

**CITY OF HIGHLAND, KANSAS  
REGULAR COUNCIL MEETING  
CITY HALL  
October 11, 2023  
5:00 P.M.**

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

**COUNCIL MEMBERS ABSENT:** Keith Edmonds

**CITY EMPLOYEES PRESENT:** City Attorney Andrew Parker, City Clerk Joann Karn, Deputy Clerk Debbie Keebler, City Superintendent Trevor Saunders, Maintenance Worker Wyatt Denton and Police Chief Dustin Winters

**GUESTS PRESENT:** Bill Noll, Esther Gormley, Chris Waggoner, Robert Ellerman and Bruce Gaskell

**PRESIDING:** Mayor Charles Batchelder

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

Marty Allen moved and Tana Snyder seconded a motion to approve the regular city council meeting minutes of September 13, 2023. Motion carried 4-0

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

**PRESENTATIONS**

Bill Noll, Highland Community Housing President, explained the housing board wished to donate 5 lots to the city if the city council was willing to accept. Tana Snyder moved and Terry Gibson seconded a motion to accept the housing board's donation or purchase for a minimal amount with Attorney Parker working out the legal details. The council wished to thank the housing board for their generous donation to the city.

Esther Gormley, DCCF President, brought to the council's attention the city's foundation name is "City of Highland Community Fund" and many individuals look for funds alphabetically. If the city's name would begin with "Highland," then the city would be grouped with the rest of the "Highland's". Following discussion, Tana Snyder moved and Marty Allen seconded a motion for Esther Gormley, DCCF President, to submit a name change for the city's fund to "Highland City Community Fund." Motion carried 3-1

Robert Ellerman, Highland Pride President, reviewed the handout of "Memorandum of Understanding" and noted a couple items to be corrected as discussed last meeting. Attorney Parker will make the corrections and bring back to the council.

Bruce Gaskell is asking permission to build a six-foot chain-link fence around the old portion of the grade school for security purposes. On the west side of the building, asking the fence be placed 30 feet from the building which will encroach on the practice field. Following discussion, the council consented to the proposed location of the fence and Mr. Gaskell was to secure a fence permit from the clerk's office. When asked, Mr. Gaskell stated it would take two years for the building to be removed as he is salvaging as much as possible and then the fence will be removed.

Chris Waggoner, Do. Co. Fire District Fire Chief, announced the October 14<sup>th</sup> Fish and Chicken Fry/Street Dance will be moved from Main Street and held in the Community Building due to the forecasted inclement weather.

**COMMUNICATIONS AND REPORTS:**

**Mayor Batchelder** – Nothing at this time.

**Attorney Parker** – Later in the meeting.

**Clerk Karn** – Later in the meeting.

**Police Chief** – Announced HCC requested permission for 20-minute fireworks display and holding a bon fire for homecoming activities near the wellness center and the fire dept. will be on hand for the bon fire. Chief Winters is to receive more information regarding the fireworks before the shoot. Chief Winters explained the departments current drug testing kits are outdated and requesting 50 kits totaling \$233. Terry Gibson moved and Tana Snyder seconded a motion to purchase the 50 requested kits, \$233 total paid from the Opioid fund. Motion carried 4-0 Chief Winters announced he had

purchased a 2020 Dodge Durango patrol vehicle with 85,000 miles for \$9,500 from Oklahoma City, OK. The trade-in value is \$19,000.

**City Superintendent Saunders** – Asking to purchase a load of cold patch, approx. \$2,500. Marty Allen moved and Tana Snyder seconded a motion to purchase a load of cold patch for approximately \$2,500 delivered. Motion carried 4-0 Supt. Saunders reviewed the lift station issues. Lift station pump #2 has burnt and the cost estimate to replace is \$5,000 to \$6,000. The contactor malfunctioned which created damage to the pump. All contractors are the same age and a contractor costs \$1,075.97. Terry Gibson moved and Tana Snyder seconded a motion to repair pump #2 and purchase two contractors for pump #1 and #3 at a cost of \$1,075.97 each. Motion carried 4-0 Supt. Saunders will attend wastewater training on October 19 in Horton and 24 in Corning. Supt. Saunders asked for the council to meet, tour and discuss issues at the water treatment plant. Consensus was to call a special meeting for 9:00 a.m., Thursday, October 12<sup>th</sup> at the water treatment plant to tour the facility and discuss any issues regarding the water treatment plant.

#### **COMMITTEE UPDATES:**

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

**Law Enforcement Committee** – Tana Snyder & Marty Allen – Nothing at this time.

**Parks and Rec. Committee** — Terry Gibson & Tana Snyder – The city will be represented at Doniphan West Elementary on October 31<sup>st</sup> to hand out Halloween candy; the city will purchase candy for Highland’s Trunk or Treat on October 29<sup>th</sup>; Citywide Fall Cleanup, Nov. 18<sup>th</sup>, will be similar to last year – call city hall for the maintenance dept. to pick up leaves and limbs at the curb to haul off; Snowflake Festival is Friday, Nov. 24<sup>th</sup> and ideas for a project to apply for the Wolfe Grant.

