

CITY OF SOUTH HAVEN, KANSAS
COUNCIL MEETING
January 4th, 2020 6:30 pm

The South Haven City Council met in regular session on Monday January 4th, 2020 at City Hall 231 S Main. Presiding was Mayor Kim Byers, who called the meeting to order at 6:30 p.m.

Council Members Present: Steve Nicholson, Katrina Hallman, Seth Brown, Jeremy Goeckel, and Emily Harding.

Others Present: City Clerk-Casey Mraz, Fire Chief-Garratt Locke, Thomas Bacon, Lonnie Cooper, Russell & Diane Hyde, David Kuchar, Eric & Casey Cullens.

Opening Prayer: Steve Nicholson opened with prayer.

Approval of Regular Meeting Minutes Dated 12-7-2020:

MOTION: by Emily Harding, second Steve Nicholson to approve the minutes from 12-7-2020 as amended.

MOTION: Passed unanimously.

Approval of Special Meeting Minutes Dated 12-16-2020:

MOTION: by Steve Nicholson, second Seth Brown to approve the minutes from 12-16-2020.

MOTION: Passed unanimously.

Approval of Expenses/Disbursements:

MOTION: by Emily Harding, second Steve Nicholson to approve the December expenses in the amount of \$16,334.

MOTION: Passed unanimously.

Kim Byers welcomed new council member Jeremy Goeckel.

PATRON INPUT:

Diane Hyde discussed her concerns for the city finances and asked a few questions she had for the City Auditor. Mayor Byers thanked her for her concerns. Russell Hyde requested that the city website be updated with the most recent minutes. Mayor Byers reported the website has underwent some updates and changes and that the office will make every attempt to get minutes up promptly. David Kuchar recommended after listening to meetings that the city purchase a tape recorder and record our monthly meetings. Eric Cullens addressed the Council to ask a few questions regarding his account with the city. Casey Cullens requested that the City Councilmembers meet with her and her husband in an executive session. The Council agreed to meet at the end of the meeting with them.

REPORT CITY OFFICERS:

City Maintenance: Thomas reported on recent water leaks. He presented the councilmembers a formal quote for the city building roof. Thomas reported that the city's mower needs repairs and possible part replacement. Thomas requested to purchase a heater for the wells.

Fire Chief: Chief Locke reported that the ISO Audit went great and the next one will be in 4 years. Chief Locked asked about the Thank you letters.

City Clerk: Casey reported that the Petition for Referendum on Charter Ordinance 323 regarding the appointment of the City Clerk position has been recorded by the City office. Twenty signatures were received, and 16 signatures verified which meets the statute. The Charter Ordinance will be put to vote by the electors in the next regular election.

OLD BUSINESS

Water Loss Report: Mayor Kim Byers reviewed with the Council the water loss report. Mayor Byers reported that the percentage loss has went down this month. Thomas, Casey, and Kim are still actively looking into the water loss issue and trying to validate the usage data received Mayor Byers discussed purchasing additional meters to have on hand and available to change out to work towards having the same meters throughout the city's water system.

Accounts Receivable Bad Debt Expense Balance-Plan of Action:

Mayor Byers reported many customers have responded to the city's letter regarding past due balances have come in to pay their 90 day past due balance and set up payment plans.

Ditch & Drain Project: Mayor Byers revisited the Ditch and Drainpipe Replacement plan to improve the City's drainage issues and improve water run off the roads. No formal bids were received to date. Thomas reported it has been to wet to begin but as soon as the weather permits, he will begin work and keep everyone updated on the project.

NEW BUSINESS

Gravel Purchase:

MOTION: by Steve Nicholson, second Seth Brown to purchase three loads of gravel.

MOTION: Passed unanimously

Mower Repairs:

Council discussed and agreed to have Thomas get a quote for repairs and parts on the mower at Countryside Motors in Wellington. Thomas will send the quote to the councilmembers once received.

Meter Purchase:

MOTION: by Steve Nicholson, second Emily Harding to purchase twelve new meters.

Heater Purchase:

MOTION: by Seth Brown, second Steve Nicholson to approve a purchase for a replacement heater for the wells.

