

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
September 13, 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 Andy Parker, Deputy City Clerk Debbie Keebler, and City Water and Sewer Superintendent Trevor Saunders, Maintenance Wyatt Denton, and Police Chief Dustin Winters

GUESTS PRESENT: Robert Ellerman

PRESIDING: Mayor Charles Batchelder

Mayor Batchelder opened the meeting with the first of two public hearings. Purpose of the first hearing was to hear and answer public comments of taxpayers relating to the proposed use of funds, amount of ad valorem tax and exceeding the calculated Revenue Neutral Rate of 40.645 mills. Public had no comments. Terry Gibson moved and Tana Snyder seconded a motion to close public comments. Motion carried 5-0 Following opportunity of public comments and considering the provisions of K.S.A. 79-2988, Marty Allen moved and Tana Snyder seconded a motion to exceed the Revenue Neutral Rate of 40.645 mills. Motion carried 5-0 Roll call vote: Gibson-yes; Allen-yes; Snyder-yes; Colins-yes, Edmonds-yes Marty Allen moved and Tana Snyder seconded a motion to adopt Resolution 2023-03, a resolution to levy a property tax exceeding the Revenue Neutral Rate. Motion carried 5-0 Terry Gibson moved and Keith Edmonds seconded a motion to adjourn the Revenue Neutral Rate Hearing at 5:01 p.m. Motion carried 5-0

Mayor Batchelder asked for public comments regarding the proposed 2024 budget. The purpose of holding this public hearing is to hear any public comments on adoption of the 2024 budget. Public had no comments. Terry Gibson moved and Tana Snyder seconded a motion to close public hearing for the adoption of 2024 budget. Motion carried 5-0 Tana Snyder moved and Keith Edmonds seconded a motion to adopt the 2024 budget as published. Motion carried 5-0 Terry Gibson moved and Keith Edmonds seconded a motion to adjourn the budget hearing at 5:02 p.m. Motion carried 5-0

Following the public hearing, Mayor Batchelder opened the regular city council meeting at 5:03 p.m.

Tana Snyder moved and Keith Edmonds seconded a motion to approve the regular city council meeting minutes of August 9, 2023 and special meeting minutes of September 5, 2023. Motion carried 5-0

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

Presentations: Robert Ellerman introduced himself as the new president of the Highland Pride organization. He stated that he plans to attend council meetings on behalf of the organization in the future to help coordinate any projects or matters that Pride could help with. He further stated that the city attorney had received a Memorandum of Understanding in regard to Degginger Park submitted by the former president of the organization for review. He further stated that upon review of the MOU by other members of the organization that they would like for the donation clause regarding an annual donation from Pride be struck from the agreement along with paragraph 3. Origin of Degginger Park. Council was in agreement to strike the clause on donation and the paragraph 3. No further action was taken by the Council.

Public Comments - None

COMMUNICATIONS AND REPORTS:

Mayor Batchelder – Nothing at this time

Attorney Parker – Attorney Parker reported that he had spoke with three of the four property owners on north Coronado Road just outside of the city limits and they were in agreement with the annexation of that property. One landowner was not. Attorney Parker will look further into annexation of all property surrounding the city and what it would entail.

Deputy Clerk Keebler – Nothing at this time.

Police Chief – Chief Winter reported that he had attended and completed his recent trainings and that he had passed all tests and was now certified. He reported on his participation on 1st Responder’s Day at the Doniphan West Junior/Senior High School on Tuesday, September 12th. He reported that he had been approached by an individual at the high school regarding the upcoming Homecoming Parade on September 22nd and closing main street from approximately 1:45 p.m. to 2:45 p.m. for the parade and a short pep rally. Council was in unanimous support of the event. The pistols previously ordered for the department had come in and he would be ordering ammo that had been requested and approved at a previous meeting. Councilman Allen requested that Chief Winters be more timely in turning in his monthly work schedule.

City Superintendent Saunders – Requested permission to purchase a 22 ft. ladder for use at the treatment plant. Cost will be \$281 less a mail-in rebate purchased from Menard’s. Terry Gibson moved and Tana Snyder 2nd the motion to purchase the requested ladder. Approved 5-0. Discussion was had concerning putting a tube or tubes in the ditch in block 37 and along the east side of north Kirkwood to alleviate the water drainage from the college properties. Supt. Saunders reported that a 3 ft. tube would be in the approximate amount of \$8,100 and a 4 ft. tube in the approximate amount of \$13,880. No action was taken. Sauders stated that a load of salt was needed. The cost would be \$105 per ton and \$12 to \$13 per ton for hauling. A load would be in the approximate amount of 16 to 18 tons. Saunders stated he would be reporting on several more issues that will be discussed in the old business and new business of the meeting.

