



MINUTE RECORD
Regular Council Meeting City of Haven

REGULAR MEETING

MONDAY, OCTOBER 16, 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, Kylie Rush, Austin Borden.

Absent: None.

Others: Outgoing City Clerk Leslie Atherton, City Clerk Josephine Gonzalez, Andrea Williams, Public Works Director Chad Swartz, City Attorney Scott Ufford, Chief Stephen Schaffer, Stephanie Carlson, Braiden Allen, Aaron Strand.

Revisions to Agenda

None.

Public Comment

None.

Minutes

Powers moved to approve the minutes of the September 18, 2023, meeting, September 20, 2023, meeting, and October 10, 2023, meeting. Robinson seconded, and the motion passed.

Accounts Payable

Borden moved and Powers seconded to approve accounts payable from September 19, 2023, through October 2, 2023, totaling \$58,300.74. Motion passed unanimously. Next, Borden moved and Powers seconded to approve accounts payable from October 3, 2023, through October 16, 2023, totaling \$177,929.04. Motion passed unanimously.

Members were provided financial reports for the month of September 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.

Stephanie Carlson: Consider Bids for Tree Trimming

Though Carlson solicited other vendors for bids, only one bid was turned in. Members were provided with that bid from Richardson Tree Service at \$23,850. Due to the limited budget of the Tree Board, Carlson requested the Council authorize only \$9,500 for 2023 tree trimming. After brief discussion, Rush moved and Scott seconded approve Carlson's request. Motion passed with five "yes" votes.

Scott posed a question about an evergreen at 301 E. Main that has grown over the sidewalk. Carlson advised that trimming that tree would be the responsibility of the homeowner, but she will take another look at it.

Approve Cancellation of Outstanding Checks

Members were provided with a handout showing four outstanding checks to be canceled and restored to the fund of origination, totaling \$19.53. Rush moved and Borden seconded to approve the cancellation as presented. Motion passed.

Adopt Ordinance regarding City Clerk's Salary

Members were provided with a proposed ordinance setting the salary of the recently hired City Clerk. Powers moved and Borden seconded to adopt Ordinance 719. Motion passed unanimously.



Discuss 2023 Pool Season with City Clerk, Public Works Director, and Pool Manager

Members were provided with a three-page report covering the financial information of the 2023 Pool Season. Atherton took the governing body through the report page-by-page. Director Swartz suggested instead of keeping the pool open to Labor Day weekend, closing it as soon as school starts. Pool Manager, Braiden Allen, was in attendance to provide and receive feedback from the season. Swartz suggested purchasing some organization items, such as shelves, to go into the concession room. Allen said he is still looking into becoming certified as an instructor. Swartz advised that at some point a structure would need to be built over the pool chemicals and equipment. This would help with longevity of the equipment and potency of the chlorine. Mayor Wright said he is obtaining quotes for another shade structure to go up on the west side of the pool.

Public Works

Updates

Director Swartz provided the following updates:

- On Friday, defendants once again came to inspect the remove concrete as well as the pool area.
- Pole for second gateway is up. Reach Solutions will be out Friday to install a firewall for the gateway. Swartz will rent a lift to complete the job.
- Street sweeping occurred a few weeks ago; communication from the contractor is not always the best.
- APAC is swamped and probably won't get to Haven's jobs until late October.
- Ark Valley is in town now working on rerouting electrical for Wildcat Landing. This will require an outage. Those to be affected have been notified.

Consider Sale of Millings

There will be millings to dispose of following the upcoming repaving of streets. Swartz suggested selling the millings for \$10 per ton. APAC estimates around 220 tons of millings will be produced from the job. Swartz noted National Modular has advised they would purchase them all, if allowed, and asked for the Council's approval of the same at the suggested rate. Borden moved to approve Swartz's recommendation. Powers seconded, and the motion passed.

Consider Expenditure for Snowplow and Function Kit (\$6,525)

Members were provided with a quote from Bobcat for the purchase of a 96" Snow Blade to be affixed to the skid steer. Members were also provided with a quote from Schmidt & Sons for a function kit for the Kubota MX5400 which would also allow the snow blade to work on it. Swartz requested approval of the presented quotes. Robinson moved and Scott seconded to approve the purchases as presented, not to exceed \$6,525. Motion passed with five "yes" votes.

Consider Estimate from Paul's Excavating for Demolition of North Well House

Members were provided with a quote of \$6,250 from Paul's Excavating for demolition and removal of the wellhouse located on the north side of 5th Street. Swartz noted City has already committed to removing the wellhouse on the south side of 5th Street as part of the Wildcat Landing project; it makes sense to pursue removal of the wellhouse on the north side of 5th Street while the contractor is in town. It will also go a long way to cleaning up the area. Funding for removal of the south wellhouse came from Wildcat Landing funds. Funding for removal of the north wellhouse would come from the Water Fund. Rush moved and Powers seconded to award the work to Paul's Excavating, not to exceed \$6,250. Motion passed unanimously.

Consider Expenditures to Protective Equipment Testing (\$5,286.05)

Members were provided with a handout showing recent expenditures to Protective Equipment Testing as well as a potential purchase Swartz sought approval for. Swartz asked for the Council's approval of the previous expenditures, totaling \$2,593.05, as well as authorization to purchase three sets of sleeves at



\$2,693.00. Borden moved to approve both the expenditure and the authorization for purchase, not to exceed \$5,286.05. Rush seconded, and the motion passed unanimously.

Rush asked if Swartz had gotten back with Ryan Warden about his utility needs on Stadium. Swartz provided an update.

Police Department

Updates

Chief Schaffer provided the following updates:

- Haven Fall Festival went well, aside from a few minor incidents.
- The Department is still awaiting approval of funding from USDA Rural Development.
- Radio programming should occur in November.

Executive Session

At 7:35 PM, Robinson moved, and Borden seconded that the Council recess into executive session pursuant to the non-elected personnel exception in order to conduct an exit interview with outgoing City Clerk, Leslie Atherton, with the City Attorney present, the open meeting to resume at 7:45 PM in Council Chambers. Motion passed.

At 7:45 PM, regular session resumed with no action taken during executive session.

Executive Session

At 7:45 PM, Borden moved and Powers seconded that the Council recess into executive session pursuant to the attorney-client privilege exception in order to discuss the pool matter with City Clerk Josephine Gonzalez, Public Works Director Chad Swartz, and the City Attorney present, the open meeting to resume at 7:56 PM in Council Chambers.

At 7:56 PM, regular session resumed with no action taken during executive session.

Council Concerns

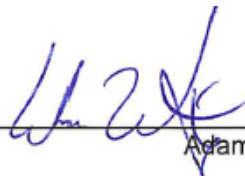
None.

Agenda Planning Items listed for November 6, 2023, were read aloud.

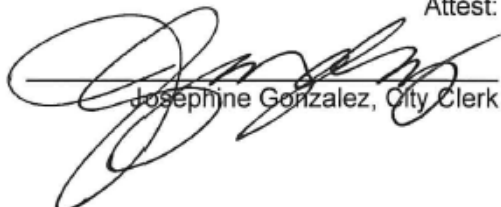
Mayor Wright advised liaisons that the November 6th meeting would be the final meeting for expenditures considered for 2023.

Adjournment

At 7:57 PM, adjournment was unanimously approved after motion from Borden and second from Powers.



Adam Wright, Mayor

Attest:


Josephine Gonzalez, City Clerk