**Street and Alley/Bldg & Grounds Committee** – Dan Collins & Terry Gibson – Proposing to extend the shoulder of the street in the 400 block of N. Kirkwood with all work done within the city’s ROW. Individuals have been given notices for tall weeds within the city limits.

**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:**

Attorney Parker provided a draft ordinance regarding Special Purpose Vehicles within city limits. Following lengthy discussion and suggestions, the consensus is for the draft ordinance be modified and brought back in the November meeting.

Councilperson Allen is waiting on another bid for dirt work at the former Matthias/Saddle Club area and hoping for 11-man football practice field be completed for USD #111. Need to name the complex area to assist in advertising the project for donations at the Give Where You Live day. The area would have fields for football, soccer, softball and youth baseball. If not developed in the near future, a suggestion for funds is to cash rent the area. Mayor Batchelder asked for input from the guests present.

Attorney Parker indicated four property owners have verbally agreed to annexation and documents will be forth coming.

Tana Snyder moved and Terry Gibson seconded a motion for the personnel policy, adopted September 13, 2023, be retroactive to the date of hire for employees Wyatt Denton, Debbie Keebler and Dustin Winters. Motion carried 4-0

#### **NEW BUSINESS:**

Terry Gibson moved and Tana Snyder seconded a motion to approve the Hazardous Tree Removal Reimbursement Application of Kirk Moore, 105 S Iowa St., in the amount of \$600. Motion carried 4-0

Following Deputy Clerk Keebler’s explanation of the conditional use permit/ordinance, Tana Snyder moved and Terry Gibson seconded a motion to approve the Zoning Board’s recommendation of a conditional use permit for the Highland Christian Church Parking Lot. Motion carried 4-0

#### **ORDINANCE**

Attorney Parker will draft Ordinance #592 as approved in the motion. Tana Snyder moved and Terry Gibson seconded a motion to adopt ordinance #592, as presented, to issue a conditional use permit for the Highland Christian Church Parking Lot. By roll call vote: Gibson – yes, Allen – yes, Snyder – yes, and Collins – yes. Motion carried 4-0

Tana Snyder moved and Marty Allen seconded a motion to adopt ordinance #593, an ordinance authorizing and providing for the issuance of general obligation bonds, Series 2023-B, of the City of Highland, Kansas; providing for the levy and collection of an annual tax for the purpose of paying the principal of and interest on said bonds as they become due;

authorizing certain other documents and actions in connection therewith; and making certain covenants with respect thereto. By roll call vote: Gibson – yes, Allen – yes, Snyder – yes, and Collins – yes. Motion carried 4-0

Tana Snyder moved and Terry Gibson seconded a motion to adopt ordinance #594, an ordinance authorizing and providing for the issuance of general obligation bonds, Series 2023-A, of the City of Highland, Kansas; providing for the levy and collection of an annual tax for the purpose of paying the principal of and interest on said bonds as they become due; authorizing certain other documents and actions in connection therewith; and making certain covenants with respect thereto. By roll call vote: Gibson – yes, Allen – yes, Snyder – yes, and Collins – yes. Motion carried 4-0

Tana Snyder moved and Marty Allen seconded a motion to adopt Resolution #2023-04, a resolution of the City of Highland, Kansas, authorizing improvements to the city public water supply system; and providing for the payment of the costs thereof. By roll call vote: Gibson – yes, Allen – yes, Snyder – yes, and Collins – yes. Motion carried 4-0

Tana Snyder moved and Terry Gibson seconded a motion to adopt Resolution #2023-05, a resolution prescribing the form and details of and authorizing and directing the sale and delivery of general obligation bonds, Series 2023-B, of the City of Highland, Kansas, previously authorized by Ordinance No. 593 of the issuer; making certain covenants and agreements to provide for the payment and security thereof; and authorizing certain other documents and actions connected therewith. By roll call vote: Gibson – yes, Allen – yes, Snyder – yes, and Collins – yes. Motion carried 4-0

Tana Snyder moved and Marty Allen seconded a motion to adopt Resolution #2023-06, a resolution prescribing the form and details of and authorizing and directing the sale and delivery of general obligation bonds, Series 2023-A, of the City of Highland, Kansas, previously authorized by Ordinance No. 594 of the issuer, making certain covenants and agreements to provide for the payment and security thereof; and authorizing certain other documents and actions connected therewith.

Tana Snyder moved and Terry Gibson seconded a motion to adjourn at 6:25 p.m. Motion carried 4-0

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Mayor

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City Clerk