

CITY OF HAVILAND
Special Regular Council Meeting Minutes
Monday, December 9, 2024
MWL-6:00 pm
Community Room -7:00 pm

I: Call Meeting to Order

The Haviland City Council met at MWL for a Holiday dinner & discussion. Mayor Brad Lingafelter called the meeting to order at 6:00 p.m. Council members present were: Bryce Kendall, Dylan Palmer, Laura Gwin, Shelly Barber and Kay Unruh. Also present were Michelle Adams – City Clerk, Chay Howard-Attorney, Leann Banzet – Code Enforcement, Wes Adams – Public Works, Neill Unruh-Public Works Assistant, Chief Rose & Susan Humbert-Treasurer. Public present were Kami & Mike Ackerman who provided the dinner.

A short discussion on the structure & organization of the upcoming Town Hall meeting took place during dinner. No action taken. Meeting was recessed at 7:00pm & resumed at 7:05pm in the community room for the regular meeting. Ed Lofgren was present as public.

II: Approval of November 13, 2024 Meeting Minutes

Approval of November 21, 2024 Special Meeting Minutes

Approval of November 25, 2024 Special Meeting Minutes

Shelly made motion to approve the November 13, 2024 regular minutes as presented & Dylan seconded the motion. Motion carried 5-0. Bryce made a motion to approve the November 21, 2024 special meeting minutes as presented & Laura seconded the motion. Motion carried 5-0. Kay made a motion to approve the November 25, 2024 special meeting minutes as presented & Laura seconded the motion. Motion carried 5-0.

III: Presentation and Approval of Bills

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

IV: Financials

Kay made a motion to approve the Financials as presented & Laura seconded the motion. Motion carried 5-0

V: Public

1. Ed Lofgren attended & represented the Community Garden. The current group who has been running the Community Garden has decided to retire. The current location of the garden is no longer available as well. The group will be retiring some of the tools, watering systems & a small amount of funds to whomever would like to continue on the tradition of the Community Garden, and the use of the city owned Tiller will also be available for a new Community Garden Group to use.

VI: Department/Employee Reports

1. Code Enforcement-Leann reported she's continuing to work on nuisance properties & continued issues with loose dogs in town.

Leann presented a proposal of offering a second vaccine clinic in February. It would be held in Greensburg by Dr. May from Dodge City Veterinary Clinic to help with the city licensing requirement. Leann also presented a proposal on spaying & neutering feral cats in town to help out on the cat issue. Dodge City Veterinary Clinic has offered to do the surgeries at a discount. A female spay would cost \$84 & a male neuter would cost \$60. Dylan made a motion to approve spaying/neutering 20 feral cats per year & Shelly seconded the motion. Motion carried 5-0.

2. Public Works Operator Report-Wes gave his written report & discussed some issues he has been dealing with. He recently had a meeting with Olsson Engineering in regards to Well#3 for the Barclay Nursing School Building. Olsson is working on an estimate for the project. Wes also discussed some sewer block issues he's been addressing.

3. Chief Rose-Fire Department Update- Chief Rose thanked the city for allowing the fire truck to be used for MWL's Christmas Event.

VII: New Business

1. End of Year Incentives & Raises-

Executive Session: Bryce made a motion to go into executive session at 8:08pm for 20 minutes to discuss 2024 employee incentives & 2025 wages for non-elected personal matters pursuant to the exemption for personnel matters effecting non-elected personnel & Shelly seconded the motion. Motion carried 5-0. Executive session ended 8:28pm. No action taken. Regular session resumed. Bryce made a motion to go back into executive session at 8:28pm to discuss 2024 employee incentives 2025 wages for non-elected personal matters pursuant to the exemption for personnel matters effecting non-elected personnel & Shelly for 22 more minutes & Shelly seconded the motion. Motion carried 5-0. Executive session ended at 8:50pm. No action taken. Regular session resumed. Bryce

made a motion to go back into executive session at 8:51pm for 10 more minutes to discuss 2024 employee incentives & 2025 wages for non-elected personal matters pursuant to the exemption for personnel matters effecting non-elected personnel & Shelly seconded the motion. Motion carried 5-0. Executive session ended 9:01pm. No action taken. Regular session resumed. Kay made a motion to approve the following 2024 incentives & 2025 raises. The 2024 incentives as follows: Michelle Adams-City Clerk \$250, Wes Adams-Operator \$250, Justin Teal-Public Works-\$100, Sean Barber-Public Works-\$100, Susan Humbert-Treasurer-\$100 & Leann Banzet-Code Enforcement-\$100. 2025 Wages are as follows: Michelle will receive a raise from \$20/hr. to \$20.50/hr. Wes will receive a salary increase from \$65,000/yr. to \$67,000/yr., Justin will receive a raise from \$18./hr. to \$18.50/hr., Sean will get a raise from \$18/hr. to \$20/hr., All other wages will remain the same. Bryce seconded the motion. Shelly abstained from voting. Motion carried 4-0. Leann declined her incentive. Laura made a motion to accept Leann declining her incentive & Dylan seconded the motion. Motion carried 5-0. Bryce made a motion to give Mayor Brad Lingafelter a monthly salary increase from \$350/month to \$1,000/month & Dylan seconded the motion. Motion carried 5-0.

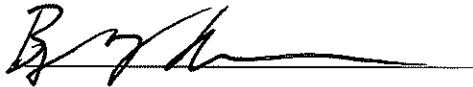
VIII: Old Business

- 1. Hiring a Part-Time Public Works Employee**-No new applicants.
- 2. Hiring a Janitorial Employee**-Chay presented an ad for hiring a new janitorial employee. Dylan made a motion to approve the ad & Kay seconded the motion. Motion approved 4-1.
- 3. Main St Real Property**-No update
- 4. Moderate Income Housing Update**-The grant paperwork has been submitted.
- 5. Barclay College Nursing School Building Project Update**-Wes update the city that he had a Teams meeting with Olsson Engineering on November 15th in regards to possibly moving Well#3. Olsson will work on a quote for their services & a list of what needs done.
- 6. Land Bank-Update**-All documents have been turned in to Kiowa County for the 207 E Walnut property. Chay also presented a Potential Conflict Waiver with regards to the Land Bank. Shelly made a motion to approve & sign the waiver & Laura seconded the motion. Motion carried 5-0.

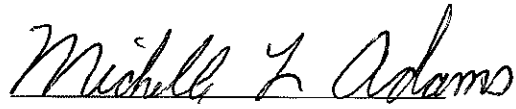
7. Town Hall Meeting-Possible topics were discussed for the town hall meeting scheduled for February 4, 2025 at 6:15pm at Ross-Ellis. A suggestion was made to invite Haviland Grade School/ USD 474 School & the Haviland Recreation Board as a joint special meeting. Dylan made a motion to invite USD 474 School Board & Haviland Recreation Board to join the special Town Hall Meeting & Laura seconded the motion. Motion carried 5-0.

IX: Governing Body Thoughts: Kay presented a sample flag for possible use on the street light poles to advertise events. Michelle informed the city that Diamond Roofing finally made it out to inspect & repair the roof on the Community Room. The roof is still under warranty & the repair was covered.

X: Adjournment: Kay made a motion 9:29 pm to adjourn the meeting and Shelly seconded the motion. Motion carried 5-0.



Mayor Brad Lingafelter



Attest: Michelle Adams-City Clerk

