

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
February 14, 2024
5:00 P.M.**

COUNCIL MEMBERS PRESENT: Terry Gibson, Marty Allen, Robert Ellerman, Keith Edmonds, and Tana Snyder

COUNCIL MEMBERS ABSENT: None

CITY EMPLOYEES PRESENT: City Attorney Andrew Parker, City Clerk Joann Karn, City Superintendent Trevor Saunders, Police Chief Dustin Winters, and Assistant City Clerk Debbie Keebler.

GUESTS PRESENT: Rob Fisher, Highland Insurance; Bill Noll, Wesley & Mindy Keller, Bob McCauley, DeAnn Harring, Bryan Rhodd, Ted Collins, Zach Lee, and Jason Taylor.

PRESIDING: Mayor Charles Batchelder

Tana Snyder moved and Keith Edmonds seconded a motion to approve the regular city council meeting minutes of January 10, 2024 and January 18, 2024 special meeting. Motion carried 5-0

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

PRESENTATIONS/RESOLUTION:

Ted Collins provided a brief history of the efforts to bring a store to the city which would provide groceries and other related products. A group of citizens continue to explore all options and ask the city to lend support for such a store which would include adopting a resolution. Resolution No. 2024-03 is in support of bringing a store to the city to provide the Highland community with groceries and in recognition of being a food desert community. Tana Snyder moved and Keith Edmonds seconded a motion to approve Resolution 2024-03 which is in support of bringing a store to the city to provide groceries and recognize the city as being a food desert community. Motion carried 5-0

Rob Fisher, Highland Insurance, provided an insurance update and reviewed the 14+% increase of premium of the city's insurance policy renewal, April 1, 2024, to April 1, 2025.

PUBLIC COMMENTS

Bryan Rhodd, dealing in scrap metal, inquired if the city would have a place where item could be dropped off/stored until he had an opportunity to dispose of them which would keep his yard neater. Mr. Rhodd is to communicate with Supt. Saunders.

Zach Lee, Summer Rec Program, indicated the Doniphan West Youth ball signup forms have been distributed and to be returned by March 11th. The program is asking for a \$20 donation fee per player and will be looking for a mobile pitching mound for baseball.

COMMUNICATIONS AND REPORTS:

Mayor Batchelder – Nothing at this time.

Attorney Parker – Later in the meeting; more time is needed for the Police Policy

Clerk Karn – Later in the meeting; provided an update on the Greater Manhattan Community Foundation/Give Where You Live Day, 2023 Financial Report and preliminary draft of the 2023 audit.

Police Chief – Advised Doniphan West High School is hosting the sub-state basketball tournament which will need an officer at all the games (split with Wyatt Denton or county); hosted KDOT training; received a new camera through the STEP program; Durango fitted with electronics, wire, and less than \$800 for graphics to be applied; ordering a Rumbler, STL5, for \$300 plus installation; ordering push bar for front of Durango for \$1,100 plus s/h; still ahead \$7,000 on funds from wrecked Durango. Robert Ellerman moved and Tana Snyder seconded a motion to purchase the Rumbler and the push bar as the items are under the allotted amount to equip the new vehicle. Motion carried 5-0 The police truck issue of draining

the battery was fixed for a cost of \$600. Chief does not feel like the anti-freeze smell is an issue. Code Enforcement update: started with 5 for a 10-day notice and 5 more are being processed to serve.

City Superintendent Saunders – Receiving bids to bore a water line on Kirkwood St. and bids on the sewer line at the bridge; Gerald Neibling installing shut-off at the meter at the lift station; asking to replace the truck and the next truck should be a service type vehicle – Chief checking with surplus property for a vehicle; Tana Snyder volunteered to assist placing the D-West flags on the street poles for Sub-State BB Tournament; and interviewing for the maintenance position.

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 – Zach Lee will be the Summer Rec Director and have begun the summer ball program.

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

Water and Sewer Committee – Terry Gibson & Robert Ellerman – Nothing at this time.

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

Personnel Committee – Tana Snyder & Robert Ellerman – Interviewing for a maintenance worker.

OLD BUSINESS:

KRWA will be writing an article about the water treatment plant to assist in resolving issues. The functioning water treatment plant has produced a nitrate level for the past three quarters within the limits for the city's water.

Supt. Saunders presented a quote of \$18,000 for double yellow centerline on the main streets through the city (N-S and E-W). Following discussion, the consensus was not to apply center lines.

Tana Snyder moved and Keith Edmonds seconded a motion for the mayor to sign a letter asking for a six-month extension of the street project deadline, extending it to September 14, 2024. Motion carried 5-0

Attorney Parker provided an update on the unsafe structures as Bob Rhae continues to work and the city is working with Urban Construction on the Dorrell property. Attorney Parker is reviewing requirements and/or guidelines for a demolition permit to be used within the city.

Attorney Parker read the state statute regarding the Special Purpose Vehicles. Discussion was had with Attorney Parker needing more time to research and will come back with proposals.

Councilperson Allen has only received one (1) bid for dirt work at the Sports Complex (former Matthias/Saddle Club Area). Discussion was had and the project is on hold.

With the volunteer annexation completed, Attorney Parker is researching deeds of the city's property and will have an update next month. Regarding annexation in general, Attorney Parker reviewed the general purposes and justifications, variety of annexation procedures, various steps of the process, etc.

NEW BUSINESS:

Following discussion of the Summer Rec. Program, Marty Allen moved and Robert Ellerman seconded a motion to withdraw \$2,000 from the city's foundation fund to be used for summer rec. youth ball. Motion carried 5-0

Tana Snyder moved and Keith Edmonds seconded a motion to donate \$100 to the Doniphan West High School After-Prom. Motion carried 5-0

Discussion was had regarding the parking on North Kirkwood Street, especially near the mailboxes. Terry Gibson moved and Tana Snyder seconded a motion to move the "No Parking" signs to the other side of North Kirkwood from Main Street to Missouri Street. Motion carried 5-0

Marty Allen moved and Tana Snyder seconded a motion for the mayor to sign the Tree City USA Proclamation which urges all citizens to celebrate Arbor Day, April 26, 2024, and plant trees. Motion carried 5-0

Marty Allen moved and Terry Gibson seconded a motion to adopt the Emergency Water Supply Plan as presented. Motion carried 5-0

Tana Snyder moved and Keith Edmonds seconded a motion to accept the 2024 mowing quote from Dove Creek Premier, LLC, prepay option in the amount of \$8,682.80 which does not include Degginger Park and West Practice Field. Motion carried 5-0

Tana Snyder moved and Keith Edmonds seconded a motion to transfer \$32,067.93 (Prin. \$17,297.00, Int. \$14,770.93) from the Water Fund to Debt Service Fund for the GO Bond payment plus an additional principal payment of \$17,730.00, total payment \$49,797.93. Motion carried 5-0

EXECUTIVE SESSION:

Marty Allen moved and Terry Gibson seconded a motion to recess into executive session at 6:37 p.m. for 5 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 6:42 p.m. Motion carried 5-0 Mayor asked City Attorney to remain. Police Chief entered at 6:40 p.m.

Marty Allen moved and Terry Gibson seconded a motion to recess into executive session at 6:42 p.m. for 5 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 6:47 p.m. Motion carried 5-0 Mayor asked City Attorney and Police Chief to remain.

Marty Allen moved and Robert Ellerman seconded a motion to adjourn at 6:47 p.m. Motion carried 5-0

Mayor

City Clerk