



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

**Meeting: REGULAR**

**Date: December 18, 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: Sandra Williams, Les Banman, Shauna Schoepf-Pearce, Phillip Kauffman.**

**Absent: Steve Carmichael.**

**Others: Leslie Atherton, Cole Rush, Rob Pell, Don Paddock.**

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.

“Consider Additional Expense to Run Electricity to Truck House” was removed from the agenda and an executive session to discuss a worker’s compensation claim was added after motion from Schoepf-Pearce and second from Banman. Motion passed unanimously.

**Minutes**

Schoepf-Pearce moved and Williams seconded to approve the minutes of the December 4, 2017, meeting. Motion passed with three “yes” votes. Banman abstained as he was absent.

**Accounts Payable**

Banman moved and Kauffman seconded to approve accounts payable, totaling \$165,688.19. Motion passed unanimously.

**Don Paddock, Paddock Pools: Discuss Plan for Pool Project**

Paddock presented the Council with a new plan drawing based on the Council’s most recent feedback. He also provided a corresponding estimate, which came in at \$1,235,152.00 including a 10% contingency fee and 9.5% for design fees. All the piping around the pool including the drains will be redone. Paddock assured Pell that none of the old piping would be utilized. The only thing that would be used of the old pool is the structure of the pool. Discussion took place regarding whether or not the pool’s current slide would still be in sufficient condition to be reinstalled once the new pool is complete. Pell didn’t think it would be.

Schoepf-Pearce moved to proceed with having Paddock produce a rendering of the current drawing with the addition of a drop slide. Williams seconded. Motion carried.

Atherton will work on getting schedule / timeline information on possible bond issue as well as contacting the park architect for an updated estimate on Engweiler Park Improvements, including tennis court resurfacing.

**Consider Invoice from Fincher’s Findings, Inc. for Basketball Jerseys / T-shirts: \$1485.32**

In absence of the Recreation Board members, City Clerk Atherton presented the invoice from Fincher’s Findings for basketball jerseys / t-shirts to the City Council for approval, as it is greater than \$1,000. Banman moved and Schoepf-Pearce seconded to approve payment. Motion passed unanimously.

**Discuss Fill-In for Meter Reader’s Upcoming Absence**

The Council discussed hiring someone to fill in reading meters for two months during the summer as current meter reader, Abbi Arndt, is due to have a baby then. By way of consensus, the Council approved allowing her husband, Ian Arndt, to fill in for her.



**City Clerk, Leslie Atherton:**

*Adopt Resolution for Burn Site Attendant and Recreation Director*

Atherton presented a resolution assigning pay rates to the Burn Site Attendant and Recreation Director. Schoepf-Pearce moved to adopt resolution 331. Kauffman seconded, and the motion carried.

*Approve Work Comp Premium for 2018 from KMIT*

Atherton presented a quote from KMIT for the City's 2018 Workers Compensation coverage. It came in at \$11,875, under last year's quote, which its self was much lower than the City's quote from EMC. Williams moved and Banman seconded to approve payment of the bill. Motion passed.

*Consider Codifying City's Ordinances with CityCode*

Atherton presented a quote from CityCode to review and codify all the City's ordinances and corresponding codes. They would review them, organize them, post them to a website to which we could link so it is accessible to us and the public, and keep it updated so long as we continue to send in ordinances as they are adopted. Most cities Haven's size have already done this, and it would prove very useful for citizens and City staff. Payment for this work would come out of the Police Department budget as it is likely the department to be benefited the most. The cost is \$4,000 for the codification service and \$1,000 annually for the always up-to-date service. Williams said she thought it would be very useful. Kauffman moved to approve the agreement from CityCode presented. Banman seconded, and the motion passed unanimously.

**Accept Resignation of Greg Thompson from Recreation Board**

Banman moved and Williams seconded to accept Thompson's resignation. Motion carried.

