



MINUTE RECORD
Regular Council Meeting City of Haven

REGULAR MEETING

MONDAY, NOVEMBER 6, 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: City Clerk Josephine Gonzalez, Assistant City Clerk Andrea Williams, Public Works Director Chad Swartz, City Attorney Scott Ufford, Aaron Strain, Harlan Foraker, John Riggins, Les Banman, Shauna Schoepf-Pearce, Craig Idacavage, Chris Rohr, James Copeland, Ryan Warden, Nicole Sander, Sherri Schneider.

Revisions to Agenda

Removal of Chief of Police updates. Motion to Robinson Borden seconds.

Public Comment

None.

Minutes

Powers moved to approve the minutes of the October 16, 2023, meeting. Borden seconded, and the motion passed.

Accounts Payable

Robinson moved and Rush seconded to approve accounts payable from October 17, 2023, through November 6, 2023, totaling \$101,961.60. Motion passed unanimously.

Harlan Foraker: Discuss the 5th and Stadium concept.

Foraker presented members with pictures and a map of the area of concern. Discussed the survey that was done and the problems that are being faced in the area for future. Foraker suggests a concrete flume be developed to direct the water out to Haven Buhler Rd. Foraker requested the Council authorize to move forward with the concept of a concrete flume to Haven Buhler Rd from Stadium Dr to help with drainage. After a brief discussion, Foraker is to move forward with compiling plans to construct a flume.

John Riggins with Kirkham Michael

Members were provided with a handout of the KDOT Cost Share Application – Fall 2023. Riggins discussed the plans and estimated cost. Riggins has submitted the application online on behalf of the City of Haven. This would be a 75/25 split with KDOT. Only about 15-20% of applications submitted are approved. If this application is not approved the city will reapply in the spring. There is no confirmed date when they will announce recipients for the cost share grant.

Les Banman, Park Board Chairperson

Members were provided with a Phase I proposal for the fence at the dog park. Banman also handed out a draft of the dog part. Banman also provided future Phase II plans and costs. Banman requested the Council authorize \$17,425.73 to complete Phase I of the fence for the dog park. Powers asked about concerns that people pick up after their dog and who will be responsible for that. After brief discussion, Borden moved, and Scott seconded to approve Phase I purchase of the installation of fence for the dog park. Motion passed with five "yes" votes. Motion passed unanimously.



Shauna Schoepf-Pearce, Recreation Board Chairperson

Schoepf-Pearce is requesting approval from the council for \$6,900 to be donated to USD 312 to purchase a sunshade over home team bleachers on the East Softball Field in memorial of Merritt Wright. After brief discussion, Scott moved, and Borden seconded to approve \$6,900 to be donated to USD 312 to purchase a sunshade over home team bleachers on the East Softball Field in memorial of Merritt Wright. Motion passed with five “yes” votes. Motion passed unanimously.

Schoepf-Pearce requested the Council approve the Recreation Board to reserve \$1500 to be used on new summer equipment and basketballs. After brief discussion, Borden moved, and Powers seconded to approve the Recreation Board to reserve \$1500 to be used on new summer equipment and basketballs. Motion passed with five “yes” votes. Motion passed unanimously.

Public Works

Updates

Director Swartz provided the following updates:

Electrics reroute for Wildcat Landing is cutover and well houses 1 and 2 have been demolished, and the water plant computer and software upgrade is completed and no longer running Windows 7.

Sewer Jetting

The contracted company Mayer will start jetting sewer lines this week. Swartz advised the council the city is under a five-year contract with them. This will allow for more accurate records of what has been jetted.

Water Tower

Swartz gave a handout to council from Vikings Industrial Painting to fix the water tower. In order for the leak to be fixed a crossover valve needs to be installed. Foraker is going to get an estimate. Currently waiting on KDHE to approve the permit. Swartz provided a handout from Rick Penner with a Summary and Recommendation of repairs for the water tower.

This morning, November 6, 2023, a little after 8 a.m. there was a transformer that blew at the Co-op. No transformer was available so a new one had to be ordered. It was approved by email to be purchased by Mayor Wright.

Swartz informed the council that he and City Clerk Gonzalez had a meeting with KPP energy regarding a grant that would give a 50/50 match through the state. There is an additional opportunity for cost share funding available to cover even more of the cost. This would allow updating the electrical. The application has been started and Swartz and Gonzalez will continue to work together with KPP to complete the grant process.

APAC change order to patch streets.

Rush moved, and Borden seconded to approve the change order to do patching in the amount of \$7,594.40. Motion passed with five “yes” votes. Motion passed unanimously.

City Clerk, Josephine Gonzalez

Designate Voting Delegate (and Alternates) to KPP Energy

Members were provided with a three-page handout listing Public Works Director Chad Swartz as the City's voting delegate to KPP Energy and City Clerk Josephine Gonzalez and Assistant Public Works Director Steve Carmichael as alternates. Gonzalez noted there is only one event per year that requires a vote, which occurs at the annual meeting of KPP Energy. Gonzalez finds it would be better practice for the Director of Public Works to the voting delegate given his position and experience. Borden moved and Powers seconded to approve the appointments as listed. Motion passed with five “yes” votes.



Consider Holiday Bonuses and Schedule for Employees

Members were provided with a handout entitled "2023 Holiday Bonus" requesting the use of \$2,950 to release holiday bonuses to eight (8) full-time employees and eight (8) part-time employees, Gonzalez noting \$3,800 is budgeted for the expenditure. Gonzalez noted the bonuses would be issued in Haven bucks. Borden moved and Scott seconded the approval of issuing Holiday Bonuses to City employees in the form of Haven Bucks.

Members were provided with a calendar of December 2023, noting December 25, 2023, and January 1, 2023, would be paid holidays for employees per City policy. Members were provided with options to consider, if they wished, regarding December 26: closed, close at noon, close at 3:00 PM, or normal hours. After a brief discussion, the council agreed for the city to be closed on December 26.

Council Concerns

None.

Agenda Planning Items listed for November 20, 2023, were read aloud.

Adjournment

At 7:58 PM, adjournment was unanimously approved after motion from Robinson and second from Borden.

Adam Wright, Mayor

Attest:

Josephine Gonzalez, City Clerk