

**CITY OF HAVILAND**  
**Council Meeting Minutes**  
**Wednesday June 9, 2025**  
**Community Room –7:00 pm**

**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 7:02 p.m. Council members present were Dylan Palmer, Laura Gwin, Shelly Barber, Bryce Kendall and Kay Unruh. Also present were Michelle Adams-City Clerk, Chay Howard-Attorney, Leann Banzet-Code Enforcement, Wes Adams-Public Works/Operator. Public present were Dave Chitwood & Pam Mayo-Heritage Foundation/Thresher & Steve Bortz.

**II: Approval of May 9, 2025 Meeting Minutes**

**Approval of May 21, 2025 Special Public Hearing & Public Meeting Minutes.** Shelly made a motion to approve the May 9, 2025 meeting minutes & the May 21, 2025 special public hearing & Public meeting minutes and Laura seconded the motion. Motion carried 5-0.

**III: Presentation and Approval of Bills**

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

**IV: Financials**

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

**V: Public**

1. **Dave Chitwood & Pam Mayo-Heritage Foundation/Thresher**-Dave Chitwood & Pam Mayo came to request water at no charge for the hydrant at the Thresher Grounds for the Thresher Show, now that the Community Garden is no longer there. Dave Chitwood brought in a letter for the Mayor & Council stating that when Mayor Rahenkamp was in office, the city ran an easement through the Thresher Grounds property & allowed the Thresher Show Assoc. free water during the Thresher Show. Dylan made a motion to honor the old agreement & Laura seconded the motion. Motion carried 5-0.
2. **Steve Bortz**-Steve Bortz came to complain about getting charged for sewer at his vacant rental. In the past he was not charged for sewer when his rental house was vacant. Steve said that he was not informed that he would be charged for sewer when the Clerk contacted him to ask if he wanted the water left on or off after his tenant moved out. Dylan made a motion to credit Steve's account for the billing from April 20, 2025-May 20, 2025 only & Laura seconded the motion. Motion carried 5-0.

## **VI: Department/Employee Reports**

- 1. Code Enforcement Report-**Leann provided her report
- 2. Public Works Operator Report-** Wes provided his report
- 3. Chief Stevens-Fire-** No Report

**VII: Executive Session-**Shelly made a motion to go into executive session with the Mayor, City Council, & Attorney for personnel matters for city employees pursuant to the exemption for personnel matters effecting non-elected personnel at 7:45pm for 10 minutes & Bryce seconded the motion. Motion carried 5-0. Executive session ended at 7:55pm. No action taken. Regular session resumed. Shelly made a motion to go into executive Session with the Mayor, City Council, Attorney & Wes Adams-Public Works Director/Operator for personnel matters for city employees pursuant to the exemption for personnel matters effecting non-elected personnel at 7:55pm for 15 minutes & Dylan seconded the motion. Motion carried 5-0. Executive session ended at 8:10pm. No action taken. Regular session resumed. Dylan made a motion to go into executive session with the Mayor, City Council & Attorney for personnel matters for for city employees pursuant to the exemption for personnel matters effecting non-elected personnel at 8:12pm for 10 minutes & Shelly seconded the motion. Motion carried 5-0. Executive session ended at 8:22pm. No action taken. Regular session resumed. Dylan made a motion to go into executive session with the Mayor, City Council & Attorney for personnel matters for city employees pursuant to the exemption for personnel matters effecting non-elected personnel at 8:23pm for 10 minutes & Shelly seconded the motion. Motion carried 5-0. Executive session ended at 8:33pm. No action taken. Regular session resumed. Mayor Brad Lingafelter temporarily excused himself from the meeting & Council President Kay Unruh presided the meeting in Brad's absence. Dylan made a motion to go into executive session with the City Council & Attorney for personnel matters for city employees pursuant to the exemption for personnel matters effecting non-elected personnel at 8:34pm for 5 minutes & Shelly seconded the motion. Motion carried 5-0. Executive session ended at 8:39pm. No action taken. Regular session resumed. Dylan made a motion to go into executive session with the City Council, Attorney & Wes Adams-Public Works Director/Operator matters for city employees pursuant to the Exemption for personnel matters effecting non-elected personnel at 8:40pm for 5 minutes & Shelly seconded the motion. Motion carried 5-0. Executive session ended at 8:45pm. No action taken. Regular session resumed. Dylan made a motion to go into executive session with the City Council, Attorney & Michelle Adams-City Clerk for city employees pursuant to the exemption for personnel matters effecting non-elected personnel at 8:47pm or 2 minutes & Shelly seconded the motion. Motion carried 5-0. Executive session ended at 8:49pm. No action taken. Regular session resumed. Mayor Brad Lingafelter resumed presiding the meeting.

## **VII: New Business**

1. **Jay Jones property on Hwy-**Bryce Kendall reported that the family of Jay Jones is planning on selling the Commercial Property on Hwy 54.
2. **Hiring Steve Larsh for Pool-**Kay made a motion to hire Steve Larsh for \$17/hr. to oversee the pool water testing, equipment & chemicals & Shelly seconded the motion. Motion carried 5-0.
3. **Gail Ballard Airport Lease-**Bryce made a motion to renew the Gail Ballard Airport Lease for \$688 & Kay seconded the motion. Motion carried 5-0.
4. **4. Approve Resolution #136 & Deed to the Land Bank-**The council decided not to proceed with Resolution #136.

## **VIII: Old Business**

1. **Hiring a Part-Time Public Works Employee Update-**No update
2. **Haviland Broadband Revised Phone Service Contract-**Dylan made a motion to approve an updated phone service contract with Haviland Broadband for a one-time \$350 onboarding fee & \$103/Monthly recurring fee & Laura seconded the motion. Shelly abstained from the vote. Motion carried 4-0.
3. **Job Description Update:** Job Descriptions are still being reviewed. Tabled until the next meeting.
4. **Main St Property Update:** Tabled
5. **Selling of the Grader-**Kay made a motion to contact Purple Wave Auction to help with selling the grader & Dylan seconded the motion. Motion carried 5-0.
6. **Minium Housing Standards-** Chay will draft a proposed Ordinance to review at the July Meeting.
7. **Ransom Financial Proposal-**The council decided not to accept the proposal at this time.
8. **KSN Road Trip Update-**KSN came to town to take photos & a video. KSN will be in Haviland June 20<sup>th</sup> at 9:00 in the park area by Phillips Hall.

**IX: Governing Body Thoughts:** Brad recused himself for a personal matter & Council President Kay Unruh presided. Brad asked the council if his Non-Profit True North Property on Kingman could be credited for late fees & receive a discount for three outside water leaks. Dylan made a motion to approve crediting the late fees & giving Brad a discount on three outside water leaks & Bryce seconded the motion. Motion carried 5-0.

**X: Adjournment:** Dylan made a motion 10:02 pm to adjourn the meeting  
and Laura seconded the motion. Motion carried 5-0.

A handwritten signature in cursive script, appearing to read 'Brad Lingafelter', written over a horizontal line.

Mayor Brad Lingafelter

A handwritten signature in cursive script, appearing to read 'Michelle Adams', written over a horizontal line.

Attest: Michelle Adams-City Clerk

