

**CITY OF SOUTH HAVEN, KANSAS  
COUNCIL MEETING  
February 1, 2021 6:30 pm**

The South Haven City Council met in regular session on Monday February 1, 2021 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, Seth Brown, Jeremy Goeckel, and Emily Harding.

Council Members Absent: Katrina Hallman, Casey Mraz

**Others Present:** Fire Chief-Garratt Locke, Thomas Bacon, , Russell Hyde, Casey Cullens, Shelbie Fitch, Deena Byers, Shala Crenshaw.

**Opening Prayer:** Steve Nicholson opened with prayer.

**Approval of Regular Meeting Minutes Dated 1-14-2021:**

MOTION: by Jeremy Goeckel, second Steve Nicholson to approve the minutes from 01-14-2021 as amended.

MOTION: Passed unanimously.

Councilmember Goeckel inquired about the 15 justified reasons to enter executive session per KOMA statutes. Steve Nicholson asked that we have the City Attorney provide clarification. Mayor Byers will put the question to the attorney.

**Approval of Expenses/Disbursements:**

MOTION: by Emily Harding, second Steve Nicholson to approve the January expenses in the amount of \$43,448.52

MOTION: Passed unanimously.

**PATRON INPUT:** Sandy Proffitt stated she is here to discuss her Water bill. Russell Hyde inquired about an error message appearing on the city website. Mayor Byers replied the website is going through an update process. Shala Crenshaw stated she is here to discuss her water bill, meter, paypal fee and commented on the ordinances on the website. Shala asked if there are any ordinances on parking on private property. She is having issues with people parking in her yard. Shala inquired about her bill payment and water meter. Shelbie Fitch addressed the council and discussed she is currently attending the Sumner County Leadership Course and she has selected for her project to be renovating the City Park. Shelbie discussed she has researched funding resources, grants, and possibilities for this type of project. Shelbie asked if the Council would approve planning for this project. Discussion was held on possibilities and resources for funding. Shelbie presented a visual example to the Council and discussed she would like this to be a group project with the community involved.

Chief Locke commented that the Fire Dept wants to build a new fire department or City building with fire department and possibility of getting a larger grant to do multiple projects. Discussion was held regarding other possible locations for the City park. Council discussed that they approve Shelbie to continue finding funding sources

Eric Cullens commented he has not received his contract agreement regarding his payment plan for their delinquent utility account & previous utility charges. Eric stated he has made his payment. Mayor Byers replied that the account history is 103 months of charges and that the Clerk is working on it. Mayor Byers reminded Mr. Cullens that he verbally agreed to the payment terms and should continue his payments as agreed to.

**REPORT CITY OFFICERS:**

**City Maintenance:** Thomas presented quote for Mower repair from Countryside. Jeremy Goeckel inquired about how much the City mows. Thomas asked council if they would like to get more gravel this month. One leak was repaired north end of town and new meters have arrived. Thomas reported the new meter reading equipment is installed and working.

**Fire Chief:** Chief Locke reported that the department is active enough to require purchasing another grass truck rig. Chief Locke stated it is time to discuss building a new fire department building, make additions to current building, or sell equipment. Jeremy Goeckel inquired about the grass rig shared through the association mentioned at the previous meetings. Chief Locke stated they do not have access to that rig all the time. Chief Lock discussed his ideas on a new building or department renovations. Discussion was held on matching grants, community grants. Seth Brown discussed he is researching adding a EMR program in South Haven. Discussion was held.

**OLD BUSINESS**

**Water Loss Report:** Thomas discussed with the council that the technical issue with the master meters reading high has been identified. Discussion was held regarding the resources from the Kansas Rural Water Association. KWRA has been contacted however they are behind due to COVID. Thomas discussed the most common causes for the water leaks are where the water line is fused and line breaks due to dry conditions.

