



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: February 17, 2020

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: Sandra Williams, Tricia Paramore, Ron Dale, Matt Johnson, Mark Robinson (at 7:30 PM).

Absent: None.

Others: Derek Stoll, Leslie Atherton, Stephen Schaffer, Larry Bolton, Greg Wood, John Riggins, Darrian Campbell.

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

City Clerk Leslie Atherton requested the addition of "Consider Resolution for Credit Card Program" to the agenda. Johnson moved and Paramore seconded to approve the agenda changes. Motion passed. No one signed up to speak during public comment time.

Minutes

Dale moved and Williams seconded to approve the minutes of the February 3, 2020, meeting. Motion carried. Paramore abstained.

Accounts Payable

Paramore moved and Johnson seconded to approve accounts payable, totaling \$124,350.70. Motion passed unanimously.

John Riggins, Kirkham Michael: Consider Agreement for Pool Repair Services

Members were provided with a letter and agreement for professional engineering services related to pool repairs. The services would consist of project management and design, bidding period assistance, and construction phase services, for a lump sum total of \$33,400. Paramore moved and Johnson seconded to enter into the presented agreement. Motion passed unanimously.

Introduction of Reno County Sheriff Darrian Campbell

Sheriff Campbell introduced himself to the City Council.

Consider Planning Commission's Recommendation to Approve Issuance of Building Permit for Nutrien Ag Solutions

Members were provided with minutes from the Planning Commission's last meeting, wherein approval of a building permit for Nutrien Ag Solutions was recommended. Nutrien Ag Solutions plans to erect a 2,400 square foot fertilizer containment wall at 511 W. Main to comply with Kansas Department of Agriculture regulations. KDA requires there to be a precautionary containment of 110% of Nutrien Ag's largest tank to protect the groundwater supply should a spill or leak occur. Dale moved and Paramore seconded to approve issuance of the building permit. Motion passed five to zero.

Executive Session

Williams moved and Paramore seconded that the Council recess into executive session pursuant to the acquisition of real estate exception in order to discuss the purchase of real estate with City Attorney, Larry Bolton, Public Works Director, Derek Stoll, and City Clerk, Leslie Atherton, present, the open meeting to resume at 7:30 PM. Motion passed unanimously.

Approved 03.02.2020



At 7:30 PM, regular session resumed with no action taken during executive session.

Then Williams moved and Paramore seconded that the Council recess into executive session pursuant to the attorney-client privilege with the same individuals present, to discuss the pool project, the open meeting to resume at 7:50 PM. The motion passed unanimously.

At 7:50 PM, regular session resumed with no action taken during executive session.

Then Paramore moved and Williams seconded to authorize Mayor Wright to negotiate on the City's behalf for purchase of a piece of real estate. Motion passed with five "yes" votes.

Leslie Atherton, City Clerk:

Consider Proposed Changes to Employee Handbook

Members were provided with a handout containing two proposed changes to the Employee Policy Manual regarding firearms and commercial driver's license requirements. Paramore moved and Johnson seconded to approve the changes as presented. Motion passed five to zero.

Consider EDC's Recommendation to Approve Additional Incentive Expense for Color By Design Electrical Upgrade

Atherton provided members with handout related to additional expenditures needed for the Color By Design (CBD) electrical upgrade. The EDC previously approved up to \$10,819.07 as an incentive for CBD's expansion. However, since that time, according to Public Works Director, the plan for the electrical upgrade has changed slightly resulting in the need for a different sized transformer. To make this change happen without billing CBD, approval of an additional \$4,788.97 in incentive dollars is needed. Atherton recalculated the return on investment for the incentive, this time accounting for Neighborhood Revitalization, and the return would be 1:1.62, still over the threshold of 1:1.2. The EDC recommended approval of this additional incentive expense at their February 11, 2020, meeting. Ultimately, Johnson moved, and Robinson seconded to approve the presented expense as part of the incentive package. Motion passed with five "yes" votes.

Atherton advised that she and Stoll are working to create a written application for service upgrade requests to help prevent errors and last-minute changes and to clarify communication between the City and the customer.

Consider Bid from Wray Roofing for City Office Roof Repairs

Atherton presented a bid from Wray Roofing to make repairs to the City Office roof, totaling \$2,250 with a one-year warranty. She advised that in the pursuit of bids to re-roof the City Office, two other companies responded with a bid for re-roof, ranging from around \$10,000 - \$20,000. However, Wray Roofing responded with a bid for repairs instead of a re-roof. Greg with Wray Roofing said he thought the repairs would extend the life of the roof considerably. Paramore moved and Johnson seconded to award the work to Wray Roofing, not to exceed \$2,250. Motion passed unanimously.

Consider Resolution for Credit Card Program

Atherton asked the Council to adopt a proposed resolution implementing a credit card program so that the City can open a credit card account through First National Bank of Hutchinson with 1% rewards and no annual fee. However, because the bank was not open today, she was not able to get an answer as to how the 1% rewards would work, though her assumption and preference is that it would be a monthly statement credit. She advised members if they'd feel more comfortable getting the answer to that before adopting the resolution, that would not be problematic as there's no rush to change credit cards. Atherton will present the proposed resolution at the next meeting.

Accept Resignation of Tom Oxley from Tree Board, Effective February 29, 2020



Members were provided with a copy of a letter from Tom Oxley, submitting his resignation from the Tree Board effective February 29, 2020. Paramore moved and Johnson seconded to accept the tendered resignation. Motion passed unanimously.

Public Works Director, Derek Stoll:

Consider Expenditure for SleepHaven Electrical Upgrade

Stoll presented a handout, outlining expected expenditures of \$12,785.27 to complete an electrical upgrade as requested by SleepHaven. However, to account for any change in costs or unexpected overages, Stoll requested authority to spend up to \$16,000, including labor, for the requested upgrade. These upgrade costs would be reimbursed to the City by SleepHaven. Paramore moved and Dale seconded to approve up to \$16,000 for the upgrade with the material and labor costs to be reimbursed to the City within 30-day window from completion. Motion passed unanimously.

Consider Revised Snow Plan

Members were provided with revised snow plan for consideration. Stoll made changes to the snow plan since the City has acquired different equipment in recent years to handle the snow. By way of consensus, the Council approved the plan as presented.

Progress Report on Electrical Upgrade

Stoll advised that he and Atherton have a meeting scheduled with Kansas Power Pool's James Ging on February 27, 2020, to go over the estimate from Kilian Electrical and guidance for next steps.

Updates

Stoll delivered the following updates:

- A few water leaks were repaired this last week.
- Snow removal has gone smoothly as the City's equipment has worked quite well.

Chief of Police, Stephen Schaffer:

Updates

Schaffer delivered the following updates:

- Schaffer has ordered the new truck from SERV.
- He hopes to have the bulletproof vests ordered by the end of the week as all the full-time officers have now been fitted.

Council Concerns

Paramore brought in article about Mexican restaurant that went in at Buhler and Halstead. The article noted that they are looking to open another location elsewhere, and she thought Haven should be considered. Atherton will share the article with Jitana Graf.

Dale mentioned that Haven Recreation is still talking about adult activities, such as volleyball, cornhole, and basketball. Increasing fees for baseball and softball was discussed as well.

Agenda Planning

Items for March 2nd were read aloud.

Adjournment

Meeting was adjourned after motion from Paramore and second from Johnson. The motion passed unanimously.



/s/

Adam Wright, Mayor

Attest:

/s/

Leslie Atherton, City Clerk