

**CITY OF HAVILAND**  
**Council Meeting Minutes**  
**Tuesday February 10, 2026**  
**Community Room-6:00pm**

**I: Call Meeting to Order**

The Haviland City Council met in regular session in the Community Room at 6:00pm. Mayor Brad Lingafelter called the meeting to order. Council members present were Dylan Palmer, Kay Unruh, Bryce Kendall & Dwayne Bryan. Shelly Barber was absent. Also present were Michelle Adams-City Clerk, Chay Howard-Attorney, Leann Banzet-Code Enforcement, Wes Adams- Public Works/Operator & Nick Allen-McCleod Group

**II: Approval of January 13, 2026 Meeting Minutes**

Kay made a motion to approve the January 13, 2026 Meeting Minutes and Bryce seconded the motion. Motion carried 4-0.

**III: Presentation and Approval of Bills**

Bryce made a motion to approve the bills as presented and Dylan seconded the motion. Motion carried 4-0.

**IV: Financials**

Bryce made a motion to approve the Financials as presented and Dylan seconded the motion. Motion carried 4-0.

**V: Public**

1. **Letter from Gary Clarkson-Water Service-** Gary recently purchased an empty lot at Emporia & Poplar & is requesting a new water service to water trees he will be planting in the spring. Bryce made a motion to approve the new water service & Kay seconded the motion. Dwayne abstained from the vote. Motion carried 3-0.
2. **Nick Allen-McCleod Group-** Nick arrived at 6:05 to inform the council that the city wasn't chosen for the CBDG this time around but the city could reapply. The need for a certified grant administrator may be needed to have a better chance of getting awarded & to discuss the steps for re-applying for the CDBG grant in March & to answer any questions. A public hearing needs to be scheduled & public hearing notices need to be published. The application may be submitted 15 days after the public hearing. Dylan made a motion to approve reapplying for the Community Development Block Grant, to schedule a Public Hearing for March 5, 2026 at 6:00 and publish a public hearing notice in the Tri-County Tribune at least 5 days before the hearing, Dwayne seconded the motion. Motion carried 4-0. Nick left the meeting at 6:22pm.

**VI: Department/Employee Reports**

1. **Code Enforcement Report-** Leann provided her report. Leann is continuing to work on dogs at large, stray cats & writing reports.

2. **Public Works / Operator Report**-Wes gave his report & provided a summary of important matters to discuss.
3. **Chief Stevens-Fire- No report**

**VII: New Business**

1. **Standard Traffic Offense Ordinance No 416-Update to 52<sup>nd</sup> edition**-Bryce made a motion to approve Ordinance No 416 & Kay seconded the motion. Motion carried 4-0.
2. **Uniform Public Offense Ordinance No 417-Update to 41<sup>st</sup> edition**-Dylan made a Motion to approve Ordinance No 417 & Dwayne seconded the motion. Motion carried 4-0.
3. **Health Fair Coupons**-Kay made a motion to approve the city to offer coupons for the Kiowa County Health Fair on April 11, 2026 & cover the \$25.00 cost to city employees, council & firefighters for the Base Lab Package & Dwayne seconded the motion. Motion carried 4-0.
4. **Grant Administrator**-The council individually scored & signed the CDBG Addendum #1 to select a Project Grant Administrator. The city requested proposals from 8 Certified Grant Administrators approved by CDBG & received only 1 proposal from Governmental Assistance Services (GAS). Dylan made a motion to approve hiring GAS as the Grant Administrator for \$55,000, if awarded the grant, for the Wastewater Project & Bryce seconded the motion. Motion carried 4-0.


**VIII: Old Business**

1. **Job Descriptions-Update**-No update
2. **Gas Station/Convenience Store**-Brad received an email from Dak's
3. **Park Planning Group**-No update from Justin Long on possible designs.
4. **Sewer Project Update**-Wes reported that the engineers have the lagoon project design about 90% complete. Wes also explained a Consent Order letter from KDHE with the required dates for the project construction start & completion dates. The consent order needs to be approved, signed and returned to KDHE by mail. Dwayne made a motion to approve the consent order & Dylan seconded the motion. Motion carried 4-0.
5. **Corner Building**-No update
6. **Street Closure-Liz Johnson's Reception**-Chay will draft a Resolution for street closures to be approved by the council.

**IX: Governing Body Thoughts:**

- X: Adjournment:** Bryce made a motion at 7:10 pm to adjourn the meeting and Dwayne Seconded the motion. Motion carried 4-0

  
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Brad Lingafelter-Mayor

  
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Attest: Michelle Adams-City Clerk

