



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: October 3, 2016

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

Council Members: Sandra Williams, Steve Carmichael, Les Banman, Shauna Schoepf-Pearce.

Absent: Adam Wright.

Others: Rob Pell (at 7:20 PM), Leslie Atherton, Cole Rush, Delon Martens, Lindsey Young, Larry LaPierre, Jonathan Hargrave, Michael Mulligan, Delon Martens, John Ezell, Bekah Ezell, Ezra Ezell, and Kylie Rush.

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.

Mayor Scott requested four revisions to the agenda: Remove Ambulance Board item and add the following: Approve Expenditure for Parts for Installation of Generator at South Lift Station, Approve Expenditure for Street Light Repairs, and Approve Expenditure for Sidewalk / Approach Repair at Community Building. Banman moved and Carmichael seconded to accept the listed changes to the agenda. Motion carried.

Ezra Ezell, a senior at Haven High School, signed up to deliver public comment. He addressed the Council to deliver information about the inauguration of the new softball and baseball fields. On Saturday, March 25th, in the morning, for the softball fields, there will be a ribbon cutting, recognition of alumni, and an alumni softball game. In the evening, the same will occur for the new baseball field – ribbon cutting, recognition of alumni, and an alumni baseball game. Between the games, there will be a dinner, which will serve as a fundraiser for the softball / baseball program. Mayor Scott thanked Ezell for sharing the information and offered the City's help in publicizing the information.

Minutes

Schoepf-Pearce moved and Williams seconded to approve the minutes of the meeting of September 19, 2016. Motion passed with four "yes" votes.

Accounts Payable

Banman moved to approve accounts payable, totaling \$65,190.67. Schoepf-Pearce seconded, and the motion carried four to zero.

Stephanie Carlson, Tree Board Chairperson: Consider Expenditure for Tree Trimming / Removal

Carlson presented two bids for tree trimming / removal. They were as follows:

Affordable Tree Service	Trimming: \$9900.00	Removal: \$2099.59
BeckerCare Tree Service	Trimming: \$8925.00	Removal: \$1475.00

Banman moved to award the work to the low bidder, BeckerCare. Carlson estimated he would have the work done by November 1st. Schoepf-Pearce seconded, and the motion passed four to zero.

Approved 10-17-2016



Park Board: Consider Updated Bids for Privacy Fence at Engweiler Park

Martens and Rush presented updated bids for the privacy fence at Engweiler Park. Both bids are for a 3-rail system with cedar slats and galvanized steel posts. Wells Fencing, Inc.'s bid came in at \$10,038.28 and Yoder Fence at \$9,720.20. Schoepf Pearce moved to award the work to Yoder Fence. Williams seconded, and the motion carried unanimously.

Progress Report on 2016 Strategic Direction

Rob Pell, Public Works Director: Improve Reliability of Electrical System

Pell reiterated the progress report that was included in the City's most recent newsletter.

He commented on the projects that Westar has pursued to improve the reliability of electricity here, including the Lake Cable feed. Pell noted he has heard murmurs that Westar, instead of improving the Burrton substation, may build a replacement substation that would be located closer to Haven and further from Burrton.

In the way of tree trimming, Pell noted that Public Works has met more than once with Richardson Tree Service to go over what areas they'd like for them to focus on when they come to trim. The strategy is to get the most work done for the dollars paid.

The City has also established a mass notification system through One Call Now to pass information on to customers in the event of an extended, widespread outage.

Park Board: Engweiler Park Plan

Martens and Rush provided an update on this project. Martens advised that not a lot of action has been taken on the plan, other than the fencing that was just approved. He provided guidance from the plan's architect on the "next steps" to be pursued. Martens mentioned the fence around the "small diamond" will need to be removed before work can be started over there.

Jessica Hoskinson, Downtown Beautification

Hoskinson provided a recap of the work done to date on pursuit of the Downtown Beautification project. An artist's rendering of the proposed improved downtown area was provided. She noted that she shared this project with WSU, HCC, and KSU, and a contact at HCC, Tracy Chadwick, advised this project could be taken on as a student internship. This would meet a need for HCC and for City of Haven.

Jessica Hoskinson, Economic Development

Hoskinson provided handouts and a verbal update on housing / facilitation of Infrastructure to promote housing development, K96 frontage development, retaining existing businesses, and recruiting new business / industry. She also noted, for each item, what the "next steps" are.

Chief Rush, Police Relocation

Chief Rush advised that the bid for the exterior update of the EMS Station will be refreshed before the year is over. Rush will also pursue bids for creation and placement of a sign on the building.

Rob Pell, Public Works Director:

Review Public Works Priority List and Direction

Members were provided with Pell's list of Public Works' Long-Term Goals. Pell detailed each and fielded questions.

