



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

**Meeting: REGULAR**

**Date: March 20, 2017**

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

**Council Members: Sandra Williams, Les Banman.**

**Absent: Mayor Paula Scott, Steve Carmichael, Shauna Schoepf-Pearce.**

**Others: Leslie Atherton, Rob Pell, Cole Rush, Rick Gates, Roger Christensen, Sherri Schneider, Ron Hirst, Brylie Warden, Jessica Stussy, Lindsey Young, Kylie Rush, Jim Schmidt.**

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.

Jessica Stussy signed up to speak during public comment time. She addressed a line in the March 6, 2017, minutes indicating that Ambulance Department had not properly cared for the building at 102 S. Kansas Avenue. She went through the minutes of the previous meetings going back to 2008 and noted numerous mentions of the deteriorating conditions of the old ambulance building, including a tour she personally had given to Mayor Scott in 2015. Because these issues were indeed noted and brought to the Council, she found it very concerning that the alleged lack of care of the building would be cited as a reason for restructuring the EMS Director position.

**Minutes**

Williams moved and Banman seconded to approve the minutes of the March 6, 2017, meeting. Motion passed three to zero.

**Accounts Payable**

Banman asked about a payable to Cooper Tire Service. Then he moved and Williams seconded to approve accounts payable totaling \$137,386.23. Motion carried three to zero.

**Reno County Commissioner, Ron Hirst: Introduction**

Hirst introduced himself to the City Council and thanked them for the opportunity to visit and to represent the City of Haven as County Commissioner. He asked for feedback on how the County could work better with the Cities in Reno County. He shared some of his ideas with the Council: Reno County participating in the Neighborhood Revitalization Program, though he admitted he wasn't in favor of the entire City being in that "neighborhood," the prospect of having a County Economic Development Director position, the County to set aside \$2,000 in matching funds for each City in the County to be used for clean-up type projects. He also suggested the formation of a county-wide agri-development taskforce to look at ag processing and production and ways to improve the ability to bring outside dollars to the County.

He welcomed the Council members to reach out to him with feedback or any other needs.



**Rick Gates and Roger Christensen of Ag360 Insurance: Present Renewal for City Insurance**

Gates presented two quotes for property, general liability, inland marine, business auto, and work comp insurance for the City. The first was from EMC and totaled \$69,538. The second was from Midwest Public Risk and came in at a total of \$51,853, including a work comp policy from KMIT at \$12,517. Gates educated the Council about the pool concept as it relates to risk transfer, including the pool's use of re-insurance. Next, Gates gave a comparison and contrast of the coverages / deductibles of EMC and MPR.

After hearing the opinions of Atherton and Pell, Williams moved to approve a renewal with MPR and KMIT. Banman seconded, and the motion passed unanimously.

**Sherry Schneider, Recreation Board Chairperson: Consider Hiring Individual as Rec Board Secretary / Treasurer**

Schneider presented the Recreation Board's recommendation to hire Bri Collins as Rec Board Secretary / Treasurer at \$1,800 per year. Williams moved and Banman seconded to hire Collins. Motion passed unanimously.

**Adopt Job Description for Seasonal Field Maintenance Position**

Schneider noted that some field maintenance duties would fall to Have Rec this summer. In the past, these duties were done by Ashworth and Wright. This year Schneider advised the Board has two options. They can hire one person with own equipment to pull drag that we purchase and a second person to clean bathrooms, empty trash, chalk fields. Option two would be to hire Ashworth three days a week utilizing school equipment and hire a second person to clean bathrooms, empty trash, and chalk fields. She noted there's approximately \$1800 available for this field maintenance position. Banman moved and Williams seconded to advertise the field maintenance position as described by Schneider. Motion carried.

**Leslie Atherton, City Clerk: Consider Closing Bank Account that Held EMS Building Bond Funds**

Atherton requested Council's authorization to close account 50326 that held the EMS building bond funds. The account's balance has been zero since late December 2016. Banman moved and Williams seconded to close the account. Motion passed unanimously.

**Consider Reapproving Purchase of Entryway Sign from Haven Sign: \$1,510.00**

Atherton explained that on December 7, 2015, then Economic Development Director, Jessica Hoskinson, presented a request to the Council to purchase three gateway signs among some other signage for a total expenditure of \$10,500. While the request was approved, the purchase of the third entryway sign to go at 5<sup>th</sup> and Haven Buhler was never made. Atherton requested re-authorization of the expenditure to purchase this third sign for \$1,510 from Haven Sign, which would keep the total sign expenditure under the originally approved \$10,500. This expenditure would come from General Fund cash.

Williams moved and Banman seconded to approve the purchase. Motion passed unanimously.

**Open Sealed Bids on Ball Diamond Poles**

One bid was received for the three ball diamond poles / lights from Jack Kranz at \$152.00. Williams moved to award the poles / lights to the high bidder, Jack Kranz. Banman seconded, and the motion passed unanimously.

**Rob Pell, Public Works Director:**

**Consider Purchase of Pool Maintenance Supplies**

Pell requested authorization to purchase \$2,488.50 worth of pool maintenance supplies for the upcoming season. A written quote from Pools Plus, Inc. was provided. Wright asked if another bid was obtained; one was not. Banman moved and Williams seconded to approve the purchase. Motion passed unanimously.

**Consider Estimate for Engineer for Haven Mobile Home Court Water Metering Project**

This item was tabled.



### **Executive Session**

Banman moved and Williams seconded 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 7:58 PM. Motion passed.

At 7:58 PM, regular session resumed with no action taken during executive session. Then Williams moved and Banman seconded to hire Blake Alling as Maintenance Technician at \$13.50 per hour with customary benefits and upon completion of his Class II Water Certification and Class I Wastewater Certification to award him a \$.75 / hour wage increase. Motion passed three to zero.

### **Consider Advertising for Pool Staff**

Atherton asked for authorization to advertise for summer pool staff. By way of consent, members approved.

### **Chief of Police Updates:**

Rush provided the following updates:

- Officers continue to work on the police department remodel.

### **Public Works Director Updates:**

- Southland Drive water main replacement project got a jump start. A Hydrovac was not rented but the money allocated for a hydrovac was used to garner further help from APAC to complete the project in a timely fashion.
- Tomorrow the water services on Southland Drive will get moved over to the new water main.
- There are many projects lined up for Public Works with the spring / summer season approaching.
- Pell will meet with Westar engineers tomorrow about establishing a new metering point in correlation with one of the ideas to improve the City's electrical setup.
- Williams complimented the job Public Works has done painting the "NO PARKING" area in front of the EMS building. She asked Pell to have Public Works lay down some grass seed in one dirt area.
- Wright asked Pell to speak to Towell about repairing damage done to his driveway.

### **Council Concerns**

None.

### **Agenda Planning -- Items for April 3**

Items posted for April 3, 2017, were read aloud.

### **Adjournment**

At 8:18 PM, Banman moved and Williams seconded for adjournment. The motion passed unanimously.

/s/  
Paula J. Scott, Mayor

Attest:

/s/  
Leslie Atherton, City Clerk