



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: July 5, 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, Wes Graham, Matt Fritz, David Eulenstein, Fred Solis, Tony Troyer, Jessica Hoskinson, Dean Chesnut, Ann Chesnut.

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 Brian Rose, Cole Rush, and the late Lloyd Schmidt for their service with the military.

No additions were made to the agenda.

Public Comment

Dean Chesnut addressed the Council about the Kansas Open Meetings Act. He advised he requested a packet today and received only the agenda and the minutes from the previous meeting. Mayor Scott pointed out those were the only items included in the packet. Chesnut then handed Andrea Williams, Records Custodian, a records request.

Chesnut then addressed the Council regarding his complaint against two City properties under the International Property Maintenance Code.

Minutes

Minutes of the meeting of June 20, 2016, were unanimously approved after motion from Carmichael and second from Banman. Motion carried though Wright abstained because he was absent.

Accounts Payable

Banman moved to approve accounts payable to Shep Chevrolet, totaling \$15.75. Carmichael seconded, and the motion carried. Schoepf-Pearce abstained due to her relationship to the vendor. Next, Banman moved to approve other accounts payable, totaling \$185,291.56. Carmichael seconded, and the motion carried with five ""yes" votes.

Public Works Director: Consider Expenditure for High Reach Equipment Rental (\$1890)

Pell requested authorization of an expenditure of \$1890 to rent high reach equipment to aid with tree trimming for thirty days. This will allow two guys to be in the air rather than just one. Wright moved and Schoepf-Pearce seconded to approve the expenditure. All members voted in favor of the same.

Consider Increasing Expenditure Limit

Mayor Scott advised that Department Heads have expressed difficulty in timely making purchases happen or handling emergencies efficiently due to the expenditure limit of \$500. Banman suggested raising it to \$1,000.

Approved 7-18-2016



Schoepf-Pearce moved to raise the expenditure limit to \$1,000. Carmichael seconded, and the motion passed unanimously.

Update on Department Head Salary Requirements

Mayor Scott read aloud a letter received from City Attorney, Larry Bolton, regarding salary requirements of exempted employees. Each salaried employee who performs executive, administrative, or professional duties must make at least \$47,476 per year. The new threshold will go into effect December 1, 2016. Mayor Scott advised this definitely would apply to City Clerk, Leslie Atherton, and likely applies to Chief Rush as well. No decision was made at this time.

Discuss International Property Maintenance Code

Pell addressed the Council regarding the International Property Maintenance Code. He noted there were fears at its adoption that the code could be abused. He mentioned that the code is so specific that it is likely a violation could be found at each residence. The code as it sits today, in Pell's opinion, is being used to make personal attacks, play games, and strong-arm the City. The first two complaints received caused Notices of Violations to be issued. Those both resulted in appeals being filed, and those appeals, in Pell's opinion, were handled leniently by the Appeals Board.

Pell then read the Intent of the Code and advised in his opinion that the City has not enforced the code correctly, that we skipped over the Intent and went "straight to the letter of the law." Pell advised he felt after the two complaints against the City are dealt with, enforcement of the Code should get back to the health and safety standard, back to the intent of the Code. Governing body members agreed.

Executive Session

At 7:33 PM, Wright moved and Carmichael seconded that the Council recess into executive session for twenty minutes pursuant to the non-elected personnel exception in order to discuss job performance and merit increase individually with the following employees: Andrea Williams, Cole Rush, Dave Eulenstein, Leslie Atherton, and Rob Pell, the open meeting to resume at 7:53 PM.

At 7:53 PM, regular session resumed with no action taken during executive session. At 7:55 PM, Shauna Schoepf-Pearce moved that the Council recess into executive session again for 20 minutes pursuant to the same exception to discuss job performance and merit increase individually with the following employees: Cole Rush. Williams seconded and the motion carried five to zero.

At 8:15 PM, regular session resumed with no action taken during executive session. Then Schoepf-Pearce moved and Banman seconded that the Council recess into executive session again for 10 minutes pursuant to the same exception to discuss job performance and merit increase individually with the following employees: Leslie Atherton, Andrea Williams, Rob Pell, and Wes Graham. Motion carried.

At 8:26 PM, regular session resumed with no action taken during executive session. A short break was taken. Then, at 8:33 PM, Williams moved that the Council recess into executive session again for 10 minutes pursuant to the same exception to discuss job performance and merit increase individually with the following employees: Wes Graham, Tony Troyer, and Matt Fritz. Schoepf-Pearce seconded, and the motion passed unanimously.

At 8:50 PM, regular session resumed with no action taken.

Consider Merit Increase

Schoepf Pearce moved and Wright seconded to approve the implementation of a merit increase of 1.5% for the following employees: Chad Swartz, Andrea Williams, Wes Graham, Matt Fritz, Dave Eulenstein, Leslie Atherton, and Rob Pell, and a .5% merit increase for Cole Rush. Motion passed with five "yes" votes.



Chief of Police Updates:

Chief Rush delivered the following updates:

- Officer Salmans's employment has ended.
- The open position is posted and advertised. Chief Rush would like to have the Council review applications and consider hiring at the next Council meeting on July 18th.
- Independence Day festivities were incident-free.

Jessica Hoskinson: Update from Haven Fall Festival Committee

At 8:55 PM, Hoskinson addressed the City Council and updated them on the plans for the Fall Festival to occur in October. She thanked the Council for allowing the Chamber to have a fireworks stand in the City; she mentioned it was very successful. Keeping with recent history, Hoskinson asked if the City would again donate \$2,000 in support of the Fall Festival. Wright moved to make said donation. Carmichael seconded, and the motion passed four to zero. Schoepf-Pearce abstained due to her relationship to the Chamber and involvement with the Fall Festival Committee.

Public Works Director Updates:

Pell delivered the following updates:

- Progress continues with the Sewer Project.
- The two holes in Kansas Avenue are a result of running water to the new EMS building.
- The school's current projects have required Public Works involvement as well.
- Pell asked to take sealed bids on the millings leftover on City property. Schoepf-Pearce moved to approve the same. Banman seconded, and the motion passed unanimously.
- Kobe Ford cleaned out several of the handicap accessible ramps today to meet a scholarship requirement of community service.
- Public Works will try to get on the painting of parking spots and crosswalks in the next few weeks.
- Mayor Scott and Pell met with Superintendent Wedel last week to make headway on school / City coordination.

Council Concerns

Schoepf-Pearce asked why the water treatment facility was designed with a fence around it if the gate is always left open. Pell noted the gate is poorly designed and the tires need to be replaced. Schoepf-Pearce said it would be good to add that to the to-do list.

Agenda Planning -- Items for July 18

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

Adjournment

At 9:06 PM, Wright moved and Schoepf-Pearce seconded for adjournment. The motion passed unanimously.

/s/

Paula J. Scott, Mayor

Attest:

/s/

Leslie Atherton, City Clerk