Consider Bids to Replace Pole Behind 209 S. Kansas Avenue

Behind 209 S. Kansas Avenue stands a utility pole that is rotten at the bottom and leaning enough to cause the line to sag. Pell said it is in dire need of replacement and for safety reasons should not be put off. He presented a bid



of \$9680 from Kenny's Electrical and a bid of \$4862 from Zenor Electric for the pole replacement. This is not a budgeted expenditure. Schoepf-Pearce moved and Carmichael seconded to approve the bid from Zenor Electric. Motion carried unanimously.

Consider Expenditure for Sidewalk / Approach Repair at Community Building

A bid from Winter Concrete for \$1450 was presented to repair two sidewalk trip hazards at the Community Building. Payment for this would come from the Park Board Fund. Carmichael moved and Banman seconded to approve the work not to exceed \$1450. Motion carried four to zero.

Consider Expenditure to Hach Company for Support Contract / Renewal on Software at Water Treatment Facility

Pell requested approval of an expenditure of \$3,040 to Hach Company for the Support Contract / Renewal on the software at the Water Treatment Facility. This is an item budgeted under the Water Fund. Schoepf-Pearce moved and Banman seconded to approve the expenditure. All members voted in favor of the same.

Approve Expenditure to Hook Up Generator at South Lift Station

Pell requested authorization to spend \$1600 on parts to hook up the generator at the south lift station. This is an item budgeted within the Sewer Project. Carmichael moved to approve the request. Williams seconded, and the motion passed four to zero.

Approve Expenditure to Replace Street Lights on Kansas Avenue

Pell requested authorization to spend at least \$2400 to replace one section of eight (8) street light heads along Kansas Avenue. Williams moved to approve the expenditure request. Carmichael seconded, and the motion carried unanimously. Pell noted there is a 4-6 week wait on the street light heads.

Consider Turning Intersection of 1st and Kansas Avenue into a 4-Way Stop

Chief Rush reviewed the traffic accident log and found only the one (most recent) accident in the recent history at the intersection, and it was not due to the lack of a stop sign. However, Chief Rush left the decision up to the City Council, but noted if a stop sign goes up, it will need to be enforced. Mayor Scott noted that Kansas Avenue is a through street. Schoepf-Pearce said she didn't see a point in putting up another stop sign and thought that putting up a new one may actually create more accidents. Williams advised she is happy leaving it as-is.

Consider Revised Leave Policy

This item was presented to the Council at the previous meeting with the goal for a decision to be made at this meeting. Atherton advised she received no feedback from Council members during the interim so the policy remains the same as the one presented previously. Banman moved to approve the policy with the addition of "son-in-law" under 1.9.0 Funeral Pay. Williams seconded, and all members voted in favor of the same.

Executive Session

At 8:25 PM, Schoepf-Pearce moved and Banman seconded for the Council to recess into executive session pursuant to the non-elected personnel exception in order to discuss a worker's compensation claim with Public Works Director, Rob Pell, and City Clerk, Leslie Atherton, present, the open meeting to resume at 8:30 PM. Motion carried.

At 8:30 PM, regular session resumed with no action taken during executive session.

Approve Pay Apps from Nunn's Construction

Two pay applications from Nunn's Construction were presented for Council approval:

No. 3 \$ 72,809.10

No. 4 \$ 105,209.10



Both applications have been approved by Architect Jim Putnam. Banman moved and Carmichael seconded to approve the pay applications as presented. Motion passed unanimously.

Chief of Police Updates

Chief Rush provided the following updates:

- Officer Eulenstein received his orders to report to Active Duty. His last day before deployment will be October 31, 2016.
- Chief Rush is in the process of possibly bringing on another part-timer.
- Evidence will need to be transported to the KBI lab sometime this week.

Public Works Director Updates:

Pell delivered the following updates:

- Small water leak by the library will be addressed after Fall Festival.
- Public Works has been focusing on keeping things tidy for the upcoming event.

Final Planning for 2017 Strategic Direction Listening Sessions

Mayor Scott went over the plan and handouts for the upcoming Listening Sessions. City Clerk Leslie Atherton will provide a packet for each facilitator. Williams asked for the Downtown Beautification renderings to be provided.

Council Concerns

Williams said she would like for ordinances to be enforced but not just on a complaint basis as this can put neighbors at odds with each other. Lengthy discussion ensued but ultimately it was decided that Williams would discuss her concern with Chief Rush. If after that action is still needed, it will be placed as an item on a future Council agenda.

Agenda Planning -- Items for October 17

Items posted for October 17th were read aloud.

Adjournment

At 8:50 PM, Carmichael moved and Schoepf-Pearce seconded for adjournment. The motion passed unanimously.

/s/

Paula J. Scott, Mayor

Attest:

/s/

Leslie Atherton, City Clerk