

**CITY OF HAVILAND**  
**Council Meeting Minutes**  
**Wednesday, August 14, 2024**  
**Community Room –7:00 p.m.**

**I: Call Meeting to Order**

The Haviland City Council met in regular session in the Community Room. Mayor Brad Lingafelter called the meeting to order at 7:00 p.m. Council members present were: Dylan Palmer, Laura Gwin, and Steve Larsh, Bryce Kendall & Kay Unruh. Also present were Michelle Adams – City Clerk, Chay Howard- Attorney, Leann Banzet – Code Enforcement, Wes Adams –Public Works and Chief Rose. Public present was Clarence Banzet, Charles Smith & Julie Lyons.

**II: Approval of July 10, 2024 Meeting Minutes**

**Approval of July 29, 2024 Special Meeting Minutes**

Bryce motioned to approve the July 10th & July 29th minutes as presented & Dylan seconded. Motion carried 5-0.

**III: Presentation and Approval of July Bills**

Kay motioned to approve the bills as presented & Laura seconded the motion. Motion carried 5-0.

**IV: Financials**

Kay motioned to approve the financials as presented & Laura seconded the motion. Motion carried 5-0.

**V: Public**

1. Charles Smith with the Haviland American Legion represented the legion to update the council on their plans for the Veteran's Park. The Legion is planning on sending out another letter in September to update the residents on the progress & to ask for volunteer labor to help with completing the next process.
2. **Julie Lyon-Economic Development**-Julie informed the council that they are working on a new daycare to open up in the same location the old daycare was in on Topeka.

**VI: Department/Employee Reports**

1. **Code Enforcement**-Leann reported she has been working on nuisance properties & has sent out some nuisance letters. Leann informed the council had she has 2 dogs surrendered to her she had to take to the shelter in Dodge City. The owners are to pay the shelter fee.  
Leann also requested making some changes to the inside dog kennels.
2. **Public Works Operator Report**-Wes provided his written monthly report. Wes touched on a few issues he had the last month. The large water line repair to the pound, that froze last winter, is finally complete. Wes is

- also trying to get time to get a grant submitted for the sewer project by September 4, 2024 & the Lead & Copper survey due by Oct 15<sup>th</sup>.
- 3. Chief Rose-Fire Department-** Nothing to update

## **VII: New Business**

- 1. Appointing City Officers-** Mayor Brad Lingafelter appointed the following officers for the City of Haviland:  
City Clerk-Michelle Adams, Treasurer-Rochelle Barber, Code Enforcement/Animal Control Officer-Leanna Banzet, Fire Chief-Robin Rose, City Attorney-Chay Howard, Judge- Richard McVey. Bryce made a motion to approve the appointment of the city officers & Laura seconded the motion. Motion Carried 5-0.
- 2. Appointment of Bank, Newspaper & Auditor-**Mayor Brad Lingafelter appointed Haviland State Bank as the official bank, The Merchant Directory as the official newspaper & Adams Brown as the official auditor for the City of Haviland. Kay made a motion to approve the appointment of the official bank, paper & auditor for the City of Haviland & Dylan seconded the motion. Motion carried 5-0
- 3. Mapping of City Water/Sewer Lines-** Brad & Wes discussed the need to have the city water & sewer lines mapped for ease of repairs after to current repairs. Wes has talked to a couple companies. One company will come out and do the mapping for you & another one will sell the city the equipment to do ourselves. Wes will try to get some documented estimates to present.
- 4. Electronic Meters-Purchase-**Wes informed the council that he needs to order more electronic meter for repairs. He presented the council with a new brand of meter that will be more user friendly & quicker at notifying the city of leaks. He presented the council with quotes for DC & B in Pratt, who the city currently purchases our meters from. It will be cheaper to order the meters 10 at a time. The council requested Wes to try to get a couple more estimates per the city purchasing policy.

## **VIII: Old Business**

- 1. Cyber Security/IT Data Back-up Proposal-**Wes & Michelle provided the council with two additional IT estimates for City Hall & the Water Plant. Estimates were obtained from Century Business Technologies at a cost of \$35,700 for 36 months, Central Plains Computer Service at a cost of \$53565. for 36 months & Haviland Broadband' s previously obtained estimate of \$9568.00 for 36 months. Bryce made a motion to

approve the agreement with Haviland Broadband for a 3yr term with the total cost of \$9,568.00, Kay seconded the motion. Motion carried 5-0.

2. **Hiring a Part-Time Public Works Employee**-No additional applicants.
3. **Operator Mutual Aide**-No new update
4. **Real Property Demolition Update**- Simpson Dirt Construction came on July 11<sup>th</sup> & 12<sup>th</sup> to demo the house on Walnut.
5. **Main St Real Property Update**-Brad reported that they trying to get the rest of the stuff out of the building.
6. **Kiowa County Historical Society**-The council discussed a possible appreciation agreement presented at the July meeting & did not approve the appreciation agreement.
7. **Kansas Gas Franchise Renewal**- The 20 year franchise agreement is up for renewal in 2025. Kansas gas informed the city that the city currently gets 2% & most are getting 5%. There will need to be a new updated Ordinance that will be provided & published by Kansas Gas. Dylan made a motion for a rate increase by Ordinance to 5% & Bryce seconded the motion. Chay will contact Kansas Gas for the Ordinance that needs approved. Motion carried 5-0.

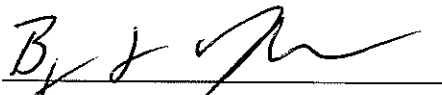
**VIII: Governing Body Thoughts:** Chay presented a consent waiver to the council from Howard Law Firm for a possible conflict between his respective client & city. Bryce made a motion to approve the waiver & Steve seconded the motion. Motion carried 5-0.

Kay made a request to look into flags or holders that could be hung on the Main St light posts for holidays & events.

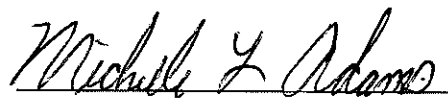
The council gave Steve Larsh a thank you gift & thanked him for his almost 13 years as a councilman as he has resigned from the council.

**X: Adjournment:** Kay made a motion 8:30 pm to adjourn the meeting and Bryce seconded the motion. Motion carried 5-0.



  
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Mayor Brad Lingafelter

  
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Attest: Michelle Adams-City Clerk