



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



REGULAR MEETING

Monday, April 7, 2025

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: Adam Wright, Christopher Scott, Nicole Sander, Ciara Powers, Chad Swartz, Sherri Schneider

Absent: NONE

Others: City Clerk Josephine Harper, Public Works Director Steve Carmichael, Police Chief Stephen Schaffer, City Attorney Jennifer Hill, Shauna Schoepf, Les Banman, Assistant City Clerk Andrea Williams, Deron Nisly, Les Banman, Brittany Hartman, Victor Steffen, Police Officer Matt Hayden, Rachel Gibbons.

Agenda Revision

Ciara motions to remove the Recreation Department Umpires off the agenda. Schneider seconds. Motion carries.

Public Comment

None

Minutes

Powers moved to approve the minutes of the March 3, 2025, meeting and April 2, 2025, Special Meeting. Schneider seconded. Motion passed.

Accounts Payable

Sander moved and Swartz seconded to approve accounts payable from March 4, 2025, through March 17, 2025, totaling \$195,900.35 and March 18 through April 7, 2025, totaling \$84,266.73. Motion passed unanimously

Agenda

1. GENERAL

- a. Park Board – cots for Community Building cost share
Harper presented to the council the proposed plan of cost sharing the purchase of cots and cot covers for the community building due to the community building being a designated area for emergency. Harper continued to explain that although the cost of the cots were not budgeted for the 2025 year with the Park Board, there is unexpected revenue coming in the form of the Alcohol Sales Tax, that by state statute, a portion must be given to Parks and Recreation and used for the betterment of the community. Harper is also looking into getting additional items from the RedCross. Swartz said it would be a good idea to also look for other items, like a pack-n-play. Shauna Schoepf-Pearce, Chairperson for the Recreation Board, offered the Recreation Department to help with the cost share as well, making the split three

ways.

Sander motion for the City to cost share the purchase of cots and Schneider seconds. The motion carried unanimously.

- b. Planning Commission – Building Permit in Industrial Zone for V. Steffen
Andrea Williams, Assistant City Clerk and Representative of the Planning Commission, presented the application and plans. Because of zoning, this needed to go before the planning commission and was approved. Scott motion to approve V. Steffens application Swartz second. Motion carried.
- c. Planning Commission - Special Use Permit for D. Nisly
Williams presented the application and plans. Due to the zoning of commercial, the city attorney recommended having a special use permit to cover the multi-family living in a commercial zone. Nisly is not sure what kind of house will be put into the spot, whether another mobile home or a tiny home. Williams did inform that this Special Use Permit would only be valid for the current owner and if he were to ever sale the property that the new owners would have to go through the same process or at the point the area could be rezoned to reflect multi-family. Sander motions to approve the special use permit Swartz seconds. Motion carried.

2. CITY CLERK – Josephine Harper

a. UPDATE

- EMS Building - Mayor Wright tells the council that the last payment invoice that needs to be made to the City of Haven has been sent out. Harper need to do research on what the future plans are for the EMS building
- On-site Audit – The auditors will be on site Wednesday
- In the previous meeting the council had requested to reach out to other cities to see what they do for code enforcement. Harper received from CCMFOA email group a number of responses and shared all of them with the council.
- b. Tree Board - Dale Milleson has been accepted to the Tree Board and the council needs to approve his appointment. Motion by Powers and seconded by Schneider. Motion carried.
- c. EDC BE Grant – Curbside To-Go applied and submitted receipts for the Business Enhancement Grant to the EDC. The EDC had approved a grant amount \$7,879.36 to Curbside To-Go. Schneider motion to approve the grant disbursement. Swartz seconded. Motion carried.
- d. RecDesk Renewal – The invoice for RecDesk, which is used by Parks, Recreation, and Pool totaling \$3,990.00 was presented for approval. Swartz motion to approve the payment to RecDesk. The motion was seconded by Scott. Motion carried.
- e. Proposed Resolution 439, 2024 GAAP Waiver Resolution, and proposed Resolution 440, 2025 GAAP Waiver Resolution, were presented for consideration and approval. Powers motioned to pass resolution 439 and 440. Swartz seconded the motion. Motion carried.
- f. The council reviewed the four applications submitted for the City of Haven Scholarship. Jaina Schmitd and Matthew Mulligan were the chosen members by majority vote.

3. PUBLIC WORKS DEPARTMENT – Steve Carmichael

- a. AC Unit for Fitness Center – Fisher and Eck are the only 2 companies that submitted a quote. Wright reminds the council that when this was first presented the Fitness Center did offer to maybe cost share the expense and would reach out to them to find out if that is still on the table. Financials from the Fitness Center still have not

been given to the City. Powers would like to table this for a future meeting until the financials are provided. No action taken.

- b. Lawn Mower Quote – From Fairview the quote was \$9157.00, which is \$1,657 short on hitting the budgeted amount allowed to be spent. Carmichael would like to proceed because if we wait the trade will be worth less. The mower is a Capital Improvement item that is planned to be replaced every three years and covered under warranty for 36 months. Powers motion to accept and purchase the mower from Fairview in the amount of \$9,157.00. Swartz seconds, motion carried.
- c. EV Rate for Commercial - Carmichael discussed how Electric Vehicle charging stations and rates are pretty new to a lot of cities. He has worked with KPP to come up with a rate.

