

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
MAY 13, 2015
7:00 P.M.**

COUNCIL MEMBERS PRESENT: Charles Batchelder, Ben Gilmore, Matt Peterson, Jerry Twombly and Dana Clary.

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

GUESTS PRESENT: Russell Karn, Bryan Rhodd, Tiffany Rhodd, Dorothy Diveley, Mary Lou Glynn, Dan Glynn, Dennis Lentz, Pam Twombly, Jerre Cole, Kevin Thompson, Rocky Ruhnke, Scott Huss, Randy Snyder, Rita Clary of KRWA, Paul Rush with Rural Water District #6, Jerry Bruns, Amanda Clary, Tabin Clary, Aniston Clary, David Diveley, Jerod Edie and Diane Moran.

PRESIDING: Council President Jerry Twombly

7:00 p.m. – Council President Jerry Twombly called the Regular City Council meeting to order.

City Clerk Joann Karn gave the Oath of Office to new elected Mayor Scott Sisk and new Council members Dana Clary and Matt Peterson. Assistant City Clerk Melanie Hollabaugh took a picture of the Governing Body.

Mayor Sisk asked for any discussion and/or approval of the minutes from the last regular council meeting held April 8, 2015. Jerry Twombly moved and Charles Batchelder seconded a motion to approve the minutes of the last Regular City Council meeting. Motion carried 5-0.

Jerry Twombly moved and Ben Gilmore seconded a motion to approve the minutes of the Special Meeting held May 12, 2015. Motion carried 5-0.

Asst. Clerk Hollabaugh stated that 4 more bills that need to be paid had come in since the packets were printed. They are HD Supply for \$567.86, Malcolm Grier for \$90.00, TMHC for \$16.00 and Quill for \$93.99.

Mayor Sisk asked to see a copy of the last cell phone bill for the City employees. After some discussion, Matt Peterson moved and Jerry Twombly seconded a motion that only current City Employees will be on the City's cell phone plan and those who are former employees will be notified that they will no longer have a cell phone thru the City once their phone contract has expired. Motion carried 5-0.

Ben Gilmore moved and Matt Peterson seconded a motion to approve the bills with the Clerk's additions for the month of April, 2015. Motion carried 5-0.

PRESENTATIONS: Rita Clary of Kansas Rural Water Association was asked by City Attorney Ted Collins to explain to the Council about an AWWA Water Rate Analysis, how it would be beneficial to the City at this time and what KRWA would need from the City to conduct such analysis. Ben Gilmore moved and Dana Clary seconded a motion to ask KRWA to conduct an AWWA Water Rate Analysis for the City of Highland. Motion carried 5-0.

PUBLIC COMMENTS: Amanda Clary stated that the Highland Christian Church would be having their Vacation Bible School picnic at the Highland City Park again this year and asked for the City's help in being better prepared to handle all the extra trash for the event by having extra bags available that day for the group to use to clean up the park when they were finished. Maintenance Supervisor Aaron Leach said he would take care of her request.

Randy Snyder mentioned that there were some political signs still up around town, that need to be taken down and he asked the Mayor and Council to review Article 7 of the City's zoning regulations that pertain to that issue. Mayor Sisk said he would look into it and get back to Mr. Snyder.

Kevin Thompson expressed his concern to the Council about not only cars and pickups but very large machinery coming into and leaving town from the north at a high rate of speed. Police Chief Brandon Whetstine agreed to patrol more in that area and check to see the appropriate speed limit and other signs were up and visible. Council person Jerry Twombly asked if there had been any contact from the State concerning changing the speed limit coming in to town from the south. City Attorney Collins said he had heard nothing yet. Mayor Sisk stated he and City Attorney Collins would contact the state again.

Dennis Lentz asked if there had been any sewer easements found for his property in Block #22 in the City. Attorney Collins stated that nothing had been found as of yet. After some discussion, Jerry Twombly moved and Matt Peterson seconded a motion to contact Bud's Sewer service to come in and locate the sewer line on Mr. Lentz's property. Motion carried 5-0.

COMMUNICATIONS AND REPORTS: Mayor Scott Sisk updated the Council on work that had been done and is being done on the Community Center parking lot. Mayor Sisk stated that it has been planned for the Community Center parking lot to be ready for oil and chat in June or July of this year. Jerry Twombly moved and Matt Peterson seconded a motion to authorize Mayor Sisk to order up to \$1500 worth of more rock for the Community Center parking lot at this time (to be paid out of the General fund) and to contact the Fire District to possibly contribute to the cost of all the extra rock. Motion carried 5-0.

