



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: March 6, 2017

THE CITY COUNCIL MEETING IN REGULAR SESSION WAS CALLED TO ORDER AT 7:00 PM BY MAYOR PAULA SCOTT. THE FOLLOWING PEOPLE WERE PRESENT:

Council Members: Sandra Williams, Steve Carmichael, Les Banman, Shauna Schoepf-Pearce.

Absent: Adam Wright.

Others: Don Bogner, Keith Schmidt, Rob Pell, Andrea Williams, Matt Hayden, Tami Minnis, Jim Schmidt, Shannon Atherton, Stephanie Carlson, Shannin Rettig, Philip Kauffman, Sherri Schneider, Chuck Haines, John Jenkins, and Lindsey 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.

No revisions to the agenda were made.

Public Comment

Don Bogner invited the Council to meet with members of the Yoder and Sumner Township Boards on March 13, 2017, at 7:00 PM at Haven EMS Building to discuss recent concerns about Haven Community Ambulance Service.

Minutes

Carmichael moved and Williams seconded to approve the minutes of the meetings of February 20 and 21, 2017. Motion passed four to zero.

Accounts Payable

Banman moved and Carmichael seconded to approve accounts payable totaling \$62,844.26. Motion carried four to zero. Banman then moved and Carmichael seconded to approve accounts payable to Shep Chevrolet of \$10.93. Motion carried three to zero; Schoepf-Pearce abstained due to her relationship to the vendor.

Members were provided with financial reports for the month ended February 2017, including a summary of receipts and disbursements, comparison of budgeted to actual expenditures, and a report reconciling bank deposits for utility funds to payments received in Jayhawk Utility Suite.

Stephanie Carlson, Tree Board Chairperson: Quarterly Update

Stephanie Carlson, President of the Tree Board, announced that the City has been a Tree City USA for 37 years now. The award will be given in Beloit, KS on March 23rd and the board will probably send a member to accept. The Tree Board has had one request for tree trimming and one request for adjustment in recent months. She also mentioned that two trees over on 4th Street were inappropriately trimmed and their council liaison, Adam Wright, will be looking into who did that work.

The Tree Board will be planning in the future for spring plantings and for Arbor Day.



Sherri Schneider, Recreation Board Chairperson: Quarterly Update

Schneider stated that basketball was a huge success this year with 70 players on 10 teams. No games were cancelled due to bad weather. The board's focus will be looking at the possibility of offering adult programs in the future.

Consider Jointly Purchasing Storage Shed with Haven Baseball Club

USD 312 recently granted permission to place a storage shed at the softball fields. Schneider presented bids for purchase of a 10 x 12 storage building: Flynn's Buildings - \$2804, Sturdi Built - \$2968 and QSI - \$2380. Haven Baseball Club would like to add on to that building to be able to store some equipment. The Baseball Club would pay the additional \$795 to be able to have a 10 x 4 space with an interior wall built and separate doors to secure items. The building would be 100 % property of the City. The bid to include said area for the baseball club from QSI would total \$3,175. Schoepf-Pearce asked if relations between the Haven Rec and Haven Baseball Club were good enough that there would be no problems. Schneider responded affirmatively. Banman moved to purchase building from QSI for \$3,175, Williams seconded and the motion passed 4-0.

Shannon Atherton, Park Board Chairperson: Consider Expenditure for Fencing

Atherton presented bids to replace the fencing along Haven Buhler and some needed repairs on gates at tennis courts. Bids from Yoder Fencing - \$3,917.60 and Wells Fencing - \$2,982.63 were provided. Wells Fencing offered to throw in the repairs at tennis court for no additional cost. Schoepf-Pearce motioned to accept Wells Fencing's bid for \$2,982.63, Carmichael seconded. The motion passed with four "yes" votes.

Quarterly Update

The Park Board met on February 28th to begin to formulate a plan for the coming year. Focus will be on the corner of Haven-Buhler Rd. and 5th St. with a welcome sign and landscaping. Getting bids on the outfield berm, Carmichael will be helping get free dirt to help construct that. Park Board's next meeting will be March 30th. Schoepf-Pearce inquired if the welcome sign will be lit. Atherton responded that it would be. Mayor Scott reminded that part of the Strategic Direction for 2017 is to assist the Park Board in getting alternative funding for the Engweiler Park renovation.

Proposed Ordinance regarding Junk / Weeds

Mayor Scott spoke that one of the unintended consequences of adopting the International Property Maintenance Code and changing how it is enforced is the inability to effectively address junk and weeds. The proposed ordinance is intended to clean up that deficiency by allowing the police department to issue a ticket for an infraction. Williams motioned to adopt Ordinance # 665, Carmichael seconded and the motion passed unanimously.

