

CITY OF HAVILAND
Council Meeting Minutes
Wednesday July 9, 2025
Community Room- 7:00pm

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 7:0 p.m. Council members present were Dylan Palmer, Laura Gwin, Shelly Barber & Bryce Kendall. Kay Unruh was absent. Also present were Michelle Adams-City Clerk, Chay Howard-Attorney, Leann Banzet-Code Enforcement, Wes Adams-Public Works/Operator. Public present was Steve Lewis.

II: Approval of June 11, 2025 Meeting Minutes

Approval of June 25, 2025 Special Budget Workshop Meeting Minutes

Bryce made a motion to approve the June 11, 2025 Meeting Minutes & the June 25, 2025 Special Budget Workshop Meeting Minutes and Shelly seconded the motion.
Motion carried 4-0.

III: Presentation and Approval of Bills

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

IV: Financials

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

V: Public

1. **Steve Lewis**-Steve Lewis addressed the council to ask for permission to alter the curb & gutter to widen his driveway. Steve said he will be using a licensed contractor to do the work. Bryce made a motion to approve Steve Lewis to alter the curb & guttering to expand his driveway using a licensed contractor and Dylan seconded the motion.
Motion carried 4-0.

VI: Department/Employee Reports

1. **Code Enforcement Report**-Leann provided her report. Leann is continuing to work on nuisance properties & animal at large/licensing issues.
2. **Public Works Operator Report**- Wes provided his report. Wes informed the council that he had to turn the water off at a residence on Poplar & send an incident report to KDHE for an exposed & open sewer line that was spilling excrement on the ground in the street. Sewer Ordinance #401, section 8 & Nuisance Ordinance #402, section 13 requires immediate action to make the property safe in a written letter to the property owner. Shelly made a motion to find that the exposed & open sewer line that was spilling excrement on the ground in the street, is an immediate hazard that requires immediate action pursuant to Nuisance Ordinance #402 section 13 and to hire a plumber to repair the exposed sewer line & Laura seconded the motion.
Motion carried 4-0. Shelly made a motion to approve the Notice of Violation Letter to the resident & Bryce seconded the motion. Motion carried 4-0.
3. **Chief Stevens-Fire**- No Report


VII: New Business

1. **Budget Workshop Discussion**-Waiting on documents from Aaron Koehn from Adams Brown, CPA's.
2. **HMGP Grant Discussion**-Nick has submitted the HMGP grant.
3. **Office of Rural Prosperity**-Discussed possible grant opportunities for the City of Haviland for housing, parks, water, sewer, high school & the corner building.
4. **Mark Baucamp-Olsson Engineering-Scope of Service**-Postponed
5. **League of Kansas Municipalities Annual Conference**-Brad asked for approval to Attend the annual conference October 9-11th in Overland Park. Dylan made a motion to approve Brad to attend the conference & Shelly seconded the motion.
Motion carried 4-0.

VIII: Old Business

1. **Hiring a Part-Time Public Works Employee-Update**-No new applicants
2. **Water & Sewer Lines Mapping -Update**- Wes reported the lines were mapped over a two-day period with KRWA & we are now waiting to get the final info back from KRWA. Wes presented the council with three estimates for a Geode that will need to be purchased to update the information when new lines are installed or disabled and it will help with locating the lines. The three estimates were from Juniper Systems for \$4,271, Frontier Precision for \$4,250 & Subsurface Solutions for \$4,678 which will also include a unlimited one year subscription to the online mapping service. Bryce made a motion to approve the purchase of the Geode from Subsurface Solutions for \$4678 & Dylan seconded the motion. Motion carried 4-0.
3. **Job Descriptions-Update-No update**
4. **Selling of the Grader**-Dylan made a motion to approve a Notice with the Intent to Sell Property for the Champion Grader with Purple Wave to publish with the Tribune & Bryce seconded the motion. Motion carried 4-0.
5. **Minimum Housing Standards Ordinance**-Dylan made a motion to accept Ordinance #412 for Minimum Housing Standards & Bryce seconded the motion.
Motion carried 4-0.
6. **Cross connection Ordinance**-Shelly made a motion to accept Ordinance #411 updating the Cross Connection Ordinance & Laura seconded the motion.
Motion carried 4-0.
7. **Utility Ordinance**-Shelly made a motion to accept Ordinance #413 for Utility Services & Laura seconded the motion. Motion carried 4-0.

X: Adjournment: Bryce made a motion 8:37pm to adjourn the meeting and Dylan seconded the motion. Motion carried 4-0.



Brad Lingafelter

Mayor Brad Lingafelter

Michelle L. Adams

Attest: Michelle Adams-City Clerk