

CITY OF HAVILAND
Council Meeting Minutes
Wednesday, November 13, 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, Shelly Barber 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 Royce Frazier & Robert Ellis

II: Approval of October 9, 2024 Meeting Minutes

Approval of October 17, 2024 Special Meeting Minutes

Approval of October 29, 2024 Special Meeting Minutes

Shelly made motion to approve the October 9, 2024 regular minutes, the October 17, 2024 special meeting minutes & the October 29, 2024 special meeting minutes as presented. Laura seconded. Motion carried 5-0.

III: Presentation and Approval of Bills

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

IV: Financials

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

V: Public-Royce Frazier & Robert Ellis (See Old Business)

VI: Department/Employee Reports

1. Code Enforcement-Leann reported she's continuing to work on nuisance properties & continued issues with loose dogs in town.

2. Public Works Operator Report-Wes gave his written report & discussed some issues he's been dealing with. Wes updated the council on attending a three day course to become certified to test backflow devices. Wes is now certified to test backflow devices. Wes provided the council with three estimates for a backflow testing device from Amazon for \$933.99, Core & Main for \$1299.95 & USA Blue Book for \$1411.95. Bryce made a motion to purchase the cheaper device from Amazon for \$933.99 & Laura seconded the motion. Motion carried 5-0

3. Chief Rose-Fire Department Update- Chief Rose has been asked if the city fire truck could be used to give children rides for a Christmas event that

MWL is planning in December. Bryce made a motion to allow the City of Haviland Fire Truck be used to give children rides for the MWL Christmas Event as long as the children ride inside the cab of the Fire Truck & the Fire Truck is driven by an insured City of Haviland Fire Fighter. Dylan seconded the motion. Motion carried 5-0.

VII: New Business

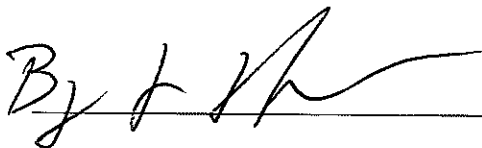
- 1. Governing Body/Employee Reimbursement for Continuing Education**-Shelly made a motion for the city to cover the cost of continuing education classes/conferences for employees & governing body. Reimbursement will include the current IRS mileage rate, hotel stay for multiple day conferences & \$50/day for food on overnight stays only. Kay seconded the motion. Motion carried 5-0.
- 2. Hiring a Grant Writer**-Brad discussed the need for the city to hire a certified grant writer to help with writing grants that would benefit the city. Brad will start looking into finding someone & what it will cost.
- 3. Town Hall Meeting**-Brad discussed possibly having a Town Hall type meeting in the near future. It would probably be held at Ross-Ellis on February 4th at 6:15pm. Laura made a motion to start planning the meeting & Dylan 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**-Chay will write-up a job description & an ad to publish for the hiring of a new Janitorial Employee.
- 3. Main St Real Property**-Brad reported that the old freezers were finally removed from the building.
- 4. Land Bank-Resolution #131 & Deed**-Kay made a motion to approve Resolution # 131- The City of Haviland, Kansas Authorizing the City of Haviland, Kansas, to The Haviland Land Bank& sign the deed to transfer the city owned property at 207 E Walnuts into the Land Bank. Laura seconded the motion. Motion carried 5-0. Shelly made a motion to set the amount of the Bond for the Land Bank Treasurer for no less than \$5,000 of coverage & Dylan seconded the motion. Motion carried 5-0.
- 5. Kansas Gas Franchise Ordinance #408**-Dylan made a motion to approve the updated Kansas Gas Franchise Ordinance & Shelly seconded the motion. Motion carried 5-0.
- 6. Barclay College Nursing School Building Project Update**-Royce Frazier informed the council that the grant has been secured for the new nursing school building project & they hope to break ground in 2027.
- 7. Moderate Income Housing Update**-Brad is working on the documents to apply for MIH Grant that are due November 21st.

VIII: Governing Body Thoughts: Brad suggested changing the date of the December council meeting due to conflicting schedules for several council members that evening. Kay made a motion to schedule the meeting Wednesday December 18th including a Christmas dinner at 6:00pm. Brad will discuss with MWL about catering. Laura seconded the motion. Motion carried 5-0. Shelly suggested providing daycare during the Town Hall meeting. Shelly would also like additional info on where the current budget stands, if possible. Michelle informed the council that the roof is leaking after the recent storm in the Community Room. The roof is still under warranty with Diamond Roofing & they have been called. Michelle provided the council with AH Contracting's final invoice for the fence at the new Veterans Memorial. Shelly made a motion to pay the invoice for \$3,255.57 to AH Contracting Dylan seconded the motion. Motion carried 5-0. Michelle also asked the council for ideas for the next community posting at the Bear's Den for December. Dylan provided an estimate sent to him from Shine Holiday Lightning for installing Christmas Lights on the buildings on Main St. The council decided to table until a special meeting could get scheduled to ask further questions & to get an updated estimate.

X: Adjournment: Kay made a motion 9:17 pm to adjourn the meeting and Shelly seconded the motion. Motion carried 5-0.



Mayor Brad Lingafelter



Attest: Michelle Adams-City Clerk

