

CITY OF HAVILAND
Council Meeting Minutes
Monday, December 8, 2014
Heart of America Science Resource Center – Hwy. 54 – 7:00 p.m.

I. Call Meeting to Order

The Haviland City Council met in regular session at the Heart of America Science Resource Center. Mayor Ellis called the meeting to order at 7:00 p.m. Council members present were: Dwight Smitherman, Steve Larsh, Ed Davis, Matt Ballard and Kay Unruh. Also present were: Pake McCarley-City Superintendent, Shari McAfee-City Clerk, Joel Halverstadt-Code/Animal Enforcement Officer, Stan Stark-Farmers Co-op, Jerry and Linda Simmons, Ed Lofgren, and Bob Lipp, and Chuck Townsend.

II. Approval of November 10 and November 19, 2014 Meeting Minutes

Larsh motioned to approve the November 10 and November 19, 2014 Minutes. Smitherman seconded. Unanimous.

III. Presentation and Approval of Bills

Smitherman motioned to approve the bills as presented with the addition of Mel Northey Co., Inc., 2 Street Light Bases, for \$680.00. Unruh seconded. Unanimous.

IV. Financials as of November 30, 2014

V. Public

1. **Farmer's Co-op – Stan Stark** – Stark shared the Co-op's desire to work with the city regarding grounds. Specifics mentioned by council were to clean the street on the west side of the first block of S. Main and keep their property next to Highway 54 mowed. Stark left the meeting at 7:08 p.m.
2. **Heart of America Letter** – *Larsh motioned to approve a letter from the city on behalf of the Heart of America Science Resource Letter. Unruh seconded. Unanimous.*
3. **Bob Lipp – Highway 54 Business** – Lipp came to the meeting to introduce himself and reported that he had purchased southwest corner property at Main and Highway 54. He plans to have a used car lot, and also to sell small buildings.

VI. Old Business

1. **Street Project Update** – Lofgren had a question concerning the ditch on the west side of his home and how the drainage from the new paving would affect water run-off. Mayor Ellis responded and reminded the council of the special meeting on Wednesday, December 17.
2. **Water Project Update** – Mayor Ellis reminded the council of the special meeting on Wednesday, December 17.
3. **Code Enforcement**
 - **CEO Report** – Halverstadt went over his report for November.
4. **Water Systems**
 - **R/O Systems** – McAfee reported more filters had been ordered to complete the first round of replacement.
 - **Water Tower** – McAfee reported that a new ladder meeting the regulations of OSHA must be installed before the tower could be totally inspected by Utility Service Group (USG) who has the annual contract for water tower maintenance. USG sent an addendum to the "Original Contract" for the cost of this modification, \$9,051.95. The additional fee will be in addition to any annual fees and payment will be spread over three years. This price includes a total credit of \$1,948.05, which is 50% of the 2014 annual maintenance fees. Before the contract is signed, Council asked McAfee to ask USG to find out why the credit was only 50%.
5. **Maintenance Report** – McCarley reported that the disposal plant motor is being re-built, and he is looking in to purchasing a spare pump for the lift station.
6. **KCED Report** – No report.

VII. New Business

1. **Renew Haviland Hardware and Grocery CMB License** – *Smitherman motioned to renew the Haviland Hardware and Grocery CMB License for 2015. Ballard seconded. Unanimous.*

2. **City Attorney Fees** – McAfee shared that a letter had been received from Megaffin and Brown requesting for an increase in hourly fees from \$120.00 per hour to \$150.00. *Ballard motioned to approve the request from Megaffin and Brown to increase their hourly fee to \$150.00. Larsh seconded. Unanimous.*
3. **Software Fees** – McAfee reported that the Custom Micro Works is changing the name of our municipal software from Governmental Suite to New Approach with major upgrades and the annual cost will increase approximately \$500.00. *Smitherman motioned to accept the upgrade from Custom Micro Works for software with an approximate annual of \$500.00. Unruh seconded. Unanimous.*
4. **Executive Session** – *At 7:55, Smitherman motioned to go into executive session for 15 minutes to discuss non-elected personnel. Larsh seconded. McCarley, McAfee, Halverstadt, the Simmons, Lofgren, Townsend, and Lipp left the meeting at 7:56 p.m.*
The regular meeting resumed at 8:17 p.m. *Smitherman motioned to approve the following: 2014 Christmas bonuses to McAfee-\$350.00, McCarley-\$250.00, Halverstadt-\$150.00, Fast-\$50.00, and Hannan-\$25.00; for McCarley a 2% salary increase for 2015, and for McAfee a 2% wage increase plus two additional paid days (holiday/sick/vacation) for 2015. Larsh seconded. Unanimous.*

VIII. Adjournment

Ballard motioned to adjourn the meeting. Unruh seconded. Unanimous.

Robert Ellis, Mayor

Shari McAfee, City Clerk