



MINUTE RECORD
Regular Council Meeting City of Haven

Meeting: REGULAR

Date: December 19, 2016

THE CITY COUNCIL MEETING IN REGULAR SESSION WAS CALLED TO ORDER AT 7:00 PM BY PAULA SCOTT, MAYOR. THE FOLLOWING PEOPLE WERE PRESENT:

Council Members: Sandra Williams, Adam Wright (at 7:07 PM), Steve Carmichael, Les Banman.

Absent: Shauna Schoepf-Pearce.

Others: Rob Pell, Leslie Atherton, Cole Rush, Lindsey Young, Shannin Rettig, Matt Hayden, Dean Chesnut, Ann Chesnut.

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. Pell requested recognition be given to his son-in-law, Matthew Hernandez, who is currently serving the Army in Afghanistan.

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

Minutes

Carmichael moved and Banman seconded to approve the minutes of the meeting of December 5, 2016. Motion carried three to zero.

Accounts Payable

Banman moved to approve accounts payable, totaling \$214,427.43. Williams seconded, and the motion passed unanimously.

Members were provided with financial reports for the month, November 2016, including a year-to-date comparison of actual to budgeted expenditures, summary of cash receipts and disbursements, and a report reconciling the money deposited into the utility funds to the payments posted to Jayhawk Utility Suite.

Congratulate Officer Hayden on Completion of Law Enforcement Certification

Officer Matt Hayden was present to receive congratulations from the City Council on completion of his law enforcement certification.

Consider Incremental Increase of Electrical Rates (Discussion Only)

Atherton attended the Kansas Power Pool's annual meeting on Friday where KPP's 2017 rates were finalized. Based on those rates, which increased from her last presentation, she provided updated proposed increases to the City's electrical rates. To keep pace with the KPP's electrical rates, she estimated the City would need to increase electrical rates by 3.85% and provided information on this increase, including example bills. Because a council member had requested seeing a higher increase than that so the City could put money away for proposed electrical improvements, she also provided information on a 5.85% increase.

Members discussed the electrical projects that need to be pursued in the future. The majority of members present seemed to be leaning towards the higher of the two proposed increases. The decision is slated for the next Council meeting.

She will prepare a resolution for adoption at the next Council meeting.

Approved 01-03-2017



Shannin Rettig, Ambulance Board: Consider Plan to Purchase Furnishings for EMS Building

Council members were provided with a spreadsheet of the needed furnishings for the newly built EMS building including a list of those already purchased. They were also provided with a written explanation of the Mayor's recommendation on the matter.

Wright moved and Williams seconded to allow the purchases listed to be made so long that all items purchased are on the list and the total of all expenditures not exceed \$10,750. All members voted in favor of the same.

Atherton inquired if the Council approves of her cutting checks for these purchases outside of the normal Accounts Payable schedule to facilitate the purchases. By way of consensus, members approved the same to keep building preparations moving along.

Rob Pell, Public Works Director:

Consider Purchase of Parts for Sewer Rodder

Pell requested authorization to purchase parts for the City's sewer rodder, not to exceed \$1100. Williams moved and Carmichael seconded to approve the purchase. Motion carried.

Consider Expenditure for Remainder of Street Sweeping

Pell explained that the overabundance of leaves in City streets allowed the street sweeper to get through only about 1/3 of town with the \$2500 allotted for street sweeping. To even make a dent, Pell thought it would take another \$5,000, equivalent to 50-60 loads. Two Council members advised that citizens reported dissatisfaction with the street sweeping done this time around -- that it looked like the machine wasn't picking up as it was supposed to. No decision was made on this matter tonight.

Consider Expenditure for Fence Repair around Sewer Lagoons

Pell presented a bid for a repair to fencing at the sewer lagoons, a repair that was listed as a deficiency during the last state inspection. The bid was from Wells Fencing for 267' of fence for \$2,987. This could be paid for with Sewer Project funds. Banman moved to approve the fence repair not to exceed \$2,987. Wright seconded, and the motion passed unanimously.

