



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: NOVEMBER 1, 2021

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: Mark Robinson, Sandra Williams, Kylie Rush, Ron Dale, Tricia Paramore.

Absent: None.

Others: Leslie Atherton, Stephanie Carlson, Steven Phillips, Stephen Schaffer, Derek Stoll, Andrew Foulston, Aaron Strain.

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

Minutes

Paramore moved and Robinson seconded to approve the minutes of the October 18, 2021, meeting. Motion carried.

Accounts Payable

Paramore moved and Dale seconded to approve accounts payable, totaling \$60,057.50. Motion carried.

Stephanie Carlson, Tree Board Chairperson: Consider Bid for Tree Trimming

Carlson sought bids for tree trimming from three contractors but received a bid only from Richardson Tree Service. Members were provided with a copy of it as well as a summary from Carlson. She requested authorization to pursue trimming 83 trees and removal of two trees with Richardson Tree Service in an amount not to exceed \$9,150. Paramore moved and Williams seconded to approve the request. Motion passed with five "yes" votes.

Public Works:

Consider Expenditure for Crack Repair

Members were provided with estimates to repair cracks primarily on 5th Street and 8th Street. The bid from APAC-Kansas, Inc. totaled \$23,027.35. A second bid for rental of equipment and purchase of materials from Crafcro, Inc. totaled \$3,935. Stoll felt confident the Public Works crew could perform the work with the rental of equipment and purchase of materials from Crafcro. Stoll requested authorization to pursue crack repairs through Crafcro, not to exceed \$5,000. Dale moved and Paramore seconded to approve Stoll's request. Motion passed unanimously.

Consider Expenditure for Parts Management Agreement for Water Treatment Plant

Members were provided with a copy of the Automation Services Agreement from Rockwell Automation. This agreement would keep on-hand the parts necessary to keep the water treatment plant in operation and updated. The total cost of the service with a five-year agreement is \$20,248.95. In addition to the agreement price, the City would be charged for parts actually put into use. Paramore moved and Robinson seconded to enter into the agreement provided. Motion passed.

Stoll delivered the following updates:

- In the last week, Public Works repaired two electricity issues caused by high winds.
- The street sweeping contractor continues to work in town off and on. Stoll isn't sure when they will be done.



Executive Session

At 7:23 PM, Paramore moved, and Robinson seconded that the Council recess into executive session pursuant to the non-elected personnel exception in order to discuss candidates for Police Officer position with City Attorney Andrew Foulston, City Clerk Leslie Atherton, Public Works Director Derek Stoll, and Chief Schaffer present, the open meeting to resume at 7:35 PM. Motion carried.

At 7:35 PM, Rush moved, and Dale seconded that the Council recess into executive session again pursuant to the same exception for the same discussion purpose with the same individuals present, the open meeting to resume at 7:40 PM. Motion carried.

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

Consider Extending Offer of Employment for Police Officer Position

Williams moved and Dale seconded to extend to Steven Phillips an offer of employment for the Police Officer position, contingent on successful completion of a psychological evaluation and drug test, at a salary of \$36,000 annually. Phillips will be required to obtain certification through the Kansas Law Enforcement Training Center. Motion passed.

Chief of Police:

Updates

- Schaffer still has no word on the previously approved computer purchase.

Discuss City Representation on EMS Board

Paramore noted that as of January there will be (2) two open City positions on the EMS Board as she and Dale exit from City Council. She also advised that soon-to-be-adopted bylaws will include a clause about replacement of a representative if he or she misses more than two meetings. Dale voiced that EMS is now going in a good direction and seems to be productive. Paramore agreed and said she thinks the Council needs to continue to support that with funds and representation. Williams thanked Dale and Paramore for their commitment and service to the EMS matter.

Consider Wage Increase Plan for 2022

Members were provided with the proposed 2022 Wage Increase Plan. It was noted that in regard to wages in the 2022 budget, room for up to a 4% increase has been included. Normally, this allows for the use of a three-tiered wage plan with up to 2.0% for Tier 1 (Cost Living Adjustment), 1% for Tier 2 (Longevity), and up to 1.0% for Tier 3 (Merit). Historically, the increase delivered through Tier 1 is determined by the Social Security's Cost of Living Adjustment for the Year. For 2022, that increase will be 5.9%. In light of this, Mayor Wright, City Clerk Leslie Atherton, Chief Schaffer, and Public Works Director Derek Stoll recommended utilizing the entire 4.0% increase available to provide COLA to all employees and foregoing **all** other wage increases in 2022.

After brief discussion, Williams moved, and Robinson seconded to approve the Wage Increase Plan for 2022 as presented. Williams, Rush, and Robinson voted in favor. Paramore voted in opposition, and Dale abstained indicating he would like more time to consider the plan. Motion carried.

Consider Ordinance Amending Code Regarding Weeds, Grass, Etc.

Members were provided with a draft of two (2) proposed ordinances. The first was to prohibit the growth of weeds and obnoxious growths of vegetation on lots or pieces of land within the City of Haven, and the second was to require streets and sidewalks be kept clean of grass clippings, leaves, and other debris.



Williams moved to adopt Ordinance 698 and Ordinance 699. Robinson seconded, and the motion passed four to one with Rush casting the opposing vote.

Council Concerns

Williams asked where Schaffer was at on looking into allowing golf carts to operate after sunset if they have proper lights and turn signals. Schaffer advised that he had found no other city that had made that allowance, and due simply to the public safety factor, he was not in favor of it. Paramore and Rush both said they would not be in favor of such a change either.

Adjournment

At 8:10 PM, adjournment was unanimously approved after motion from Paramore and second from Williams.

/s/

Adam Wright, Mayor

Attest:

/s/

Leslie Atherton, City Clerk