



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

**Meeting: REGULAR**

**Date: March 5, 2018**

**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, Steve Carmichael, Tricia Paramore, Philip Kauffman.**

**Absent: None.**

**Others: Leslie Atherton, Rob Pell, Jitana Graf, Ron Dale, Joey Young.**

The meeting was opened with the flag salute and followed with a moment to honor those who have served in the military, First Responders, and other Public Service to our Country and Community.

Mayor Wright requested the addition of "Appoint Individual to City Council." Paramore moved and Williams seconded to approve the addition. All members voted in favor of the same. No one signed up for public comment.

**Minutes**

Carmichael moved and Kauffman seconded to approve the minutes of the February 19, 2018, meeting. Motion passed unanimously.

**Accounts Payable**

Paramore moved to approve accounts payable, totaling \$59,662.38. Carmichael seconded, and the motion passed unanimously.

Members were provided with financial reports for the month of February 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.

**Jitana Graf, Economic Development Director: Update from EDC**

Graf advised the Council of recent EDC happenings, including undertaking the Housing Assessment Tool, hosting ICE House (8-week entrepreneurial mindset program), and work compiling resources for any potential buyers of the grocery store.

**Consider Resolution Implementing Longevity Increases**

Williams moved to adopt Resolution 335 implementing longevity increases for the Assistant City Clerk, Public Works Director, and full-time EMT. Kauffman seconded and the motion passed unanimously.

**Consider Invoice from Benesch for Safe Routes to School: \$13,629.05**

Members were provided with a copy of Invoice 115839 from Benesch totaling \$13,629.05 for professional services from January 22, 2018, to February 18, 2018. Williams moved and Carmichael seconded to approve payment of the invoice. Motion passed four to zero.

**Consider Advisory Letter to Board Members**

Members were provided with a copy of letters to Tami Minnis and Jon Nisly, members formerly appointed to represent the City of Haven on the Ambulance Board, advising them that due to ongoing litigation they no longer have the authority to represent the City of Haven. This letter was drafted at the advice of the City Attorney. Atherton asked for the Council's approval to mail out. Paramore moved and Carmichael seconded to approve the correspondence with one revision. Motion passed unanimously.

Approved 03-19-2018



### **Executive Sessions**

Paramore moved that the Council recess into executive session pursuant to the non-elected personnel exception in order to review applications for Maintenance Technician with Public Works Director, Rob Pell, present, the open meeting to resume at 7:30 PM. Kauffman seconded, and the motion passed. Carmichael excused himself from the executive session as he was one of the applicants.

Regular session resumed at 7:30 PM with no action taken. Then Paramore moved and Williams seconded to recess into executive session pursuant to the same exception for the same purpose, the open meeting to resume at 7:40 PM. Motion passed; Carmichael abstained and remained out of the executive session.

Regular session resumed at 7:40 PM with no action taken.

Then Paramore moved to approve Pell's recommendation to hire Steve Carmichael as maintenance technician at \$13.50 per hour with the possibility of a \$.25 increase with the completion of each water / wastewater certification test, for a total increase of \$.75. Williams seconded and the motion passed with three "yes" votes. Carmichael abstained.

### **Appointment to City Council**

Mayor Wright appointed Ron Dale to the vacant City Council seat and asked for the Council's confirmation of the same. Paramore moved to approve the appointment of Ron Dale to the vacant seat on the City Council. Williams seconded, and the motion passed unanimously. City Clerk, Leslie Atherton, then swore Dale in.

### **Rob Pell, Public Works Director:**

#### *Consider Bids for Hydrovac*

There's \$52,000 budgeted in 2018 for purchase of a Hydrovac. Pell presented two bids for consideration:

1. Diesel-powered Ring-o-matic from Key Equipment for \$58,000 (New)
2. Diesel-powered 2016 McLaughlin VX30 with additional options from Vermeer for \$49,000.00 with a one-year warranty (Used only for demos)

After brief discussion, Kauffman moved and Paramore seconded to purchase the 2016 McLaughlin VX30 from Vermeer not to exceed \$49,000. All members voted in favor of the same.

#### *Consider Expenditure to Replenish Transformer Stock*

Work on the lines near the old Stinger building required use of two transformers in stock. Pell requested to purchase one of those transformers to replenish stock of the 50 KVA at a cost of \$1,050 plus tax. Kauffman moved and Williams seconded to authorize the purchase. Motion passed unanimously.

#### *Consider Expenditure to Repair Tornado Sirens*

Two Saturdays ago, the tornado sirens went off repeatedly without prompting. This was likely due to a short in the system. Electricity to the sirens has been disconnected until repairs can be made. Pell presented a quote from Pierce Electronics for \$3,622.50 to replace the communication boxes. Williams moved and Carmichael seconded to approve the expenditure, and motion carried five to zero.

### *Updates*

Pell presented the following updates to the Council:

- Hydrant at 2nd and Kansas Ave has been replaced; the water was only off for about an hour and a half.
- APAC has moved up the repaving of Kansas Avenue and Wichita Avenue to around the 1st week of April.
- Public Works will be setting a utility pole on Hutchinson Avenue and replace open secondary on Wednesday.
- They will also be replacing leaky water meter and some bad plumbing at the baseball diamond.



- A discussion took place about replacing the trash cans on Kansas Avenue.

**Council Concerns**

Williams received citizen inquiries about the hole on Kansas Avenue while the fire hydrant replacement was taking place. She suggested better information be provided to the citizens about ongoing Public Works projects.

Paramore extended an invitation to the Council members to attend the state basketball tournament at 8:15 PM on Thursday at the Sports Arena to help cheer on the Lady Cats.

On March 16th at 6:30 PM, the Haven Chamber of Commerce will be hosting mural artist, Dave Lowenstein, at the Haven Community Building. Williams suggested members consider attending.

**Adjournment**

At 8:07 PM, Paramore moved and Kauffman seconded for adjournment. The motion passed unanimously.

/s/  
Adam Wright, Mayor

Attest:

/s/  
Leslie Atherton, City Clerk