



**MINUTE RECORD**  
**Regular Council Meeting City of Haven**

**Meeting: REGULAR**

**Date: November 6, 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, Phillip Kauffman.**

**Absent: None.**

**Others: Leslie Atherton, Cole Rush, Rob Pell, Joey Young, Jitana Graf, Brent Chesnut, Dave Eulenstein.**

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 16, 2017, meeting. Motion passed with four "yes" votes; Kauffman abstained as he was absent from the meeting.

**Accounts Payable**

Atherton made the Council aware of an uncustomary payable listed as \$6.00 for reimbursement to Tony Troyer for key deposit on a P.O. Box for Haven Community Ambulance Service. Schoepf-Pearce moved and Williams seconded to approve accounts payable, including the \$6.00 reimbursement, totaling \$64,954.33. Motion passed unanimously.

**Executive Session**

At 7:02 PM, Schoepf-Pearce moved and Carmichael seconded that the Council recess into executive session pursuant to the attorney-client privilege exception to discuss restructuring EMS with City Attorney, Larry Bolton, present, the open meeting to resume at 7:30 PM. Motion passed unanimously.

At 7:30 PM, regular session resumed with no action taken during executive session. Then Williams moved to have City Attorney, Larry Bolton, petition for declaratory judgement to start over with ambulance service because the organization was not properly formed; EMS services are controlled by statute and nothing has been filed with state's register of deeds. Schoepf-Pearce noted the numerous attempts that have been made to bring the Townships to the table and then seconded Williams's motion. All members voted in favor of the same.

**Meet New Economic Development Director, Jitana Graf**

Jitana Graf, recently hired Economic Development Director, was present and exchanged introductions with the governing body.

**City Clerk, Leslie Atherton: Consider Water Rate Increase**

Atherton asked for the Council's input on implementing a water rate increase to cover the cost of operational expenses. Schoepf-Pearce spoke about her visit to the Water Treatment Facility and recognized the need for a rate increase, though she hesitated to implement the higher option. Banman said he didn't know that a rate increase was unavoidable. Carmichael, "as a Council person," understood the reasoning for the increase but "as a citizen" he could easily recall when the rates doubled a few years ago. Williams said she personally liked the lower bump but commented it would only cover the present, not the future. Mayor Wright spoke about the reality of dealing with aging infrastructure. Ultimately, Banman moved to accept Option 2 for a water rate increase of \$3.20



to the base rate. Williams seconded. Banman, Williams, and Kauffman voted in favor. Schoepf-Pearce and Carmichael voted in opposition.

#### **Discuss Holiday Bonus and Schedule**

The governing body was provided with a handout showing the Mayor's Proposal for holiday schedule and bonus amounts for employees. Upon review, Schoepf-Pearce moved and Banman seconded to approve the schedule and bonus amounts as presented. Motion passed unanimously.

#### **Executive Session**

Banman moved that the Council recess into executive session pursuant to the non-elected personnel exception to discuss job performance with Chief Rush, City Clerk, Leslie Atherton, and Public Works Director, Rob Pell, present, the open meeting to resume at 7:55 PM. Kauffman seconded, and the motion passed unanimously.

At 7:55 PM, regular session resumed with no action taken during executive session. Next, Schoepf-Pearce moved and Carmichael seconded to recess into executive session again pursuant to the same exception for the same discussion purpose for ten minutes. Motion passed.

At 8:05 PM, regular session resumed with no action taken during executive session.

#### **Accept Letter of Resignation from Rec Director, Merritt Wright**

Mayor Wright said he felt the letter of resignation from Merritt Wright, his father, was pursued by two individuals from the Recreation Board rather than the Recreation Board as a whole. No further discussion ensued.

Carmichael moved to accept the letter of resignation from Rec Director, Merritt Wright, effective October 31, 2017. Kauffman seconded, and the motion passed five to zero.

