

**CITY OF HIGHLAND, KANSAS  
REGULAR COUNCIL MEETING  
CITY HALL  
DECEMBER 10, 2014  
7:00 P.M.**

**COUNCIL MEMBERS PRESENT:** Randy Snyder, Jerry Twombly, Charles Batchelder, Ben Gilmore and Jim Watts.

**CITY EMPLOYEES PRESENT:** City Attorney Ted Collins, City Police Chief Brandon Whetstine, City Maintenance Supervisor Aaron Leach, City Clerk Joann Karn and Assistant City Clerk Melanie Hollabaugh.

**GUESTS PRESENT:** Kirk Miller of 2 Kirks Fireworks, Pam Twombly, Bill Batchelder, Dorothy Diveley of Highland Pride, Dennis Lentz, and Mike Batchelder.

**PRESIDING:** Mayor Ken Stewart

7:00p.m. Mayor Ken Stewart called the Regular City Council meeting to order.

Mayor Stewart asked for any discussion and/or approval of the minutes from the last Regular Council meeting held November 12, 2014. Charles Batchelder moved and seconded by Randy Snyder, to approve the minutes of the last Regular City Council meeting. Motion carried 5-0.

Jerry Twombly moved and Randy Snyder seconded a motion to approve the bills for the month of November, 2014. Motion carried 5-0.

**PRESENTATIONS:** Kirk Miller of 2 Kirks Fireworks in White Cloud, KS asked for the Council's consideration in using his company to shoot fireworks for the City's 4<sup>th</sup> of July celebration in 2015. Mr. Miller said his company was booked on the day of July 4<sup>th</sup> but they would be available to shoot on a different day if that was an option. Mayor Stewart said he would let members of the 4<sup>th</sup> of July Committee know that 2 Kirks Fireworks had been at the council meeting and to keep them in mind for the future.

**PUBLIC COMMENTS:** Dennis Lentz asked for the Council to approve raising the man hole located in the street in the 100 block of South Nebraska. After some discussion, Mayor Stewart asked the Street and Alley Committee to look into the issue and bring a recommendation back to the next Regular Council meeting in January 2015.

Dorothy Diveley of Highland Pride asked the Council to adopt Resolution No. 14-03, a Resolution for the City of Highland's official entry in the PRIDE Program for the year of 2015. Ben Gilmore moved and Jerry Twombly seconded a motion to adopt Resolution No. 14-03. By roll call vote; Snyder-yes, Watts-yes, Gilmore-yes, Batchelder-yes and Twombly –yes. Motion carried 5-0.

**COMMUNICATIONS & REPORTS:** Mayor Ken Stewart announced the City had received five sealed bids for the Bobcat snow plow by 11-26-14. The bids were opened on that day at 9:00 a.m. and the winning bid had been submitted by Charles Simmons of Highland for \$1005.00. The Asst. Clerk reported that Mr. Simmons had picked up the plow and the City had received payment.

The Mayor stated that the Lion's Club had generously donated \$1000.00 to the City for use on the Community Center parking lot in honor of James "Jim" Gilmore. On November 28, 2014, several members of the Lion's Club, a large number of Mr. Gilmore's family, the Mayor and Clerks met at City Hall for a presentation of the check and a plaque to be placed in the Community Center in honor and memory of Mr. Gilmore.

Mayor Stewart informed the Council that there had been a sewer issue at a rental house owned by Greg Delzeit located at 504 N. Ives. There were some questions concerning responsibility of payment on the repairs that were made at the residence. After some discussion, the Council agreed that it was a private issue and asked the Mayor to inform the home owner.

The Mayor stated there is a complicated water leak issue at the Parker residence located at 203 West Main Street. Maintenance Supervisor Aaron Leach said the problems had been discussed with Kansas Rural Water Association and MCON of Wathena to get possible options to fix the issue. Following discussion, the Council agreed the City needed to fix the problem as soon as possible to restore proper service to the customer. MCON will be brought in to repair the leak and restore service as soon as they can. The Water and Sewer Committee will review the costs and look into negotiating with the property owner and get a recommendation to the Council at a later date.

Assistant Clerk Melanie Hollabaugh shared with the Council a note the City had received from Highland Pride thanking the Council for the allowing them to have the Snowflake Festival in Degginger Park and for helping with the lights and street closing. The note also stated that Pride would be planning to have the Festival again next year on the Friday after Thanksgiving if the Council was agreeable. Highland Pride would welcome any suggestions concerning the Festival.

Asst. Clerk Hollabaugh presented an Addendum to ODFI/Originator Agreement for City of Highland from the Bendena State Bank to the Council for review and/or approval. Jerry Twombly moved and Randy Snyder seconded a motion to accept the Addendum to the current ACH Policy. Motion carried 4-0 with Gilmore abstaining due to stated conflict of interest.

Ms. Hollabaugh also stated that All Surface Cleaning and Restoration had cleaned the carpet in the Council room and the Clerk's office.

Concerning the local election coming up next year, Ms. Hollabaugh stated that the City would have two Council positions, currently Jim Watts and Randy Snyder and the Mayor position, currently Ken Stewart to be filled on April 7<sup>th</sup>, 2014. The deadline to file for office is Tuesday, January 27, 2015 at 12:00 p.m. in the Doniphan County Clerk's office at the Court House in Troy, KS.

