



**MINUTE RECORD**  
**Regular Council Meeting City of Haven**

**Meeting: REGULAR**

**Date: September 5, 2017**

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

**Council Members: Les Banman, Shauna Schoepf-Pearce, Philip Kauffman, Sandra Williams.**

**Absent: Steve Carmichael.**

**Others: Leslie Atherton, Cole Rush, Adam Strunk, Rob Pell, Stephanie Carlson.**

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.

No one signed up to speak during public comment time.

Mayor Wright suggested the addition of an executive session to discuss the job performance of Blake Alling and Josh True. He also noted that Schneider requested removal from the agenda and suggested replacing that item with a Tree Board update from Stephanie Carlson. Schoepf-Pearce moved to make said changes to the agenda. Banman seconded, and the motion passed unanimously.

**Minutes**

Banman moved and Williams seconded to approve the minutes of the August 21, 2017, meeting. Motion carried.

**Accounts Payable**

Banman moved and Williams seconded to approve accounts payable to Shep Chevrolet, totaling \$17.90. Motion passed, though Schoepf-Pearce abstained due to her relationship to the vendor. Next, Banman moved and Kauffman seconded to approve all other accounts payable, totaling \$56,776.46. Motion passed unanimously.

Members were provided with financial reports for the month of August 2017, 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.

**Stephanie Carlson, Tree Board Chairperson: Tree Board Update**

Carlson provided the following updates:

- The Tree Board has been watering since rain has been sparse.
- The truck has undergone some repair work to keep it running smoothly.
- Gator bags were purchased to help with watering. She noted it takes about 2-2.5 hours to water the trees each time; there are about twenty trees on the route.
- She's working on the tree trimming list with hopes to have it done within the week. She'll then put that work out for bids to bring to the Council.
- Wes Myers is moving within the next few weeks so he'll be turning in his resignation rather soon.

**Open Bids for Purchase of 400 E. 1<sup>st</sup>**

Atherton noted only one bid was received for the property, and it was from Ideatek. A copy of the bid was provided to members. Because their bid did not meet the minimum bid specified in the invitation for bids, it was not accepted. The City will retain ownership of the parcel.

**Consider Bids for Public Works Building**

Approved 09-18-2017



Pell presented bids for a building to house the City's new digger and bucket trucks. These vehicles are too large to fit into the current Public Works facility. Two bids were provided for a 20 X 72 building: QSI \$24,663.66 and YES \$23,590.00. With the low bid coming from YES, Pell worked with them on an alternate, less expensive plan. This would involve putting up a building across the street from the current shop, and this would come in at \$20,610.00 including tax and installation. Pell noted that proceeds from the sale of the old digger and bucket truck totaled \$19,500, and could be used toward this purchase. This bid, however, includes only a dirt floor and no electrical. To add electrical (lights, outlets) to the project would run another \$3,000, Pell estimated.

Schoepf-Pearce said she would feel better if QSI had also been given the opportunity to bid the new layout, particularly since they are a locally based business. Other Council members agreed. The concern was that YES's bid would be made public before Pell could obtain a bid from QSI, possibly giving them a competitive edge. Pell advised he would call them first thing in the morning and ask them for a bid, noting it would have to be received by day's end. Members agreed that would be the best approach.

#### **Consider Appointment to Fill Vacancy on Ambulance Board, Term Expiring 12/31/2017**

Since the last Council meeting, Schoepf-Pearce spoke to Gavin Tate to gauge his interest in serving on the Board. He is no longer employed with Hutchinson Regional Medical Center and therefore is not interested in the position. Therefore, Schoepf-Pearce moved and Williams seconded to appoint Vikki Allam to the vacancy for term expiring December 31, 2017.

#### **Adopt Resolution Implementing Longevity Increase**

Schoepf-Pearce moved and Banman seconded to adopt Resolution 327, implementing longevity increases for EMS Director Tony Troyer and Paramedic Jessica Stussy. Motion passed unanimously.

#### **Adopt Resolution Supporting Fall Festival Beer Garden Special Event Permit**

Atherton requested this item be tabled until proof of liability insurance at proper levels has been provided.

#### **Chief of Police Updates:**

Rush provided the following updates:

- Officer Hayden will start doing DARE on Wednesday mornings at the schools.
- Williams asked about a window on Kansas Avenue that got broken over the weekend. The Department is looking into it.

#### **Public Works Director Updates:**

Pell delivered the following updates:

- Almost fifteen sprinkler heads have been repaired in Pioneer Park.
- The berm has been mowed at least once and still looks good.
- Swartz will pick up meters from Ark Valley this week.
- The open secondary on Kansas Avenue from 5th Street all the way down will be replaced over the next few weeks, starting this Thursday. That may eventually require work being done on a weekend-day. It would be helpful if Public Works could rent a lift for the month of October to work on both sides and to wrap up some other projects that have been on the backburner. This would cost roughly \$2,000.
- Plans to bury the electrical for Engweiler Park are being made.
- Two fire hydrant replacements are in the near future.
- The low water crossing is done, except for the blacktop.
- Discussion returned to the possible rental of a lift to aid with open secondary and other projects. Ultimately, Williams moved approved the rental of a lift not to exceed \$2,000. Schoepf-Pearce seconded, and the motion passed unanimously.

#### **Executive Session**



Schoepf-Pearce moved that the Council recess into executive session pursuant to the non-elected personnel exception in order to discuss the job performance of Blake Alling and Josh True, with City Clerk and Public Works Director present, the open meeting to resume in five minutes. Williams seconded, and the motion passed unanimously.

At 7:49 PM, regular session resumed with no action taken during executive session.

**Council Concerns**

Williams commented on the presence of mosquitoes. Pell said they will spray again.

**Agenda Planning -- Items for September 18, 2017**

Items posted for September 18, 2017, were read aloud.

**Adjournment**

At 7:52 PM, Kauffman moved and Banman seconded for adjournment. The motion passed unanimously.

/s/  
Adam Wright, Mayor

Attest:

/s/  
Leslie Atherton, City Clerk