



City of Haven
Haven City Council Meeting
MINUTES
August 18, 2025, at 7:00 p.m.
Haven City Hall, Council Chambers



REGULAR MEETING

Monday, August 18, 2025

THE CITY COUNCIL MEETING IN REGULAR SESSION HELD AT 120 S. KANSAS AVENUE WAS CALLED TO ORDER AT 7:00 PM BY COUNCIL PRESIDENT CIARA POWERS. THE FOLLOWING PEOPLE WERE PRESENT:

Council Members: Nicole Sander, Chad Swartz, Christopher Scott, Ciara Powers, Sherri Schneider

Absent: Adam Wright

Others: City Clerk Josephine Harper, Public Works Director Steve Carmichael, Chief Stephen Schaffer, City Attorney Scott Ufford, Building Inspector Charles Arndt, Stephanie Carlson, Les Banman, Chrissa Graves, Shannon Rettig, Marvin Mills, Vicki Meyers, Stephanie Carlson

Public Comment

None

Minutes

Swartz moved to approve the minutes of August 4, 2025 meeting with the changes suggested by Sander. Scott seconded. Motion passed.

Accounts Payable

Sander moved and Schneider seconded to approve accounts payable for August 5, 2025, to August 18, 2025, totaling \$159,376.22. Motion passed unanimously.

Harper wanted to let the council to be aware that the bond payments have been submitted but the payments will show on the next accounts payable. Powers would like the next agenda to include discussion of paying off a bond item.

Agenda

1. Park Board Bench Cover bid was presented but since this also plays into the paving for the pool area and there are some questions on that bid he asked to table until next meeting.
2. Park Board Budget was presented. Les Banman also informed the council the Park Board has decided to increase the Haven Community Building rental starting January 1, 2026 to \$100 rental with a \$50 refundable deposit for residents and \$125 rental and \$50 refundable deposit for non-residents. Swartz motions to increase HCB rental and Sander second. Motion passed.
3. Three Tree Board bids were presented by Marvin Mills for tree trimming. Sander motion to approve suggested bid from the Tree board and Schneider seconded. Motion carried.
4. Fall Fest Updates and request for Common Consumption Area at HFF
 - a. Shannon Rettig with the Chamber of Commerce/Haven Fall Fest requests the BYOB to be allowed in the designated area on public street . Motion to approve allowing temporary permit for the BYOB by Sander and second by Swartz. Motion approved.
 - b. Rettig explained the plans for Common Consumption Area. After a lengthy discussion and questions from the council. The parameters for the Common Consumption Area are as

follows:

2 p.m. to 11 pm

From 120/121 S. Kansas to the intersection of Kansas/Main

Signage will be at all entry and exit points and at other various locations

No outside alcohol

The resolution will be prepared and presented at the next meeting.

5. Haven Interconnection Standards Ordinance and Resolution were presented. Carmichael explained the changes are State implemented. Schneider motions to approve Ordinance 731 Swartz second. The motion passed unanimously. Schneider moves to pass Resolution 443 and Swartz seconds. Motion passed unanimously.
6. Arndt gave updates regarding the property at 116 S Sedgwick. Arndt is asking the council to extend the resolution by 30 days. Ufford advised council that nothing needs done but if they see no progress to revisit the problem on sept 15. No action needed.

Arndt discussed what the Kwik Shop plans to do with the open lot area. No action needed.

CITY CLERK

1. Harper explained new computers are now up and running for the City Clerk and the Assistant City Clerk and the old Assistant City Clerk computer and old City Clerk laptop needs to be disposed of while the old City Clerk PC can be repurposed for public use when the counter is installed next year. Swartz motions to allow Reach Solutions to dispose of the Assistant City Clerk PC and City Clerk laptop and repurpose the City Clerk PC for web browsing only for future public use. Sander seconds. Motion passed unanimously.
2. Harper informed the council that Code Enforcement also was purchased and set up.
3. Harper informed the council she is doing third year of CMC and will be out of office October 27 through October 29, 2025 for in person class.

PUBLIC WORKS DEPARTMENT

1. Public Works fixed a few water leaks and a few small power problems but nothing major to report.
2. Still looking for transfer switch for north lift station. Carmichael has a meeting with an electrician later this week to see about better solution.
3. Carmichael will be attending the energy summit for cities at KMU Thursday.
4. Jason and Austin will be taking Operator Certification Test next Thursday in Topeka.
5. Public Works will be watching the pool this week hoping to not have to buy more chlorine to get through Saturday. The plan is to start draining pool first thing on Monday morning.

POLICE DEPARTMENT

1. Updates –
 - a. truck hopefully by the end of September.
 - b. Firearms aren't here and not sure when they will be here.
2. Logan Smith and Kristen MacLeod from Flock Safety who appeared via Zoom presented a slide presentation. Schaffer is proposing east bound Industrial and Arlington and K96. The council does not see a need to move forward currently. No action taken at this time.
3. Swartz asked Schaffer, based on a question and concerns from the public, if there is a physical agility test that is required to be passed to be on the Haven Police Department. Schaffer informed the council there is no test that has to be passed. Schaffer did let the council know he is still on light duty so he does not patrol while the other police officers are patrolling and working 12 hour shifts and on call the other hours.

Council Concerns

No council concerns currently.

Next meeting agenda items were read outloud by Harper.

Adjournment

At 8:30 PM, adjournment was unanimously approved after motion from Sander and second from Swartz.



A handwritten signature in black ink, appearing to read "Adam Wright", written over a horizontal line.

Adam Wright, Mayor

Attest:

A handwritten signature in blue ink, appearing to read "Josephine Harper", written over a horizontal line.

Josephine Harper, City Clerk