

CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
July 12, 2023
5:00 P.M.

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

COUNCIL MEMBERS ABSENT: Keith Edmonds. Council member Dan Collins left the meeting at 6:06 p.m.

CITY EMPLOYEES PRESENT: City Attorney Andrew Parker, Asst. City Clerk Debra Keebler, City Superintendent Trevor Saunders, Maintenance Worker Wyatt Denton and Police Chief Dustin Winters

GUESTS PRESENT: Hannah Davis, Robin Garner, Robert Ellerman, CB Lackey, David Welch and Steven Gaul.

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 June 14, 2023 and June 29, 2023 special meeting minutes. Motion carried 4-0

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

Hannah Davis on behalf of Highland Pride, made a request the city develop a Memorandum of Understanding concerning the use of Degginger Park. Ms. Davis stated it was her understanding the trust controlling the use of the park had been terminated and it would benefit everyone concerned if a memorandum could be compiled outlining the uses and restrictions concerning the park. A specific concern is that previously no permanent structures were to be placed on the property. There is currently a storage shed, on skids, located on the alley portion of the property. Ms. Davis asked Mr. Robert Ellerman to address the concerns of the shed as he is representing a group of people willing to provide financial assistance to refurbish the current shed. Mr. Ellerman had spoken with a gas company representative regarding the location of the shed as it is located over a gas line. The current location of the shed is acceptable for now, but may need to be moved in the future. Plans to refurbish the shed would include extending the building 4 ft. to the west and moving the doors to the west side of the building. The building could be shored up, sided with tin and remain movable. Ms. Davis volunteered to draft a Memorandum of Understanding and present it to the Council for discussion at the August meeting.

Robin Garner commented an adjacent landowner was planning to construct a pond. Ms. Garner stated she and other adjacent landowners were concerned about the effect it may have on their properties. Attorney Parker stated he was aware of the matter and will research any restrictions or required specifications. Consensus of the Council was until the property owner submitted plans to the City regarding the project, nothing needed to be done at this point.

Pastor David Welch requested permission to utilize the street area in front of Degginger Park, 300 block of West Main Street, to host a Christian concert in conjunction with the Highland Christian Church's 150th anniversary celebration on August 27, 2023, from approximately 5 pm to 7 pm or 6 pm to 8 pm, subject to change. Tana Snyder moved and Terry Gibson seconded a motion to allow the street area in front of Degginger Park, 300 block of West Main Street, for a Christian concert to be held in conjunction with the Highland Christian Church's 150th anniversary celebration on August 27, 2023, from approximately 5 pm to 7 pm or 6 pm to 8 pm, subject to change. Motion carried 4-0 Pastor Welch will provide an update when plans near completion.

COMMUNICATIONS AND REPORTS:

Mayor Batchelder – Nothing at this time.

Attorney Parker – Items later on the agenda; working on the police and personnel policies; stated there could be an issue on ad valorem taxes concerning the property acquired by Doniphan Darlings daycare until paperwork concerning the abatement of taxes for the daycare is filed and approved. Attorney Parker will be checking on this.

Deputy Clerk Keebler - Announced a reminder for the LKM annual conference to be held October 7-9 in Wichita. If anyone is interested in going, let the clerk's office know for registration purposes.

Police Chief – Announced the conference in Branson, MO he was approved to attend requires an additional day and the costs will be slightly higher than previously requested. Chief Winters asked for approval to purchase four tires for the

Durango patrol vehicle and secured two quotes - \$752.76 and \$842.20, state contract price, from Hiawatha Tire. At this time the chief is securing a quote from Triple L Tire for like tires. Discussion was had concerning obtaining a quote. Terry Gibson moved and Tana Snyder seconded a motion to approve up to \$900.00 if comparable tires could be purchased from Triple L Tires. Motion passed 4-0. Chief Winters stated several individuals expressed interest in constructing a shooting/training range in the Highland area and if the Council would be interested in committing a piece of property south of the new water treatment plant for this purpose. Discussion was had concerning costs, insurance, etc. and requested more information. Chief Winters reported all the cameras had been installed and seemed to be working fine.

