



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

**Meeting: REGULAR**

**Date: December 5, 2022**

**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, Kylie Rush, Sandra Williams, Mark Robinson, Austin Borden.**

**Absent: None.**

**Others: Leslie Atherton, Stephen Schaffer, Chad Swartz, Andrew Foulston, Joey McLiney, Ciara Powers, Kacey Ford, Les Banman, Rosalie Harper, Dale Milleson, Cody Powers, Ann Chesnut, Colton Chesnut, Steven Phillips, Josephine Gonzalez.**

Ciara Powers, resident at 201 S. Emporia, provided public comment expressing praise for Haven Police Department.

The following items were unanimously added to the agenda after a motion by Williams and second by Borden: Approve Bond Purchase Agreement and Adopt Resolution Approving Plan for Construction of Building at 8905 Industrial Drive.

**Minutes**

Williams moved to approve the minutes of the November 21, 2022, meeting. Scott seconded, and the motion passed.

**Accounts Payable**

Williams moved and Robinson seconded to approve accounts payable, totaling \$65,331.02. Motion passed with three "yes" votes.

**Joey McLiney, McLiney & Company: Consider Options to Fund Pool Repair**

Members were provided with a Debt Service Schedule, a proposed ordinance authorizing and providing for the issuance of GO Bonds, Series 2022, for the pool repair project, a proposed resolution prescribing the form and details of and authorizing and directing the sale and delivery of GO Bonds, Series 2022, as well as a handout showing important dates related to the Bond Issue. After brief discussion, Williams moved, and Rush seconded to adopt Ordinance 712 as presented. Motion passed with five "yes" votes. Next, Williams moved, and Borden seconded to adopt Resolution 399. Motion carried five to zero.

**Park Board:**

*Consider Appointment of Desirae Pina, Term 12/31/2024*

Borden moved and Williams seconded to approve the appointment of Desirae Pina to the Park Board for a term expiring December 31, 2024. Motion passed five to zero.

*Consider Expenditure for Tree Plantings*

Members were provided with a revised quote from Gary Bornholdt for (6) trees and labor to plant them at Engweiler Park around the bleachers at the baseball diamond, totaling \$4,100; this price includes \$250 for soil testing to be sure the chosen spots are viable. Mayor Wright expressed concern about planting trees over the water main in that area. Public Works Director Swartz will mark the line. Banman said if the trees can't go in there, the Park Board discussed placing them near the gazebo by the berm. Scott moved and Rush seconded to approve the expenditure, not to exceed \$4,100. Motion carried.



### **Agenda Addition**

Mayor Wright realized he had forgotten to include one addition to the agenda – approval of additional board appointments. Williams moved to approve the addition. Borden seconded. Motion carried.

### **Board Appointments**

Borden moved and Scott seconded to approve the appointment of Brandae Tate to the Recreation Board for a term expiring December 31, 2024, and Terry Fehrenbach and Tim Shadoin to the Zoning Appeals Board for terms expiring December 31, 2025. Motion passed unanimously.

### **2023 License Renewals**

The following license renewals were unanimously approved after motion from Rush and second from Williams: Cereal Malt Beverage license to Dollar General and Kwik Shop, expiring December 31, 2023, Mobile Home Park Operator's Licenses to Elliott Courts, A&W Investments, LLC, and D&K Properties, of Kansas, LLC, expiring December 31, 2023, Occupancy Permit to All Sports Liquor, LLC, expiring December 31, 2024.

### **Consider Contract Renewal with Ideatek, LLC**

Members were provided with a proposed five-year contract from Ideatek, LLC for Internet, Phone, and Fax services for City facilities. Atherton noted the contract had been reviewed and approved by City Attorney Andrew Foulston. Robinson moved and Borden seconded to authorize Mayor Wright to sign the presented contract. All members voted in favor of the same.

### **Resolution**

Williams moved and Scott seconded to adopt Resolution 400 approving a plan for construction of a building at 8905 Industrial Drive. Motion passed with five "yes" votes.

### **Public Works**

#### *Consider Ordinance(s) Declaring Nuisance(s)*

No Ordinance was presented. City Attorney Foulston advised that after discussing with Public Works Director Swartz and reviewing photographs of identified properties, he felt it best to move forward with informal attempts to remediate before asking the Council to begin formal proceedings. Foulston advised that Chief Schaffer will make those informal attempts with hopes to have the issues rectified by the first meeting in 2023 or to pursue formal action at that time if not.

#### *Updates*

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

- The generator at the Water Treatment Plant is out of commission due to a crack in the block. Though the warranty on the recently replaced motor has expired, due to a miscommunication between Foley and the motor manufacturer, Foley has agreed to take care of us.
- Jason King will begin employment here on December 12, 2022.
- Atherton and Swartz sat in on a webinar facilitated by Kansas Power Pool regarding possible grant funding for 7200 upgrade. Quotes for an engineering study are being sought.
- Swartz noted 2/3 of the City still needs to have trees trimmed out of lines.
- Swartz has established a partnership with Ark Valley Cooperative. As a matter of fact, they are coming out tomorrow to repair a damaged cross-arm for less than \$1,000.
- Williams asked if the street sweeper would be back out to collect leaves. Swartz said scheduling is in the works.

### **Chief of Police:**

#### *Updates*



Chief Schaffer provided the following updates:

- Schaffer spoke about the ongoing process of preparing the Police Department's policy manual, noting Lexipol representative advised it could be completed by the end of the year if he dedicated five to six hours to the process weekly. Due to other priorities, Schaffer said he did not think he would accomplish that but hoped to have it done by the end of January 2023. The manual will contain 165 policies, so it is rather voluminous.
- Schaffer will put out a request for bids this month for a new police vehicle to be purchased in 2023. Vehicle rotation and specs were discussed. Williams moved to approve the release of the request for bids. Borden seconded, and the motion carried.

#### **Executive Session**

At 7:38 PM, Scott moved that the Council recess into executive session pursuant to the non-elected personnel exception to discuss the performance of the police department with City Attorney Andrew Foulston and Chief Schaffer present, the open meeting to resume at 8:10 PM in Council Chambers. Williams seconded, and the motion passed unanimously.

The Council did not end up inviting Schaffer into this executive session. At 8:10 PM, regular session resumed with no action taken during executive session. Then Williams moved, and Borden seconded to recess into executive session pursuant to the same exception to discuss the same topic with City Attorney Andrew Foulston and Chief Schaffer present, the open meeting to resume at 8:25 PM in Council Chambers. All members voted in favor of the same.

At 8:25 PM, regular session resumed with no action taken during executive session. Next, Borden moved, and Scott seconded to recess into executive session once again pursuant to the same exception to discuss the same topic with the same individuals present, the open meeting to resume at 8:32 PM in Council Chambers. All members voted in favor of the same.

#### **Council Concerns:**

Williams praised Public Works for getting the snowflake decorations up downtown. Swartz gave the credit to Assistant Public Works Director, Steve Carmichael.

**Agenda Planning:** No items were listed for the December 19<sup>th</sup> Council meeting. Members agreed to forego holding a meeting unless time-sensitive business arises.

#### **Adjournment**

At 8:33 PM, adjournment was unanimously approved after motion from Robinson and second from Borden.

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Adam Wright, Mayor

Attest:

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Leslie Atherton, City Clerk