**Consider Appointments**

Schoepf-Pearce moved to approve the following appointments:

- Matt Johnson to Planning Commission for term expiring 12/31/2020
- Patricia Cupps to Planning Commission and Board of Zoning Appeals for term expiring 12/31/2020
- Dale Milleson to Property Maintenance Board of Appeals for term expiring 12/31/2019
- Paul Regier to Tree Board for term expiring 12/31/2020
- Christopher Scott to Recreation Board for term expiring 12/31/2019
- Carrie Baker to Park Board for term expiring 12/31/2019.

Banman seconded, and the motion passed unanimously.

**Consider Application for Occupancy Permit from All Sports Liquor, LLC**

Williams moved and Schoepf-Pearce seconded to approve All Sports Liquor's application for occupancy permit for 2018. Motion passed.

**Consider Applications for 2018 Mobile Home Park Operator's Licenses:**

Banman moved and Kauffman seconded to approve the renewal of Mobile Home Park Operators' Licenses for 2018 for the following:

- Elliott Courts (Steve & Jerri Taylor)
- Haven Mobile Home Court (Chuck Haines)
- L&P Investment (Perry & Darla Stussy).

Motion passed with four "yes" votes.

**Discuss Ambulance Payroll Details**

This item was included on the agenda at the request of Council member, Sandra Williams. Members were provided with a copy of what is provided to the City Office for the ambulance employees' payroll to be processed. Williams felt that the spreadsheet provided wasn't transparent or detailed enough. She also noted the part-time



director has himself listed for eight hours of overtime, which may very well be, but she said she felt more detail should be required. She'd like to have more itemized detail on the monthly payroll sheet. Kauffman commented that the Director probably has that information, otherwise, providing the monthly payroll sheet would be impossible, that it's just a matter of obtaining the information from him. Schoepf-Pearce thought the request for more detailed information seemed reasonable and easy to comply with. Mayor Wright will email the Director with the change in process.

**Rob Pell, Public Works Director:**

**Consider Additional Expense to Finish Burying Electrical at Engweiler Park**

Pell requested authorization to spend additional funds burying the electrical at Engweiler Park. In digging to bury the electrical, Public Works realized that the underground conduit that the electrical to the water plant is in is encased in concrete, meaning the same conduit cannot be used to house the Park's electrical. Atherton noted there is enough money in the Park Board budget to cover the additional expense. Banman moved and Williams seconded to approve the expense of \$2,455.82. Motion passed four to zero.

**Executive Session**

Schoepf-Pearce moved and Williams seconded to recess into executive session for five minutes pursuant to the non-elected personnel exception to discuss a worker's compensation claim with Pell and Atherton present. Motion carried with four "yes" votes.

Regular session resumed at 7:57 PM with no action taken during executive session.

**Public Works Director Updates:**

Pell provided the following updates:

- Public Works continues to work on burying the electrical at Engweiler Park.
- One more pole replacement needs to be done on Topeka Ave.
- Much time has been spent trying to "button up" projects before year-end and onset of harsh weather.

**Chief of Police Updates:**

Chief Rush delivered the following updates:

- Carpet for the new building has been purchased.
- The Department is waiting for Public Works to have a lull in their work to help with finishing the electrical.
- Training schedules for 2018 are beginning to form.
- Chief Rush requested authorization to replace the optics on the Department's rifles, which he estimated would be \$1,600, noting there's money remaining in the Police Department budget. Banman moved to authorize the expense. Williams seconded, and the motion passed with four "yes" votes.

**Council Concerns**

Williams noted a pothole in the alley running east and west between 200 block of north Sedgwick and Kansas.

**Agenda Planning -- Items for January 2, 2018**

Items posted were read aloud. Schoepf-Pearce moved to forego having January 2nd meeting and have accounts payable paid in accordance with the regular schedule. Banman seconded, and the motion passed unanimously.

**Adjournment**

At 8:11 PM, Kauffman moved and Banman seconded for adjournment. The motion passed unanimously.



/s/  
Adam Wright, Mayor

Attest:

/s/  
Leslie Atherton, City Clerk