dog Tag Procedures." Williams moved and Johnson seconded to approve the addition. Motion passed unanimously. No one signed up to speak during public comment time.

**Minutes**

Paramore moved to approve the minutes of the January 7, 2019, meeting. Johnson seconded, and the motion passed, though Dale and Johnson abstained due to their absence from the last meeting.

**Accounts Payable**

Kauffman moved to approve accounts payable, totaling \$113,995.55. Paramore seconded, and the motion passed five to zero.

Members were provided with financial reports for the month of December 2018 as well as the year of 2018, 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.

**Consider Planning Commission's Recommendation for Building Permit for 510 W. Main**

Members were provided with minutes from the Planning Commission's January 15, 2019, meeting as well as the application for building permit from Kelly and Cindy Schmucker to erect a 40 X 60 building with attached 24 X 24 office to facilitate sales and service for RV campers. The Planning Commission recommended the Council approve the building permit as presented. After brief discussion about the safety of the nearby intersection, Paramore moved, and Kauffman seconded to approve issuance of the building permit. The motion passed five to zero.

**Consider Appointment of Steve Becker to Planning Commission for a Term Expiring 12/31/2021**

Kauffman moved and Williams seconded to appoint Steve Becker to the Planning Commission for a term expiring December 31, 2021. Motion carried unanimously.

**Discuss 2019 Strategic Direction with Input from Recreation Board and Economic Development Committee**

Members were provided with a draft of the 2019 Strategic Direction, including the EDC's recent input.

Sherri Schneider, Recreation Board Chairperson, was present and advised the Recreation Board intends to keep its 2019 strategic direction the same as what was listed for 2017. The focus on adult recreation will involve pickle ball, volleyball, and golf as well as coordinating with other local organizations.



Rick Gates was not present as he had flight issues returning home from a trip, and with inclement weather, Atherton advised Graf her attendance was not necessary since the strategic direction input was already provided to the City Council in written format. However, Atherton did tell Gates and Graf she thought the Council would appreciate an update from the EDC on 2019 initiatives before the end of the quarter. For 2019, EDC's two main focuses will be housing and business retention and recruitment.

**Derek Stoll, Public Works Director:**

*Authorize Expenditure for Utility Services to Pool*

Stoll provided an estimate from APAC-Kansas, Inc. to have new water (\$3,900.73) and sewer lines (\$1,200) extended to the pool. This would allow Public Works to install a new main to the pool's 3" fill line and 1" going to bathhouse. According to the pool contract, these lines must come within 5' of building. Paramore moved to approve the expenditures as presented. Johnson seconded, and the motion passed with five "yes" votes.

**Chief Schaffer:**

*Consider Hiring Part-Time Officer(s)*

Schaffer is currently conducting background investigations on two officers he would like to consider hiring. He requested the Council's authorization to hire the individuals if their background investigations returned positive results but indicated he would ultimately like to have a total of four (4) part-timers on staff. Johnson moved and Paramore seconded to allow Schaffer to hire up to three (3) part-time officers, plus Christopher Shields, at a rate of \$12.50 per hour. Motion passed five to zero.

**Public Works Updates:**

Stoll provided the following updates:

- There were some water plant issue over the weekend due to power flickers. Those were worked out with R.E. Pedrotti today.
- Salt spreading activities occurred Friday and today due to inclement weather.
- Christmas snowflake decorations were taken down since the last Council meeting.
- Dale inquired about the usefulness of the new leaf vac system. Stoll said it worked well, but it was labor-intensive.
- Paramore inquired as to the status of obtaining a bid for the Stadium Drive and high school area to be moved to the 7200 system.

**Chief of Police Updates:**

Chief Schaffer provided the following updates:

- Schaffer noted the computer expenditure approved at the last meeting actually came in under the amount approved.
- Positive feedback has been received about the Police Department's facebook page.

**Executive Session**

At 7:35 PM, Paramore moved and Kauffman seconded that the Council recess into executive session pursuant to the non-elected personnel exception in order to review performance evaluations with Chief of Police, Public Works Director, and City Clerk present, the open meeting to resume at 8:00 PM. Motion carried.

At 8:00 PM, regular session resumed with no action taken during executive session. Then Kauffman moved and Paramore seconded to recess into executive session pursuant to the same exception for the same purpose with the same individuals present, the open meeting to resume at 8:20 PM. Motion carried.

At 8:20 PM, regular session resumed with no action taken during executive session. Members suggested removing from the proposed Wage Increase Plan the sentences prior to Tier 1 and changing Tier 3: Merit to be up to 2.0% rather than 1.0%. Paramore suggested including a rubric under Tier 3 to guide the Council's decisions on awarding



merit increases in the future. With those changes, the Wage Increase Plan with suggested revisions was unanimously approved after motion from Kauffman and second from Dale.

Then Dale moved and Johnson seconded to implement the following increases: 2.8% cost of living adjustment for all employees, increase of 6.5% for Andrea Williams (2.8% COLA, 1.0% longevity, and 1.7% merit), and an increase of 4.5% for Matt Hayden (2.8% COLA, 1.7% merit). Motion passed five to zero.

**Council Concerns**

As a result of a concern brought forth by Williams, the governing body suggested several revisions to the City's dog ordinance. Atherton will ask the City Attorney to draw up an amendment.

Dale asked if the pool project was on schedule. As recently as the project has started up, neither Stoll nor Atherton had a good answer but advised they would pursue monthly progress reports from Paddock as it relates to the project schedule.

**Agenda Planning**

Items for February 4<sup>th</sup> were read aloud.

**Adjournment**

At 8:53 PM, Kauffman moved and Paramore seconded for adjournment. The motion passed unanimously.

/s/  
Adam Wright, Mayor

Attest:

/s/  
Leslie Atherton, City Clerk