Wright tells the council that Shep Chevrolet has requested a refund or credit for the previous months at the new rate. Schoepf-Pearce provided her own calculations from August 2024 to March 2025. Sander says January through March is a more reasonable time frame. Powers motion to approve Resolution 441 to adopt the Commercial Electronic Charging rates. Schneider seconds, and motion carried. Sander motions to approve a credit to Shep Chevrolet on their bill of the difference on the new rate compared to what Shep was charged for the months of January to March 2025. Powers seconds, motion carried.

d. Updates

- Survived the windstorm and no issues occurred.
- Summer mowing has begun, and the summer mower has started.
- Fixed some bad connections around town that needed attention.
- Mayer Sewer service had to be called 2 times because of the main backing up. The city has not any issues with backed up lines over two years but ended up having 2 clogs in a week time.
- Mount Hope trencher will be used on the 21st of April to install electrical for Wildcat Landing.

Powers asked if water meters were still on the radar of Public Works. Carmichael said they just have not had time to get to them.

Swartz asked how the repair at the water tower was coming along. Carmichael informed the council they intend to do the work and hope to have it done by the end of the year.

4. POLICE DEPARTMENT – Chief Schaffer

- a. Nuisance Order – Schaffer informed the council that the letter has not been sent out. The report was sent to city clerk and council. Scott Ufford was contacted to draft a letter. The council was presented with the letter, report and pictures of the reported nuisance. Sander asked if the police department will be issuing a citation for having the rabbit and Schaffer said they would issue a citation. The sample letter needs to be approved to be sent out. Sander motions to approve the letter. Schneider seconds. Motion passed.
- b. 2025 Police Vehicle Quotes – The council was presented with quotes for a new police vehicle and SERV is the quote that is being suggested to the council by Chief Schaffer. Swartz asked if the money set back in Capital Improvement should be increased or should we hold out getting a new vehicle every 3 years instead of 2. The Capital Improvement Committee is increasing the amounts by 3% in considering future purchases. Swartz motioned to accept the quote from SERV. Powers seconds the motion. Motion carried.
- c. Police Radio Quote – Encumbrance from 2024 and since they were not ordered at the time of the first quote the amount increased \$150.00 and needs to be reapproved.

Motion by Sander and seconded by Scott. Motion carried.

d. Updates –

Block party coming up.

Reminds everyone to call 911 and not call/message through personal or direct number to the police officers.

A. EXECUTIVE SESSION – 15 Minutes

Sander moves that the Council recess into executive session under the attorney-client privilege with the Public Works Director, City Clerk, Chief of Police, and City Attorney present. The open meeting to resume at 8:23 PM in Council Chambers. Schneider second. Motion carried.

Schneider moved to approve Ordinance 729 regarding allowing chicken within the city limits and Sander seconds. Motion carried.

B. EXECUTIVE SESSION - 15 Minutes

Swartz moves that the Council recess into executive session under the attorney-client privilege exception to discuss pending litigation with the Public Works Director, City Clerk, and City Attorney present. The open meeting to resume at 8:40 PM in Council Chambers. Powers seconded. Motion carried.

Sander makes a motion to accept the settlement agreement, including payments from Paddock in the amount of \$165,000 to the City of Haven and a payment from Johnson in the amount of \$160,000 to the City of Haven. This in turn the City of Haven will release claims and dismiss action with other documented terms in the written agreement. Schneider seconds. Motion passed.

Sander makes a motion to accept the 2nd settlement agreement including payment to the City of Haven from Harbinger in the amount of \$465,000 and to the City of Haven from Compton in the amount of \$155,000, with the payment from the City of Haven to Compton in the amount of \$146,000. This in turn the City of Haven will release claims and dismiss action with other documented terms in the written agreement. Seconded by Powers. Motion carried.

C. EXECUTIVE SESSION - 5 Minutes

Schneider moves 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 8:47 PM in Council Chambers. Powers seconds, motion carried.

No action taken.

D. EXECUTIVE SESSION - 10 Minutes

Sander moves that the Council recess into executive session to discuss "non-elected personnel" with the Public Works Director, City Clerk, and City Attorney present. The open meeting to resume at 8:55 PM in Council Chambers. Swartz seconded; motion carried.

Swartz moved to extend the executive session for 5 more minutes and to resume at 9:00 PM. Powers second, motion carried.

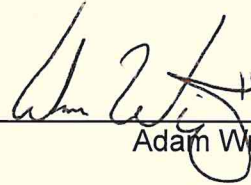
Motion by Swartz to hire Brittany Hartman as the Haven Pool Manager. Powers seconds, motion carried.

Council Concerns

Powers would like to have code enforcement discussion and what other cities do on the next meeting.

Adjournment

At 9:03 PM, adjournment was unanimously approved after motion from Sander and second from Powers.



Adam Wright, Mayor

Attest:



Josephine Harper, City Clerk

