



**MINUTE RECORD**  
**Regular Council Meeting City of Haven**

**Meeting: REGULAR**

**Date: December 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, Kylie Rush, Ciara Powers, Mark Robinson, Austin Borden.**

**Absent: None.**

**Others: Josephine Gonzalez, Stephen Schaffer, Chad Swartz, Jennifer Hill, Joey McLiney via ZOOM/phone, Sandra Ring, Leslie Atherton, Brooke Carroll, Ryan Warden, Tiffany Warden, and Kyran Crist, Nicole Sander.**

**Public Comment: None**

**Minutes**

Powers moved to approve the minutes of the November 20, 2023, meeting. Borden seconded, and the motion passed.

Powers moved to approve the minutes of the December 6, 2023, special meeting. Borden seconded, and the motion passed.

**Accounts Payable**

Borden moved and Rush seconded to approve accounts payable for November 21 – December 4, 2023 in the amount of \$111,531.49 and accounts Payable for December 5 – December 18, 2023 in the amount of \$144,073.86. Motion passed unanimously.

The council was presented with the November 2023 Financial Report.

**Sandra Ring: Update and information on the USDA grant**

Sandra Ring gave an update and where the city and USDA are with completing the grant process in the purchase of a new police vehicle. The grant has been approved to move forward.

No action was taken.

**Leslie Atherton and Brooke Carroll, KPP Energy, Electrical Upgrade Project**

KPP representatives gave information to council regarding the 40101(d) grant and cost share grant to upgrade the electrical system.

**Joey McLiney, McLiney & Company: Consider Options to Electrical Upgrade Project**

Mr. McLiney appeared by phone and members were provided information regarding payment and bond options to upgrade the electrical system.

Swartz presented the council with a cost match commitment letter to be signed. Scott motions and Borden seconded. Motion passed unanimously.

**2024 License Renewals**

The following license renewals were unanimously approved after motion from Borden and second from Powers: Cereal Malt Beverage license to Dollar General and Kwik Shop, expiring December 31, 2024.



Mobile Home Park Operator's Licenses to Elliott Courts, A&W Investments, LLC, and D&K Properties, of Kansas, LLC, expiring December 31, 2024.

#### **LEAGUE OF KANSAS MUNICIPALITIES**

Rush motioned and Powers seconded to approve the fees of \$1,750.00 to the League of Kansas Municipalities. Motion passed unanimously.

#### **RENO COUNTY REAL ESTATE TAX**

Powers motioned and Borden seconded to approve the fees of \$1,563.25 to the Reno County Real Estate Taxes. Motion passed unanimously.

#### **AMENDED ORDINANCE 2-104 REGARDING ALLOWING BEES FOR USD 312**

Borden motioned and Powers seconded to adopt the amended ordinance 2-104. Motion passed unanimously.

#### **REVIEW WORK COMP INSURANCE (KMIT) AND APPROVE PAYMENT**

Powers motioned and Borden seconded to approve the fees of \$10,002.00 to KMIT for workers' compensation insurance fee. Motion passed unanimously.

#### **STORM SURCHARGE REMOVAL**

The city has satisfied the collection requirements of the Storm Surcharge and no longer needs to have the additional fee on future utility bills. Powers motioned and Robinson seconded to remove the Storm Surcharge on utility bills going forward. Motion passed unanimously.

#### **REVIEW MEMBER ELIGIBILITY/APPOINT MEMBERS FOR CITY BOARDS**

Rush moved and Scott seconded to approve all the appointments to city boards. Motion passed unanimously.

#### **Public Works**

##### *Updates*

Public Works Director, Chad Swartz, provided the following updates:

- Denied for KDOT Cost Share Grant for repaving Industrial Dr. We can reapply in the spring.
- Harlan is working on engineering for tower bypass. After Harlan is done, the city can then start taking bids for the work.
- Work will need to be done in the water plant as well, replace Soft Starts with VFD's, install transducers to regulate pressure, and re-program PLC's.
- Mount Hope borrows Haven's Hydro-Vac and uses it more often than Haven has because of this the City of Mt. Hope has offered to help with maintenance costs.
- 5<sup>th</sup> and Stadium drainage is estimated to cost approximately \$20,000 to update. The Haven USD 312 School Board has decided that they do not want to put any more funds to this project and will not be helping with the cost of this project.
- An electrical pole is needed to run electricity to R. Warden's property and the proposed location to set is in the right of way in the front yard of his house.
- Street sweepers will be here starting December 26, 2023
- Digger truck is going to need attention and the cost of repair could be over \$1500 possibly.
- Second gateway is up and operating great.
- KDHE Violation mailed out Dec. 8, 2023, to all water residence.
- Waterwise is assisting with Lead and Copper surveys. The EPA Lead and Copper Rule Revisions deadline Oct. 16, 2024, and Waterwise is helping to develop a lead service line (LSL) inventory and make it publicly available. The city will develop a LSL replacement plan.

AVEC – Haven Steel updated cost approved \$9,339.11 July 17, 2023



Updated quote \$12,627.92 asking for an additional \$3,288.81 to cover the price of replacing the dead-end pole. Borden motioned and Scott seconded. Motion passes unanimously.

**Chief of Police:**

**Updates**

There has been an intern doing some work and ride alongs. She completed the internship last Friday. The police department would like to continue the program in the future.

The council had discussion over the updated quote for the new Police truck and Wright conveyed to the council that the new quote needs to be approved. Borden moves to approve the new quote purchase of \$57,151.46. Powers seconds and motion passes unanimously.

**Executive Session**

At 8:05 PM, Rush moved that the Council recess into executive session pursuant to the attorney-client privilege exception in order to discuss the pool matter with City Clerk, Public Works Director, and City Attorney present, the open meeting to resume at 8:19 PM in Council Chambers. Powers seconded, and the motion passed unanimously.

At 8:19 PM, regular session resumed with no action taken during executive session.

**Council Concerns:**

Scott wanted to bring it to the council attention that there needs to be an executive session during the second meeting in January regarding the Recreation Department.

Borden voiced concern regarding a comment made during a department head meeting that the city clerk is "just a secretary" and expressed it was inappropriate.

**Agenda Planning:**

Agenda items for January 2, 2024, were discussed.

**Adjournment**

At 8:22 PM, adjournment was unanimously approved after a motion from Robinson and second from Borden.

A handwritten signature in blue ink, appearing to read "Adam Wright", positioned above a horizontal line.

Adam Wright, Mayor

Attest:

A handwritten signature in blue ink, appearing to read "Josephine Gonzalez", positioned above a horizontal line.  
Josephine Gonzalez, City Clerk