



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: October 17, 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, Cole Rush, Andrea Williams, Lindsey Young, Larry LaPierre, David Lowy, Ann Chesnut, Sheldon Smith and Russ Ewy.

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 indicated that Pell would be giving part of his Public Works update at the beginning of the meeting, after Accounts Payable, due to the Boil Water Advisory the City is currently under.

No one signed up to deliver public comment.

Minutes

Carmichael moved and Banman seconded to approve the minutes of the meeting of October 3, 2016. Motion passed with four "yes" votes.

Accounts Payable

Banman moved to approve accounts payable, totaling \$303,304.33. Schoepf-Pearce seconded, and the motion carried four to zero.

Rob Pell, Public Works Director- Boil Water Advisory Incident

Pell gave the Council a recount of what lead up the Boil Advisory that the City of Haven is currently under. Public Works started having problems at the water treatment plant on Friday afternoon. The finishing tank overflowed and caused problems between the Envirogen computer and the SCADA computer system. They contacted Pedrotti, but they were unable to come out until Monday, which meant that things would need to be monitored over the weekend. Pell said he last checked the plant on Sunday and the PSI was at 50. By Sunday night the PSI had fallen below the amount acceptable by the State of Kansas (20 PSI), necessitating the issuance of a Boil Water Advisory. They got the tank going and did chlorine residual testing at several different points. Samples were taken and returned to SDK Labs for testing.

Pell said they are investigating why this happened and currently have Public Works employees down at the plant "babysitting" pumps and tank. Willis Wilson, AquaTech Engineering, will be here tomorrow to help with computer systems at treatment plant. The City is waiting to hear from SDK Labs with results.

Schoepf-Pearce inquired how to prevent miscommunication from happening next time. Mayor Scott spoke to how technology is not always reliable. Pell stated this shouldn't be a problem going forward if computers will work together correctly. Mayor Scott gave kudos to Department Heads for their teamwork during this incident.

Approved 11-7-2016



Special Use Permit for Sheldon Smith

Mayor Scott informed the Council of the reason for Smith's application for special use permit, noting that the City's zoning code states that accessory buildings shall be less than the square footage of the footprint of the dwelling on the parcel. The square footage of the dwelling on Mr. Smith's parcel at 113 S. Topeka is 1268 square feet. Currently, he has a shop on the parcel that totals 948 square feet, and he wishes to add another 720 square feet to that which would bring his total accessory building square footage to 1668, 400 square feet over the total square footage of the footprint of the dwelling on the parcel, necessitating an application for special use permit.

The Planning Commission held the public hearing on this matter on Tuesday, October 11th. The Commission heard from the City Clerk, Building Inspector, and the applicant. Though the opportunity was given, no comments were provided by the public. After reviewing the application, the Commission voted to recommend to the City Council approval of Mr. Smith's special use permit application to erect an addition to his accessory building.

After review, Carmichael motioned to approve Sheldon Smith's Special Use Permit. Schoepf-Pearce seconded, and the motion passed four to zero.

Russ Ewy, Baughman Company: Updated Comprehensive Plan

Ewy addressed the Council with a brief overview of the work recently done to update the 1998 Comprehensive Plan. Starting in June 2015, with the Planning Commission's help, Ewy went thoroughly through the old Comprehensive Plan bringing it current through 2030. The intent of this living document is for use by any City board or Economic Development to use for long-term planning. State statute requires yearly update or review. Banman questioned usage of names on pages 50 and 51. Ewy stated that it was taken verbatim from EDC and a map was added to identify those properties. Schoepf-Pearce motioned to adopt Ordinance 662 updating the Comprehensive Plan. Williams seconded, and the motion passed with four "yes" votes.

Rob Pell, Public Works Director:

Consider Expenditure for Waterway Clearing

A bid from Harder Farm for \$2,900 was presented to mow and treat trees in waterway ditches from burn site to east end at Victory Road and from bridge to east end on C.B. Showalter's land. This is not a budgeted expense, but payment for this would come from the sewer fund. Pell plans to add this expense to the Capital Improvement Plan as we are having to do it on a yearly basis. Williams moved and Banman seconded to approve the work. Motion carried four to zero.

