

**CITY OF HAVILAND**  
**Council Meeting Minutes**  
**Wednesday March 12, 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 7:00 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/Operator & Robin Rose-Fire Chief. Public present were Adrian White, Pam Mayo, Sandi Fruit & Ed Lofgren.

**II: Approval of February 12, 2025 Meeting Minutes**

**Approval of February 25, 2025 Special Meeting Minutes**

Bryce made a motion to approve the February 12, 2025 meeting minutes and the February 25, 2025 special meeting minutes. Dylan seconded the motion. Motion carried 5-0.

**III: Presentation and Approval of Bills**

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

**IV: Financials**

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

**V: Public**

1. Adrian White informed the council that he has purchased MWL Coffee Shop from Kami Ackerman. Kami's last day is March 29<sup>th</sup>. Adrian is planning to reopen the coffee shop the 1<sup>st</sup> part of May.
2. Ed Lofgren provided a flyer for the council to approve to help promote the need of land & a group of people to be in charge of the Community Garden. Ed will hang up the flyers around town & Michelle will post it on Facebook & email it to get the word out.
3. Pam Mayo & Sandi Fruit with the Haviland Heritage Foundation gave an update on their ongoing projects. Pam discussed that the Haviland Heritage Foundation has plans to put in a dog park on the property. The Heritage Foundation are also in the planning process for the 60<sup>th</sup> Annual Thresher Show the 4th weekend of August. The Heritage Foundation is also planning

to hold another Haviland Community Fall Festival Event in October at the Thresher Grounds. Sandi Fruit discussed the ongoing window campaign. They are looking for donations to help purchase replacement windows for the Konkell House as part of the restoration plans. The electrical will be the next project planned.

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

- 1. Code Enforcement-**Leann asked permission to get the dog at the shelter vaccinated for its protection & nails trimmed at South Fork Vet for \$49.
- 2. Public Works Operator Report-** Wes provided his monthly written report. Wes reported that he drove to McPherson today to pick up the new (old) truck with a snow plow attachment & had it out back to look at.
- 3. Chief Rose-Fire Department-** Chief requested the need to purchase a flow testing diffuser & gauge to measure the pressure in the Fire Hydrants. Flow testing is required every 5 years & in the past he has borrowed one from Greensburg Fire Department. Greensburg Fire Department loaned there gauge out & can't find it. The diffuser & gauge is also something Wes can use when making repairs to the hydrants or flushing the hydrants. Chief provided three estimates: Pollard Water for \$627.32 plus Free Shipping, USA Bluebook for \$609.95 plus shipping & Weis Fire for \$1482.09 plus shipping. Bryce made a motion to purchase the gauge & diffuser from Pollard Water for \$627.32 & Shelly seconded the motion. Motion carried 5-0.

## **VII: New Business**

- 1. Housing Standards-**There was a discussion on minimum housing standards in Haviland. Discussion tabled to look into other cities minimum standards.
- 2. Main St Building Insurance-**Jackie from Banco provided an estimate of \$2,760 from Eagle Mutual for Commercial Liability & Commercial Property insurance for the Main St building. Dylan made a motion to approve the purchase of \$2,760 from Eagle Mutual for Liability & Commercial Insurance for the Main St building & Bryce seconded the motion. Motion carried 5-0.
- 3. Kiowa County Health Fair-**Coupons are being offered to Employers to offer their employees to get a \$25 Base Lab Package & \$20 Vitamin D test at the Kiowa County Health Fair on April 12, 2025. Shelly made a

motion for interested city employees & council members to receive a coupon for the blood tests for \$25-45. Laura seconded the motion. Motion carried 5-0.

4. **Hiring of a Part-Time Office Assistant**-Dylan made a motion to approve a job ad & job description for hiring a part-time Administrative Assistant & Laura seconded the motion. Motion carried 5-0.
5. **Special Meetings**-Dylan made a motion to hold a Special Town Hall Discussion Meeting May 6, 2025 at 6:15 & Shelly 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**-No applicants
3. **Main St Real Property**-No update
4. **Moderate Income Housing Update**- Brad informed the council that the city didn't receive a grant but the city can reapply when it becomes available again.
5. **Backflow/Cross Connections Update**- Kay made a motion to require Backflow/Cross Connections devices for lawn sprinklers to be inspected once a year & to be offered for free by Wes Adams-City Water Operator & Certified Inspector; replacements parts & repairs will be at the residential & business owner's expense. Shelly seconded the motion. Motion carried 5-0
6. **Town Hall Meeting Update**-Brad has been looking into possible store options in Haviland with ideas & suggestions given at the Town Hall meeting.

**X: Adjournment:** Bryce made a motion 9:45 pm to adjourn the meeting and Shelly seconded the motion. Motion carried 5-0.



Mayor Brad Lingafelter

Attest: Michelle Adams-City Clerk