City Superintendent Saunders – Reported water fittings are needed and will cost somewhere in the vicinity of \$1 to \$2 thousand dollars. He also is looking into install 2 security cameras at the treatment site with an estimate of \$800 per camera. Treavor will get quotes and will find out how they will impact the current internet system designed to run the equipment at the treatment plant.

COMMITTEE UPDATES:

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

Law Enforcement Committee – Tana Snyder & Marty Allen – Attorney Parker continues to work on updating the police procedures.

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

Street and Alley/Bldg & Grounds Committee – Dan Collins & Terry Gibson – Councilperson Gibson reported the school had approached him regarding city's help in hanging flags on Main Street. Discussion ensued and Supt. Saunders was asked to get in touch with a school representative to discuss the specifications of the poles and flags needed. Further discussion will be had.

Water and Sewer Committee – Terry Gibson & Dan Collins – Councilperson Gibson reported the water plant started up today.

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

Note: Councilperson Dan Collins left the meeting at 6:06 p.m.

Personnel Committee – Tana Snyder & Dan Collins – Nothing at this time. Will review the policies following receipt from the city attorney.

OLD BUSINESS:

Water Treatment Plant Project – the plant was processing water as of today. Attorney Parker updated the council on the issue with the septic tank being located too close to the water lines. An easement has not been located regarding Rural Water District's installation of the water line. Attorney Parker indicated Roger Engemann, representing Rural Water District, is doing whatever will be necessary to rectify the problem.

Superintendent Saunders reported some cold patching and prep work had been done for Vance Bros. prior to the street project.

To date, nothing to report on the status of the unsafe structures. The contractor is in town working on other projects.

Attorney Parker will follow up on the North Kansas St/Coronado culvert.

Maintenance changed street signage to reflect the newly adopted city traffic map. A suggestion was to post handicap parking signs on the back side of the home team's dugout for however many spaces will fit. Further research and discussion on handicap requirements will be had and matter is tabled at this time.

Attorney Parker reported the agreement with the Rural Fire District and the EMT company, Techs, Inc., has been signed and returned.

The final quote has been received for an updated city hall's phone system. Discussion was had concerning all bids received. Terry Gibson moved and Tana Snyder seconded a motion to remain with Rainbow Communications for phone service and purchase an updated system from Rainbow Communications with an activation fee of \$250 plus \$415.65 per month (5 phones). Motion passed 3-0.

NEW BUSINESS:

Chief Winters suggested the city update the ordinance concerning the use of Side by Sides, UTV's, ATV's, 4-Wheelers and golf carts within the city limits. Chief Winters reported how some surrounding municipalities handled the issues on the vehicles. Attorney Parker and Chief Winters will draft a new ordinance for review and discussion at the next meeting.

Councilperson Allen reported on the status of the former Saddle Club Area and a projected drawing for use as a ballfield and soccer/football fields. Council felt with some leveling of the area it could be utilized as such. Councilperson Allen will obtain quotes on the cost of leveling and report back at the next meeting.

Minier Park water feature is at a standstill with no further information being received from the designer concerning plans. The council would like to encourage citizens to donate to the Doniphan County Community Foundation to help secure funds for the project.

Discussion of purchasing a banner for the fence at the Doniphan West South Campus Ball Park was had. No action was taken.

A discussion was had concerning adding Juneteenth National Independence Day to the scheduled holidays in the city's personnel policy. Marty Allen moved and Tana Snyder seconded a motion to add the holiday, Juneteenth National Independence Day, as a paid holiday in the Personnel Policy and Guidelines. Motion carried 3-0.

GOVERNING BODY COMMENTS:

Annexation status was discussed with Attorney Parker contacting the affected landowners for the willingness to be annexed.

Terry Gibson moved and Tana Snyder seconded a motion to adjourn at 6:42 p.m. Motion carried 3-0

Mayor

City Clerk