



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: July 18, 2016

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

Council Members: Sandra Williams, Steve Carmichael, Les Banman.

Absent: Mayor Paula Scott, Shauna Schoepf-Pearce.

Others: Rob Pell, Leslie Atherton, Cole Rush, Lindsey Young, Larry LaPierre, Dean Chesnut, Ann Chesnut, Matt Hayden, Jan Nolde, John Regier.

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.

Pell suggested adding the approval of Hickman's bill for sewer project work to the agenda. Carmichael moved to add the item. Banman seconded, and the motion passed unanimously.

Two individuals signed up to deliver public comment. Larry LaPierre spoke against a mill levy increase, citing the squeeze of his own budget and the likelihood of other entities to raise their mill levies.

Dean Chesnut expressed his dismay with Pell's portrayal of their conversation regarding complaints against the City in regard to the application of the International Property Maintenance Code. He advised his intent was never to pursue a "personal attack, play games, and strong-arm the City." He also encouraged the City Council members to read the proposed Comprehensive Plan.

Minutes

Carmichael moved and Banman seconded to approve the minutes of the meeting of July 5, 2016. Motion passed unanimously.

Accounts Payable

Williams moved to approve accounts payable, totaling \$312,356.56. Carmichael seconded, and the motion carried.

Members were provided with financial reports for the months of May and June, 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.

Approve Payment to Hickman for the Sewer Project

Hickman's bill for the Sewer Project came in at \$21,186.39, which was under the expected amount due to a credit given for some parts on hand. Banman moved to pay the bill. Williams seconded, and the motion passed unanimously.

Jan Nolde, Swindoll, Janzen, Hawk & Loyd: Review Proposed 2017 Budget

Nolde presented the 2017 budget proposal, noting the City's assessed valuation has increased to \$6,912,136. She went over the value of a mill for the 2017 budget as well as several pages of the budget itself. She also provided some information regarding the property tax lid that will be effective for the 2018 budget. Nolde advised that the



governing body source the firm uses recommends raising mills this year in anticipation of not being able to raise the mill levy for a number of years going forward. City Clerk Leslie Atherton advised that the department heads recommend the Council consider raising the mill levy by five with the larger projects being pursued, such as Downtown Beautification, Engweiler Park Improvements, Electrical Improvements, and the property tax lid legislation going into effect.

Banman voiced agreement with a five mill increase. Carmichael spoke against any kind of increase. Williams felt the money raised from increasing the levy by five mills wouldn't be worth the flack the City would suffer from citizens as a result of the increase. She moved to leave the mill levy at its current rate. Carmichael seconded, and the motion passed four to zero. Audience members applauded this decision.

Adopt Ordinance and Resolution Implementing Merit Raises

A proposed ordinance and resolution were presented to implement merit raises voted upon at the last meeting. Carmichael moved and Banman seconded to adopt Ordinance 657 and Resolution 315. Motion passed unanimously.

Adopt Revised Purchase Policy

At the last meeting, the Council voted to increase the amount that could be spent without Council approval from \$500 to \$1,000. A revised purchase policy reflecting the change was presented. Williams moved and Carmichael seconded to approve the revision for the Financial Policies & Procedures Manual. Motion passed unanimously.

Executive Session

At 7:35 PM, Banman moved and Carmichael seconded that the Council enter into executive session for twenty minutes pursuant to the non-elected personnel exception in order to review applications and conduct interviews for the police officer position with 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.

Hire Police Officer and Approve Purchase to Equip Him / Her

Next Williams moved and Carmichael seconded to hire Matt Hayden as police officer at \$36,000 per year with the customary benefits. All members voted in favor of the same. Next, Williams moved to approve the purchase of equipment for the officer (not to exceed \$2500) as well. Carmichael seconded, and the motion carried.

Consider Nunns Construction Pay App No. 1: \$60,005.70

Nunns Construction's Pay App. No. 1 for \$60,005.70 was presented with approval from Architect, Jim Putnam. Banman moved and Williams seconded to approve payment. Motion passed unanimously.

Rob Pell, Public Works Director:

Consider Taking Sealed Bids on 2001 Truck

The 2001 Silverado truck has not been used for at least four months. Rather than allowing it to sit and deteriorate while the City insures it, Pell requested permission to advertise for the taking of sealed bids to sell it. Carmichael moved and Williams seconded to approve the same. Motion carried.

Purchase of Electrical Supplies

Pell requested authorization to purchase approximately \$2867.03 (plus tax) in customary electrical supplies, such as connectors, crimping, fuses, and wire, noting Public Works has not placed an order of this size in over a year. Williams moved and Carmichael seconded to approve the same. Motion passed with four "yes" votes.



Consider Purchases for School Electrical Jobs

The improvements being made to the local schools have necessitated some electrical upgrades due to equipment being installed. Pell requested authorization to purchase \$1085.30 in supplies to upgrade the service at Haven Grade School and \$2116.56 for the Haven High School. Carmichael moved and Banman seconded to approve the purchases. Motion passed unanimously.

Consider Installation of Handicap Accessible Door at Library (Council Member Sandra Williams)

The Library Board has requested the installation of a handicap accessible automatic door opener at their building. Williams estimated this would cost approximately \$1500. She asked the Council to consider the request, which would be paid for from the Utility Fund as the City owns the building. Carmichael said he would feel more comfortable evaluating the request if the City had a firm bid. Pell will obtain a firm quote on the same. Wright suggested having the Library Director look for grant funding as well.

Chief of Police Updates

Chief Rush provided the following updates:

- Rush advised the tornado siren by Kwik Shop has been spontaneously sounding and is thought to be caused by a short. The City's Electric Superintendent will investigate.
- Eulenstein will take military leave starting August 1.
- There are a lot of people out playing Pokemon Go.
- He received a request to hold the Bicycle Rodeo at Fall Festival again; that will depend on staffing and availability.
- Williams complimented Chief Rush on patrolling and engaging citizens.

Public Works Director Updates:

Pell delivered the following updates:

- Work at the lift stations is slowly wrapping up.
- The fight against mosquitoes continues.
- The tree trimming list is still lengthy.
- Pell is unsure when the chip-sealing of the streets will occur.
- The water line to the new EMS building is complete. Temporary electrical is also installed.

Council Concerns

Banman moved to allow Officer Eulenstein to use two days sick leave for military leave. Williams seconded, and the motion carried.

Agenda Planning -- Items for August 1

In light of no business posted for August 1, the goal is to forego having a meeting.

Adjournment

At 8:20 PM, Carmichael moved and Williams seconded for adjournment. The motion passed unanimously.

/s/

Paula J. Scott, Mayor

Attest:

/s/

Leslie Atherton, City Clerk