

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
February 13, 2019
5:00 P.M.**

COUNCIL MEMBERS PRESENT: Terry Gibson, Rocky Ruhnke, Matt Peterson and Dana Clary

COUNCIL MEMBERS ABSENT: Jesse Marriott

CITY EMPLOYEES PRESENT: City Attorney Ted Collins, City Clerk Joann Karn, City Maintenance Aaron Leach and Treavor Saunders

GUESTS PRESENT: Brian Kingsley and Jarrod Mann, BG Consultants; Tom Heath, Highland Insurance; Joyce Rush and Eric Tracy, Rural Fire District No. 2; Leah Johnson, Doniphan Co. Economic Development; Cyndi Florence (Summer Rec), Dennis Lentz and Chuck Simmons

PRESIDING: Mayor Charles Batchelder

Mayor Batchelder called the regular city council meeting to order.

Matt Peterson moved and Terry Gibson seconded a motion to approve the minutes of the January 9, 2019, regular city council meeting. Motion carried 4-0

Matt Peterson moved and Terry Gibson seconded a motion to approve the bills as presented. Motion carried 4-0

PRESENTATION:

Following discussion with the Rural Fire District members and Highland Insurance regarding insurance coverage on the community center/fire station, and confirmation that the discussed annual premiums insured both the City and RFD, Terry Gibson moved and Matt Peterson seconded a motion to confirm listing the Rural Fire District No 2 as additional insured on the policy and regarding improved communication, Charlie Batchelder, Terry Gibson and/or Rocky Ruhnke will be liaisons to attend a district meeting. The council indicated a willingness to work out a payment schedule for past premiums. Motion carried 4-0

Continuing review of the city's aging sewer lines and the recent blockages, Brian Kingsley and Jarrod Mann, BG Consultants, touched on sewer line replacement, sewer line rehab, available funding/grants, and other possibilities for the city's sewer maintenance/upgrades. Both surveys (LMI & MHI) have been completed by Governmental Assistance Service for pursuing a grant. Discussion was had on sewer line maintenance, purchase of a sewer line jetter for regular maintenance and emergency situations, various cameras and how defects are mapped in the software, a single-phase vs a multi-phase project and projected rate structure increases.

Cyndi Florence indicated the Youth Summer Rec signup forms went out on Monday with no participant paying to play this year, thanks to the USD 111, Smithton Lodge and the city. Orange and Navy shirts will be printed by Lori's Embroidery, Hiawatha is providing a free umpire clinic and a sportsmanship policy should be adopted for our ballfield.

COMMUNICATIONS AND REPORTS:

Mayor Batchelder – Asked about the city's potholes – Terry Gibson explained that swept from streets is being placed in the potholes until fixed permanently this spring.

Attorney Collins – Later and executive session

Clerk Karn – Certified the city will have two (2) council positions and a Mayor position for the upcoming election; currently held by Matt Peterson, Dana Clary and Charles Batchelder. Filing deadline for candidates is June 3, 2019 at 12:00 P.M. in the office of Doniphan County Clerk and filing fee is \$20.00. Reviewed a handout explaining the difference between a restricted fund vs a non-restricted fund within the city's financial structure.

Police Chief Whetstone – Absent

Maintenance Leach – Thanked the council for their understanding during his family health issues, asked for both Treavor and himself to attend the KRWA Conference in Wichita on March 26-28 and most of old city hall is cleaned out. In discussion of old city hall, a water main is under the building and the emergency siren needs to be moved. Maintenance Leach will be contacting Gerald Neibling and Blue Valley Public Safety regarding the moving of the emergency siren. Terry Gibson moved and Rocky Ruhnke seconded a motion for Maintenance Leach and Saunders to attend the conference in Wichita, March 26-28, 2019. Motion carried 4-0

COMMITTEE UPDATES:

Finance Committee – Jesse Marriott – Absent

Law Enforcement Committee – Matt Peterson – Executive Session

Parks and Rec. Committee – Dana Clary – 4th of July Meeting will be in a couple weeks

Street and Alley/Bldg & Grounds Committee – Terry Gibson – Nothing at this time

Water and Sewer Committee – Rocky Ruhnke – Led discussion on sewer system presentation and felt this project should cost considerably less than estimated. Terry Gibson will research the needed equipment and Rocky Ruhnke presented members a copy of an “Invitation to Bid” entitled *Sewer TV Inspection & Report* for review and approval. Various opinions were expressed concerning the proposal and the proposed sewer project. No action was taken. Following more discussion, Mr. Gibson will further research a sewer line jetter and bring a recommendation for consideration next month, as the consensus was that it would be an appropriate tool for sewer maintenance.