Annual Financial Audit

Lonnie Cooper CPA, the city's auditor visited and presented the council with an updated contract for payment of services. He discussed considering the city's utility accounts that there may be a need for additional time to complete the 2019 audit. Lonnie discussed he will review the utility accounts to the finance statement. Motion was made to pay the additional \$1,250.00 for the audit to be done more in depth.

MOTION: Jeremy Goeckel, second by Seth Brown to approve the revised contract from Cooper, CPA to begin the 2019 Financial audit.

Motion: Passed unanimously.

Appointment of Officers:

Mayor Byers read aloud the recommendations for appointment of city officers for the year of 2021.

Matt Metcalf: City Attorney

Casey Mraz: City Clerk

Garratt Locke: Fire Chief

Andrea Bekemeyer: Municipal Judge

SH New Era Newspaper as the city's official newspaper.

MOTION: by Steve Nicholson, second Jeremy Goeckel to approve the Mayor's recommendations for appointment of the city officers for the year of 2021.

Motion: Passed unanimously.

Water Emergency Plan:

Mayor Byers presented the updated City Emergency Water Drought Plan for review required by the state. Mayor Byers stated the Plan had been emailed to the council review and asked for any questions, comments, or changes.

MOTION: by Seth Brown, second Katrina Hallman to approve the City's Emergency Water Drought plan as presented.

MOTION: Passed unanimously.

ACH Debit Authorizations for Routine City Utilities:

Mayor Byers requested that the city set up auto-pay via ACH for the City's monthly routine utility service accounts to allow timely payments and avoid any further late charges. Mayor Byers suggested to the council that a withdrawal limit be placed on each account. Discussion was held on cap/limit amounts. Council agreed that Wheatland Electric have a cap of \$2,000. Atmos Energy \$250. Sumner County Electric \$200. Kanokla \$100. Waste Connections \$3,000.

MOTION by Jeremy Goeckel, second Steve Nicholson to approve the setup of the City's Utility accounts for autopay.

MOTION: Passed unanimously.

Other Business

Complaints: Mayor Byers reported citizen complaints have been received regarding salvage yard type blight in town. Discussion was held regarding Ordinances and steps for enforcement that address blight and salvage yard conditions within the city limits. Discussion was held on ordinance enforcement. Council and Mayor agreed to send a letter to the resident addressing the blight. Discussion was also held on dog complaints and dogs that have been found to be at large frequently. Discussion occurred regarding fines and stronger enforcement of the ordinance.

Old Christmas Decorations: Discussion was held on selling the older snowflake xmas decorations. Council was in agreeance to taking bids for the snowflakes and reviewing bids next meeting.

Executive Session

Motion Katrina Hallman, second Steve Nicholson to enter Executive Session with Eric and Casey Cullens in attendance as well as City Clerk Casey Mraz for 15 minutes at 8:32 to discuss customer account with Casey and Eric Cullens.

MOTION: Passed unanimously.

Resume Open Session

Motion Steve Nicholson, second Katrina Hallman to resume open session at 8:47pm. No binding actions.

MOTION: Passed unanimously.

Executive Session

Motion Steve Nicholson, second Katrina Hallman to re-enter Executive Session with Eric and Casey Cullens in attendance as well as City Clerk Casey Mraz at 8:49 pm for an additional 15 minutes to discuss customer account with Casey and Eric Cullens.

MOTION: Passed unanimously.

Resume Open Session

Motion by Steve Nicholson, second Katrina Hallman to resume open session at 9:04 pm.

Motion by Steve Nicholson, second Emily Harding to approve customer payment plan agreement as discussed between the City Council of South Haven and customers Eric & Casey Cullens.

MOTION: Passed unanimously.

ANNOUNCEMENTS, MEETINGS AND NEXT AGENDA ITEMS:

- Next Meeting February 1st, 2021- Council Meeting @ 6:30 pm

ADJOURNMENT

MOTION by Emily Harding, second Seth Brown to adjourn the City Council meeting at 9:17 p.m.

MOTION: Passed unanimously.

Kim Byers, Mayor

Casey Mraz, City Clerk

Councilmembers
