



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

**Meeting: REGULAR**

**Date: April 18, 2016**

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

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

**Absent: None.**

**Others: Rob Pell, Leslie Atherton, Andrea Williams, Cole Rush, Paul Hardenburger, Jim Putnam, Jim Nunns, Joey Young, Dean Chesnut, Ann Chesnut, Tony Troyer.**

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.

Schoepf-Pearce suggested specific recognition be given to Marshall Manning, Faye McMurray in honor of her late husband, Rex McMurray, and Glen Miller for their service with the military.

Two additions to the agenda were requested: Consider Purchase of Poles and Consider Rental of Equipment. Banman moved and Schoepf-Pearce seconded to approve the additions. Motion carried.

No one signed up to deliver public comment.

**Minutes**

Minutes of the meeting of April 4, 2016, were unanimously approved after motion from Schoepf-Pearce and second from Banman. Motion carried, though Wright abstained because he wasn't present for the entire April 4<sup>th</sup> meeting.

**Accounts Payable**

City Clerk, Leslie Atherton, asked members to note when they approve the accounts payable total they will also be approving payment of the bill for the remaining 25% of the City's audit contract with Swindoll, Janzen, Hawk & Loyd, LLC for \$2,237.00. Banman moved to approve accounts payable, totaling \$120,735.88. Wright seconded, and the motion carried with five "yes" votes.

Members were provided with financial reports for the month of March 2016, including a year-to-date comparison of actual to budgeted expenditures, summary of cash receipts and disbursements, and a report reconciling the money deposited into the utility funds to the payments posted to Jayhawk Utility Suite.

**Choose Two Recipients for \$500 Scholarship from City of Haven**

Members were provided with scholarship applications from high school seniors residing in the City of Haven. A spreadsheet listing the applicants was passed around for members to choose their first, second and third choices by marking a 1, 2 or 3 by their names. The three applicants with the lowest scores were then announced, and Wright moved to award the \$500 scholarships to Susan Mattingly and Jared Chamberlain. Carmichael seconded, and the motion passed unanimously.

Mayor Scott will present the scholarship awards at the Awards Assembly on May 2, 2016.



### **Accept Resignation of Recreation Board Treasurer / Secretary Jennifer Cox, effective May 1, 2016**

Schoepf- Pearce moved and Carmichael seconded to approve the resignation of Jennifer Cox, effective May 1, 2016. All members voted in favor of the same, except Wright abstained.

### **Adopt Ordinance Establishing City of Haven Elections as Nonpartisan**

A proposed ordinance establishing City elections as nonpartisan as recommended by the League of Kansas Municipalities came before the Council. Schoepf-Pearce moved and Banman seconded to adopt Ordinance 655 as presented. Motion passed unanimously.

### **Consider Contract with Nunns Construction for EMS Building Project**

Members were provided with a proposed contract of \$517,975 for construction of the EMS Building. This total is an increase of \$1,228 to allow for the purchase of builder's risk insurance. Architect Jim Putnam provided revised architectural drawings as requested by the Council at the last meeting.

Wright moved and Carmichael seconded to approve and enter into the contract with Nunns Construction. All members voted in favor of the same.

Nunns estimated they would get work started in the next few weeks. Hardenburger, project manager, advised he would get a schedule to us.

### **Approve Purchase of Poles**

Currently \$10,000 is budgeted under the Electric Fund to purchase poles. Director Pell proposed purchasing 20 poles for a cost of \$5867.67. In order to get this price, Ark Valley is allowing the City to piggyback off of their purchase. Pell also requested the rental of a lift unit for \$868.00 to allow Public Works to get to trees in a tight easement and to assist with an electrical project on Southland Drive. This represents a total expenditure request of \$6,735.68. Schoepf-Pearce moved to approve the expenditure, not to exceed \$6735.68. Banman seconded, and the motion passed five to zero.

### **Chief of Police Updates**

Chief Rush provided the following updates:

- Eulenstein will be gone for one week to National Guard training.
- A few reports of criminal damage have been taken.
- Monitoring of overgrown yards has begun.

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

Pell delivered the following updates:

- Pool prep continues.
- Street sweeping is complete.
- Equipment for the lift station should be here at the end of May.
- Public Works hopes to replace the open secondary behind Southland Drive while the lift equipment is rented.
- Pell passed his Water Operator certification test.

### **Council Concerns**

Mayor Scott hopes to get a City newsletter out quarterly and requested that each Council member take a turn owning that task. Williams offered to handle the one for the first quarter.



**Agenda Planning -- Items for May 2**

Items posted on the board were read. None were added at this time.

**Adjournment**

At 7:34 PM, Schoepf-Pearce moved and Carmichael seconded for adjournment. The motion passed unanimously.

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Paula J. Scott, Mayor

Attest:

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Leslie Atherton, City Clerk