Consider Expenditure to Purchase New Crimper

Pell requested approval of an expenditure of \$1,900 to purchase a new crimper to use on electric outages. Our current one broke on a recent outage and is a used one that has been refurbished at least once. Public Works would like to purchase a new one and have the old one repaired to have on hand as well. This is not a budgeted item but would be paid for out of the Electric Fund. Carmichael moved and Schoepf-Pearce seconded to approve the expenditure. All members voted in favor of the same.

New Salary Requirement Pursuant to FLSA

Members were provided with pay rate / salary information for Chief Rush and Clerk Atherton to evaluate whether to pay them an hourly rate for work or the minimum salary required by FLSA starting December 1, 2016. Mayor Scott recommended including Chief of Police even if there is an exemption for law enforcement. She feels if his position is left out it would be devaluing his position. She also reminded the Council that these salaries were budgeted for in the 2017 budget. Schoepf-Pearce voiced her opinion of not being in favor of such a large jump in salary but understands it could be dividing among department heads going forward. Chief Rush indicated he'd prefer to be remain salaried to be able to have part-time help to cover days off. Schoepf-Pearce motioned to approve a raise in salary for both Chief Rush and Clerk Atherton to meet the FLSA minimum of \$47, 476.00 starting December 1, 2016. Williams seconded, and the motion passed 3-1 as Carmichael voted in opposition.



Restructuring Police Department/Hire Part-Time Officer

Rush indicated that insurance is much costlier meaning adding a fourth full-time officer is much more expensive than he anticipated it would be. He would like to instead hire another part-time officer. Rush recommended keeping officers salaried in anticipation of what 2017 may hold with Officer Eulenstein being deployed. No change was made.

Rush requested approval to hire David Lowy, Haven resident who currently works full-time for Reno County Sherriff's Officer, as a part-time officer to help cover while Officer Eulenstein is away. He would work approximately 2-3 shifts per week as his other job allows. He is already certified and will begin training on Wednesday, October 19th at a starting wage of \$12.50 / hour. Banman moved to approve the hire. Schoepf-Pearce seconded, and the motion passed with four "yes" votes.

Softball Complex Usage Agreement with USD 312

Mayor Scott presented the council with a copy of the usage agreement between the City and USD 312 for usage of the school's softball field and facilities. Carmichael motioned to accept the agreement. Banman seconded and the motion passed four to zero.

Chief of Police Updates

Chief Rush provided the following updates:

- Possible items from storage unit burglaries may have been recovered in Arkansas City. Officer Eulenstein will go to see.
- Rush has court this Friday in Sumner County.
- Officer Eulenstein has district court this week as well.
- Automotive problems with police vehicles have been repaired, and everything is running fine now.

Public Works Director Updates:

Pell delivered the following updates:

- Westar will be doing a switch-over to the commercial feed that will result in an hour outage on Industrial Drive. Two-day notice will be given to those affected.
- Fixing issues at water tower will back-up Public Works Schedule.
- Swartz will be out Wednesday.
- Water leak next to library still needs to be dug up and repaired.
- Previously approved street lights have been ordered.
- Street sweeping contractor came by mistake, but Pell stopped him before he got too far into the job.
- Pool winterized; park bathrooms will be done soon.
- Tree trimmers set to begin work on October 24th.

Council Concerns

Schoepf-Pearce inquired about the potholes on Kansas Avenue by Kwik Shop and between railroad tracks on Kansas Avenue. Pell indicated they are having trouble keeping material in holes. It is on the work order system.

Carmichael gave kudos to the Fall Festival Committee for a hugely successful Fall Festival and great fireworks display.

Agenda Planning -- Items for November 7

Items posted for November 7th were read aloud.

Adjournment

At 8:06 PM, Schoepf-Pearce moved and Carmichael seconded for adjournment. The motion passed unanimously.



/s/
Paula J. Scott, Mayor

Attest:

/s/
Leslie Atherton, City Clerk