

REGULAR COUNCIL MEETING

JULY 13, 2011

7:00 P.M.

PRESENT: Randy Snyder, Lori Kelley, Jerry Twombly, Scott Huss and Kevin Lackey.

ALSO PRESENT: Mike Batchelder, Pam Twombly, Dennis Snyder, Aaron Leach, Michael Stonebarger, Scott Sisk, Michael Hunsaker, Robert Powell, Dorothy Diveley, Mike Miller, Dennis Lentz, Ted Collins and Bill Butrick.

PRESIDING: Mayor Ken Stewart.

The meeting was called to order at 7:00 p.m. with all Council Members present.

Mayor Stewart opened the meeting thanking everyone for their involvement with the 4<sup>th</sup> of July activities and all the hard work that was done in making the event successful.

Mayor Stewart presented a gift to Bill Butrick for his twenty years of service as City Clerk.

Kevin Lackey moved to approve the minutes of the last Regular Council Meeting held June 8, 2011. Randy Snyder 2<sup>nd</sup>, motion carried.

Scott Huss moved to approve the bills for the month of June, 2011. Lori Kelley 2<sup>nd</sup>, motion carried.

CITY OFFICERS REPORT

City Clerk Bill Butrick presented copies of the "Code of Ethics", "Procurement Procedure Policy," "Procedures for Civil Rights Complaints" and the "Purchasing Policy for the Council to review for grant purposes.

Scott Huss moved to approve the Highland, Kansas Code of Ethics Policy as presented. Randy Snyder 2<sup>nd</sup>, motion carried.

Jerry Twombly moved to approve the Highland, Kansas Procurement Procedure Policy as presented. Lori Kelley 2<sup>nd</sup>, motion carried.

Lori Kelley moved to approve the Highland, Kansas Official Procedures for Civil Rights Complaints as presented. Kevin Lackey 2<sup>nd</sup>, motion carried.

Randy Snyder moved to approve the City of Highland, Kansas Purchasing Policy as presented. Scott Huss 2<sup>nd</sup>, motion carried.

Butrick reviewed with the Council the proposed contract of Governmental Assistance Services to write the application for the water system improvements grant.

Randy Snyder moved to approve the contract with Governmental Assistance Services of \$6,950 to prepare the application for the water system improvements grant. Lori Kelley 2<sup>nd</sup>, motion carried.

## CITIZENS REQUESTS

Dorothy Diveley of the PRIDE Committee stated that they had \$462 available for the purchase of new U.S. or Kansas Flags for the City. Aaron Leach stated that he knew at least five were needed. The Mayor thanked PRIDE for their contribution.

Scott Sisk asked permission to close the 400 block of W. Main Street from 6:00 p.m. to 1:00 a.m. for street dances to be held on August 20<sup>th</sup> and 27<sup>th</sup>. Scott Huss moved to allow permission for the street closure. Kevin Lackey 2<sup>nd</sup>, motion carried.

A brief discussion was held concerning the water and sewer licensing for Aaron Leach and Michael Hunsaker.

## OLD BUSINESS

Mayor Stewart updated the Council on the progress of the Street grant. He stated that several documents were still needing to be signed by federal and state agencies for release of the funds.

Randy Snyder asked if city maintenance could put down additional asphalt on E. Spring Street by the culvert area.

## NEW BUSINESS

Scott Huss moved to approve the bid of Rainbow Telecommunications for city phone service. Lori Kelley 2<sup>nd</sup>, motion carried.

Scott Huss moved to approve the bid of Haug Communications for a remote radio system for operating the city water wells. Jerry Twombly 2<sup>nd</sup>, motion carried.

A brief discussion was held concerning compensation for the Summer Recreation Director for next year. The Council agreed to review the duties and time involved with the summer program and have this item placed on the next Regular Council Meeting agenda.

The Council discussed the possibility of starting Melanie Edie in the Municipal Clerks' Training Institute. They agreed to table this item to the next Regular Council Meeting to obtain further information.

Randy Snyder moved to hire Miller Trash Service for the City's three dumpster sites. Scott Huss 2<sup>nd</sup>, motion carried.

The City Maintenance crew agreed to install a new post that was damaged by a vehicle at the lift station site and present the costs and time involved to the insurance company.

Scott Huss moved to publish the proposed 2012 budget and for the Public Hearing to be held on August 10, 2011 at the next Regular Council Meeting. Kevin Lackey 2<sup>nd</sup>, motion carried.

City Attorney Ted Collins informed the Council that the School District had purchased the Simpson lots south of E. Virginia Street and that land had been donated to them on the north side of E. Virginia

Street. The district would like to have the property rezoned for a practice football facility and possible parking and to also look into vacating that section of E. Virginia Street so the two properties could be connected. Mr. Collins asked for feedback from the Council. Unanimously, the Council agreed to give full consideration to the request.

Mayor Stewart stated that he had contacted Engemann Drainage Company about work needing done by an exposed water line and that he had also contacted Luedke Excavating about repairs by the city's lower lagoon site. He informed the Council that he would update them when he received more information.

7:50 p.m. Scott Huss moved to go into executive session for twenty minutes to discuss personnel and for Ted Collins and Bill Butrick to remain. Lori Kelley 2<sup>nd</sup>, motion carried.

8:10 p.m. Scott Huss moved to come out of executive session. Randy Snyder 2<sup>nd</sup>, motion carried.

Scott Huss moved to accept the resignation of Jeff Riley with regret. Kevin Lackey 2<sup>nd</sup>, motion carried.

Mayor Stewart stated that the City will continue with the two current employees we now have working in the city maintenance department and that they will share the responsibilities unless changes need to be made later.

Randy Snyder asked if the City could put a notice in the paper reminding everyone about the 4-wheeler (ATV, MTV, WSUV) operation ordinance. City Attorney Ted Collins said he would put together a notice.

The Council reviewed a list of derelict structures given to them by the Police Chief. Since the Chief was unable to attend due to an emergency crisis it was agreed to table discussion on this issue till the next Regular Council Meeting.

Mayor Stewart informed the Council that a work session would be held on August 3, 2011 at 7:00 p.m.

8:17 p.m. Jerry Twombly moved to adjourn. Lori Kelley 2<sup>nd</sup>, motion carried.

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Mayor

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City Clerk

