



City of Haven
Haven City Council Meeting
MINUTES - DRAFT
October 6, 2025, at 7:00 p.m.
Haven City Hall, Council Chambers



REGULAR MEETING

Monday, October 6, 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, Nicole Sander, Sherri Schneider, Chad Swartz, Ciara Powers

Absent: Christopher Scott

Others: City Clerk Josephine Harper, Public Works Director Steve Carmichael, Chief Stephen Schaffer, City Attorney Jennifer Hill, Charles Arndt, Clark Wedel, Jill Snyder, Shannon Rettig, Shauna Schoepf, Charissa Graves.

Public Comment

None

Minutes

Schneider moved to approve the minutes of September 15, 2025, meeting. Swartz seconded. Motion passed.

Accounts Payable

Sander moved and Schneider seconded to approve accounts payable for September 16, 2025, to October 6, 2025, totaling \$238,435.19. Motion passed unanimously.

Agenda

Recreation Department

Shauna Schoepf spoke to the council about the League Registration Policy and Coach/Event Sponsor Compliance Policy. Sander pointed out a typo that needed fixed. No action was needed.

MOU with USD 312 was discussed that has been in the works for a few years but is ready to be signed by all parties. Motion by Scheider to approve the MOU between the city and USD 312. Second by Powers. Motion passed unanimously.

Haven Fall Fest

Resolution 446 for the BYOB event for Fall Fest was presented and discussed. Motion by Swartz to approve Resolution 446 and Powers second. Motion carried.

Fireworks permit was motioned to be approved by Powers and seconded by Schneider. Motion carried.

Harper was given permission to give \$100 Gift Certificate from City as a prize for a prize give away.

Economic Development Coordinator, Jill Snyder

Wildcat Landing - Clark Wedel and Jill Snyder discussed the giving away of a free lot and combining lots at Wildcat Landing. Wright does not think combining lots is a good idea. Swartz would like to investigate more and have more discussion about it.

Schneider and Sander do not like the idea of giving away a lot. Sander says we are setting a precedent for future purchases. Wright suggested putting the cost of the lot on the sale of the house and the council was behind this idea more. The council would like to present this idea to the builder. The EDC will let the council know what the builder says.

Third quarter updates were given by Jill Snyder.

The decision on 2 lots will be tabled until November 3 meeting.

Code Enforcement, Charles Arndt

The violation letters presented will be going out in the mail tomorrow.

CITY CLERK

Donation to Haven Fall Festival - \$1900. Motion by Schneider for the City of Haven to give the Fall Festival \$1900 in sponsorship; seconded by Swartz. Motion carried unanimously.

General updates were given by Harper.

PUBLIC WORKS DEPARTMENT

Electrical tree trimming line quote was presented and after discussion a motion by Swartz to approve the quote for \$30,000 for tree trimming was given. Seconded by Powers. Motion carried.

Met with some engineers to get the cross over at the water plant. They will be doing a basic drawing and presenting it to KDHE. The engineers will be charging by the hour, and the costs will be presented at the next council meeting.

Carmichael continued updates by informing council the new water meters have been getting installed every chance they have. About 70-80 meters have been installed at this time. Installing a meter only takes about 5 minutes.

There was a lighting strike today behind Shep Body Shop. There was only one customer that completely lost power.

Carmichael went to the KPP conference last week. At the conference, city wide backup generators were discussed. Haven would not be able to participate in this until the electrical infrastructure is updated. He will be attending KMU meeting.

Swartz wanted to know when street sweeping would be completed, and Carmichael said he would contact the company to confirm if it was completed or not.

POLICE DEPARTMENT

City domain name change was presented by Schaffer. He informed council that he had contacted James Pinto about moving to .gov. After a brief discussion, the council said moving to .gov made sense and to go ahead.

Today a full-time position was posted. It takes 4 months to complete the academy.

Schaffer informed the council the truck was \$2000 more than expected and needs approval to pay the difference. Schneider motioned to approve the \$2000 increase. Powers second. Motion carried.

EXECUTIVE SESSION

Sander moves that the Council recess into executive session with the City Attorney present for non-elected personnel. The open meeting to resume at 8:35 PM in Council Chambers. Seconded by Powers. Motion carried.

Motion to extend the executive session for 10 minutes by Swartz; second by Powers. Motion carried unanimously.

Regular session resumed with no action taken.

EXECUTIVE SESSION

Swartz moved the Council recess into executive session with the Mayor, Chief of Police, City Clerk, and City Attorney present to discuss personnel matters of non-elected personnel, specifically regarding an applicant. The open meeting to resume at 8:57 PM in Council Chambers. Schneider seconds. Motion carried.

Motion by Schneider to hire Emma Shepard as Part Time Police Office. Powers seconds. Motion carried unanimously.

Council Concerns

Powers – Flags downtown need to be replaced once torn

Swartz – The full-time police officer posting needs to be reviewed. Harper was directed by council to post the chief of police and a full-time officer.

Swartz - Citizens have said they are seeing a police officer at his place of business and would like this to be addressed.

Adjournment

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

Adam Wright, Mayor

Attest:

Josephine Harper, City Clerk