



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

**Meeting: REGULAR**

**Date: December 17, 2018**

**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: Tricia Paramore, Philip Kauffman, Matt Johnson.**

**Absent: Sandra Williams, Ron Dale.**

**Others: Leslie Atherton, Derek Stoll, Rob Pell, Lindsey Young, Stephen Schaffer.**

The meeting was opened with the flag salute and followed with a moment of silence to honor those in the military, first responders, and other public service to our country and community.

Kauffman moved and Paramore seconded to approve Atherton's request to add two license approvals to the agenda. Motion carried. No one signed up for public comment.

**Minutes**

Paramore moved to approve the minutes of the December 3, 2018, meeting. Johnson seconded, and the motion passed.

**Accounts Payable**

Kauffman moved to approve accounts payable, totaling \$129,083.10. Paramore seconded, and the motion passed three to zero.

Members were provided with financial reports for the month of November 2018, including a summary of receipts and disbursements, comparison of budgeted to actual expenditures, and reconciliation of Jayhawk Utility receipts to money deposited into utility accounts.

**Consider Don Paddock's Recommendation for Awarding Bid on Pool Construction**

Bids for pool construction were opened on December 12 at 2:00 PM. Members were provided with the Bid Tabulation Sheet, showing Compton Construction as the low bidder at \$920,871.00. However, Compton failed to include all documents listed in the bid specifications, though they did provide them before the day was over. In addition, Don Paddock asked and received from them three (3) pool project-specific references. He checked those and they all came back favorable. Therefore, Paddock recommended the City award the contract to Compton Construction. Atherton asked if the Council chose to award the work to Compton that they also authorize Mayor Wright to sign the construction contract, pending City Attorney approval. Kauffman moved and Paramore seconded to award the work to Compton Construction and to authorize Mayor Wright to sign the construction contract, pending City Attorney approval. Motion passed unanimously.

**Consider Bill from Paddock Pools**

Members were provided with a copy of Invoice 3529 from Paddock Enterprises, totaling \$28,901.40. Kauffman moved and Paramore seconded to pay Paddock \$28,901.40. Motion passed unanimously.

**Consider Bill from Kansas Municipal Insurance Trust (KMIT) for 2019 Workers Compensation Insurance**

Atherton presented to the governing body the bill from KMIT for 2019 Workers Compensation Insurance, totaling \$21,106.00, nearly double last year's bill due to the change in the City's ExperienceMod. The increase in the ExperienceMod was due to a few larger claims from the City having hit the system. Paramore moved and Johnson seconded to authorize payment of \$21,106 to KMIT. Motion passed unanimously.



**Consider Mobile Home Park Operator’s Licenses for Elliott Courts and Haven Mobile Home Court**

Paramore moved and Kauffman seconded to issue to Elliott Courts and Haven Mobile Home Court mobile home park operator’s licenses for 2019. Motion passed unanimously.

**Consider Kwik Shop, Inc.’s Application for Cereal Malt Beverage License and All Sports Liquor’s Application for Occupancy Permit**

Paramore moved and Kauffman seconded to renew Kwik Shop, Inc.'s cereal malt beverage license and issue Occupancy Permit for All Sports Liquor for 2019. Motion carried with three “yes” votes.

**Consider Appointments**

Kauffman moved and Johnson seconded to approve the appointments listed below:  
Don Ford and Nanette Unruh to Planning Commission for terms expiring 12/31/2021  
John Jenkins, Sherri Schneider, and Josh True to Recreation Board for terms expiring 12/31/2020  
Kylie Rush, Desirae Pina, and Delon Martens to Park Board for terms expiring 12/31/2020  
John Paulk to Tree Board for a term expiring 12/31/2021  
Jeff Towell and Jonathan Newman to IPMC Board of Appeals for a term expiring 12/31/2020.  
Motion passed unanimously.

**Authorize Derek Stoll as Delegate and Leslie Atherton as Alternate to KPP Membership Committee**

Paramore moved and Kauffman seconded to authorize Derek Stoll as delegate and Leslie Atherton as alternate to the KPP Membership Committee. Motion passed three to zero.

**Discuss Strategic Direction for 2019**

Members discussed where they would like for the City to focus its energy and resources in 2019. Paramore suggested following up with the Recreation Board and the Economic Development Committee to have them update their sections and / or report on progress. Paramore and Kauffman both suggested for quality of life and economic development that the City work to get a restaurant in town. Additionally, a significant amount of time was spent discussing the need for upgrades to the City’s electrical system. Stoll is already working to get an estimate on putting the electrical underground in the Stadium Street area and he will work to obtain an overall estimate to move the load from the high school and Stadium Street to the 7200 system. Atherton suggested for infrastructure that the City work to build a matrix for water and sewer line replacements, similar to the street paving matrix; this would also feed into fiscal stewardship. She reminded the Council that the 2019 budget contains \$5,000 to use a grant writer if they so desired and suggested setting a goal to not increase property taxes or utility rates over the next year. This item will be up for discussion again in January while the Council awaits additional feedback from advisory boards.

**Executive Session**

Kauffman moved and Johnson seconded that the Council recess into executive session pursuant to the non-elected personnel exception in order to review applications for the Chief of Police position with Chief Pell and City Clerk, Leslie Atherton, present, the open meeting to resume at 8:30 PM. Motion passed unanimously.

At 8:30 PM, regular session resumed with no action taken during executive session. Next, Kauffman moved and Paramore seconded to again recess into executive session pursuant to the same exception for the same discussion purpose with the same individuals present, the open meeting to resume at 8:45 PM.

At 8:50 PM, regular session resumed with no action taken during executive session. Next, Kauffman moved and Paramore seconded that the Council recess into executive session pursuant to the same exception for the same discussion purpose with the same individuals, plus Stephen Schaffer, present, the open meeting to resume at 9:00 PM.



At 9:00 PM, regular session resumed with no action taken during executive session. Then Paramore moved to authorize Mayor Wright to offer to the chosen Chief candidate a conditional offer of employment. Kauffman seconded, and the motion carried with Kauffman and Paramore voting in favor. Johnson abstained from the vote with no reason given.

**Public Works Updates:**

Stoll provided the following updates:

- Public Works crew was called out last night to an electrical issue. The repair was made and the issue was solved.
- Water plant underground project should be finished by the end of this week.
- Leaf vacuuming will resume this week and next week.
- There was a slight issue with the pole truck. It lost a seal and a hydraulic cylinder. It has been repaired.

**Chief of Police Updates:**

Chief Pell provided the following updates:

- Pell's last day of work will be this Friday. He advised he will turn his keys over to the City Clerk, so she can hand them over to his predecessor.

**Council Concerns**

None.

**Agenda Planning**

Items for January 7<sup>th</sup> were read aloud.

**Adjournment**

At 9:06 PM, Paramore moved and Johnson seconded for adjournment. The motion passed unanimously.

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Adam Wright, Mayor

Attest:

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Leslie Atherton, City Clerk