

CITY OF HAVILAND
Council Meeting Minutes
Wednesday, May 8, 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 and Kay Unruh. Also present were Michelle Adams – City Clerk, Chay Howard – Attorney, Leann Banzet – Code Enforcement, Wes Adams – Public Works and Chief Rose. Clarence Banzet-Operator. Steve Larsh was absent.

II: Approval of April 10, 2024 Meeting Minutes

Bryce motioned to approve the March 13,2024 minutes as presented. Laura seconded. Motion carried 4-0

III: Presentation and Approval of March Bills

Kay motioned to approve the bills as presented & Bryce seconded the motion. Motion carried 4-0.

IV: Financials

Kay motioned to approve the Financials as presented & Bryce seconded the motion. Motion carried 4-0

V: Public

Brad has been asked by Charles Smith for the Legion to temporarily house the American Legion train in the Main St property. Bryce made a motion to allow the Legion to temporarily house the Legion train in the Main St building & Kay seconded the motion. Motion carried 4-0.

Brad opened & read a letter from Don Stewart regarding Code Enforcement & the City Nuisance Ordinance, following a phone conversation he had with Don. Brad will reach back out to Don.

VI: Department/Employee Reports

1. Code Enforcement-Leann reported she's working on nuisance properties.

Leann is attempting to contact the resident's twice in person then she will mail out the letter Brad drafted. Leann also suggested getting residents to put house numbers on their homes or paint it on the curb.

2. Public Works Operator Report- Brad congratulated Wes on his recent Award of Excellence from KMU as Waste Water Operator of the year.

Wes presented his report and discussed a recent replacement of the water meter & can at Phillip's Hall. He also discussed an issue with a sprinkler line at the grade school & the main water valve that hasn't been able to be

shut off in years as well as the schools valve to the sprinkler line. Wes was able to close the valve with a little work & now has plans replace the water meter when school gets out. The school will replace their valve at the same time.

3. **Operator Report:** Clarence announced that he has fulfilled his contract as the City Contract Operator now that Wes has become certified. Brad & the council thanked Clarence & hopes he will still be around if we need help.
4. **Chief Rose-Fire Department Grant Update-** Nothing to report.

VII: New Business

1. **Barclay Basketball Fundraiser-**Coach George Milsap emailed a flyer looking for donations for the 2024/2025 Men's Basketball Team. Brad will reach out to George regarding advertising. Further discussion tabled for now.
2. **Hach Service Agreement-**The yearly agreement with Hach to service the water plant analyzers are up for renewal in June. Laura made a motion to renew the agreement with Hach and Bryce seconded the motion. Motion carried 4-0.
3. **Cyber Security/IT Data Back-up Proposal-**Michelle presented two proposals from Aaron Adams with Haviland Broadband to protect City Hall & the water plant with cyber security/IT service & data back-up. The council tabled to ask more questions.
4. **Operator Mutual Aid-** Clarence & Wes brought up the need to look into a mutual aid agreement for the water & waste water plants in an emergency if Wes takes a few days off. Brad will ask Greensburg if they would be interested.

VIII: Old Business

Kay made a motion to go into Executive Session for 20 min beginning at 8:27pm to discuss applicants for the Pool Supervisor/Lifeguard applicants and the Part-time Public Works Assistant's positions pursuant to the exemption for personnel matters effecting non-elected personnel. Laura seconded the motion. Motion carried 4-0. Executive session ended at 8:47pm. No action taken. Regular session resumed at 8:48pm

1. **Pool Supervisor/Lifeguard Applicants-**Kay made a motion to hire Abby Worrell as the pool supervisor at \$15/hr. A special meeting will get scheduled to hire the lifeguards & discuss the hours the pool will be open.
2. **Hiring a Part-Time Public Works Employee-**Dylan made a motion to offer & hire Eric Sears at \$17/hr. for the part time Public Works assistant. Laura seconded the motion. Motion carried 4-0.
3. **Landlords & Rental Property-** Brad drafted a letter for Michelle to mail out to the current landlords on file.

4. **Real Property Demolition Bids Update-** No bids have been turned in.
5. **Main St Real Property Update-**Brad reported there is stuff that still needs to be removed from the building. Old coolers that need the Freon removed & the electrical disconnected.
6. **Lead & Copper Inventory-**Wes reminded the council about the mandatory inventory that needs to be completed by the end of Oct on all meters, lines from the main, lines to the homes & in the homes. He has requested Oscar's help. Oscar has repaired/replaced most of the properties in town and will be of great help. Wes has suggested we pay Oscar for his time. Kay made a motion to hire Oscar's Handy Service to assist with the Lead & Copper Inventory & Dylan seconded the motion. Motion carried 4-0.

VIII: Executive Session

Kay made a motion to go into executive session for 5 minutes at 8:59pm to discuss personnel matters regarding Public Works Director Wes Adams pursuant to the exemption for personnel matters effecting non-elected personnel. Laura seconded the motion. Michelle-City Clerk was not present for potential conflict reasons. Motion carried 4-0.

Session ended at 9:04pm. No action taken. Kay made a motion to go back into executive session for two more minutes at 9:05 & Laura seconded the motion. Motion carried 4-0. Executive session ended at 9:07pm. No action taken.

Regular session resumed at 9:08pm. A special meeting will be scheduled for Friday May 10th to discuss the pool applicants & compensation for Public Works Director/Operator Wes Adams.

X: Adjournment: Dylan made a motion 9:38 pm to adjourn the meeting and Laura seconded the motion. Motion carried 4-0.



Mayor Brad Lingafelter



Attest: Michelle Adams-City Clerk