

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
JANUARY 14, 2015
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: Pam Twombly, Dorothy Diveley, Michael Stonebarger, and J.W. Twombly.

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 December 10, 2014. Charles Batchelder moved and seconded by Jerry Twombly, to approve the minutes of the last Regular City Council meeting. Motion carried 5-0.

Randy Snyder moved and Ben Gilmore seconded a motion to approve the bills for the month of December, 2014. Motion carried 5-0.

COMMUNICATIONS & REPORTS: Mayor Ken Stewart announced the City had received a letter of resignation from Mike Batchelder for his employment with the City for maintenance and cleaning of the Community Center and City Hall. Randy Snyder moved and Charles Batchelder seconded a motion to accept Mike Batchelder's resignation with regret. Motion carried 5-0.

Council member Randy Snyder mentioned he knew of someone who might be interested in filling that position.

Mayor Stewart informed the Council that the Boy Scouts of America had sent a letter to the City asking for the second week in February to be recognized as Boy Scout Anniversary Week in honor of Scouting's 105th Anniversary. Mayor Stewart then signed the Proclamation which will be sealed and displayed at City Hall.

City Attorney Ted Collins presented to the Council a copy of the Invitation to Bid for the demolition of the "old water tower" located near the intersection of Genesee and Illinois Streets in Highland. Mr. Collins reviewed the details with the Council and asked that the Clerks send out the invitations as soon as possible with the bid opening to be held at the next Regular Council meeting to be held on February 11, 2015 at 7:00p.m. at City Hall. Charles Batchelder moved and Randy Snyder seconded a motion to approve the bid documents as presented and to give the City Attorney and Mayor authority to amend if necessary. Motion carried 5-0.

Assistant City Clerk Melanie Hollabaugh explained to the Council that County Clerk Peggy Franken had forwarded an email to the City from Mary Winder concerning an idea for recycling for the City of Highland and Doniphan County. The City of Atchison has begun a new curbside recycling program and Ms. Winder is working on getting information on the program to all the local cities and Doniphan County. Details and pictures of the recycling can be seen on the City of Atchison's website www.cityofatchison.com and on the City of Atchison's Facebook page.

Ms. Hollabaugh asked the Council for permission to attend the CCMFOA Annual Spring Conference, March 11th -13th of 2015 with the City to pay for registration and expenses. Jerry Twombly moved and Ben Gilmore seconded a motion to allow the Asst. Clerk to attend the conference and pay for registration and expenses. Motion carried 5-0.

The Asst. Clerk asked the Council to review the Yearly Financial Statement for the period of January 1, 2014 thru December 31, 2014 which will be sent to the KS Chief after it is signed by the City Clerk and City Treasurer.

Police Chief Brandon Whetstine gave his monthly activity report to the Council to include: 1 - Arrest, 5 - Citations, 7 - Verbal Warnings, 13 – Calls for Service, 4 – Assist to other Agencies and 0 – Accident Reports.

Maintenance Supervisor Aaron Leach gave his monthly report to the Council. The report listed several projects completed in December and January and several projects planned for the future.

Supervisor Leach explained to the Council that Lonnie Boller of KRWA had been in town to look into what it would take to get well #3 up and running. Mr. Leach said it would be a good idea for the City to take necessary steps to make well #3 functional to use in the future and a flush hydrant would need to be installed on the line to make it an option for use.

Mr. Leach asked the Council to consider using Bud's Sewer Service for 2015 to continue a maintenance schedule for cleaning out the City's sewer lines in addition to the regular flushing schedule. Jerry Twombly moved and Ben Gilmore seconded a motion to have Bud's Sewer Service come over two extra 8 hour days for sewer line cleaning for the first quarter of 2015 at a price of \$800 to \$1000 per visit, then reevaluate after March 2015. Motion carried 5-0.

COMMITTEE UPDATES: Street and Alley Committee Chair person Ben Gilmore stated that at this time the Committee did not recommend raising the man hole located in the 100 block of South Nebraska Street. Mayor Stewart asked that the issue be tabled until the next Regular Council meeting.

OLD BUSINESS: Assistant Clerk Melanie Hollabaugh asked the Council to adopt the Security Policy for ACH and Other Sensitive Information. Charles Batchelder moved and Randy Snyder seconded a motion to adopt the policy as presented. Motion carried 4-0 with Ben Gilmore abstaining due to conflict of interest.

Mayor Stewart stated the Time Clock issue would be tabled at this time.

NEW BUSINESS: City Superintendent Aaron Leach gave the Council an overview of an issue concerning damage done to a sidewalk near the Bill Hargis residence. Jerry Twombly moved and Ben Gilmore seconded a motion to reimburse Mr. Hargis for repairs to be done to the sidewalk. Motion carried 4-1, with Batchelder voting no.

EXECUTIVE SESSION: Randy Snyder moved and Jerry Twombly seconded a motion to recess into executive session at 7:50 p.m. for 5 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 7:55 p.m. Motion carried 5-0. The Mayor asked for the Asst. Clerk to remain.

Jerry Twombly moved and Randy Snyder seconded a motion to recess into executive session at 7:55 p.m. for 10 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 8:05 p.m. Motion carried 5-0.

Mayor Stewart announced that no decisions would be made on the personnel issue until the Council could consult with the City Attorney.

8:05p.m. Randy Snyder moved and Jim Watts seconded a motion to adjourn. Motion carried 5-0.

Mayor

City Clerk