



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: October 16, 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, Sandra Williams, Steve Carmichael, Shauna Schoepf-Pearce.

Absent: Philip Kauffman.

Others: Leslie Atherton, Cole Rush, Rob Pell, Stephanie Carlson, Kevin Evenson, Joey Young, 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.

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

Minutes

Banman moved and Schoepf-Pearce seconded to approve the minutes of the October 2, 2017, meeting. Motion passed with four "yes" votes.

Accounts Payable

Carmichael moved and Williams seconded to approve accounts payable to Shep Chevrolet, totaling \$35.00. Motion passed, though Schoepf-Pearce abstained due to her relationship to the vendor. Next, Carmichael moved and Banman seconded to approve all other accounts payable, totaling \$148,648.12. Motion passed unanimously.

Members were provided with financial reports for the month of September 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, Chairperson of Tree Board

Quarterly Update and Consideration of Expenditure for Tree Trimming

Carlson provided the following updates:

- Wes Myers officially resigned from the Tree Board. Carlson is on the search for a replacement and has a few people in mind.
- Carlson presented one bid for the removal of two trees and the trimming of two-hundred-two trees. It was from BeckerCare for \$9,875.00. She asked Abe's Affordable Tree Service for a bid but he ultimately declined because he was simply too busy. Banman moved to award the work to BeckerCare. Carmichael seconded and the motion passed unanimously.
- Watering has ended for the year.
- She also noted there was a little bit of an accident with the water tank that resulted in considerable damage to the truck. However, because they are looking into a different truck, they have put replacing it on hold. She estimated the replacement cost at \$325.
- Carlson will renew Haven as a Tree City for the upcoming year.

Kevin Evenson, Chairperson of EDC: Consider Recommendation to Hire Economic Development Director

Evenson informed the governing body members of the process the EDC went through to arrive at the recommendation to hire Jitana Graf as Economic Development Director, the position formerly held by Shannin Rettig, at a rate of \$15,000 per year. Members were provided with a copy of her resume. Schoepf-Pearce moved and Williams seconded to approve the recommendation. Motion passed unanimously.

Approved 11-6-2017



Dave Dukart let Evenson know that Destination Boot Camp will be taking place in Estes Park next week. It's a camp for people who want to make their businesses a destination. One business dropped out so there is an opening for a business to attend. They would not be responsible for their \$1500 tuition but would be responsible for some other incidental charges.

City Clerk, Leslie Atherton: Discuss Increasing Utility Rates

Atherton advised she recently reviewed the City's utility funds: trash, sewer, water, and electric.

- Regarding trash refuse and recycling service, per Ordinance 633 adopted in September of 2014, trash rates will automatically go up starting in January of 2018 without any further action necessary from the Council. She provided members with a copy of the ordinance.
- The sewer fund appeared to be in good order, and Atherton did not feel rates required adjustment for the upcoming year.
- Atherton did not feel strongly that the Electric Fund required an increase but asked to wait the year out and see what KPP plans to do with their rates before making a recommendation to the City Council.
- The Water Fund appears to be behind the mark by at least \$5,000, which could be attributed to an additional load of salt (around \$5,000) that was delivered this year but not budgeted for. Though Public Works thinks another load of salt won't be necessary this year, there is a small chance it will. Furthermore, because of budget timing, the same will be true of next year -- an additional load of salt will be needed that is not budgeted for. That puts the expected burden of unbudgeted spending at \$10,000 - \$15,000. In light of that, she presented the Council with two options. Option 1 would increase base water rates by \$2.40, which would equate to \$10,000 in additional revenue for the water fund over the course of a year. Option 2 would increase base water rates by \$3.20 per month, which would equate in \$15,000 in additional revenue for the water fund over the course of a year. Members were provided with sample bills to help them see the effect of the potential increases. No decision was made at this time.

Executive Session

Schoepf-Pearce moved that the Council recess into executive session pursuant to the non-elected personnel exception to discuss the job performance of Recreation Director, Merritt Wright, with the Recreation Board Chairperson, Sherri Schneider, present, the open meeting to resume at 7:42 PM. Carmichael seconded, and the motion passed unanimously. Mayor Wright excused himself from the executive session as he is Merritt's son.

At 7:42 PM, regular session resumed with no action taken during executive session, and as it turned out, though Schneider was cited in the executive session motion, the executive session took place without her.

Executive Session

Banman moved that the Council recess into executive session pursuant to the non-elected personnel exception to review job applications for Maintenance Technician, with Public Works Director, Rob Pell, present, the open meeting to resume at 7:50 PM. Schoepf-Pearce seconded, and the motion passed with four "yes" votes.

At 7:50 PM, regular session resumed with no action taken during executive session. Next, Schoepf-Pearce moved to hire Timmy Rogers as Maintenance Technician at \$13.50, subject to successful completion of pre-employment screening, and he would be eligible for a \$.25 increase after successful completion of each Water / Wastewater Certification. Carmichael seconded, and the motion passed unanimously.

Chief of Police Updates:

Chief Rush delivered the following updates:

- Fall Festival was basically incident-free.
- Headlight issues with the truck continue.
- Bulletproof vests need replacement. Chief Rush is obtaining pricing and options.



- Williams commented on the beautiful bench that Officer Hayden built to go in front of the new police station.

Public Works Director Updates:

Pell delivered the following updates:

- Scheduled power outages continue so that open secondary can be replaced.
- At no charge, Public Works borrowed a pole tester from Kansas Power Pool. Eighty-four poles (one circuit) were tested, and of those, six poles failed. James Ging of KPP is helping Public Works game-plan pole replacements for those six. To tackle them with the least amount of inconvenience to customers, pole replacements will likely require another bucket truck and another person. Pell plans to talk to neighboring towns to talk about work-sharing to complete that task.

Council Concerns

Williams commented on the number of J-turns seen on Kansas Avenue. She noted the absence of signs letting people know that they are illegal. Pell will order some No J-Turn signs.

Carmichael gave kudos to the Fall Festival committee for a great festival despite the uncooperative weather.

Schoepf-Pearce thanked the City of Haven for their assistance with the Festival.

Agenda Planning -- Items for November 6, 2017

Items posted were read aloud. The idea of holding only one meeting per month rather than two was mentioned, but no decision was made.

Adjournment

At 8:00 PM, Carmichael moved and Banman seconded for adjournment. The motion passed unanimously.

/s/
Adam Wright, Mayor

Attest:

/s/
Leslie Atherton, City Clerk