

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
October 8, 2025
5:00 P.M.**

COUNCIL MEMBERS PRESENT: Terry Gibson, Robert Ellerman, Keith Edmonds, Tana Snyder, and Roger Rush

CITY EMPLOYEES PRESENT: Attorney Andy Parker, Deputy Clerk Annabelle Diebolt, Maintenance Dalton Krier and Police Chief Dustin Winters

GUESTS PRESENT: Chris Brown, Bryan Rhodd, Donna Parrish, Mary Lou Glynn, Dan Glynn, Charles Preiss, Chris Waggoner, Matt Cluck, April Heim and Jill Denton

PRESIDING: Council President Terry Gibson until arrival of Mayor Charles Batchelder

Council President Terry Gibson opened the meeting in place of Mayor Charles Batchelder who was absent for the beginning of the meeting. Gibson called for a motion to approve the agenda. Tana Snyder motioned to approve the meeting agenda and Robert Ellerman seconded. The motion carried 5-0. Tana Snyder additionally motioned to approve the Consent Agenda which included the approval of the minutes from the September 10th regular council meeting, the approval of bills, and the claims list for September 11, 2025, through October 8, 2025. The motion was seconded by Robert Ellerman and carried 5-0.

PRESENTATIONS:

The floor was then given for public presentations. Randy Parsons was not present and did not give a presentation on his storage unit proposal, and the council postponed it until the November meeting. At the November meeting, both Parsons and Chris Brown are set to give their proposals concerning the city-owned lots for sale. April Heim then gave her presentation concerning water drainage issues in the city and a potential Watershed Program she would like city officials to consider. Heim stated the current water diversion system in the city is causing severe erosion and proposed participation in a USDA Watershed Program. The proposed program requires up to a 50% match of the money used to fund the program and has the ability to apply for emergency consideration to move the process along more quickly. However, more investigation/factors would be needed to determine the exact percentage the city would be required to provide. Heim would like the city to sponsor this Watershed Program and hopes that between in-kind donations, college funding, and county contributions there is potential for no cost to the city for this program. As the city's insurance agent, Heim also recommends the city use a portion of the parks and recreation division of the Watershed Program be used to repair/replace the bleachers which she views as hazardous. A handout was given to the council for the USDA Watershed Program-Sponsor Guide taken from the USDA website. Heim additionally states she will speak to the county regarding the culvert North of town and attempt to recoup the city's \$10,000 from that project. Ellerman suggests to table the Watershed Program until the November meeting when all council members have had a chance to further investigate the program. City Attorney Andy Parker advises the council should be given the time/opportunity to further investigate the program and proposes a possible work session could be held before moving forward on the project. Nothing further was determined.

PUBLIC FORM:

Nothing was brought forward at this time, the meeting continued with the items to be considered for approval.

CONSIDER/APPROVAL

Gibson proposes to pay the Fire Department for future cleaning/maintenance of the water tower. Fire Chief Chris Waggoner states he believes they have the ability to clean the tower, and the fire department would just need to know what chemicals the city would like to use. Fire Chief proposes he will speak with Water/Sewer Superintendent Trevor Saunders to make a determination on what chemicals/processes should be used to maintain the tower.

MAYOR CHARLES BATCHEDLER NOW PRESIDING:

City Attorney discusses the approval of a permit for food trucks within city limits. This permit would be in conjunction with the proposed food truck ordinance also to be considered for approval. Discussion tabled until the ordinance is discussed later in the meeting. No discussion on solar panels.

Furnace Quotes were handed out by Chief Winters for the Police Department Side of the City Hall Building. One quote was from Maple City Heating and Air, one from Pierce Heating and Cooling, and the final quote was from King's Heating and Cooling. Police Chief invites Robert Ellerman or other council members to come next time the HVAC companies are here to get more of the council's questions answered. The council suggested to get someone out to look at and evaluate the system as a whole before further discussion.

