

**CITY OF HAVILAND**  
**Council Meeting Minutes**  
**Wednesday, June 12, 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: Bryce Kendall, Dylan Palmer, Laura Gwin, Steve Larsh and 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, Pam Mayo, John Shattuck & Aaron Koehn.

**II: Approval of May 8, 2024 Meeting Minutes**

**Approval of May 10, 2024 Special Meeting Minutes**

Bryce motioned to approve the May 8, 2024 minutes & the May 10, 2024 special meeting minutes as presented. Kay seconded. Motion carried 5-0.

**III: Presentation and Approval of May 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. Pam Mayo from the Heritage Foundation updated the council on their plans for a fall festival. A date has been set for Oct 19<sup>th</sup>. Plans are to have a hay ride, paint ball, corn hole, food truck(s) & maybe a DJ. Pam said they are starting to get donations & asked if the city could do the flyers.
2. Chris Ballard (not present) dropped off a letter offering to give the city an insurance quote from his insurance agency Homestead Insurance. Michelle will send him copies of current policy.
3. Aaron Koehn-Auditor from Adams Brown presented the council with the 2023 audit report. Aaron discussed the option of having a Budget Workshop before he presents the official Budget Report at the July meeting. Steve made a motion to accept the Engagement Letter & Budget Letter. Kay seconded the motion. Motion carried 5-0.

**VI: Department/Employee Reports**

1. **Code Enforcement**-Leann reported she has been work on nuisance properties & has sent out some nuisance letters. Leann also addressed

some repairs that need to be done at the pound & the need for a new door knob if a key can't be located.

2. **Public Works Operator Report**-Wes provided his report & discussed some of the recent repairs. A new meter was finally installed at the grade school, a lateral sewer line behind MWL was a couple of the major repairs & a couple plugged up lines from flushable wipes. Wes also informed the council that he had to have an emergency repair authorized by Brad on the Sewer Jetter that was leaking water & had water in the oil. Wes also asked permission to purchase weed killer & mosquito killer from Van Diest Supply. Wes is hoping to put an order together with Mullinville to save on shipping. Dylan made a motion to approve up to \$1,000 to purchase chemicals from Van Diest Supply & Kay seconded the motion. Motion Carried 5-0. Wes also informed the council the need to order solar salt for the water plant from a new supplier, Gunther Salt at \$2.39/ton plus \$400 delivery with an approximate delivery of 25 tons. Bryce made a motion to approve the purchase of salt for \$2.39/ton plus approximately \$400 delivery from Gunther Salt. Dylan seconded the motion. Motion carried 5-0.
3. **Chief Rose-Fire Department Grant Update**- Nothing to report.

## **VII: New Business**

1. **Gail Ballard Airport Lease Renewal**-Robert Ellis dropped off an updated lease agreement of \$897 for the Gail Ballard Airport. Kay made a motion to approve the airport lease for \$897 & Bryce seconded the motion. Motion carried 5-0.
2. **Royce Frazier-Barclay College**-Royce discussed with the council the future plan to add-on to Jackson Hall in the adjacent lot for more class rooms for their nursing program. Royce asked the city if moving Well#3 would be an option at Barclay's expense. The city will have to check with KDHE & look into what would be required or allowed. Robert Ellis emailed a letter of support to moving the well & made a couple suggestions where he thinks it could be relocated.

## **VIII: Old Business**

1. **Cyber Security/IT Data Back-up Proposal**-Aaron Adams with Haviland Broadband attended via video conference to answer questions in regards to two proposals presented in May to protect City Hall & the water plant with cyber security/IT service & data back-up. The council is interested in a lease instead of a purchase & decided to get a 2<sup>nd</sup> quote for comparison & to follow the purchasing policies.
2. **Hiring a Part-Time Public Works Employee**-Eric Sears declined the position approved in May. The city will continue to take applications. Brad suggested giving Wes hiring authority for new applicants. Dylan

motioned to give Wes hiring authority for the open part-time Public Works Assistant & Bryce seconded the motion. Motion carried 5-0.

**3. Operator Mutual Aide**-No new update

**4. Real Property Demolition Bids Update**- Bryce was given an estimate from Simpson Dirt Construction in Pratt for \$7,840 to tear down & remove the city house at 207 E Walnut. Simpson Dirt was the only bid the city received. Laura made a motion to accept the bid from Simpson Dirt Construction & Steve seconded the motion. Motion carried 5-0.

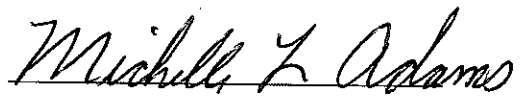
**5. Main St Real Property Update**-No new update

**VIII: Governing Body Thoughts:** Brad discussed the need to update city Ordinance # 302 for Back Flow Prevention/Cross Connections. The need to require inspection & certification in regards to in-ground sprinklers. Brad & Wes will discuss it with Allen Nichols from KDHE during the on June 13<sup>th</sup> inspection.

**X: Adjournment:** Laura made a motion 9:39 pm to adjourn the meeting and Dylan seconded the motion. Motion carried 5-0.



Mayor Brad Lingafelter



Attest: Michelle Adams-City Clerk