Mayor Sisk said he would like to see the Maintenance Department get the Pride Flags back up in town.

Mayor Sisk asked if Ben Leatherman had been notified that his bid had been accepted to perform the electrical work at Degginger Park and asked Superintendent Leach to contact Mr. Leatherman to get a time line on when the work would be done.

Mayor Scott Sisk said he had been asked by Jerry Blevins if something could be done about how the water drains across his property that he had just purchased in town. Mr. Blevins had stated he would pay for the changes if he needed to. Mayor Sisk asked the Council to think about what their options might be and he would bring back more information at the next Regular Council meeting.

Assistant City Clerk Melanie Hollabaugh reminded the Mayor and Council of the Governing Body Institute on May 15th and 16th.

Ms. Hollabaugh asked the Council to send City Clerk Joann Karn and Council member Ben Gilmore to a Basics of Budgeting workshop in Topeka on June 5, 2015 and to pay the registration fee of \$50 each. Matt Peterson moved and Dana Clary seconded a motion to send the Clerk and Councilman Gilmore to the workshop and pay the \$50 registration for both. Motion carried 5-0.

Assistant Clerk Hollabaugh stated that she had been asked if it would be possible to make the front door of City Hall handicap accessible. The Council agreed that she should bring options to the next Regular Council meeting.

Ms. Hollabaugh stated that Erica Foster had mentioned that several businesses and other families had donated to the Summer Recreation Program so far this year to include: Bank of Highland, Bendena State Bank, Valley Grain, 2 G Farms, Rawhide Camp Outfitters, Eric and Cyndi Florence and Pam Blevins Law Office.

Police Chief Brandon Whetstine reviewed his monthly report with the Council to include: 3 arrests, 9 citations, 13 verbal warning, 34 calls for service, 12 assists to other agencies, 2 accident reports and 1 felony arrest for Meth possession. The Police Department also: assisted Doniphan West Schools with Prom events, assisted with traffic for the funeral home, and updated reports on derelict structures. Mr. Whetstine also wanted to inform the Council that they have been seeing an increase of thefts from personal properties in town.

Since the repairs to the 2004 Police truck were tabled at the last Regular Council meeting, Chief Whetstine updated the Council on information and the bids he had received to repair the truck. The Council agreed not to fix the truck at this time.

Chief Whetstine explained to the Council that it had been determined by Heartland Business Machines that the Assistant Clerk needs a new computer and his computer's operating system in the Police Department needed to be upgraded to Windows 7 from Windows XP or he would also need a new computer. After some discussion, Matt Peterson moved and Ben Gilmore seconded a motion to purchase a new computer for the Assistant Clerk from HBM and to also have the Chief's computer updated to Windows 7 by Heartland Business Machines and for all hardware and software updates to be purchased through the Diversion fund. Motion carried 5-0.

City Superintendent Aaron Leach submitted his activity report to the Council to include: treated sewer mains, read meters, cleaned storm drains, mowing, burned the brush pile, patched pot holes and many more miscellaneous activities completed. Also included in the report were projects planned: patching more pot holes, installing new meters where needed, paint curbs and lines on streets, spray weeds, clean lift station, finish installing new flag brackets, replace old and install new signs around town and lots of other miscellaneous tasks.

Mr. Leach stated that he had been working with KRWA to get Well #3 up and running and would like to use a four inch fire hydrant instead of a flush hydrant for Well #3.

Superintendent Leach said he and Maintenance Worker Michael Hunsaker would like to attend a conference in Lawrence in August of this year to complete waste water testing. Mr. Leach said he would bring more information about the conference to the Council at the next Regular meeting.

Mr. Leach informed the Council that Utility Services was scheduled to be here on Thursday May 14th for their wash out and inspection for the north water tower.

Superintendent Leach asked the Council if they would like to continue to charge \$250 for use of the City Ball Park for tournaments. Mayor Sisk suggested that we keep that price for now and that the Parks and Rec. Committee could look into it and come up with other options for the Council to discuss at the June meeting.

Mr. Leach asked the Council for permission to purchase a nitrate testing kit for the City. After some discussion, Dana Clary moved and Matt Peterson seconded a motion to purchase the nitrate testing kit from USA Blue Book for \$461. Motion carried 5-0.

