



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: June 6, 2022

THE CITY COUNCIL MEETING IN REGULAR SESSION HELD AT 120 S. KANSAS AVENUE WAS CALLED TO ORDER AT 7:00 PM BY MAYOR ADAM WRIGHT. THE FOLLOWING PEOPLE WERE PRESENT:

Council Members: Sandra Williams, Christopher Scott, Kylie Rush, Mark Robinson, Austin Borden.

Absent: None.

Others: Leslie Atherton, Derek Stoll, Stephen Schaffer, Andrea Williams, Andrew Foulston, Jennifer Hill, Les Banman, Paula Scott, Ryan Warden, Nicole Sander, Dale Milleson, Tracie Milleson, Shauna Schoepf-Pearce, Dale Kauffman, Tim Kraft, Sherril Kraft, Chuck Haines, Vickie Haines, Dean Chesnut, Ann Chesnut, Colton Chesnut, Joey Ralph, Ciara Powers, Martha Holmes, Karen Daskoski, Roy Lanning, Lee Logsdon, Debbie Logsdon, Julie Caffrey, Ryan Caffrey, Evan Muir, Kaytie Muir, Kacey Ford, Steven Phillips, Dan Brummer, Jennifer Brummer, Kyran Crist, Matt Hayden, Larry Schrock, Stephanie Pace, Preston Sander, Ernest Vasquez, Cole Rush, Irwin Sander.

Foulston requested the addition of a Resolution to Abate a Nuisance at 312 E. Main. Stoll requested an addition to obtain approval for expenditures for mosquito control. Williams moved to approve additions. Robinson seconded, and the motion passed unanimously.

The following individuals spoke during Public Comment time: Ryan Warden of 11 Stadium, Paula Scott of 301 E. Second, and Nicole Sander of 215 N. Topeka.

Minutes

Williams moved to approve the minutes of the May 16, 2022, meeting with three revisions. Borden seconded, and the motion passed unanimously.

Accounts Payable

Borden moved and Scott seconded to approve accounts payable, totaling \$49,346.50. Motion passed unanimously.

Dale Kauffman, Ambulance Board Chairperson: 2023 Budget Proposal

Members were provided with a copy of Haven Community EMS's 2023 budget proposal, totaling \$392,290, a 7.26% increase over 2022's budget request. Kauffman detailed the reasons for increases. City of Haven's entity share of the 2023 budget would be \$196,145.

Shauna Schoepf-Pearce, Recreation Board Chairperson and Stephanie Pace, Recreation Director:

2023 Budget Proposal

Members were provided with a copy of the Recreation Board's 2023 budget proposal with expenditures totaling \$37,540, a 15.38% over 2022's budgeted expenditures. However, it was noted that while the 2023 expenditure request is larger than 2022's expenditure request, the projected revenue for 2023 is much greater than the projected revenue for 2022, meaning the net effect of the Rec Board's 2023 budget proposal is more positive than 2022's or any other recent previous year.

Consider Hiring of JaCoby Wells as Field Maintenance Worker

Schoepf-Pearce requested Council approval of the Recreation Board's recommendation to hire JaCoby Wells as the field maintenance worker at \$7.70 per hour. Borden moved and Rush seconded to approve the hiring. Motion passed.

Approved 06.20.2022



Les Banman, Park Board Member:

Consider Hiring of Holden Schneider as Park Caretaker

Banman requested Council approval of the Park Board's recommendation to hire Holden Schneider as the Park Caretaker at \$10.77 per hour. Rush moved and Scott seconded to approve the hiring. Motion passed with five "yes" votes.

Consider Bid for Paving of North / South Egress for Engweiler Park

Banman requested Council approval of the Park Board's recommendation to pave the park road that extends from Salina Avenue at 4th Street to 5th Street. Banman recommended going with the same contractor Public Works recommends for street repaving. Stoll advised that would be APAC-Kansas, Inc. at \$58,367.80. Williams moved and Scott seconded to approve the budgeted expenditure, not to exceed \$58,367.80. Motion passed unanimously.

