



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: August 15, 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, Mark Robinson, Austin Borden, Kylie Rush.

Absent: None.

Others: Leslie Atherton, Derek Stoll, Stephen Schaffer, Jennifer Hill (at 7:06 PM), Martha Holmes, Kyran Crist, Ann Chesnut, Tracie Milleson, Dale Milleson, Matt Berumen, Charles Arndt, Lee Logsdon, Nicole Sander, Ciara Powers, Steven Phillips, Sherri Schneider, Tiffany Warden, Ryan Warden.

Ryan Warden, resident at 11 Stadium, had signed up for public comment time but was not present when his name was called.

No changes were made to the agenda.

Minutes

Robinson moved to approve the minutes of the August 1, 2022, meeting. Borden seconded, and the motion passed unanimously.

Accounts Payable

Williams moved, and Scott seconded to approve Accounts Payable, totaling \$494,110.70. Motion passed with five "yes" votes.

Members were provided financial reports for the month of July 2022, 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.

City Clerk Leslie Atherton:

Consider Increasing Expenditure Limit to \$1,500

Consider Increasing Credit Card Limit from \$3,000 to \$5,000

Atherton noted she sent to City Attorney Jennifer Hill for review the two above-referenced sections from the Financial Policies and Procedures Manual with revisions. Hill reviewed the entire Financial Policy & Procedure manual and made suggested revisions. That information was received late Friday afternoon, and Atherton noted other items that needed updating, such as Documentation of Systems. That information was updated today and then the entire revised manual electronically shared with governing body members and the City's auditors. Atherton would like to hear back from the auditors before asking the Council for approval. She did note, at Mayor Wright's suggestion, she would ask for the credit card limit to be increased to \$5,000 rather than \$4,000. No action was taken.

Building Inspector, Charles Arndt: Discuss Enclosure and Safety Devices for Pond at 22 N. Stadium

Building Inspector Charles Arndt appeared before the Council to answer questions about the pond project at 22 N. Stadium. Arndt noted there is no code stating a koi pond has to have a fence around it, and since his job is code enforcement and there is no code, there is nothing for him to enforce. He suggested the governing body work with the City Attorney if they wished to adopt regulations regarding ponds.

Approved 09.06.2022



Derek Stoll, Public Works Director:

Consider Resignation of Dylan Kaltenbach, Effective August 15, 2022

Borden moved and Rush seconded to accept the resignation of Dylan Kaltenbach, effective August 15, 2022.
Motion carried.

Consider Restructuring of Public Works Department

Stoll asked members to consider:

1. Measures to restructure the Public Works Department, including promoting Maintenance Technician, Steve Carmichael, to Assistant Public Works Director, and increasing his hourly pay rate from \$15.90 to \$18. Information distributed to members detailed the financial effect of this proposed change. Members were also provided with a proposed job description for the Assistant Public Works Director position.
2. Changing the cell phone reimbursement provided to full-time employees to \$40 across the board. (Currently, Department Heads receive \$40 monthly, and all other full-time employees receive \$30 monthly.)
3. When it comes time to hire a Maintenance Technician to replace Dylan Kaltenbach, starting the replacement at \$15 or \$16 per hour. Members were provided with information as to how that change would affect the budget as well.

The requirement for Public Works employees to obtain a CDL with Air Brakes certification was discussed and affirmed. Members agreed any current Public Works employees without CDL with Air Brakes certification should obtain one “yesterday” and any new Public Works employees hired should obtain the CDL with Air Brakes certification in a timely manner.

After a great deal of discussion, Borden moved, and Rush seconded to approve the measures listed in Item Three. Motion passed unanimously. No action was taken on Items One or Two.

Updates

Stoll delivered the following updates:

- Pool renovations have begun.

Discuss Allowing Golf Carts on City Streets Between Sunset and Sunrise

This item was requested for discussion by Council member, Sandra Williams. Williams spoke in favor of changing the local rules to allow golf carts (with appropriate lights and turn signals) on City streets between sunset and sunrise. Borden noted some folks, particularly those who live and work within the City, have voiced to him their preference to drive their golf carts to and from work. Scott said he would like to know what other cities do.

Chief Schaffer checked into about ten other cities similar in size to Haven. Six of them allowed day-use only, and nine out of ten of those cities required registration with their city. Some other cities had safety requirements that must be met, such as passenger limitations, 7' flag, and “slow moving vehicle” signs. Schaffer said he personally does not agree with allowing UTVs and golf carts on City streets at all. However, he noted that golf carts are designed to carry golfers and golf clubs at slow speeds on a golf course, and they have no safety equipment at all, while UTVs are designed for higher speeds, rougher terrain, and made to do work. Schaffer listed the most common reasons for golf cart accidents, and based purely on safety, recommended no change to the current ordinance.

However, if the Council chose to go against his recommendation, he suggested the Council require registration and implement other safety requirements on all special vehicles, including golf carts and UTVs. He noted an ordinance would have to be written, considered, and adopted, and decals would have to be purchased.



Mayor Wright suggested tabling the item, and if citizens are indeed in favor of the change, they should make their stance on the issue known to the Council by attending the next meeting. Williams urged those in favor of changing the ordinance to email her with “yea.” Robinson asked Williams if she would accept emails from those against changing the ordinance as well. She said yes. Members agreed to table the topic.

Chief of Police Updates: MDTs are in. Schaffer continues to work on the department’s policy manual. Schaffer and Atherton have updated the Police Department section of the City’s website as a result of the work with Lexipol as well.

Council Concerns: Williams gave kudos to Recreation Director Stephanie Pace from the Haven Senior Center for all the activities she has facilitated for the community, especially bingo.

Agenda Planning: Items listed for the September 6th Council meeting were read aloud.

Adjournment

At 7:41 PM, adjournment was unanimously approved after motion from Robinson and second from Scott.

/s/

Adam Wright, Mayor

Attest:

/s/

Leslie Atherton, City Clerk