



MINUTE RECORD
Regular Council Meeting City of Haven

REGULAR MEETING

MONDAY, AUGUST 21, 2023

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: Christopher Scott, Mark Robinson, Ciara Powers, Austin Borden, Kylie Rush.

Absent: None.

Others: City Clerk Leslie Atherton, Public Works Director Chad Swartz, City Attorney Andrew Foulston, Chief Stephen Schaffer, Shannin Rettig, Kyran Crist, Ryan Warden, Tiffany Warden, Dean Chesnut, Stephanie Pace.

Revisions to Agenda

None.

Public Comment

Ryan Warden, resident at 11 Stadium and owner of 22 Stadium, spoke to the Council about electrical service for 22 Stadium. He provided members with a handout to illustrate options he would like considered to run electrical service to 22 Stadium.

Minutes

Robinson moved to approve the minutes of the August 7, 2023, meeting. Powers seconded, and the motion passed.

Accounts Payable

Borden moved and Powers seconded to approve accounts payable totaling \$210,323.91. Motion passed unanimously.

Members were provided financial reports for the month of June 2023, including a summary of receipts and disbursements, comparison of budgeted to actual expenditures, and reconciliation of Jayhawk Utility receipts to money deposited into utility accounts.

Public Hearing on 2024 Budget and Exceeding Revenue Neutral Rate

Members were provided with the 2024 budget proposal, showing the City's plan to exceed the revenue neutral rate. The public hearing on the matter was held. With no one appearing in protest, Scott moved, and Rush seconded to approve the 2024 budget as presented including exceeding the revenue neutral rate. Motion passed with five "yes" votes.

Public Hearing to Consider National Modular Manufacturing's Application for Building Permit in Industrial Zone

Members were provided with a copy of National Modular Manufacturing's building permit application to erect a 36 X 40 pole barn building and make improvements to the electrical service at 307 W. Main. They were also provided with minutes of the Planning Commission's August 8, 2023, meeting, wherein the Commission recommended approval of the same. NMM representative, Shannin Rettig, was present. Borden moved and Powers seconded to adopt Resolution 421, approving the plan for construction. All members voted in favor of the same.

Consider EDC's Recommendation for Approval of Business Enhancement Grant to National Modular Manufacturing, Not to Exceed \$10,000



Members were provided with a copy of National Modular Manufacturing's application for Business Enhancement Grant, a 50-50 matching grant in the amount of \$10,000, as well as minutes of the EDC's August 8, 2023, meeting, wherein the Committee recommended approval of the same. After brief discussion, Robinson moved and Borden seconded to approve EDC's recommendation, not to exceed \$10,000. Motion passed unanimously.

Consider Memorandum of Understanding with USD 312 for Facility Usage

Members were provided with a copy of a proposed Memorandum of Understanding regarding school facility and Haven Recreation equipment usage. Atherton noted the document had been reviewed and accepted by the City Attorney, the Recreation Board, and USD 312 Board of Education. Borden moved and Scott seconded to approve the MOU and authorize Mayor Wright to sign the same. Motion carried five to zero.

Consider Sponsorship of Haven Fall Festival

Members were provided with the sponsorship request pamphlet for Haven Chamber of Commerce's annual Fall Festival. Atherton advised that historically the City has annually budgeted and contributed \$2,000 to the event, the same amount paid by the Chamber for their fireworks sales permit. Atherton advised that the HFF Chair, Vicki Myers, indicated to her the Committee's requests for City assistance would be in line with requests in years past – portable toilets, barricades, electrical service for vendors, BYOB event on Friday, beer garden on Saturday, police escort for parade, etc. Powers moved to provide \$2,000 sponsorship to Haven Fall Festival as well as City assistance in line with historical practice. Rush seconded, and the motion passed unanimously.

Consider Agreement for Engineering Services for Wildcat Landing with Certified Engineering Design, P.A.

Members were provided with a contract for engineering services from Certified Engineering Design, P.A. for Phase A of Wildcat Landing for street, water, sanitary sewer, and storm sewer improvements. Atherton noted the presented agreement met the approval of the City Attorney and was approved by the EDC at their August 8, 2023, meeting. Borden moved and Rush seconded to authorize Mayor Wright to sign the presented agreement. Motion passed unanimously.

Consider EDC's Recommendation for Approval of Quotes from Paul's Excavating and Ark Valley Electric Cooperative, not to exceed \$61,325

Members were provided with a copy of a quote from Paul's Excavating, Inc. for \$6,250 for demolition and removal of 5th and Hutchinson wellhouse, including footings, and leveling of dirt onsite. They were also provided with a quote from Ark Valley Electric Cooperative Association, Inc.'s for \$51,232.03 to reroute electrical at 5th and Westland in preparation of Wildcat Landing work. Atherton noted that tax would need to be applied at least a portion of AVEC's quote and suggested members consider it at \$55,074.43 instead. Public Works Director, Chad Swartz, explained the need for the work. It was noted the Economic Development Committee, at their August 8, 2023, meeting recommended the Council approve the quotes, not to exceed \$61,325. Robinson moved and Scott seconded to approve the quotes presented, not to exceed \$61,325. Motion passed unanimously.

Discuss Outcome of Storm Surcharge

Members were provided with a one-page handout entitled, "Consider Temporary Implementation of PCA for Remaining Storm Surcharge." Public Works Director, Chad Swartz, and City Clerk, Leslie Atherton, requested the council implement the Power Cost Adjustment at \$0.01 per kWh until \$37,768.89 is recovered, which is estimated to take four to six months. Scott moved to implement the request. Borden seconded, and the motion passed five to zero.

Public Works

Updates

Director Swartz provided the following updates:



- Swartz provided Council with information from Evergy representative, Dylan Cox, about the most recent blinks or outages seen Citywide as a result of faults at Evergy. Swartz assured the Council conversations with Evergy will continue.
- Due to high temperatures and high demand on the system, there were a few City-level electrical issues that had to be addressed over the weekend, largely due to fuses blowing.
- Swartz obtained quotes to concrete the alley by First National Bank. He provided those to Vicki Myers at the Haven branch and is waiting to hear back from her.
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Consider Quote for Tower / Pole

Members were provided with an email from Roger Estes of City of Wellington, showing they would charge \$2,397.28 to City of Haven for the purchase, delivery, and setting of a 70' pole to house the second AMI gateway. Rush moved and Scott seconded to approve the purchase. Motion passed unanimously.

Approve Payment of Invoice 82323 from Protective Equipment Testing Laboratory

Members were provided with a copy of Invoice 82323 for \$1,788.00 from Protective Equipment Testing Laboratory for the annual testing of the City's electrical tools and equipment. Every year this expense is greater than \$1,500 but is a necessary cost to ensure the safety of employees. Borden moved to approve payment of the invoice. Powers seconded, and all members voted "yes."

Police Department

Updates

Chief Schaffer provided the following updates:

- School zones have started. Things have been pretty good.

Executive Session

None.

Council Concerns

Powers asked why members are not receiving minutes of the Recreation Board meetings. Atherton noted that their secretary is usually pretty good about posting them on the City's website, so she typically does not send them out via email like the others.

Rush asked Chief Schaffer about pursuing a TNR (Trap Neuter Release) program to help control cat population. He is still working on that.

Mayor Wright emphasized to the public that the appropriate place to report electrical outages is to the Public Works on-call phone, not Facebook.

Agenda Planning Items listed for September 5, 2023, were read aloud.

Adjournment

At 7:38 PM, adjournment was unanimously approved after motion from Robinson and second from Borden.

/s/
Adam Wright, Mayor

Attest:

/s/
Leslie Atherton, City Clerk