The City employee's insurance renewal with Blue Cross and Blue Shield of Kansas had been submitted for approval of the Council. Asst. Clerk Hollabaugh stated the premiums had been raised approximately 22% from the current rates being paid. Mayor Stewart suggested the insurance issue be tabled until later in the meeting.

Police Chief Brandon Whetstine presented his activity report to the Council including: 0-arrests, 18-citations, 20-verbal warnings, 32-calls for service, 11-assists to other agencies, 3-accident reports and served 2-search warrants for drug activity.

Chief Whetstine presented bids to the Council on Smith and Wesson AR15 rifles for the Police Department. GM Firearms of Wathena, KS submitted a bid for \$650 per rifle plus \$16 for an extra magazine. The Gun Vault in White Cloud, KS submitted a bid for \$639.40 per rifle and \$15 for the extra magazine. Ben Gilmore moved and Jerry Twombly seconded a motion to purchase two AR15 rifles and two extra magazines from The Gun Vault, with payment to be made from the Diversion fund. Motion carried 5-0.

The Police Chief gave the Council prices he had obtained for an in-car video system for the silver Police truck. Watch Guard's price for a 4RE system is \$4820.00 and Digital Ally Store's price for a DVM-800 system is \$3495.00. Jerry Twombly moved and Ben Gilmore seconded a motion to purchase the video system from Watch Guard and for payment to be made out of the Diversion fund. Motion carried 5-0.

Maintenance Supervisor presented his activity report to the Council including projects completed: new snow blade put on the F-450, trimming trees around intersections, put up Christmas lights, cleaning up leaves on various streets, clean old well house #3, treated sewers, took water samples, pushed up brush pile...ready to burn when conditions allow, traffic control and cutting branches for new Batchelder house being brought into town, helped Kevin Lackey on sewer issues at Highland Housing and also Greg Delzeit rental, took chlorine residuals around town, spread road millings around town and put road sand into salt building. Projects planned are fixing Parker leak, servicing Bobcat, cleaning drains and leaves, clean shop, clean old city hall and taking down banners.

Supervisor Leach stated that KRWA will be coming back to help with well #3.

**COMMITTEE UPDATES:** Mayor Stewart stated, on behalf of the Water and Sewer Committee, it was agreed that Joel Bacon's 4plex remain classified as such considering the water and sewer charges.

**OLD BUSINESS:** Asst. Clerk Melanie Hollabaugh explained a few minor changes proposed for the City's Water and Sewer application to the Council. Ben Gilmore moved and Jerry Twombly seconded a motion to adopt the Water and Sewer Application as presented. Motion carried 5-0.

**NEW BUSINESS:** Ben Gilmore moved and Jim Watts seconded a motion to approve a 2015 Cereal Malt Beverage license for Ruhnke Enterprises, LLC located at 707 West Main, Highland. Motion carried 5-0.

Randy Snyder moved and Ben Gilmore seconded a motion to approve a 2015 Cereal Malt Beverage License for Casey's General Store #1675 located at 206 West Main, Highland. Motion carried 5-0.

Asst. Clerk Hollabaugh stated that Matt Peterson with DCEC had requested to use the Community Center on December 12, 2014 free of charge for a teacher training. He asked for the Council to consider allowing them to use the building up to five times per year free of charge as another local City had already approved them to do. Jerry Twombly moved and Jim Watts seconded a motion to allow DCEC to use the building as requested, up to 5 times per year free of charge for training. Motion carried 5-0.

City Clerk Joann Karn asked the Council to approve transferring \$30,000 from the General Fund to the Street Fund. Following discussion, Ben Gilmore moved and Randy Snyder seconded a motion to transfer \$30,000 from the General Fund to the Street Fund. Motion carried 5-0.

**EXECUTIVE SESSION:** Randy Snyder moved and Jerry Twombly seconded a motion to recess into executive session at 8:00 p.m. for 20 minutes to discuss non-elected personnel for the protection of the privacy rights of the protected employee and the open meeting will resume in the city council chamber at 8:20 p.m. Motion carried 5-0 Mayor asked for the City Attorney to remain. At 8:15 p.m. City Attorney Collins was excused from the executive session.

Randy Snyder moved and Jim Watts seconded a motion to give Police Chief Brandon Whetstine, Officer Tom Williams, Maintenance Supervisor Aaron Leach, Maintenance Worker Michael Hunsaker, City Clerk Joann Karn, Asst. City Clerk Melanie Hollabaugh and City Attorney Ted Collins a one step pay increase or equivalent for 2015. Motion carried 5-0.

Mayor Stewart announced the City would proceed with Mike Schmitt of Finely, Miller, Cashman and Schmitt, LLP concerning the Roadside Park west of the City.

Mayor Stewart stated the Council would like to revisit employee wages in June of 2015.

Jerry Twombly moved and Ben Gilmore seconded a motion for the City to purchase a time clock for all full-time City employees to use. Motion carried 5-0.

8:30p.m. Charles Batchelder moved and Jerry Twombly seconded a motion to adjourn. Motion carried 5-0.

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Mayor

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City Clerk