Consider Applications for 2017 Licenses and Permits:

Wright moved and Carmichael seconded to approve the issuance of Mobile Home Operators' Licenses for the following applicants: L&P Investment, Haven Mobile Home Court, LLC, and Elliott Courts. Motion carried unanimously.

Wright moved to approve Occupancy Permits for All Sports Liquor and Willie Burger. Carmichael seconded. Motion carried though Williams abstained due to her relationship to Willie Burger.

Banman moved to approve the Cereal Malt Beverage license for Kwik Shop, Inc. Carmichael seconded, and the motion passed unanimously.

Appointments

Carmichael moved and Williams seconded to approve the following appointments:

Sherrri Schneider to Recreation Board for a term expiring 01/01/2019

Josh True to Recreation Board for a term expiring 01/01/2019

Jeff Myers to Recreation Board for a term expiring 01/01/2019

Justin Schmidt to Property Maintenance Board of Appeals for a term expiring 12/31/2018

Don Bogner to Ambulance Board for a term expiring 12/31/2018

Roger Meier to Ambulance Board for a term expiring 12/31/2018



Tami Minnis to Ambulance Board for a term expiring 12/31/2018. Motion carried.

Consider Nunns Construction's Pay App. No. 7: \$25,898.75

Members were provided with a copy of Nunns Construction's Pay Application No. 7 approved by Architect Jim Putnam. Pell delivered a report on the progress of the punch list items. Wright moved and Banman seconded to approve the pay application. Motion carried.

Executive Session

Banman moved that the Council recess into executive session pursuant to the non-elected personnel exception to review employee performance evaluations individually with City Clerk Leslie Atherton, Chief Rush, and Public Works Director Rob Pell present, the open meeting to resume at 8:10 PM. Wright seconded, and the motion carried.

At 8:10 PM, regular session resumed with no action taken during executive session.

Next, Wright moved and Carmichael seconded to recess into executive session once again pursuant to the same exception for the same discussion purpose with the same individuals together, the open meeting to resume at 8:30 PM. Motion carried.

At 8:30 PM, regular session resumed with no action taken during executive session.

Next, Wright moved to recess into executive session pursuant to the same exception for the same discussion purpose with only the Council and Mayor present. Banman seconded, and the motion passed unanimously.

At 8:40 PM, regular session resumed with no action taken during executive session.

Consider Wage Increase Plan

Members were provided a copy of the proposed Three Tier Wage Increase Plan. Wright moved to recommend a merit increase of 1.5% for Rob Pell. Banman seconded, and the motion carried. Next, Williams moved to implement a 1.5% merit increase for Andrea Williams, Wes Graham, Josh True, Chad Swartz, and Matt Fritz. Carmichael seconded, and the motion carried.

Wright moved to implement cost of living increase for all full-time and part-time employees, except Chief Rush and City Clerk Leslie Atherton. Williams seconded, and the motion passed unanimously.

Chief of Police Updates

Chief Rush provided the following updates:

- End-of-year tasks are beginning to get attention.
- Chief Rush helped as a standby on a power outage over the weekend.
- He is working on a training schedule for the department for 2017.

Public Works Director Updates:

Pell delivered the following updates:

- Public Works is ramping up for purchases / large projects scheduled for 2017.
- Replacement of the pole behind Heritage Management is complete though the job took two hours longer than scheduled.
- Lots of call-outs over the weekend due to the below freezing temperatures -- electricity, frozen water meters, water tower issues.



Council Concerns

Wright moved to sell the remainder of the millings stored at the burn site at \$2 per ton. Carmichael seconded, and the motion passed unanimously.

Wright asked that more attention be given to the condition of the alleys.

Banman commended the staff and mayor for all the extra work after-hours that often goes unnoticed.

Agenda Planning -- Items for January 3

Items posted for January 3, 2017, were read aloud.

Adjournment

At 9:00 PM, Carmichael moved and Williams seconded for adjournment. The motion passed unanimously.

/s/
Paula J. Scott, Mayor

Attest:

/s/
Leslie Atherton, City Clerk