**Accounts Receivable Bad Debt Expense Balance-Plan of Action:**

Mayor Byers reported that the Bad Dept Expense balance is improving. Past due customers that have entered a payment plan are making payments. Shut off letters will be sent out to those who have not entered a payment plan and have not paid their bill in the last 30 days. Shut offs will occur according to the cold weather rule.

**Ditch & Drain Project:** Mayor Byers discussed the first location will occur when the weather warms up. Thomas discussed he would like to start in a different area on Kickapoo where the water drainage is the worst.

**NEW BUSINESS**

**Mower Repairs:**

**MOTION:** by Steve Nicholson, second Seth Brown to approve the quote for mower repairs in the amount of \$1,452.00 with Thomas deciding what repair he can do himself.

**MOTION:** Passed unanimously.

**2019 Year-End Financial Statement:** Council was presented the 2019 Financial Statement for review. Mayor Byers discussed that 2019 audit is underway and should be reported at the March Meeting. Item tabled until audit is complete.

**City Building Roof Estimate-Insurance**

Discussion was held that the roof has hail damage. Insurance has been contacted. Insurance requested the City send estimate for the roof then they will send adjuster out. Mayor Byers asked council if they indeed want to proceed with an insurance claim for the room. Council was in agreeance. No motion.

**Other Business**

**Law Enforcement:** Mayor Byers discussed with the recent dogs-at-large and thefts the possibility for consideration of hiring a law enforcement officer or contracting law enforcement services through the Sumner County Sherriff’s Office. Discussion was held for council questions and different possibilities that would best serve our community including full-time or part time position, pay, resources, and costs. Mayor Byers will contact the Sherriff Office and inquire with the council’s questions. Item tabled until next meeting.

**Executive Session**

**MOTION:** Steve Nicholson, second Emily Harding to enter executive session at 8:10 pm for 10 minutes with patron Sandy Proffitt to discuss personal matters of non-elected personnel. ( K.S.A. 2015 Supp. 74-4319).

MOTION: Passed unanimously.

**Motion to Resume Open Session:**

**MOTION:** Steve Nicholson, second Seth Brown to resume open session at 8:15 p.m.

MOTION: Passed unanimously. No binding action.

**Executive Session**

**MOTION:** Steve Nicholson, second Seth Brown to enter executive session at 8:17 pm for 10 minutes with patron Shala Crenshaw to discuss personal matters of non-elected personnel. (K.S.A. 2015 Supp. 74-4319).

MOTION: Passed unanimously.

**Motion to Resume Open Session:**

**MOTION:** Steve Nicholson, second Seth Brown to resume regular open session at 8:23 p.m.

MOTION: Passed unanimously. No binding action.

**Complaints:** Seth Brown reported he has had several people approach him complaining how the City Office is being run and why the Clerk has to ask the Mayor questions. Mr. Brown commented that the community members are frustrated and feel it delays the process. Mayor Byers asked Seth Brown to provide a specific example. He was unable to provide one. Patrons began to comply and respond

to provide a specific example. Councilmember Brown was unable to provide one. Patrons then began to respond openly to Councilmember Brown’s statement without the chair addressing them. Mayor Byers stated she asks the Clerk just as many questions as the Clerk asked her and they are still in their first term learning their roles. Mayor Byers stated that the City should offer formal training to staff then. Steve Nicholson asked what training the Clerk has had. Mayor Byers asked Council what solutions they have to offer. Councilmember Brown replied he is not asking for a solution he is just making the council aware. Mayor Byers stopped the discussion and asked for a motion to adjourn.

**ADJOURNMENT**

MOTION by Seth Brown, second Emily Harding to adjourn the City Council meeting at 8:34 p.m.

MOTION approved unanimously.

**ANNOUNCEMENTS, MEETINGS AND NEXT AGENDA ITEMS:**

- Next Meeting March 1<sup>st</sup>, 2021- Council Meeting @ 6:30 pm

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Kim Byers, Mayor

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Casey Mraz, City Clerk

Councilmembers

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