



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

**Meeting: REGULAR**

**Date: SEPTEMBER 7, 2021**

**THE CITY COUNCIL MEETING IN REGULAR SESSION HELD AT 120 S. KANSAS AVENUE WAS CALLED TO ORDER AT 7:00 PM BY COUNCIL PRESIDENT TRICIA PARAMORE. THE FOLLOWING PEOPLE WERE PRESENT:**

**Council Members: Mark Robinson, Sandra Williams, Kylie Rush, Ron Dale, Tricia Paramore.**

**Absent: Mayor Adam Wright.**

**Others: Leslie Atherton, Stephen Schaffer, Andrew Foulston, Kyran Crist, Delon Martens, Vicki Myers.**

No one signed up to speak during public comment time, and no changes were made to the agenda.

**Minutes**

Dale moved and Robinson seconded to approve the minutes of the August 16, 2021, meeting. Motion carried.

**Accounts Payable**

Dale moved and Williams seconded to approve accounts payable, totaling \$53,659.45. Motion carried.

Members were provided with financial reports for the month of August 2021, 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 2022 Budget Proposal**

At 7:05 PM, Paramore opened the public hearing on the 2022 Budget Proposal and City's desire to exceed the RNR (revenue neutral rate). No public comment was delivered. Paramore then closed the public hearing, and Williams moved to accept the 2022 budget as presented. Rush seconded, and the motion passed. Next, Dale moved to adopt Resolution 382 regarding the City's desire to exceed the RNR. Robinson seconded, and the motion passed unanimously.

**Vicki Myers, Haven Fall Festival Chairperson: Consider Requests for Festival Assistance**

Fall Festival events are planned from Friday, October 8 through Saturday, October 9. Myers requested the Council's blessing to hold a BYOB Friday night event as well as a beer garden on Saturday. Members were provided with resolutions to permit these events. Robinson moved to adopt Resolution 383 for the Saturday Beer Garden and Resolution 384 for the Friday night BYOB event. Williams seconded, and the motion passed unanimously.

Other items the City will provide for the Festival include portable toilets, electric hook ups, blockades, extra trash cans, hanging of flags, assistance with 4-Corner decorations, and moving of picnic tables to downtown area.

**Delon Martens, Park Board Chairperson: Consider Expenditure to Plant Junipers in Pioneer Park**

Martens noted that the supplies for a previously approved expenditure from Bornholdt are on back-order.

Martens then requested authorization for the installation of three Canaerti junipers for \$1,200. Robinson moved to approve the request. Williams seconded, and the motion passed unanimously.

Martens mentioned that the playground equipment is on back-order as well but is hopeful it will be shipped today or tomorrow.



### **Consider Lease for Office Printer / Copier**

Atherton advised that the lease on the City's current Kyocera printer / copier will soon be up and requested the Council consider entering a new lease for a newer model. The monthly cost of the new model would be the same as the City's current monthly expenditure on the current machine, though the vendor did throw in a few additional included copies. Members were provided with a copy of the proposal from 360 Document Solutions. Dale moved and Rush seconded to move forward with the new lease. Motion passed.

### **Adopt Resolution Implementing Wage Increase**

Williams moved and Dale seconded to adopt Resolution 385, implementing a longevity increase for Building Inspector, Charles Arndt. Motion carried.

### **Planning Commission Appointments**

Robinson moved and Dale seconded to appoint to the Planning Commission Jesse Good and Steve Foster, both for terms expiring December 31, 2023. Motion passed with five "yes" votes.

### **Public Works:**

#### *Consider Expenditure for Street Sweeping*

Members were provided with a quote of \$5,900 from Clean Rite to sweep the streets in Haven. Atherton explained the logic behind contracting out the work vs. purchasing a street sweeper. She noted that there's around \$64,000 remaining in the paving budget, and the expenditure could be made from there. Council members voiced their desire to have the streets swept more often than twice a year – perhaps more seasonally or quarterly. Williams moved to approve the expenditure to Clean Rite as presented and for the sweeping to be done ASAP, ideally before Haven Fall Festival. Dale seconded, and the motion passed. Members suggested Stoll inquire about package deals to have the streets swept quarterly or seasonally in the future.

#### *Updates*

- None. Stoll was absent.

### **Chief of Police:**

#### *Accept Letter of Resignation from Officer Cooper*

Members were provided with Officer Cooper's letter of resignation, effective August 27, 2021. Paramore moved and Robinson seconded to accept the resignation. Motion passed.

#### *Updates*

- Three suitable candidates for the open police officer position have emerged. However, none of them are certified so it would be at least six months before one could be placed into action. Schaffer will conduct interviews once background checks are complete.
- The previously approved Mobile Data Terminals (car computers) still have not arrived, but Schaffer received word they will ship out in October.

### **Executive Session**

At 7:33 PM, Dale moved, and Williams seconded that the Council recess into executive session pursuant to the acquisition of real estate exception in order to discuss the purchase of real estate for Wildcat Landing with Attorney Andrew Foulston and City Clerk Leslie Atherton present, the open meeting to resume in Council Chambers at 7:50 PM. Motion passed unanimously.

At 7:50 PM, regular session resumed with no action taken during executive session. Dale moved and Williams seconded to officially extend \$100 offer to USD 312 for an option to purchase real estate for Wildcat Landing not to exceed \$50,000. All members voted in favor of the same.



**Adopt Resolution to Proceed with Moderate Income Housing Grant Application**

Dale moved and Robinson seconded to adopt Resolution 386 to Proceed with the Moderate-Income Housing Grant application, with \$115,292.50 in match funds dedicated to the project. Motion passed unanimously.

**Adopt Resolution to Establish RHID and Establishing the Date and Time of Public Hearing on the Matter**

Rush moved and Dale seconded to adopt Resolution 387, establishing the boundaries of a Rural Housing Incentive District within the City and establishing the date and time of a public hearing on the matter. Motion passed unanimously.

**Council Concerns**

Robinson thanked Public Works for the installation of the lights at the pickle ball courts.

Paramore inquired about the handling of overgrown yards. She asked if a complainant had to have a specific address in order to get something sent to a citizen to take care of their overgrown yard. Chief Schaffer said that's typically what he asks for, an address, so that he can address it. Atherton noted that historically the Police Department would hand out door-hangers for overgrown yards they noticed on patrol rather than all action resulting from citizen complaints. Paramore, Williams, Rush, and Robinson voiced approval of reverting back to that approach.

Williams noted she continues to receive complaints about the build-up in gutters and handicap ramps. Atherton noted that the clean-up of the handicap ramps is a task the City has submitted to Haven High School for Make A Difference Day, but she would be surprised if they got to all of them. She offered to enter a work order so that Public Works could begin to clean them up. Paramore asked if there would be any kind of follow-up performed to see that they all got done. Atherton said she didn't know how to answer that because she does not supervise Public Works or the Public Works Director. Paramore said she would like to see the progress and asked if that could be made known to the Supervisor of the Public Works Director. Atherton said she would communicate the Council's wishes but suggested adding to the next agenda seeing the Public Works Director's plan for getting the ramps cleaned up. Members agreed with this approach so the task would not fall off the radar. The Council also voiced how ideal it would be for the ramps to be cleaned prior to Clean Rite coming to town. Atherton said she would make these wishes known to the Public Works Director.

Dale suggested submitting the cleaning of the gutters to the Make A Difference Day group as well. Atherton will take care of that, too.

**Adjournment**

At 8:12 PM, adjournment was unanimously approved after motion from Williams and second from Rush.

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Adam Wright, Mayor

Attest:

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Leslie Atherton, City Clerk