



**City of Haven**  
**Haven City Council Meeting**  
**MINUTES**  
**April 21, 2025, at 7:00 p.m.**  
**Haven City Hall, Council Chambers**



**REGULAR MEETING**

**Monday, April 21, 2025**

**THE CITY COUNCIL MEETING IN REGULAR SESSION HELD AT 120 S. KANSAS AVENUE WAS CALLED TO ORDER AT 7:03 PM BY MAYOR ADAM WRIGHT. THE FOLLOWING PEOPLE WERE PRESENT:**

**Council Members:** Adam Wright, Nicole Sander, Ciara Powers, Chad Swartz, Sherri Schneider  
**Absent:** Christopher Scott

**Others:** City Clerk Josephine Harper, Public Works Director Steve Carmichael, Police Chief Stephen Schaffer, Britney Hartman, Robert Arnold, Nick Schneider, Gavin Tate and Rachel Gibbons. Scott Ufford by phone until 7:41 then in person.

**Public Comment**

None

**Agenda**

**GENERAL**

**Edmunds GovTech Software Demo –**

Bryce Edmunds appeared via Zoom and gave an overview of the company and answered questions. No action was taken.

**Fitness Center Financials –**

Nick Schneider and Gavin Tate gave an overview of the membership standpoint and financial standpoint. Nick Schneider share with the council that currently there is about 123 members, the low for the year was 112, the high was 147, so the Fitness Center is averaging around 130, and he stated it has been that way pretty much the whole 7 years he has been president. He stated that he feels like right now is the lowest because of the summer and people are busy, and peak time is usually January. Gavin Tate shared with the council in 2024 the total deposits were \$21,287. Total expenses and payroll were \$18,368.44. This left \$2,918.56 in gains for the year 2024. Powers asked who is on the payroll and Tate listed a cleaning person, membership director, and 2 instructors.

**Field Prep hire**

Robert Arnold, Recreation Director, presented two candidates for the field prep position, Landry Schissler and Alex True. There are 2 fields to prep. Arnold stated the positions will work set hours throughout the week. The hours will be either 9:00 a.m. to 11:00 a.m. or 9:00 a.m. to noon so they are not out working in the hottest part of the day. Arnold gave an update on all the teams that are happening for the summer league for baseball and softball.

Motion by Powers and seconded by Swartz to hire the recommended field prep applicants.

**Pool Assistant Manager Hire**

Brittany Harman, Pool Manager, presented she has chosen to hire as Assistant Manager Teegan Meyer. She is hiring 10 lifeguard applicants out of 17. There are 4 hires that will need to be certified. The remaining applicants that were not chosen to be lifeguards were encouraged to apply for the Mount Hope Pool. Motion to hire Teegan Meyer as Assistant Manager by Sander, Schneider seconds. Motion carried.

**Planning Commission**

Schneider motioned to appoint Mark Robinson to Planning Commission. Swartz second, motion carried.

**Code Enforcement**

Wright discussed that Harper and Schaffer has been looking into this subject. There is a concern that if a police officer goes out to on a complaint of an ordinance violation and while there the police officer sees something else illegal there is a chance of other issues arising from that. Sander asked City Attorney Ufford what the concerns are. Ufford stated it depends on what they see. Ufford continued, the police could go out to enforce a chicken code and then maybe see a "joint" or something, and then there would be question of whether or not that was a justified search and seizure. Swartz asked Ufford how other cities do it then since there are so many other cities that use their police department for code enforcement. Ufford agreed that there are cities that use their police, and other cities have moved onto private code enforcement. Sander asked if there have been issues with police departments being sued. Ufford responded not necessarily that he has seen but if often comes down to the time constraint and whether code enforcement is something the city wants the police department to focus on or whether the focus should be on other things. Wright informed the council that there was a nearby town that hired a code enforcement. Swartz wants to know what this would look like financially to hire a code enforcement agency compared to just hiring someone part-time to handle code enforcement. Harper listed the responses that she received from other cities of the third class on what they pay their code enforcement. Wright informed the council that if this position is kept in-house then the money would come out of the part-time police office position. Harper informed the council that if the current building inspector were to become the code enforcement officer, then there would be two different paychecks that this person would get because of the money coming out of two different funds. Further discussion was had about the matter. Wright directed Schaffer to create a job description for Code Enforcement and work with Harper to come up with a salary combining both positions. No action was taken.

**CITY CLERK Josephine Harper**

Harper is going to budget training on May 21<sup>st</sup>.

The City Office will be closed on May 9<sup>th</sup> due to Harper and Williams having family engagements to attend.

City Wide Garage Sale maps will be created and available by Wednesday.

Ordinance Changing Paper Requirements. Sander motion to approve Ordinance 730.

Powers second, motion carried.

**PUBLIC WORKS DEPARTMENT – Steve Carmichael**

Wildcat landing is in full swing with underground electrical. Anticipation of completion of the primary is Wednesday.

Had a power outage yesterday.

The power outage that happened at the beginning of the meeting was on Every and a poll burned.

The Public Works crew went to the safety summit last week. It covered 811 and was informative.

Carmichael will be going to the KMU conference at the end of this week.

**Mower to General Part Time Position –**

Carmichael would like to change the current seasonal mower position to a general part-time position.

Carmichael says if there was one person that dedicated to get water meters done then they could be done within a few months.

Swartz motion to change the seasonal mowing position to a part-time public works position. Powers seconds, motion carried.

**POLICE DEPARTMENT – Chief Schaffer**

Updates

Schaffer went to a conference last week.

Block party is coming up.

**EXECUTIVE SESSION – 15 Minutes**

Sander move that the Council recess into executive session under the attorney-client privilege with the Public Works Director, City Clerk, and City Attorney present. The open meeting to resume at 8:37PM in Council Chambers. Powers second. Motion carried.

Motion to resume early Sander, Swartz second. Motion carried.

Motion to accept the lease by Schneider. Powers second. Motion carried.

**Minutes**

Powers moved to approve the minutes of the April 7, 2025, meeting. Sander seconded. Motion passed.

**Accounts Payable**

Sander moved and Swartz seconded to approve accounts payable from April 8, 2025, through April 21, 2025, totaling \$ 305,056.23. Motion passed unanimously

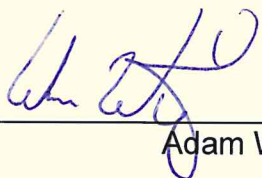
**Council Concerns**

none

**Adjournment**

At 836 PM, adjournment was unanimously approved after motion from Schneider and second from Sander.



  
Adam Wright, Mayor

Attest:

  
Josephine Harper, City Clerk