Planning & Zoning – Matt Peterson – Nothing at this time

Personnel Committee – Jesse Marriott – Absent

OLD BUSINESS:

Dana Clary moved and Rocky Ruhnke seconded a motion accepting Keller Fire and Safety proposal of \$2,721.40 to update the wet chemical fire suppression system in the kitchen at the community building to state codes. Motion carried 4-0

NEW BUSINESS:

Matt Peterson moved and Dana Clary seconded a motion supporting Doniphan West After Prom with a \$100. monetary donation, same as last year. Motion carried 4-0

The consensus of the council was not to advertise with Win Publishing on the Doniphan West Sports Poster, instead support the school directly in other ways.

Following discussion on the street oil and chat this past summer and what to expect for 2019, agreed to table a reply until next month.

Referencing the desire to make an additional GO Bond principal payment which is within budget limits, Matt Peterson moved and Dana Clary seconded a motion to make the additional principal payment (03/28/2020) of \$13,850 and transfer from Water Fund to Debt Service Fund \$32,068.58 (Prin. \$13,513.00, Int \$18,555.58) plus additional principal payment for a total of \$45,918.58. Motion carried 4-0

Following annual review, Matt Peterson moved and Terry Gibson seconded a motion to adopt the Emergency Water Supply Plan as presented. Motion carried 4-0

In preparing for the sale of old city hall and the emergency siren has not been relocated, Matt Peterson moved and Dana Clary seconded a motion for the siren to be moved by March 13th with Aaron Leach contacting Gerald Neibling. Motion carried 4-0

Following Attorney Collins review of the three (3) proposed amendments of Zoning Regulations & Procedures Manual for City of Highland, KS and correction of the 9/8/12 zoning map, Terry Gibson moved and Rocky Ruhnke seconded a motion authorizing the mayor to sign the “General Zoning Regulations Amendment Form” and send to the Doniphan County Planning Commission for a March hearing. Motion carried 4-0

EXECUTIVE SESSION:

Dana Clary moved and Terry Gibson seconded a motion to recess into executive session at 8:10 p.m. for 15 minutes for discussion of confidential data relating to financial affairs or trade secrets of second parties, such as corporations, partnerships, trusts and individual proprietorships, to preserve the confidentiality of such data and entities, and the open meeting will resume in the city council chamber at 8:25 p.m. Motion carried 4-0 Mayor asked the city attorney, clerk and Do. Co. Economic Development Director to remain

Dana Clary moved and Terry Gibson seconded a motion to recess into executive session at 8:25 p.m. for 5 minutes for discussion of confidential data relating to financial affairs or trade secrets of second parties, such as corporations, partnerships, trusts and individual proprietorships, to preserve the confidentiality of such data and entities, and the open meeting will resume in the city council chamber at 8:30 p.m. Motion carried 4-0 Mayor asked the city attorney, clerk and Do. Co. Economic Development Director to remain

Dana Clary moved and Terry Gibson seconded a motion to recess into executive session at 8:30 p.m. for 10 minutes for discussion of confidential data relating to financial affairs or trade secrets of second parties, such as corporations, partnerships, trusts and individual proprietorships, to preserve the confidentiality of such data and entities, and the open meeting will resume in the city council chamber at 8:40 p.m. Motion carried 4-0 Mayor asked the city attorney, clerk and Do. Co. Economic Development Director to remain

Dana Clary moved and Terry Gibson seconded a motion to recess into executive session at 8:40 p.m. for 10 minutes for consultation with an attorney on legal matters that would be deemed privileged in attorney-client relationship and the open meeting will resume in the city council chamber at 8:50 p.m. Motion carried 4-0 Mayor asked the city attorney and clerk to remain

Terry Gibsons moved and Dana Clary seconded a motion to adjourn at 8:50 p.m. Motion carried 4-0

Mayor

City Clerk