Public Works:

Consider Bids for Street Repaving

Stoll originally received bids from two contractors for street repaving. Due to communication issues with one of the bidders, Stoll presented only the bid from APAC-Kansas, Inc., for street repaving. Stoll noted he has had to scale back the paving quite a bit compared to the paving matrix. He showed the Council a map of what he intends to have APAC repave and asked the Council to approve the paving, not to exceed \$205,000. Mayor Wright noted this would be worst-case scenario, cost-wise. Williams moved and Robinson seconded to approve the expenditure as presented. Motion passed unanimously.

Consider Bid for Tree Trimming

Members were provided with a quote from Asplundh for tree trimming, which would require no electrical outages to complete. This was estimated to cost \$136.15 per hour. Stoll noted that \$10,000 is budgeted for tree trimming in 2022 and asked the Council to award the tree trimming work to Asplundh, not to exceed \$10,000. Williams moved to approve the expenditure as Stoll requested. Borden seconded, and the motion passed five to zero.

Consider Mutual Aid Agreement with City of Andale

Members were provided with an Intergovernmental Mutual Aid Agreement to consider entering into with City of Andale. Stoll noted it is written exactly as the agreement Haven has with City of Mount Hope. Borden moved to enter into the agreement. Scott seconded, and the motion passed unanimously.

Consider Bid for Water Tower Exterior Cleaning

Members were provided with a copy of a bid from Viking Industrial Painting for the cleaning of the exterior of the water tower, totaling \$8,900. Stoll noted that \$8,000 is budgeted for the project but there is additional spending authority available in the Water Fund to handle the expenditure. Borden moved to authorize the expenditure of \$8,900 for the work. Rush seconded, and the motion passed unanimously.

Consider Bid for Sewer Jetting

Members were provided with a quotation from Mayer Special Services, LLC, for 7,500 linear feet of proactive sewer jetting. Stoll noted this would cover roughly one-third of the City and is budgeted in 2022 at \$8,125. Williams moved and Scott seconded to approve the expenditure as presented. Motion passed with five "yes" votes.

Consider Expenditure for Mosquito Control

Stoll requested authorization to spend up to \$4,000 on mosquito control – dunks and spray. Williams moved and Robinson seconded to approve the request as presented. Motion carried five to zero.



Updates

Stoll delivered the following updates:

- AMI is up and going, though a second tower location is needed to assist with connectivity. Stoll is trying to get a pole or tripod antenna from Ark Valley, which could hopefully be acquired at no- or low-cost.
- Mowing has been hit or miss with the rain.
- A few electrical outages required attention, including replacement of a few cross-arms.
- Second quarter street-sweeping will start June 20th.
- Scott asked when the light pole on K96 will be replaced. Stoll said he reached out last time the Council inquired but has not heard back. He will reach back out.

Chief of Police:

2023 Budget Proposal

Members were provided with a copy of the 2023 Police Department Budget Proposal, totaling \$322,598.12, an increase of 18% over 2022's budget proposal. Members were also provided with a copy of the 2023 Court Budget Proposal, totaling \$43,932, unchanged from 2022's budget proposal. Schaffer detailed some of the needed increases in his department and fielded questions about the same.

Consider Lexipol for Police Department Policy Handbook

Members were provided with a copy of a proposal from Lexipol to provide the Police Department with "sound, up-to-date policies" including daily training bulletins, policy updates, and web-based delivery, for an annual cost of \$2,217.60, including a 20% discount for being a member of Midwest Public Risk. Schaffer noted that on top of that Midwest Public Risk will cover 25% of the cost, bringing the City's share of the cost down to \$1,663.20. The City currently has a loss control credit of \$2,524.09 with Midwest Public Risk, which would cover the Lexipol cost entirely, and still leave a remaining loss control credit of \$860.89. Schaffer requested Council authorization to move forward with this approach. Borden moved and Scott seconded to approve the Lexipol proposal as presented. Motion carried.

