

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
October 13, 2021
5:00 P.M.**

COUNCIL MEMBERS PRESENT: Greg Delzeit, Marty Allen, Dan Collins and Terry Gibson

COUNCIL MEMBERS ABSENT: Rocky Ruhnke

CITY EMPLOYEES PRESENT: City Attorney Ted Collins, City Clerk Joann Karn, Water and Sewer Superintendent Trevor Saunders, Superintendent Kevin Lackey, and Chief of Police Brandon Whetstine

GUESTS PRESENT: Garrett Nordstrom, Governmental Assistance Services, and CB Lackey

PRESIDING: Mayor Charles Batchelder

Mayor Batchelder opened the Public Hearing for the purpose of considering an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant funds under the Community Facilities category. A specific project application to be discussed is a street improvement project. Project scope of work will include reconstruction of certain streets and the project will also upgrade certain streets. The estimated project cost is \$1,200,000 with the grant request for \$600,000 of the project cost. Following a short review, Marty Allen moved and Terry Gibson seconded a motion to close the public hearing at 5:02 p.m. Motion carried 4-0

Mayor Batchelder called the regular city council meeting to order at 5:02 p.m.

Terry Gibson moved and Marty Allen seconded a motion to approve and authorize the mayor to sign resolution number 2021-06 and resolution number 2021-07. Resolution No. 2021-06 is a resolution certifying legal authority to apply for the 2022 Kansas Small Cities Community Development Block Grant Program from the Kansas Department of Commerce and authorizing the mayor to sign and submit such an application. Resolution No. 2021-07 is a resolution assuring the Kansas Department of Commerce that funds will be continually provided for the operation and maintenance of improvements to the street system to be financed with community development block grant funds. Motion carried 4-0

Terry Gibson moved and Marty Allen seconded a motion to authorize the mayor to sign: Statement of Assurances, Applicant Disclosure Report, Anti-displacement Plan and Level of Review. Motion carried 4-0

Marty Allen moved and Greg Delzeit seconded a motion to approve the contract for services with Western Consultants DBA Governmental Assistance Services in the amount of \$8,950. Motion carried 4-0

Marty Allen moved and Greg Delzeit seconded a motion to approve the contract for administration service with Western Consultants DBA Governmental Assistance Services, contingent upon grant award. Motion carried 4-0

Terry Gibson moved and Greg Delzeit seconded a motion to approve the minutes of the September 8, 2021, regular city council meeting. Motion carried 4-0

Marty Allen moved and Greg Delzeit seconded a motion to approve the minutes of the September 22, 2021, special city council meeting. Motion carried 4-0

Marty Allen moved and Greg Delzeit seconded a motion to approve the minutes of the September 30, 2021, special city council meeting. Motion carried 4-0

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

COMMUNICATIONS AND REPORTS:

Mayor Batchelder – Nothing at this time.

Attorney Collins –Later in the meeting.

Clerk Karn –Later in the meeting.

Police Chief – Trunk or Treat will be on Main Street, October 31st, 4:00 – 5:00 p.m. with Chief determining the area of the 200 & 300 blocks of West Main Street to be closed.

Water/Sewer Superintendent Saunders and City Superintendent Lackey – Supt. Lackey reported a tube will be installed in the ditch at Nathan Idol’s property which Mr. Idol will pay for. Marty Allen moved and Terry Gibson seconded a motion to purchase insulation (\$700) and tin (\$1,300) for the south half of the shop for \$2,000. Motion carried 4-0 Supt. Lackey is waiting on a bid from MCon and Engemann regarding the installation of the 4” water line to the David Welch’s property. Water & Sewer Supt. Saunders asked for approval to attend certification class in Emporia on December 8th, test on December 9th, and explained the need for a state approved meter for Well #3. Marty Allen moved and Greg Delzeit seconded a motion approving Supt. Saunders to attend the KDHE certification class in Emporia on December 8th and take the Class II examination (\$25) on December 9th with the city paying the fees, room, meals and mileage and, as discussed, purchase an approved water meter for Well #3, approx. \$2,225, along with making the necessary well house improvements, approx. \$500. Motion carried 4-0

COMMITTEE UPDATES:

Finance Committee – Marty Allen & Rocky Ruhnke – Nothing at this time.

Law Enforcement Committee – Terry Gibson & Marty Allen – Nothing at this time

Parks and Rec. Committee – Greg Delzeit & Rocky Ruhnke – Nothing at this time

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

Water and Sewer Committee – Rocky Ruhnke & Terry Gibson – Review current water/sewer rates.

Planning & Zoning – Marty Allen & Greg Delzeit – Nothing at this time.

Personnel Committee – Greg Delzeit & Dan Collins – Nothing at this time.

OLD BUSINESS:

Marty Allen moved and Greg Delzeit seconded a motion to approve Gordon CPA, Lawrence, KS, for the calendar year 2021 audit, amount not to exceed \$7,500. Motion carried 4-0

A work session or committee meeting (Delzeit, Allen & Ruhnke) will be held regarding the design of the Matthias/Saddle Club Area.

Councilman Ruhnke left a handout on the proposed 4’ x 8’ “Welcome to Highland” sign for the Doniphan West Mustangs championships to be place at Kansas/Main Street. Details to be worked out later.

EXECUTIVE SESSION:

Terry Gibson moved and Marty Allen seconded a motion to recess into executive session at 6:08 p.m. for 15 minutes to review individual employee(s) pursuant to the non-elected personnel for the protection of the privacy rights of the protected employee(s) and the open meeting will resume in the city council chamber at 6:23 p.m. Motion carried 4-0 Mayor asked the city attorney and clerk to remain.

Marty Allen moved and Greg Delzeit seconded a motion to adjourn at 6:24 p.m. Motion carried 4-0

Mayor

City Clerk