



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: November 7, 2022

THE CITY COUNCIL MEETING IN REGULAR SESSION HELD AT 120 S. KANSAS AVENUE WAS CALLED TO ORDER AT 7:00 PM BY COUNCIL PRESIDENT SANDRA WILLIAMS. THE FOLLOWING PEOPLE WERE PRESENT:

Council Members: Christopher Scott, Mark Robinson, Austin Borden, Kylie Rush, Sandra Williams.

Absent: Mayor Adam Wright.

Others: Leslie Atherton, Stephen Schaffer, Chad Swartz, Jennifer Hill, Larry Roth, Neal Reichenbach, Steve King, Ann Chesnut, Dean Chesnut, Steven Phillips, Kyran Crist.

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

Minutes

Robinson moved to approve the minutes of the October 17, 2022, meeting. Borden seconded, and the motion passed.

Accounts Payable

Borden moved and Scott seconded to approve accounts payable, totaling \$281,174.77. Motion passed with five "yes" votes.

Executive Session

At 7:02 PM, Robinson moved that the Council recess into executive session pursuant to the attorney-client privilege exception in order to discuss the pool matter with City Attorney, City Clerk, Public Works Director, three representatives from LJ Roth present, the open meeting to resume at 7:33 PM. Rush seconded, and the motion passed.

At 7:33 PM, regular session resumed with no action taken during executive session. Next, Robinson moved to have Atherton pursue options to finance remedying the pool. Borden seconded, and the motion carried with five "yes" votes.

Chief of Police:

Discuss Wages for Police Department

Members were provided with a five-page handout entitled Wage Study for Haven PD. Chief Schaffer went over the details of the handout and ultimately requested the Council increase the pay of Officer Hayden to \$45,760 annually, Officer Phillips to \$41,600 annually, and Chief to \$55,000 annually, effective as soon as possible, noting these salary adjustments would help with the retention of officers as well as future recruitment efforts.

Rush said she would like to see wage information from cities sized similarly to Haven, such as Andale and Cheney.

Atherton noted that the wage increase being requested by Schaffer is more than 8.7% COLA, which is to be discussed later, but not by much. Borden and Williams noted that Schaffer's budget has room for the additional expense.

After extensive discussion, Borden moved and Robinson seconded to approve increasing the pay of Officer Hayden to \$45,760 annually, Officer Phillips to \$41,600 annually, and Chief to \$55,000 annually, retroactively effective to November 1, 2022. Motion passed four to one with Rush casting the opposing vote.

Approved 11.21.2022



Updates

Chief Schaffer provided the following updates:

- The Impala was damaged in a motor vehicle accident with a deer. Insurance will cover the repair costs less the City's deductible.
- Schaffer continues to work with Lexipol on employee policies.
- Rush asked for updates on the properties needing cleaned up. Schaffer advised both have made improvements, and one of the two has been cleaned up quite well.
- Scott mentioned 220 N. Emporia, where behind the home, it appears the garage has been knocked down, and the pile of rubble has become a home for rodents. This eventually turned into a discussion about dilapidated homes around town. Public Works Director, Chad Swartz, will obtain addresses from Council member, Scott, and review the properties and the applicable ordinances with Building Inspector, Charles Arndt.
- Scott mentioned a recent post from Haven Police Department about cats and asked Chief Schaffer how he thought it went over. Schaffer said, "Don't care." Scott expressed his dismay with Haven Police Department's use of the laugh response to a comment on a department's Facebook post. He asked Chief Schaffer to remember he is representing the City of Haven. Williams said she thought the information Chief posted about feral cats and such was good but that it unfortunately turned into a circus. She encouraged taking the high road.

Public Works

Updates

Public Works Director, Chad Swartz, provided the following updates:

- Four after-hours call outs have occurred since Swartz came on-staff.
- Kubota MX5400 has been delivered with new implements.
- Swartz provided a short update on the AMI project, noting a contractor will install the electric meters.
- Borden moved to accept a Level 2 charging station from KPP Energy. Scott seconded, and the motion passed unanimously. Location was not decided tonight.
- Swartz asked for the Council's blessing to use the Park Caretaker, Holden Schneider, as additional maintenance help through the end of the year. Rush moved to approve the request. Scott seconded, and the motion passed.
- Borden asked Swartz to stop at EMS to take a look at an area at the back that they may want removed.
- Scott mentioned the drainage at 2nd and Haven Road. Swartz will take a look.

