

CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
August 9, 2023
5:00 P.M.

COUNCIL MEMBERS PRESENT: Terry Gibson, Marty Allen, Tana Snyder, Dan Collins and Keith Edmonds

COUNCIL MEMBERS ABSENT: None

CITY EMPLOYEES PRESENT: City Attorney Andrew Parker, City Clerk Joann Karn, City Superintendent Trevor Saunders, and Maintenance Worker Wyatt Denton

GUESTS PRESENT: None

PRESIDING: Mayor Charles Batchelder

Mayor Charles Batchelder opened the regular city council meeting at 5:00 p.m.

Terry Gibson moved and Tana Snyder seconded a motion to approve the regular city council meeting minutes of July 12, 2023; July 25, 2023 and July 27, 2023 special meeting minutes. Motion carried 5-0

Tana Snyder moved and Keith Edmonds seconded a motion to approve the bills as presented. Motion carried 5-0

COMMUNICATIONS AND REPORTS:

Mayor Batchelder – Nothing at this time.

Attorney Parker – Presented another draft revision of the Personnel Policy for committee review; Annexation – All parties are willing although further information will be gathered and shared at the September meeting; Heinrich’s Variance is scheduled for September 5, 2023 at 5:30 p.m.; and Special Purpose Vehicle Within the City Limits – Chief Winters and Attorney Parker are reviewing and updating the current ordinance on the use of side by sides, UTV’s, ATV’s, 4-Wheelers and golf carts with a draft copy for the September meeting.

Clerk Karn – Received a request from Chris Waggoner, Fire Chief, asking for closing the 300 Block of West Main Street (Genesee – Kirkwood) for the Firemen’s Fish Fry and Street Dance on Saturday, October 14th, approx. 4:00 p.m. to midnight and if inclement weather, the use of the community center building. Serving beginning at 5 or 6 p.m. with the band playing 7-10 p.m. This is a non-alcohol event. Marty Allen moved and Tana Snyder seconded a motion to close the 300 Block of West Main Street (Genesee-Kirkwood) from 4:00 p.m. to midnight and allow the Rural Fire District to hold a Firemen’s Fish Fry and Street Dance either in the closed street or if inclement weather, at the community building, if available. Motion carried 5-0 Clerk Karn presented a brief review of the fund balances and the notice of hearing to exceed revenue neutral rate and budget hearing for publication.

Police Chief – Absent. Attorney Parker will provide information later in the meeting.

City Superintendent Saunders – Asking to purchase water/sewer maps from KRWA for approx. \$380. Terry Gibson moved and Tana Snyder seconded a motion to purchase the requested water and sewer maps from Kansas Rural Water Association for approximately \$380. Motion carried 5-0 Supt. Saunders asked to purchase backflow preventers in the amount of \$690. Terry Gibson moved and Tana Snyder seconded a motion for Supt. Saunders to purchase backflow preventers for \$690. Motion carried 5-0 Supt. Saunders explained the need for security cameras at the water treatment plant. Heartland Business provided two quotes – 1st for \$684 or 2nd for \$1,508 plus \$105/hr. installation. Following discussion, Terry Gibson moved and Tana Snyder seconded a motion for Heartland Business to install the better security system, \$1,508 plus \$105/hr. installation. Motion carried 5-0 Supt. Saunders is waiting for an answer from KDHE regarding the request to construct a gun shooting range at the new water treatment plant area. Councilman Allen inquired about the ditch on the East side of the high school (North Carolina Street).

COMMITTEE UPDATES:

Finance Committee – Marty Allen & Keith Edmonds – Nothing at this time.

Law Enforcement Committee – Tana Snyder & Marty Allen – Committee interviewed Wyatt Denton and recommends Mr. Denton for the Reserve Police Officer position which is a nonpaid position. Tana Snyder moved and Keith Edmonds seconded a motion to accept the committee’s recommendation of Wyatt Denton for a Reserve Police Officer. Motion carried 4-0 Terry Gibson abstained.

Parks and Rec. Committee — Terry Gibson & Tana Snyder – Nothing at this time.

Street and Alley/Bldg & Grounds Committee – Dan Collins & Terry Gibson – Councilman Gibson reported on several stormwater issues and asked Supt. Saunders to secure the cost of pipe for the issues in the 300 block of N. Kirkwood and request cost estimates to pipe burst the sewer lines at that location. Estimates to be reviewed at the September meeting.

Water and Sewer Committee – Terry Gibson & Dan Collins – Nothing at this time.

Planning & Zoning – Keith Edmonds & Marty Allen – Nothing at this time.

Personnel Committee – Tana Snyder & Dan Collins – Nothing at this time.

OLD BUSINESS:

Water Treatment Plant Project – Following review for the second time extension on the water treatment plant, Terry Gibson moved and Keith Edmonds seconded a motion authorizing the mayor to sign the letter drafted by GAS, mail to Ks. Dept. of Commerce, requesting a 6-month time extension for our CDBG Water Treatment Plant Improvements Project No. 21-PF-022. Motion carried 5-0

Attorney Parker reiterated the Rural Water District does not have an easement regarding the installation of their water line on the city's water treatment plant property. Rural Water District is doing whatever necessary to rectify the problem.

Street Project – Tentatively scheduled for the first part of September is a preconstruction meeting for the city's street project.

Regarding unsafe structures, the consensus was for the city maintenance workers to haul the tree debris to the city's burn pile to lower the total cost of the clean-up. Estimate to be forthcoming.

Degginger Park Memorandum of Understanding – Possible review at the September meeting.

Councilman Allen indicated no bid or quote has been received on the dirt work at the former Matthias/Saddle Club area.

Tana Snyder moved and Keith Edmonds seconded a motion giving Chief Winters authorization, at his discretion, up to \$10,000 on the purchase of a police vehicle. Motion carried 5-0

NEW BUSINESS:

Following review, Tana Snyder moved and Keith Edmonds seconded a motion authorizing the mayor to sign the 2023 audit engagement letter from Gordon CPA in the amount of \$8,150. Motion carried 5-0

Tana Snyder moved and Keith Edmonds seconded a motion to donate \$100, same as last year, to the Doniphan West Mustang Booster Club. Motion carried 5-0

Following Attorney Parker's review of the Enterpol ADVANTAGE RMS software for the police department, Terry Gibson moved and Tana Snyder seconded a motion to accept the July 20, 2023 proposal from Huber & Associates, Enterpol ADVANTAGE RMS Solution, in the amount of \$2,914.71 for installation and licensing plus \$345.00 for support and software annual fee for year one, for one user, and year two annual maintenance/support for one user in the amount of \$1,199.00 with cost being paid from the Diversion Fund. Motion carried 5-0

ORDINANCE

Following discussion, Tana Snyder moved and Keith Edmonds seconded a motion to adopt Ordinance #590. An Ordinance of the City of Highland, Kansas incorporating the *Uniform Public Offense Code for Kansas Cities*, 39th Edition, with certain changes. By roll call vote: Gibson – yes, Allen – yes, Snyder – yes, Collins – yes, and Edmonds - yes. Motion carried 5-0

Tana Snyder moved and Keith Edmonds seconded a motion to adopt Ordinance #591. An Ordinance of the City of Highland, Kansas incorporating the *Standard Traffic Ordinance for Kansas Cities*, 50th Edition, with certain changes. By roll call vote: Gibson – yes, Allen – yes, Snyder – yes, Collins – yes, and Edmonds - yes. Motion carried 5-0

Terry Gibson moved and Tana Snyder seconded a motion to adjourn at 5:55 p.m. Motion carried 5-0