



City of Haven
Haven City Council Meeting
MINUTES - DRAFT
December 1, 2025, at 7:00 p.m.
Haven City Hall, Council Chambers



REGULAR MEETING

Monday, December 1, 2025

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

Council Members: Nicole Sander, Sherri Schneider, Chad Swartz, Ciara Powers, and Christopher Scott

Absent: Adam Wright

Others: City Clerk Josephine Harper, Public Works Director Steve Carmichael, Interim Chief of Police Matt Hayden, City Attorney Jennifer Hill, Charissa Graves, and Corey Brock

Public Comment

None

Minutes

Sander moved to approve the minutes of the November 17, 2025, meeting. Swartz seconded. Motion passed.

Accounts Payable

Schneider moved and Sander seconded to approve accounts payable November 18, 2025, to December 1, 2025, totaling \$55,544.68. Motion passed unanimously.

Agenda

- A. Audia and Visual Quote**
CTi quote for Council Chambers – Sander would like to get more quotes from other companies. Council would like Harper to get other quotes. Tabled for later.
- B. EMS Transfer of Deed** – Sander motion Schneider seconds to transfer the deed to the EMS and Mayor Wright to sign the Quit Claim Deed as soon as he returns. Motion carried.
- C. Revisit Mobile Home Park License Renewal** – Motion by Swartz with a second by Scott to approve and renew D&K Properties Mobile Home Park Operators License. Motion carried.
- D. CITY CLERK, JOSEPHINE HARPER**
 - a. Gift Certificates for Christmas Haven** – Sander motion and Swartz second to approve the donation of \$150, \$100, and \$50 to Christmas Haven for the

Christmas decorating contest. Motion carried.

- b. Loyd Group Engagement Letter for the 2025 audit – Motion by Schneider with a second by Swartz to approve the agreement with the Loyd Group to do the 2025 Audit. Motion carried.
- c. Occupation License for Gruntz for 1/1/2026 to 12/31/2027 – Sander motion with a second by Swartz to approve the Occupation License for Gruntz from January 1, 2026, to December 31, 2027

E. PUBLIC WORKS DIRECTOR, STEVE CARMICHAEL

Ditch Cleaning Quotes – Motion by Schneider followed by a second by Sander to accept Cronos bid of \$12,975. Motion carried.

F. POLICE DEPARTMENT, MATT HAYDEN

Emma is still training. Hayden would like to have approval to hire another part-timer. Applicant is already certified and lives in town.

Swartz moved the Council recess into executive session with the City Attorney, City Clerk, and Interim Chief of Police present to discuss a non-elected personnel matter. The open meeting to resume at 7:32 PM in Council Chambers. Seconded by Schneider. Motion carried

Regular meeting resumes with no action taken.

Swartz motion and Scott seconds to hire the new part-time police officer at \$21.19 an hour. Motion carried.

G. EXECUTIVE SESSION

Sander moved that the Council recess into executive session with the City Attorney and City Clerk present for non-elected personnel matter. The open meeting to resume at 7:50 PM in Council Chambers. Seconded by Schneider. Motion carried

Motion to extend executive session by 10 minutes and for regular meeting to resume at 8:00 p.m. by Swartz and seconded by Schneider. Motion carried.

Motion to extend executive session with the council and City Attorney by 5 more minutes and regular session to resume at 8:05 by Schneider and seconded by Swartz. Motion carried.

Regular session resumed with no binding action taken

Council Concerns

Not at this time.

December 15 workshop at 6:00 p.m.

Adjournment

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

Council President, Ciara Powers

Attest:

Josephine Harper, City Clerk