

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
May 8, 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: Attorney Andy Parker, City Clerk Joann Karn, Water/Wastewater Supt. Trevor Saunders

GUESTS PRESENT: Robbin Truitt, Bryan Rhodd, Carl and Debbie Heinrich

PRESIDING: Mayor Charles Batchelder

Tana Snyder moved and Keith Edmonds seconded a motion to approve the regular city council meeting minutes of April 10, 2024 and the special city council meeting minutes of April 23, 2024. Motion carried 5-0

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

Robbin Truitt publicly thanked workers Trevor Saunders and Dustin Winder for their act of kindness when she needed immediate assistance.

COMMUNICATIONS AND REPORTS:

Council President Gibson – Nothing at this time.

Attorney Parker – Later in the meeting

Clerk Karn – Later in the meeting. Reviewed General Fund revenue and expenditure handout and noted the importance of sales tax revenue.

Police Chief Winters– Absent. Attorney Parker asked for the 100 and 200 block of North Elmira closed from 5:30 to 6:30 for HCC graduation. Terry Gibson moved and Robert Ellerman seconded a motion to close the 100 and 200 block of North Elmira for HCC graduation, 5:30 to 6:30 p.m. Motion carried 5-0

Water & Sewer Supt. Saunders – Saunders explained the need and the circumstance in which to hire M-Con to replace a waterline in North Kirkwood, \$1,750 quote. Terry Gibson moved and Robert Ellerman seconded a motion to hire M-Con to bore a waterline in North Kirkwood, costing \$1,750. Motion carried 5-0 Supt. Saunders explained how the Tree Program needs to update the 2009 tree inventory which will be used to apply for grant funding up to \$100,000. With all trees in the city needing to be inventoried as soon as possible, several individuals will be assisting with the project in the coming months.

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 – Summer ball schedule has been finalized – 41 home games.

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 – Dustin Winder has been hired full time. Set interviews for the part-time applicants after school hours.

OLD BUSINESS:

Supt. Saunders announced the salt tank at the WTP is in operation; BRB is done with the check list and would like to close the project but nothing is final yet. The city wishes to have an updated “as-built” drawing when the project is complete.

The street project is nearing completion as the parking lines and other lines will be applied after the wait period and when the weather permits.

Slow progress on the unsafe structures. Attorney Parker reported the Chief is identifying more unsafe structures.

Following discussion on the donations of the proposed Sports Complex, Marty Allen moved and Terry Gibson seconded a motion to hire Engemann Construction, \$6,750 bid, to begin the dirt work/drainage after the first cutting of hay. Motion failed 2-3 In further discussions, the proposed facility would begin with a football/soccer field and Supt. Saunders is to provide a cost estimate for connecting the area to water and sewer at the next regular meeting.

Attorney Parker will follow-up on the Quonset building roof bids. Supt. Saunders indicated the community center's roof is leaking in the area above the board table and asked to include the center's repair when seeking bids.

Regarding annexation, Attorney Parker is working with the Register of Deeds for the city owned properties. Attorney Parker is drafting a letter to property owners whose land is outside of the city limits and adjoins the city limits. Discussion was had on where the new city limits should be, and costs involved.

Cleanup day was cancelled but plan to reschedule it this fall.

NEW BUSINESS:

The city owns Block 125, lots 8-12 and Block 29, lots 1-3. Discussion was had on options to sale, including setting a price. Regarding lots in Block 125, Attorney Parker is checking with a contractor and will advertise the lots in Block 29. Council consensus is for a home to be constructed on the available lots.

Marty Allen moved and Robert Ellerman seconded a motion to close Main Street, high school to Elmira, for the 4th of July Parade on July 4, 2024. Motion carried 5-0

The city received two (2) donation requests, Doniphan West Business Professionals of America (BPA) and the Doniphan County Library District No. 1. No action taken.

ORDINANCES:

Summary of Ordinance Number 578, providing for acquisition of certain private property, is ready for publication.

Marty Allen moved and Keith Edmonds seconded a motion to adjourn at 6:15 p.m. Motion carried 5-0

Mayor

City Clerk