8:50p.m. Mayor Sisk announced the Council would take a 5 minute recess.

8:55p.m. The Council meeting resumed.

COMMITTEE UPDATES: Mayor Sisk asked about a bid that was accepted last year to have some streets sealed. He asked if that work had been completed yet. Mr. Leach said it had not been done. Mayor Sisk suggested that the Council consider getting new bids for the project and get it done as soon as possible. The

Mayor also suggested that instead of oil and chat for streets in town this year that the Council might consider having the Maintenance crew do some much needed maintenance on the tubes and ditches along the streets to fix the drainage issues throughout town and then come up with a 5 year plan to get the resurfacing completed. The Council agreed to have Superintendent Leach call and get new bids for sealing and to contact Herzog to get a possible recommendation.

Council person Jerry Twombly asked about the streets around town that have been torn up by private individuals and/or contractors and then not fixed. Mayor Sisk recommended and the Council agreed from this point on, any citizen or contractor wanting or needing to cut into the City street for any reason would be given a copy of the Ordinance that states they will be responsible for all costs to return the street to the original condition.

OLD BUSINESS: City Attorney Ted Collins updated the new Mayor and Council members on the details of the Minier Estate.

Mayor Scott Sisk asked if there had been any interest from anyone in cleaning the Community Center and City Hall. Mayor Sisk asked the Clerk to contact Mike Batchelder to see if he might be interested again.

The issue with the Nebraska and Virginia Street man hole and drop box was tabled until the next Regular Council meeting.

NEW BUSINESS: Ben Gilmore moved and Charlie Batchelder seconded a motion to elect Jerry Twombly as Council President. Motion carried 4-0 with Twombly abstaining.

Mayor Scott Sisk announced his selections for the City Council Committees: Matt Peterson and Scott Sisk – Water and Sewer Committee, Jerry Twombly and Scott Sisk – Law Enforcement Committee, Ben Gilmore and Scott Sisk – Finance Committee, Charlie Batchelder and Scott Sisk – Street and Alley Committee and Dana Clary and Scott Sisk – Parks and Recreation Committee. The Mayor asked the Council members to consider asking a resident from the City who is not on the Council to serve on the committee with them. Mayor Sisk asked them to decide if and who they would choose to be on the committee and bring the names to the next Regular meeting for Council approval. Matt Peterson moved and Ben Gilmore seconded a motion to approve the Council Committees as appointed by the Mayor. Motion carried 4-1 with Twombly voting no.

Jerry Twombly moved and Dana Clary seconded a motion to appoint the Kansas Chief as the official City newspaper for 2015. Motion carried 5-0

Matt Peterson moved and Jerry Twombly seconded a motion to appoint the Bank of Highland as the official City depository for 2015. Motion carried 4-0. Ben Gilmore abstained.

Dana Clary moved and Ben Gilmore seconded a motion to appoint Larry O'Bryan, Mike Parker, Mike Batchelder, Randy Snyder and J.W. Twombly to the Board of Zoning Appeals. Motion carried 5-0.

Council member Ben Gilmore asked the other Council members to reconsider options for the Old Depot area on East Pennsylvania Street. The Council agreed to consider whether they would prefer to retain or sell or lease the property and to discuss the issue at the next Regular Council meeting.

EXECUTIVE SESSION: Jerry Twombly moved and Charles Batchelder seconded a motion to recess into executive session at 9:50 p.m. for 15 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 10:05 p.m. Motion carried 5-0. City Attorney Ted Collins was asked to remain.

10:05p.m. Mayor Sisk left the meeting .

Charles Batchelder moved and Dana Clary seconded a motion appoint the following:

City Hall: City Clerk Joann Karn, Municipal Court Clerk and Assistant City Clerk Melanie Hollabaugh and City Treasurer Janet Tyler; **City Maintenance:** Aaron Leach and Michael Hunsaker; **Police:** Chief Brandon Whetstine, Deputy Officer Tom Williams; **City Attorney** Ted Collins; and **Municipal Court Judge** Roy Roper. Motion carried 5-0.

The issue of derelict structures was tabled to the June Council meeting.

10:10p.m. Dana Clary moved and Ben Gilmore seconded a motion to adjourn. Motion carried 5-0.

Mayor

City Clerk