Rob Pell, Public Works Director:

Consider Mower Purchase

Last week Public Works was able to test a Hustler 60" Z Hype Drive mower to compare with our Grasshopper. Pell had three bids for a replacement mower but advised he felt the best fit was the Hustler for \$11,625 (minus a \$1750 trade in). Discussion ensued between Pell, Williams and Carmichael regarding how vendors were chosen. Ultimately, Schoepf-Pearce made a motion to purchase the Hustler Z Hype Drive mower for \$9,875. Banman seconded, and the motion passed 3-1 with Williams casting the opposing vote.

Haven Mobile Home Court Water Metering Project

Currently the Haven Mobile Home Court has three water meters that service the trailers in the park. The owner would like to install individual meters, which would potentially bring an additional \$14,000-\$15,000 of revenue to the City annually. The soonest we would be able to budget for the City's cost would be 2018. Pell would like to have an engineer look at plans to ensure that the last trailer has the same water pressure as the first on the line.



Williams asked what City's cost would be vs. profit. Pell replied that it would probably be zero profit for the first year. Schoepf-Pearce expressed she thought the project would be beneficial to both the owner and the City. Banman and Carmichael agreed. Schoepf-Pearce made a motion to have Pell get an estimate from an engineer for next meeting. Banman seconded, and the motion passed 4-0.

Accept Resignation of Wes Graham

The council received a letter of resignation for Public Works employee Wes Graham, whose last day will be March 31st. Carmichael motioned to accept Graham's letter and advertise for opening. Schoepf-Pearce seconded and the motion passed 4-0.

Taking Sealed Bids on Ball Diamond Poles

There are five poles that have been taken out at what was formerly the small diamond. USD 312 will use two of them. Pell asked if the Council would like to take sealed bids for the remaining three poles. Carmichael motioned to do so, Banman seconded, and the motioned passed 4-0.

Public Works Director Updates:

- Public Works employees have been helping with remodeling of new Police Department.
- Due to some cracked and leaning poles on Sunset Lane, Public Works is looking to do a few pole replacements soon.
- Installation of underground power at Engweiler Park will begin soon.
- Pell and True will be attending the water conference later this month. Pell will be testing for Class II water operator.
- The new digger and bucket truck have undergone a few repairs done at no cost.

Restructuring of EMS Director Position (Discussion only)

Mayor Scott provided a brief recap of the recent Council and Ambulance Board meeting, stating that the intent was to have an open discussion between the two groups. She then proceeded to read off a list of her take-aways from the meeting:

- The by-laws are outdated and need updating.
- They have no treasurer to handle payroll and insurance needs even though listed in section 2 of the by-laws.
- Standard Operation Procedure was requested over a year ago, but still has not been produced.
- Agreement for new building states townships will contract with City for services.
- City holds loans for townships portion of building. City has made special arrangements with townships for repayments.
- EMS Director is no different than Chief of Police or Public Works Director.
- Long list of repairs now needed at old EMS building that were not brought to anyone's attention. A full-time EMS Director could tend to those issues.
- This is a business and needs to be fixed.

Schoepf-Pearce voiced how eloquently put Mayor Scott's words were. She also stated how frustrated she was after the joint meeting. She is favorable to the Director being a full-time position. Carmichael also stated that he thought it being a full-time position was a good idea, and he thought that both parties are on the same page and can resolve this. Williams agreed that the position needs to be a full-time director. However, she thinks it would be detrimental to the quality of service if we only gave our 50%. She also expressed concern that without a SOP in place that the City has its neck out and is taking on huge liabilities. Banman voiced that the "fence" that divides needs to be torn down and better communication by both sides needs to be had.



Mayor Scott inquired from Council Members what a response to Don Bogner's invitation at the beginning of the meeting should be. After discussion of availability, they agreed to offer March 30th or April 6th as possible dates. Schoepf-Pearce will convey options as she is the Ambulance Board Liaison.

Chief of Police Updates: (given by Officer Matt Hayden in Chief Rush's absence)

- They have been working a few cases.
- Materials are now ordered to work on new Police Department building.

Williams brought up that a citizen had brought to her attention that the black trim at the new PD building appeared to be bent in certain areas. They will talk to contractor to see if anything can be done. She also asked about the downed power pole that caused an outage last week. Hayden indicated they are still doing an investigation.

Council Concerns

None.

Agenda Planning -- Items for March 20

Items posted for March 20, 2017, were read aloud.

Adjournment

At 8:31 PM, Schoepf-Pearce moved and Carmichael seconded for adjournment. The motion passed unanimously.

/s/

Paula J. Scott, Mayor

Attest:

/s/

Leslie Atherton, City Clerk