



MINUTE RECORD
Regular Council Meeting City of Haven

REGULAR MEETING

MONDAY, SEPTEMBER 18, 2023

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: Christopher Scott, Mark Robinson, Ciara Powers, Kylie Rush.

Absent: Austin Borden.

Others: City Clerk Leslie Atherton, Assistant City Clerk Andrea Williams, Public Works Director Chad Swartz, City Attorneys Jennifer Hill and Scott Ufford, Chief Stephen Schaffer, Shauna Schoepf-Pearce, Les Banman, Jitana Graf, Josephine Gonzalez, Destinee Barrientos, Angela Panek, Chelsea Paxton, Aaron Strand, Nicole Sander.

Revisions to Agenda

Mayor Wright noted the Rec Board Chairperson has requested the removal of the Golf Tournament agenda item. Robinson moved and Powers seconded to remove the item from the agenda. Motion passed with four "yes" votes.

Public Comment

None.

Minutes

Powers moved to approve the minutes of the August 21, 2023, meeting and the minutes of the September 6, 2023, meeting. Robinson seconded, and the motion passed.

Accounts Payable

Powers moved and Scott seconded to approve accounts payable for August 22, 2023, through September 5, 2023, totaling \$52,563.39. Motion passed unanimously. Next, Rush moved, and Powers seconded to approve accounts payable for September 6, 2023, through September 18, 2023, totaling \$195,899.43. Motion passed unanimously.

Members were provided financial reports for the month of August 2023, including a summary of receipts and disbursements, comparison of budgeted to actual expenditures, and reconciliation of Jayhawk Utility receipts to money deposited into utility accounts.

Consider EDC's Recommendation for Approval of Business Enhancement Grant to Shep Chevrolet, Not to Exceed \$10,000

Members were provided with a copy of Shep Chevrolet's application for Business Enhancement Grant, a 50-50 matching grant in the amount of \$10,000, as well as minutes of the EDC's September 13, 2023, meeting, wherein the Committee recommended approval of the same. Shauna Schoepf-Pearce addressed the Council and provided details about the exciting opportunities currently before Shep Chevrolet as the EV frontier comes to this part of the country. After brief discussion, Robinson moved and Rush seconded to approve EDC's recommendation, not to exceed \$10,000. Motion passed unanimously.

Les Banman, Park Board Chairperson:

Consider Bids for Shelter at Engweiler Park

Members were provided with two bids for the erection of a shelter / gazebo structure at Engweiler Park just south of the tennis courts; this would be a part of the Park Board's plan for a dog park. The bids came in as follows: YES at \$24,489 and QSI at \$19,870. Mayor Wright asked if the Park Board has



considered finishing the street and lot paving in Engweiler Park area before starting on the Dog Park vision. Banman said the paving is something the Park Board is considering but has not yet embarked on. He noted there's about \$42,000 left in spendable funds from the Park Board budget, and once the shelter is complete, the Park Board would then likely proceed with fencing. Banman was hesitant to leave the building bids behind but felt the Park Board would consider using any remaining funds to possibly pursue paving in the park area after the building had been erected. Ultimately, Scott moved, and Rush seconded to award the work to the low bidder, QSI, as recommended by the Park Board, not to exceed \$21,000. Motion passed with four "yes" votes.

Consider Appointment of Amy Manley to Park Board for a term expiring December 31, 2024
Powers moved and Robinson seconded to appoint Amy Manley to the Park Board for a term expiring December 31, 2024. All members voted in favor of the same.

Consider Resolutions regarding BYOB and Beer Garden for Haven Fall Festival

Members were provided a copy of a proposed resolution to exempt the Haven Chamber of Commerce from certain prohibitions to allow for a Beer Garden on October 14, 2023, during the Haven Fall Festival. Powers moved and Robinson seconded to adopt said Resolution, numbering it as 422. Motion passed with four "yes" votes. Members were also provided with a copy of a proposed resolution to exempt Haven Chamber of Commerce from certain prohibitions to allow for a "BYOB" event on October 13, 2023. Powers moved and Robinson seconded to adopt said Resolution, numbering it as 423. Motion carried with four "yes" votes.

