

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
January 10, 2024
5:00 P.M.**

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

COUNCIL MEMBERS ABSENT: Keith Edmonds

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

GUESTS PRESENT: Chuck Simmons

PRESIDING: Mayor Charles Batchelder

Mayor Batchelder opened the meeting with the continued December public hearing. The continued public hearing regarded a filed petition for vacation on the following described property: the east half of South Elm St. running along the west side of Block 113 in the City of Highland, KS. No public comment. Following council discussion, Tana Snyder moved and Terry Gibson seconded a motion to deny the request to close the east half of South Elm St. running along the west side of Block 113 in the city. Motion carried 5-0 The main reason noted for denial is a major sewer line runs through South Elm Street.

Following the public hearings, Mayor Batchelder opened the regular city council meeting at 5:13 p.m.

Tana Snyder moved and Terry Gibson seconded a motion to approve the regular city council meeting minutes of December 13, 2023 and December 21, 2023 special meeting. Motion carried 4-0

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

PUBLIC COMMENTS:

Chuck Simmons was inquiring on the city's 4th of July celebration date. Mr. Simmons would be available on the 4th of July or the 5th of July to shoot the fireworks. Rain date will be the day following the scheduled shoot.

COMMUNICATIONS AND REPORTS:

Mayor Batchelder – Appointed Marty Allen, Wyatt Denton and Janet Tyler to the Tree Board. Terry Gibson and Tana Snyder seconded the motion to approve the mayor's appointment. Motion carried 4-0

Attorney Parker – Later in the meeting; the Police Policy should be ready for review by the February meeting.

Clerk Karn – Later in the meeting; reviewed the "Yearly Financial Statement for the period Jan.1, 2023 thru Dec. 31, 2023, which will be published in the Ks. Chief next week.

Police Chief – Advised the city will host KDOT training on January 31st this year. Topics of discussion were tickets issued last month; property updates; work schedule-timely delivered to committee, hours worked, etc. During discussion, Robert Ellerman moved for the law enforcement committee to make the PD schedule but withdrew his motion. Further discussion, the law enforcement committee will meet with the chief ten (10) days prior to the first of each month to review the chief's proposed schedule. Discussion followed regarding the Police Chief not on duty New Year's Eve.

City Superintendent Saunders – Indicated the lift station's control panel was outdated, beyond repairs and needs replaced. A new 460 Volt 3 phase tri-plex control panel installed is quoted at \$29,780.50 from Allied Systems, Inc. Marty Allen moved and Tana Snyder seconded a motion to accept the proposal estimate, \$29,780.50, from Allied Systems, Inc., for a new 460 Volt 3 phase tri-plex control panel installed. Motion carried 4-0 Supt. Saunders explained the failure of the city's salt spreader and asked for the committee to review several spreaders he has researched which range from \$6,000 to \$15,000. Tana Snyder moved and Robert Ellerman seconded a motion for the Street and Alley Committee review and purchase a new salt spreader for a total cost up to \$15,000. Motion carried 4-0 As the street project nears completion, discussion was had on the heavy vehicles traveling within the city. Attorney Parker will research the weight limit restrictions of heavy vehicle traveling city streets.

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 – Checking with an individual to be the summer rec. director.

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 – Nothing at this time.

OLD BUSINESS:

Tana Snyder moved and Terry Gibson seconded a motion authorizing the mayor to sign the water treatment plant contractor's (BRB Contractor) pay application #15, \$78,322.00. Motion carried 4-0

Supt. Saunders presented a quote for center lines on Main Street. Following discussion, Saunders is to bring a cost estimate to the February meeting for lines through the city – North – South and East – West to city limits.

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. Robert Ellerman asked if the city requires a demolition permit or guidelines on demolition of property. Attorney Parker will review the requirements or guidelines.

Discussion was had on the Special Purpose Vehicles with direction for Attorney Parker to revise the draft. Draft copy to be sent to the council for review prior to the next regular meeting.

Councilperson Allen has only received one (1) bid for dirt work at the Sports Complex (former Matthias/Saddle Club Area). Discussion included holding off moving dirt because of the water and sewer lines, securing another bid, and possible area citizens will assist in moving the dirt.

Attorney Parker indicated the volunteer annexation has been completed. Attorney Parker is ready to begin the city owned ten (10) properties which are outside of the city limits and the Highland Cemetery.

NEW BUSINESS:

Terry Gibson moved and Marty Allen seconded a motion to raise the following water fees: administrative fee from \$50 to \$60 and reconnection fee from \$50 to \$60. Motion carried 3-0

Consensus of the council was to place an ad in the paper for a summer rec. director if the current offer fails.

Terry Gibson moved and Robert Ellerman seconded a motion to continue with the same amount for Sidewalk Reimbursement, \$5,000; Hazardous Tree Reimbursement, \$5,000; and Unsafe Structures, \$30,000, as last year. Motion Carried 3-0

Robert Ellerman moved and Terry Gibson seconded a motion to designate July 4, 2024 as the date for the 4th of July celebration/fireworks and July 5, 2024 as rain date for the fireworks; authorize up to \$5,000 for the fireworks, insurance, etc.; and pay Aerial XF by January 31, 2024 for the discount. Motion carried 3-0

Chief Winters announced he secured another Durango for \$12,000 plus \$1,150 for delivery, totaling \$13,150, delivered next week and Reed-Dodge, St. Joseph, MO, will pay \$7,500 for the 2014 Dodge Durango. Terry Gibson moved and Robert Ellerman seconded a motion to sale the 2014 Dodge Durango to Reed-Dodge, St. Joseph, MO, for \$7,500. Motion carried 3-0 Police Chief has all bids. Regarding the police pickup, Chief Winters explained the rust and anti-freeze smell and the possibility to sale it and purchase another vehicle. The consensus of the council was to wait until after the Durango is delivered and equipped, then check out options on the pickup.

ORDINANCE

Terry Gibson moved and Robert Ellerman seconded a motion to adopt ordinance #597, an ordinance amending #339 relating to Water Rates, Fees, and Admin. Fee. By roll call vote: Gibson – yes, Allen – yes, and Ellerman – yes. Motion carried 3-0

Marty Allen moved and Robert Ellerman seconded a motion to adopt ordinance #598, an ordinance establishing compensation to be received by employees of the city. By roll call vote: Gibson – yes, Allen – yes, and Ellerman – yes. Motion carried 3-0

Robert Ellerman moved and Marty Allen seconded a motion to continue current pay periods for the Judge and Treasurer; reference #3 of ordinance #598. Motion carried 3-0

RESOLUTIONS:

Marty Allen moved and Robert Ellerman seconded a motion to approve Resolution 2024-01, waiving GAAP accounting requirements for the City concerning financial statements and fixed accounting for the fiscal year ending December 31, 2024, in accordance with K.S.A. 75-1120A. Motion carried 3-0

Marty Allen moved and Terry Gibson seconded a motion to approve Resolution 2024-02, Kansas Community Empowerment Program for 2024 which urges Highland citizens to join efforts and allows the city to be an official entrant in the Community Empowerment Program. Motion carried 3-0

EXECUTIVE SESSION:

Marty Allen moved and Terry Gibson seconded a motion to recess into executive session at 6:25 p.m. for 15 minutes for consultation with an attorney on legal matters that would be deemed privileged in attorney-client relationship and the open meeting will resume in the city council chamber at 6:40 p.m. Motion carried 3-0 Mayor asked the City Attorney to remain.

Marty Allen moved and Robert Ellerman seconded a motion to adjourn at 6:41 p.m. Motion carried 3-0

Mayor

City Clerk