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 – nothing at this time

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

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:

- a. Water Treatment Plant Project – Supt. Saunders reported that BRB had installed a smaller tank than what was in the plans and would be replacing it with what was specified. Security cameras have been installed and will be up and running soon with a few small adjustments. Council inquired of the status of the issue with the Rural Water lines and City Attorney reported that they have yet to address it. He stated that he will be in contact with the district’s attorney in regard to when the district would have the matter taken care of. Blending of the well water has been going good and resulted in satisfactory nitrate results.
- b. Street Project – A pre-construction meeting had taken place today with BG Consultants and Herzog. They are aiming for late October or early November to get started.
- c. Unsafe Structures – Communication with Urban Construction was that they hope to begin work with the Dorrell and other projects very soon.
- d. Degginger Park Memorandum of Understanding – Report of status was discussed in earlier Presentations. Discussion was had on further changes to the understanding and that scheduling of events will be overseen by the Pride organization. Also noted was the need to pay \$1200 for mowing of the park this season. Robert and Sharon Ellerman did the mowing and requested that the payment be donated to Pride committee. Upon receipt of a bill the Council will take up the matter.
- e. Special Purpose Vehicle Draft Ordinance – Attorney Parker is still working on draft.
- f. Former Matthias/Saddle Club Area – Councilman Allen handed out a bid received from MCON for leveling and re-seeding of a practice area and soccer field in the amount of \$11,800. Discussion on this project ensued including funding for the project. Grants and/or foundation funds were mentioned. Attorney Parker will attend and represent the City at the upcoming Give Where You Live breakfast on September 21st at 7:30 a.m.

in support for obtaining funds for this project. Engeman Construction has also been asked for a bid estimate. Further research will be needed.

- g. Cost Estimate for sewer pipe lining. Supt. Saunders submitted a quote from Mayer Specialty Services of Goddard, Kansas in the amount of \$453,001.90.
- h. Personnel Policy – Attorney Parker went over several changes that were discussed and suggested by the personnel committee. After review and discussion Tana Snyder moved and Marty Allen seconded a motion to adopt the policy as amended through August 22, 2023. Approved 5-0.
- i. Proposed Gun Shooting Range. Chief Winters reported that a group is still interested in setting up a shooting range and is asking for permission from the city to locate it in the vicinity of the new water treatment plant. All costs for construction, maintenance and operation will be funded through the group with no costs for anything being asked of the city. No formal organization has been formed as of yet but when they do a committee will be meeting with the City for further discussion.

NEW BUSINESS:

- a. Nitrate/Chlorine Sensor Maintenance Quote. Supt. Saunders presented a quote from Hach Service Partnership for maintenance of the nitrate/chlorine sensor at the water treatment plant in the amount of \$3,000. It is his recommendation that we purchase the plan. After discussion, Tana Snyder moved and Terry Gibson seconded a motion to get the maintenance plan. Approved 5-0.
- b. Annexation – Attorney Parker reported on annexation under Communications and Reports. He will continue to work on this.
- c. Doniphan West HS Yearbook Ad – The city has received an inquiry about placing an ad in the 2023 - 2024 Doniphan West high school yearbook. Tana Snyder made a motion, seconded by Keith Edmonds to place an ad similar to the one we had last year in the amount of \$100. Approved 5-0.
- d. Trunk or Treat Street Closure – October 29th 5 – 7 p.m. After discussion, Tana Snyder moved to close the street in the 200 – 300 blocks of West Main for Trunk or Treat event on October 29th. Approved 5-0.
- e. Parking on North Kirkwood – Tana reported that the mail carrier for the city has requested that the city look into moving the “no parking on this side of street signs from the west side of north Kirkwood to the east side of north Kirkwood to provide for better access to the mail boxes located on the east side of the street. After discussion, the council agreed that no change would be made in the signage.

ORDINANCE - None

Terry Gibson moved and Marty Allen seconded a motion to adjourn at 6:16 p.m. Motion carried 5-0

Mayor

City Clerk