#### **Chief Rush: Consider Agreements to Move Forward with SRTS Phase II**

Brent Chesnut from Alfred Benesch & Company was present to explain the two agreements up for Council consideration: Project Programming Request with KDOT and Consulting Services Agreement with Benesch. Once these agreements have been turned in, KDOT will work on providing additional agreements to the City. Chesnut said because KDOT only has a few attorneys to draft the agreements sometimes they take a while to get sent. In the meantime, KDOT may send out a timeline with deadlines to meet before the agreement comes. Therefore, it would be ideal to allow Benesch to move forward with some of the design work to be prepared for those design deadlines to hit. In order to do that, though, because there's a chance, though slim, that KDOT could pull SRTS funding, the City assumes the risk of being solely on the hook for whatever design work is completed. Chesnut suggested allowing Benesch to move forward with the surveying work and then to pause until the KDOT agreements arrive.

Williams moved and Schoepf-Pearce seconded to authorize the signing of both agreements, so long as the approach is to pause after surveying for KDOT agreements to arrive. Motion passed five to zero.

#### **Rob Pell, Public Works Director:**

##### **Consider Purchase of Wire (\$1875.69)**

Pell asked for the Council to authorize the purchase of additional wire. The recent project replacing open secondary has used up the City's stock. Banman moved and Carmichael seconded to authorize the purchase, not to exceed \$1875.69.

##### **Consider Expenditure for Bucket / Digger Truck Accessories for Hot Hi-line Work (\$5963 plus tax)**

Pell requested authorization of the purchase of several accessories for the bucket and digger truck to better equip Public Works for hot, hi-line work. He provided a quote from Kriz-Davis for the items, totaling \$5,963 plus tax. He noted these items could be paid from the Infrastructure Upgrades line item in the Capital Improvement Fund.



Carmichael moved and Williams seconded to approve the purchase, not to exceed \$5963 plus tax. Motion passed unanimously.

Approve Renewal of Annual Contract with Hach for Water Treatment Facility (\$3137)

Pell asked the Council to approve the renewal of the City's annual contract with Hach covering parts at the Water Treatment Facility. After hearing explanation of what the agreement covers and learning it is a budgeted expense, Schoepf-Pearce moved and Kauffman seconded to approve the renewal, not to exceed \$3,137.

Chief of Police Updates:

Chief Rush delivered the following updates:

- Two weeks ago, Chief Rush attended training Lawrence, KS, on investigations. At the trainer's recommendation, Rush has purchased a list of books to have on-hand at the Department.
- Progress occurring little by little on remodeling at 102 S. Kansas.
- Halloween was incident-free; Thanksgiving and Christmas are typically busier than Halloween, Rush commented.
- Carmichael suggested considering the purchase of a radar sign. Chief Rush will look into it.

Public Works Director Updates:

Pell delivered the following updates:

- Swartz is on vacation this week.
- Parts are ordered and on the way to pursue burying the electrical in Engweiler Park. The goal is to start next week.
- Public Works started picking up loads of leaves from the streets today to increase the effectiveness of the street sweeping to occur later in the week.
- Pad / ground is ready for the building of the new Public Works addition to start.
- On-call time has been uneventful.

Council Concerns

Williams asked if the City still had Fall banners. Atherton and Pell advised that the City still has them, but they are now quite outdated. Schoepf-Pearce suggested talking to the Chamber about purchasing new ones.

Williams noted the presence of some poison ivy in a yard on Main Street.

Agenda Planning -- Items for November 20, 2017

Items posted were read aloud.

Williams moved to skip November 20, 2017, meeting but to allow Clerk to pay the bills as though there would be a meeting. Schoepf-Pearce seconded, and the motion passed unanimously.

Adjournment

At 8:45 PM, Carmichael moved, and Kauffman seconded for adjournment. The motion passed unanimously.

/s/  
Adam Wright, Mayor

Attest:

/s/  
Leslie Atherton, City Clerk