Public Works

Updates

Director Swartz provided the following updates:

- The pool is now closed and drained for the year, though the pool manager still needs and plans to do some clean-up work there.
- Winter Concrete finished concrete border at the pool. Some additional concrete work was approved by Mayor Wright at \$2,250 to round the edge of the pool and meet up with the dead-end sidewalk from the tennis courts. That makes the total to Winter Concrete \$8,250. Six thousand dollars was already approved by the Council in May of 2023. Robinson moved to approve the additional expense of \$2,250. Powers seconded, and the motion passed unanimously.
- Swartz asked for the council to approve the purchase of (4) shower valves for the men's bath area at the pool from Buck Plumbing for \$3,328. After brief discussion, Robinson moved, and Powers seconded to approve the purchase. All members voted in favor of the same.
- The pole is set for the second gateway. Additional parts are on the way, and then Public Works will rent a lift to complete the job and put the second gateway in operation.
- Swartz provided information about a situation involving MKC that will eventually necessitate replacing an enclosed pole-mounted transformer bank with a pad-mounted transformer bank, noting that it will be expensive.

Consider Bid for Tree Removal

Members were provided with a copy of an estimate of \$1,800 from Richardson Tree Service to remove a large pine tree related to rerouting electrical service for Wildcat Landing. Public Works does not have a saw or truck large enough to do that work. Payment for this work would come from funds dedicated to Wildcat Landing. Rush moved and Scott seconded to approve the work as presented, not to exceed \$1,800. Motion passed unanimously.

Consider Purchase of Parts for Fire Hydrants

Members were provided with pricing from Core and Main for a complete fire hydrant setup at \$4,256.20. Swartz asked members to authorize the purchase of six, totaling \$25,537.20. He noted there's \$30,000



budgeted for fire hydrants in the Water Fund for 2023. Powers moved and Rush seconded to approve the purchase as presented. Motion passed with four "yes" votes.

Consider Bids for Alley by First National Bank

Members were provided with three bids for the alley pavement project west of First National Bank (101 N. Kansas). They were as follows:

Andale Construction, Inc.	\$41,000.00	
Cronus, LLC	\$36,995.00	+ \$2,870.00 + \$630.00
Winter Concrete	\$21,900.00	+ \$2,000.00

Atherton noted there's only \$21,583.15 remaining in paving budget for 2023, as long as there are no overages with the work assigned to APAC. Swartz suggested waiting until the paving with APAC is complete to see what's actually left in the paving budget before pursuing or approving the project, ideally, in partnership with First National Bank. In the meantime, though, he will follow up with the First National Bank representative to gauge the feeling on cost-sharing. Members agreed with that approach.

Police Department

Updates

Chief Schaffer provided the following updates:

- The 2016 Impala required a tire replacement over the weekend.
- Still waiting to hear about USDA Rural Development funding for the police truck.
- DARE has begun.
- Scott brought up: vehicles passing school buses and dogs at-large. Chief Schaffer asked for additional information on the vehicle issue and advised Scott that those with dogs that are habitually at-large are cited.
- Scott also inquired as to the status of addressing junk vehicles. Chief Schaffer gestured toward Jennifer Hill and Scott Ufford, the City Attorneys in attendance. Hill said she hopes to have an update to bring to the City Council at the October 2, 2023, meeting.

Executive Session

At 7:41 PM, Robinson moved and seconded that the Council recess into executive session pursuant to the non-elected personnel exception in order to review applications and interview four (4) candidates for City Clerk position with candidates, Assistant City Clerk, Chief of Police, City Clerk, Public Works Director, and City Attorney(s) present, the open meeting to resume at 8:30 PM in Council Chambers.

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

Robinson moved and Powers seconded that the Council recess into executive session pursuant to the same exception for the same purpose with the same individuals present, the open meeting to resume at 9:00 PM in Council Chambers.

At 9:00 PM, regular session resumed with no action taken during executive session.

Next, Robinson moved and Powers seconded that the Council recess into executive session pursuant to the same exception for the same purpose with the same individuals present, the open meeting to resume at 9:10 PM. Motion passed unanimously.

At 9:10 PM, regular session resumed with no action taken during executive session.

Members signed a request to the Mayor for a special meeting to be held on Wednesday, September 20, 2023, at 6:00 PM to conduct additional interviews for the City Clerk position.

Council Concerns



None.

Agenda Planning Items listed for October 2, 2023, were read aloud.

Adjournment

At 9:11 PM, adjournment was unanimously approved after motion from Robinson and second from Powers.



Adam Wright, Mayor

Attest:



Leslie Atherton, City Clerk