Updates

Schaffer provided the following updates:

- Block Party was a success, thanks to Officer Hayden. The goal continues to be to keep the event free.
- Today was Officer Phillips' first day on patrol alone.
- Scott asked about enforcement of No J-turn law and suggested greater presence. Schaffer said he has talked to a few folks in front of Daisy Jo's. He will issue a reminder on the Police Department's Facebook page as well.
- Scott asked if Second Street is still a "no truck traffic" street. Schaffer said they should use Main and First.
- Scott noted that in the past the Police Department has patrolled and cited violators for overgrown vegetation. Schaffer said that is still the practice, and they have cited at least three residents in the last week.
- Rush said she would still like to see a Daily Activity Report or something similar periodically. She suggested monthly. Schaffer said he could sure do that, and it will be easier once the MDTs are up and running.

Consider Real Estate Contracts

This item was tabled because the contracts were not ready.

Consider Resolution Determining That a Nuisance Exists at 312 E. Main

Foulston presented a proposed ordinance determining that a nuisance exists at 312 E. Main, related to junk accumulation. Chief Schaffer has cited owner for having junk, old propane cans, collapsed shed, trash, etc. The owner has not showed up to court or abated the nuisance. Williams moved and Robinson seconded to adopt Resolution 390. Motion passed unanimously.



Council Concerns

None.

Executive Session

At 8:35 PM, Williams moved, and Scott seconded that the Council recess into executive session pursuant to the attorney-client privilege exception in order to discuss the pool matter with City Attorneys, Jennifer Hill and Andrew Foulston, City Clerk Leslie Atherton, and Public Works Director Derek Stoll, present, the open meeting to resume in Council Chambers at 8:50 PM. Motion passed with five "yes" votes.

At 8:50 PM, regular session resumed with no action taken during executive session. Williams moved and Borden seconded that the Council recess into executive session pursuant to the same exception in order to discuss the pool matter with the same individuals present, the open meeting to resume in Council Chambers at 9:00 PM. Motion passed with five "yes" votes.

At 9:00 PM, regular session resumed with no action taken during executive session.

Review Code of Procedure (Led by Jennifer Hill)

Members were provided with a copy of the City's Code of Procedure for governing body meetings. City Attorney Jennifer Hill provided training on the Code of Procedure for the governing body. She noted the Code allows the governing body flexibility in conducting their meetings. Hill said some folks thought that every motion must be listed on the agenda and that is simply not the case. Pursuant to Section 9, she noted the individual in charge of setting the agenda is City Clerk, Leslie Atherton. In regard to Section 11, she noted that any governing body member may add items to the agenda at a regular meeting by motion approved by a majority of those governing body members present and voting. She suggested members review the Code to have a confident, working knowledge of it. Moving forward, Hill noted, it is important that we do not make missteps utilizing the Code of Procedure.

Scott inquired about a previous public commenter, who was not a citizen, being allowed to speak because he was given Mayor Wright's public comment time. Hill noted that request came in at a late hour, and that is how she has seen that type of request managed in other municipalities.

Scott thanked Hill for her guidance and assistance with the Code. He apologized to Williams because he did not know he could second her motion to add something to the agenda at the last meeting, and he felt bad about the way she was essentially "shut down." He said he will not let that happen again.

Review / Consider Revisions to Employee Handbook (Led by Jennifer Hill)

Members were provided with a copy of the City's 33-page Employee Policy Manual. Hill made some suggestions as to policy changes for consideration and requested permission to consult with the League of Kansas Municipalities. Members were agreeable to this approach. Williams suggested opening up the residency requirement.

Agenda Planning

Items listed for the June 20th Council meeting were read aloud.

Adjournment

At 9:18 PM, adjournment was unanimously approved after motion from Borden and second from Robinson.



/s/

Adam Wright, Mayor

Attest:

/s/

Leslie Atherton, City Clerk