



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: April 3, 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, Les Banman, Shauna Schoepf-Pearce, Adam Wright, Steve Carmichael.

Absent: None.

Others: Leslie Atherton, Rob Pell, Cole Rush, Nick Schneider, Darla Stussy, Jessica Stussy, Lindsey Young, Shannin Rettig.

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.

“Consider Change Order for Streets” was added to the agenda after motion from Banman and second from Schoepf-Pearce. Motion passed unanimously.

No one signed up to speak during public comment time.

Minutes

Banman moved and Wright seconded to approve the minutes of the March 20, 2017, meeting, with one revision. Motion carried with three "yes" votes. Schoepf-Pearce and Carmichael abstained as they were absent from the March 20th meeting.

Accounts Payable

Schoepf-Pearce moved and Carmichael seconded to approve accounts payable totaling \$62,401.64. Motion carried five to zero.

Members were provided with financial reports for the month of March, including a comparison of Jayhawk Utility Suite receipts to money deposited into the utility funds, summary of cash receipts, cash disbursements, and unencumbered cash, and a comparison of budgeted to actual expenditures.

Proclaim April 28, 2017, Arbor Day in City of Haven

Mayor Scott read and signed a proclamation declaring April 28, 2017, as Arbor Day in City of Haven.

Approve Inventory Lists

Inventory lists for Public Works, Police Department, City Council Room, City Office, tablets, and laptops were presented to the Council for approval. Wright moved and Carmichael second to approve those presented. All members voted in favor of the same.

Adopt Resolution Approving Participation in Kansas Municipal Insurance Trust

Members were provided with a proposed resolution approving participation in and the acceptance of the bylaws of KMIT, and an acknowledgement that KMIT is a group-funded pool but not an insurance company. Carmichael moved to adopt Resolution 324 approving participation in KMIT, bylaws of KMIT, and acknowledgement that KMIT not an insurance company. Banman seconded. Motion passed unanimously.

Approved 04-17-2017



Executive Session

Banman moved and Williams seconded that the Council recess into executive session pursuant to the non-elected personnel exception to review applications for Pool Staff with City Clerk, Leslie Atherton, present, the open meeting to resume at 7:20 PM. Motion carried. At 7:20 PM, regular session resumed with no action taken during executive session.

Hire Pool Staff

Williams moved and seconded to hire Konner Brening as Assistant Manager for \$49.17 per day and Mark Robinson as pool manager for \$66.07 per day and to give Robinson authorization to hire additional pool staff needed. Banman seconded, and the motion passed unanimously.

Nick Schneider, Haven Fitness Center: Discuss Haven Fitness Center Expansion Plans

(Sponsored by Wright)

Schneider advised the Council that the Fitness Center now has enough members that there's crowding during peak work-out hours. Therefore, the Fitness Center Board wishes to expand the facility by adding a 30 X 25 building east of the current facility. Schneider provided members with a rough copy of proposed plans for the expansion. Schneider advised he had verbally received two quotes for the work: QSI at \$26,000, with plans for the bid getting lower if a City project; Yoder-Engineered Structures at \$24,000. Currently, the Fitness Center has enough in their budget to cover 2/3 of project. Schneider requested the City consider budgeting for the other 1/3 of the project (around \$10,000) in 2018. Scott inquired how long it would take to for the Center to acquire the other funds themselves. Schneider estimated another twelve to eighteen months. Scott asked City Clerk, Leslie Atherton, what subsidies the City was currently providing to the Fitness Center. She advised the Fitness Center enjoys free utilities (water, sewer, electricity, and gas service) as well as building insurance. Scott asked Pell what issues might arise from the project, and he advised he did see the need for one utility pole to be moved should the project go forward. Mayor Scott noted the City hasn't yet started working on the 2018 budget and commented that the City still isn't sure how the property tax lid legislation may affect budget adoption.

No decisions were made on pursuit of the project. Schneider will return to the Council when he has updated drawings of the proposed facility.

Appoint Jon Nisly to Haven Community Ambulance Service Board, Term Expiring 12/31/2018

Carmichael moved and Banman seconded to appoint Jon Nisly to the Ambulance Board for a term expiring 12/31/2018. Motion carried.

Consider Restructuring EMS Director Position

A month ago, the Council set this date as the night for deciding on this topic. Wright noted the meeting with the Townships coming up this Thursday and said he felt decision-making should be held off until after that meeting. All other Council members agreed, tabling this matter.

Executive Session

Williams moved and Wright seconded that the Council recess into executive session pursuant to the non-elected personnel exception to discuss job performance with Public Works Director, Rob Pell, City Clerk, Leslie Atherton, and Chief Rush, present, the open meeting to resume at 7:55 PM. Motion passed unanimously. At 7:55 PM, regular session resumed with no action taken during executive session.

Executive Session

Banman moved and seconded that the Council recess into executive session pursuant to the non-elected personnel exception to review applications for Janitor with Public Works Director, Rob Pell, present, the open meeting to resume at 8:00 PM. Motion passed. At 8:00 PM, regular session resumed with no action taken during executive session.



Hire Janitor

Schoepf-Pearce moved and Carmichael seconded to hire Gabriella Rinehart as Janitor for \$10.00 per hour. Motion passed unanimously.

Chief of Police Updates:

Rush provided the following updates:

- The roof at 102 S. Kansas is leaking. A representative of Wray Roofing looked and noted the flashing is battered. EMC will send an adjuster to look at the roof with Wray. If it is determined to be wind or hail damage, there's a \$5,000 deductible. Until that's fixed, some of the project is on hold.
- Rush is attending training this week and will return Thursday evening.

Consider Change Order for Paving Streets

Southland Drive water main replacement is complete. However, the rain that came after it has resulted in a muddy mess. Pell has spoken to APAC about repaving Southland Drive, and it will be necessary to replace some of the base material which will be a \$4,025 change order. They are hoping to start on Wednesday. Wright moved to approve the change order. Banman seconded, and the motion passed. Carmichael abstained because he lives on Southland Drive.

Public Works Director Updates:

Pell provided the following updates:

- Pell listed the other streets that will be repaved this week.
- Pool preparation has begun.
- Blake Alling's first day was today.
- Hickman will be out soon to begin yearly lift station maintenance.
- The original rotary mower picked out did not properly fit the tractor. It will be necessary to purchase a different one, which is \$200 greater than the originally approved price.
- Banman said he received some complaints about the amount of mud in the City gutters. Pell will try to have the worst areas hit.

Council Concerns

None.

Agenda Planning -- Items for April 17

Items posted for April 17, 2017, were read aloud.

Adjournment

At 8:10 PM, Banman moved and Schoepf-Pearce seconded for adjournment. The motion passed unanimously.

/s/

Paula J. Scott, Mayor

Attest:

/s/

Leslie Atherton, City Clerk