City Clerk, Leslie Atherton:

Designate Voting Delegate (and Alternates) to KPP Energy

Members were provided with a three-page handout listing City Clerk Leslie Atherton as the City's voting delegate to KPP Energy and Public Works Director Chad Swartz and Assistant Public Works Director Steve Carmichael as alternates. Atherton noted there's really only one event per year that requires a vote, which occurs at the annual meeting of KPP Energy, which historically she attends alone or with the Public Works Director. Robinson moved and Rush 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 "2022 Holiday Bonus" requesting the use of \$2,700 to release holiday bonuses to seven full-time employees and eight part-time employees, noting \$3,300 is budgeted for the expenditure. Atherton noted the bonuses would be issued in Haven bucks. Rush moved and Scott seconded to approve the holiday bonuses as presented. Motion passed unanimously.

Members were provided with a calendar of December 2022, noting December 26, 2022, and January 2, 2023, would be paid holidays for employees per City policy. Members were provided with options to consider, if they



wished, regarding December 23: closed, close at noon, close at 3:00 PM, or normal hours. After brief discussion, Robinson moved to be closed on December 23. Rush seconded, and the motion passed five to zero.

Adopt Ordinance Implementing Future Trash / Recycling Rates

Members were provided with a proposed ordinance implementing future rates pursuant to the most recently signed agreement with Nisly Brothers, Inc. Robinson moved and Borden seconded to adopt Ordinance 710 as presented. Motion passed unanimously.

Consider Proposed Wage Plan for 2023

Members were provided with a proposed Wage Plan for 2023, an eleven-page handout. Atherton explained that in regard to wages in the 2023 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, 1% for Tier 2, and up to 1.0% for Tier 3. Historically, the increase delivered through Tier 1 is determined by the Social Security's Cost of Living Adjustment for the Year. For 2023, however, that increase will be 8.7%. In light of this, the proposal for 2023 would be to increase wages of all City employees, except for those whose wages have been set or increased in the last six months, such as Public Works Director, Assistant Public Works Director, Chief of Police, Full-Time Police Officers, and Assistant City Clerk, by 8.7% for cost of living and foregoing all other wage increases in 2023.

Recently, the Council voted to increase the starting wage for a maintenance technician to \$15 or \$16 hourly. Public Works Director Swartz asked Atherton if there would be money / budget to bring someone on at \$17 or \$18 hourly if he came across a more-qualified applicant. That prompted Atherton to look deeper into wages, creating the multitude of spreadsheets, showing the effect of the proposed increases on each fund. As a result of that, to maximize money available for wages to Public Works and still spread costs out among the utility funds, Atherton suggested, starting in 2023, paying the meter reader from the Electric Fund rather than the Water Fund, and paying the to-be-hired maintenance technician from the Water Fund. In regard to the Public Works Department, this would have the Public Works Director paid from Electric Fund, Assistant Public Works Director paid from the Sewer Fund, and the maintenance technician paid from the Water Fund, which seems like a more reasonable arrangement than having the Public Works Director *and* maintenance technician both paid from the Electric Fund.

In regard to Recreation, she provided two scenarios for wage increases. Scenario 1 provides all Recreation employees with the 8.7% COLA. Scenario 2 provides the Field Prep person with 8.7% COLA and moves the Secretary / Treasurer to \$2,400 annually and the Recreation Director to \$12,000 annually, adjustments requested with their 2023 budget request earlier this year.

After discussion, Borden moved to approve the 2023 Wage Increase Plan as presented, inclusive of Scenario 1 regarding Recreation. Rush seconded, and the motion passed unanimously.

Council Concerns:

None.

Agenda Planning: Items listed for the November 21st Council meeting were read aloud.

Adjournment

At 8:50 PM, adjournment was unanimously approved after motion from Borden and second from Robinson.

/s/
Adam Wright, Mayor



Attest:

/s/

Leslie Atherton, City Clerk