City Attorney Andy Parker stated the Casey's Credit Card shows no significant gain on rewards; however, he proposed the council may need to consider raising the current credit card limit above \$5,000. The council consensus is to take no further action until City Clerk Joann Karn is present. Ellerman suggests a better effort should be made to turn in credit card receipts in a timely manner. Ellerman motions to table this discussion until City Clerk Joann Karn is present; motion is seconded by Gibson. The motion carried 5-0.

F450 Truck Repairs: The truck needs a power-steering pump. The truck is currently getting serviced at Diamond Fab. Mission Creek owner Matt Cluck requested to be consulted on any future repairs/maintenance for city vehicles as he is a certified mechanic and has a business within city limits generating city revenue. Cluck has asked to be one of the three bids on any future repairs to city vehicles.

Police Department Truck has been having more issues more frequently. The Police Chief is asking for consideration of a replacement truck. Two written quotes were provided to the council, one for a 2025 Chevy Silverado and one for a 2025 Ford F150. Ellerman motions to table discussion on a police truck and Gibson seconded. The motion carried 3-2; (Snyder, and Rush).

Rush moved to change the council meeting time from 5pm to 7pm. Edmonds seconded the motion. The motion carried 3-2 (Gibson, and Ellerman).

DISCUSSION/OPEN ISSUES

Community Building Roof Update: The contractors have the deposit and should be putting us on the schedule to begin work. The date to begin work is yet unknown.

Highland Community Ball Park Upgrades and Agreement: The Lodge is covering the cost for USD #111 this year regarding the Use Agreement; however, future actions/discussions are required for future years going forward. Gibson proposes the city recognize the hard work and money put into the ball field with a plaque to the individual. This action would be done in conjunction with Highland Community College.

Unsafe Structures: Actions are being taken to improve/clean up the McVicker property, according to neighbor's reports. City agrees to revisit to see what improvements are going to be made.

Community Tree Canopy Project: Stump grinding potentially not included in the tree budget and trees are not being fully taken care of in a timely manner.

ORDINANCES (roll call vote)

Tana Snyder moved and Keith Edmonds seconded a motion to adopt Ordinance #609 regarding the establishment of regulations for food trucks/mobile food vendor operations within the city of Highland. Roll Call Vote: Gibson- Nay, Ellerman- Nay, Rush- Nay, Edmonds- Nay, and Snyder- Yea. The ordinance did not pass. Additionally, the permit in conjunction to the ordinance was nullified by the failure of the ordinance.

REPORTS

- City Attorney Report: At the previous council meeting, BrightSpeed offered 2% in their franchise agreement, but the electricity and gas are 5%. Council asked for Attorney Parker to negotiate to 5%. As of this meeting, BrightSpeed has agreed to the 5% franchise agreement. Randy Parsons and Chris Brown set to give proposal presentations concerning the city property for sale at the November meeting.

- Police Chief Winters reviews his handouts. Two quotes for a police vehicle and three quotes for the police department's HVAC system. The Chief proposes approximately \$1,270 to come from the diversion fund for software and a radio battery. Rush moved to approve using diversion funds to pay for the software and radio battery and Gibson seconded. The motion passed 5-0. Chief Winters received a donation of some fire suppressant from April Heim and the insurance office. Additionally, he received 10 body cameras and 12 tasers donated from various police departments. Donations total in the range of \$33,000.

EXECUTIVE SESSION

Terry Gibson moved and Tana Snyder seconded a motion to recess into executive session at 6:35 p.m. for 2 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 6:37 p.m. Motion carried 5-0 Mayor Charles Bachelder asked City Attorney Parker to remain.

Robert Ellerman moved and Terry Gibson seconded a motion to recess into executive session for the consultation with an attorney for the body which would be deemed privileged in the attorney-client relationship at 6:37pm for 3 minutes and the open meeting will resume in the city council chamber at 6:40 pm. Motion carried 5-0. Mayor Charles Batchelder asked City Attorney Parker to remain.

The open meeting resumed at 6:40 p.m.

Snyder moved and Gibson seconded a motion to adjourn the October regular council meeting at 6:41 p.m. Motion carried 5-0

Mayor

Deputy City Clerk