

**CITY OF HAVILAND**  
**Council Meeting Minutes**  
**Wednesday, October 9, 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, Leann Banzet – Code Enforcement, Wes Adams – Public Works and Chief Rose. Chay Howard-City Attorney was absent. Public present was Charles Smith.

**II: Approval of September 16, 2024 Special Meeting Minutes**

Shelly motioned to approve the September 16, 2024 special meeting minutes as presented. Laura 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.

Michelle presented receipts from Luke Ballard for reimbursement up to \$5,000 of Luke's start-up costs for Luke's Iron Barn to be approved. Dylan made a motion to approve Luke's receipts from Hammeke Electric for \$2,516.96 & \$2,483.04 from Pratt Glass. 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. Charles Smith of the Haviland American Legion updated the council on the Veteran's Memorial project. The Legion is planning on setting everything in place the first week of November to prepare for the Nov 11<sup>th</sup> Veteran's Day Event. Charles would like to block off Main St from 9-10:30am. The Legion is planning hamburgers in the Pavilion afterwards. Charles also asked if the city would be able to financially help with some of the cost of a fence. Charles will work on getting three estimates for building the fence & supplies.

**VI: Department/Employee Reports**

1. **Code Enforcement**-Leann reported she's continuing to work on nuisance properties & impounded a couple dogs.
2. **Public Works Operator Report**-Wes gave his written report & discussed some issues he's having with the sewer machine. Wes also provided the council with an estimate from KRWA for the water & sewer line mapping.
3. **Chief Rose-Fire Department Grant Update**- Nothing to report.

## **VII: New Business**

**1. Haviland State Bank-Agent Approval of Accounts-** Haviland State Bank requested written notice of agents of the city who can have access the individual city accounts. Bryce made a motion to approve Michelle Adams-City Clerk access to the Super Now checking account #0036 & MMDA # 0249, Brad Lingafelter-Mayor access to the Super Now checking account #0036 & MMDA #0249, Susan Humbert-Treasurer access to the Super Now checking account #0036 & MMDA #0249 & Kay Unruh-President of the Council access to the Super Now checking account #0036 & MMDA #0249. Dylan seconded the motion. Motion carried 5-0.

**2. Bears Den Advertisement-**Brad & Dylan explained a new way to get city information out to the community that would display on a large monitor at the Bear's Den. The information will run for a month & can be changed monthly. Dylan abstained from any city action & voting since he's in charge of the project. The cost is \$25/month or \$240/yr. Bryce made a motion to approve the advertising with DP Studios for \$240/yr. & Kay seconded the motion. Motion carried 4-0.

**3. Water Plant Computers-**Wes discussed the need for a new computer for the water plant software recommended by Haviland Broadband IT, due to the outdated & unsecure old computer & operating system. The new computer will be used just for the water plant software only. Wes provided two estimates, one from Best Buy for \$679.99 & the one from Lenovo for \$714.35. Shelly made a motion to purchase the computer from Best Buy for \$679.99 & Kay seconded the motion. Motion carried 5-0.

Wes also mentioned the need for a second computer for all other city business such as emails, ordering, research, grants, etc. Wes purchased a lap top with his own money that he can use for work & take home to do work. Dylan made a motion to reimburse Wes \$448.98 for the purchase of the laptop since it will be used for city business. The computer will stay with the city when he leaves the city. Laura seconded the motion. Motion carried 5-0.

**4. Moderate Income Housing Grant (MIH)-**Brad discussed the opportunity to apply for a grant application for Moderate Income Housing is available again. The city would be the go through for a contractor to build & own some new housing with city approval. Dylan made a motion to proceed with the application for the Moderate Income Housing Grant & Bryce seconded the motion. Motion carried 5-0.

## **VIII: Old Business**

**1. Hiring a Part-Time Public Works Employee-**No new applicants.

**2. Public Works Mutual Aide with Greensburg**-No update

**3. Main St Real Property**-Brad discussed a conversation he had with a potential business that might be interested in a space in the building once it's renovated.

**4. Selling of Real Property on Walnut**-Chay was called by phone to discuss the options for selling the city property on Walnut. Land Bank, Sealed Bid, Selling it Outright, or Auction it. The consensus of the council was to put the property in the Land Bank. Chay will prepare the paperwork to transfer the property deed into the Land Bank.

**VIII: Governing Body Thoughts:** Brad asked the council for possible reimbursement for him to attend a conference held by the League of Municipalities Oct 10th & 11<sup>th</sup>. Bryce made a motion to pay Brad's conference fee, mileage & hotel for one night & Dylan seconded the motion. Motion carried 5-0.

Michelle asked permission to buy Halloween candy for the grade school kids.

**X: Adjournment:** Bryce made a motion 8:55 pm to adjourn the meeting and Dylan seconded the motion. Motion carried 5-0.



Mayor Brad Lingafelter



Attest: Michelle Adams-City Clerk

