



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

**REGULAR MEETING**

**MONDAY, FEBRUARY 20, 2023**

**THE CITY COUNCIL MEETING IN REGULAR SESSION HELD AT 120 S. KANSAS AVENUE WAS CALLED TO ORDER AT 7:02 PM BY COUNCIL PRESIDENT SANDRA WILLIAMS. THE FOLLOWING PEOPLE WERE PRESENT:**

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

**Absent:** Mayor Adam Wright.

**Others:** Assistant City Clerk Andrea Williams, Public Works Director Chad Swartz, City Attorney Jennifer Hill, Martha Holmes, Cody Powers, Josephine Gonzalez, Ciara Powers, Colton Chesnut, Dean Chesnut, Ann Chesnut, Kyran Crist.

**Revisions to Agenda**

Scott moved and Borden seconded to add to the agenda an executive session to discuss employee evaluations. Motion passed unanimously.

**Public Comment**

None.

**Minutes**

Robinson moved to approve the minutes of the February 6, 2023, meeting. Scott seconded, and the motion passed.

**Accounts Payable**

Rush moved and Borden seconded to approve accounts payable, totaling \$168,046.37. Motion passed unanimously.

Members were provided financial reports for the month of January 2023, 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.

**Josephine Gonzalez, Rec Board Secretary / Treasurer:**

*Consider Expenditure for RecDesk Annual Renewal (\$3,500.00)*

After explanation from Gonzalez as to how RecDesk is used by the Recreation Department and brief discussion amongst the Council, Scott moved and Borden seconded to approve the expenditure for the annual RecDesk renewal, not to exceed \$3,500. Motion passed unanimously.

**Consider Appointments to Capital Improvement Committee**

Members were provided with a handout, which listed appointees (Schaffer, Swartz, Atherton, Carmichael, and Rush) to the Capital Improvement Committee. In Atherton's absence, Swartz requested Council's approval of the same for the 2024 budgeting cycle. Robinson moved and Borden seconded to approve the list as presented. Motion passed with five "yes" votes.

**Public Works**

**Updates**

Swartz provided the following updates:

- Renovations at the pool are moving right along. Last week footings were poured, and walls were framed up. Concrete for the walls will be poured tomorrow or Wednesday.
- Swartz attended a Park Board meeting to field questions and provide feedback about proposed projects.



- In regard to the recent emergency electrical outage by Evergy, Swartz expressed his disappointment in the lack of communication from Evergy to the City about the outage. He since asked the Evergy representative for increased communication.
- Generator at the water treatment plant is still being worked on. The block was sent off to McPherson so it can be checked for cracks.
- The AMI electric meters should arrive soon. However, they will not be mass-installed until mid-April, and that is estimated to take two weeks.
- Swartz has been in contact with Brad Gingerich of the Haven Fire Station regarding valve exercise program.
- Asplundh has at least another week of tree trimming to complete.
- The new Kubota UTV should be delivered in early March.

#### *Consider Bids for Electrical Engineering Study*

Swartz presented and members were provided with two bids for an electrical engineering study to be completed for City of Haven to pursue moving the 2400 delta to 7200 primary, which would allow the City to do away with the in-town Evergy substation and to better isolate electrical outages. In order to apply for any of the Federal grants for rural infrastructure that are to be issued in the near future, Swartz advised, the City would have to have at least Phase One completed.

The bid from Utility HelpNet, Inc., a vendor the City has used previously, showed Phase One at \$27,000, Phase Two at \$8,500, and Phase Three cost to be determined after construction scope is defined, though it would be roughly 10-15% of the cost of construction. The second bid, from Entrust Engineering, came in listed Phase One at \$16,780, Phase Two at \$10,660, and Phase Three at \$10,950. Swartz noted the differences between the two bids and said based on what he read about Phase Three, he felt like Utility HelpNet, Inc. would be more deeply involved, which would probably be best for the City. Based on that and the fact that the vendor is already familiar with the City's electrical system, he recommended the Council approve the bid from Utility HelpNet, Inc. He noted the expenditure presented would be covered by funds from the Electrical Upgrades line item in the Capital Improvement Fund.

Williams moved and Rush seconded to move forward with Phase One with Utility HelpNet, Inc. as presented, not to exceed \$27,000. All members voted in favor of the same.

#### *Consider Purchase of Updated Building Code Books*

Swartz noted the current building code books in effect for the City of Haven are from 2009 and previous. He noted the State of Kansas is currently utilizing the version from 2015. He requested authorization to purchase updated code books, including NFPA 37. Once those arrive, he will then present an ordinance for the Council to adopt them as the law by reference. Borden moved and Scott seconded to approve the expenditure, not to exceed \$2,500. Motion passed unanimously.

#### **Chief of Police**

##### *Updates*

None; Chief Schaffer was absent.

#### **Discuss Truck Routes** *(Sponsored by Borden)*

Borden brought along with him a print-out of the current truck routes, which was provided to him by Chief Schaffer. He suggested additions to the current truck routes because they provide no access to the schools or businesses on North Kansas Avenue. Swartz explained that delivery can be made to those places on the current truck routes and disagreed with putting truck routes in residential areas. He noted that the City has "beefed up" the concrete and asphalt on the current truck routes, and changing the routes to put truck traffic on streets not designed for it would be detrimental. Ultimately, no action was taken to change the current truck route.

#### **Update on Pool Matter from City Attorney**



City Attorney, Jennifer Hill, provided members with a draft public announcement about the current status of the pool. Williams commented she liked the public safety focus of the announcement. By way of consensus, the governing body approved the announcement for release. Hill noted one party to the litigation is scheduled to inspect the debris from concrete removal this Friday.

#### **Executive Session**

At 7:40 PM, Scott moved and Rush seconded that the Council recess into executive session pursuant to the non-elected personnel exception in order to discuss employee evaluations with City Attorney Jennifer Hill present, the open meeting to resume at 8:00 PM in Council Chambers.

At 8:00 PM, regular session resumed with no action taken.

#### **Council Concerns**

Borden voiced support for a grand-opening event when the pool finally opens.

Williams announced that this Council meeting will be her last as she is moving elsewhere. She thanked those present for their work and their votes.

**Agenda Planning** Items listed for March 6, 2023, were read aloud.

#### **Adjournment**

At 8:04 PM, adjournment was unanimously approved after motion from Borden and second from Rush.

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Adam Wright, Mayor

Attest:

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Leslie Atherton, City Clerk