

**CITY OF HIGHLAND, KANSAS  
REGULAR COUNCIL MEETING  
CITY HALL  
NOVEMBER 10, 2015  
7:00 P.M.**

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

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

**GUESTS PRESENT:** Dorothy Diveley, Mary Lou Glynn, Pam Twombly, JoEllen Banks, Lacey Banks, Randy Snyder, and Selena Diveley.

**PRESIDING:** Mayor Scott Sisk

7:00 p.m. Mayor Sisk called the Regular City Council Meeting to order with a quorum present.

Ben Gilmore moved and Matt Peterson seconded a motion to approve the minutes of the last Regular City Council Meeting held on October 14, 2015. Motion carried 4-0.

Matt Peterson moved and Ben Gilmore seconded a motion to approve the minutes of the Public Hearing held on October 26, 2015. Motion carried 4-0.

Asst. Clerk Melanie Hollabaugh reviewed with the Council two bills that came in after the packets were distributed. Jerry Twombly moved and Ben Gilmore seconded a motion to approve the bills for the month of October 2015 including the additional bills presented. Motion carried 4-0.

**PRESENTATIONS:** JoEllen Banks, owner of the property at 423 W. Main St, presented an invoice to the Council for the replacement of the sidewalk in front of her business from Martin Construction for \$3,350. She again asked the Council to consider helping with that cost as they had done in the past for another Main Street businesses. Ben Gilmore moved and Dana Clary seconded a motion to reimburse Ms. Banks 25% (\$837.50) as a contribution toward Main Street improvement. Motion carried 4-0.

**PUBLIC COMMENTS:** JoEllen Banks expressed her concern about a leaning light pole on Main Street across from her new business. Mayor Sisk asked the clerks to contact Westar and let them know about the problem.

Randy Snyder asked if the broken up asphalt on the 400 block of North Iowa St could be picked up off the street. Mayor Sisk asked Maintenance Supervisor Aaron Leach to remove the asphalt as soon as he could.

**COMMUNICATIONS AND REPORTS:** Mayor Scott Sisk said the old Primary School update would be addressed later in executive session.

City Attorney Ted Collins updated the Council on the progress of the 507 W. Missouri Demolition and Removal Project. Mr. Collins presented an Invitation to Bid, Bid Submission sheet and Bid Specifications for the Council to review. Council member Twombly asked that Mr. Collins add an inclement weather clause to the bid specifications. Matt Peterson moved and Ben Gilmore seconded a motion to accept the bid documents presented with an inclement weather clause and to authorize Mayor Sisk to solicit bids for the razing and removal of the structures located at 507 West Missouri Street subject to the landowner(s) or lien holder(s) not taking action before November 19, 2015. Motion carried 4-0.

City Attorney Collins asked the Council to begin consideration on forming a Recreation Commission. Mr. Collins said it might be in the best interest of the City to form the Commission with all of the recent activity going on that could impact the area sports and recreation for local children.

City Attorney Collins led a discussion on some proposed changes for the Community Center to include: updated application; updated alcohol permit; updated rental checklist; changes in rental, deposit and alcohol permit fees; and changing all locks at the Community Center. Following a discussion, Jerry Twombly moved and Dana Clary seconded a motion to approve the proposed changes for the Community Center and for the changes to begin immediately. Motion carried 4-0.

Council member Gilmore stated that he had received an email from USD #111 asking to use the round tables for a dinner at the high school. From looking at the original and new facility use application, he emailed the school back and said that we could not approve of the tables being removed from the building per contract restrictions.

Assistant City Clerk Melanie Hollabaugh informed the Council that the Highland EMT Association will be starting a First Responder class the 1<sup>st</sup> of December and ending in the middle of February. Ken Stewart has asked to use the Community Center to hold the classes. The Council agreed to allow the EMT Association to have the classes at the Community Center as long as the classes do not interfere with booked rentals.

Ms. Hollabaugh reminded the Council of the Annual Snowflake Festival coming up on November 27, 2015 from 5p.m. to 7p.m. Council member Dana Clary asked if the informational flyers could be sent home with school kids the week before the festival.

Ms. Hollabaugh asked the Council for permission to attend the IIMC National Conference in May 2016. The Council agreed to allow Ms. Hollabaugh to attend if scholarship funds became available to cover the expenses for the trip.

City Clerk Joann Karn reviewed the budget and projected expenses for November and December with the Mayor and Council.

Police Chief Brandon Whetstine presented his report to the Council: 6-Arrests, 15-Citations, 16-Warnings, 32-Calls for Service, 6-Assists to other Agencies, 0-Accident Reports and 9-Criminal Investigations. Chief Whetstine stated his department had also: assisted with the USD #111 Halloween Parade and served a search warrant at 505 N. Elmira because of drug activity which resulted in multiple charges being filed to the District Court.

Chief Whetstine stated that he had put up no trespassing signs and game cameras at the well house site and the Maintenance Dept had put up a chain gate with a lock on it. He said there are still people driving out around the gate and messing around the wells. Mayor Sisk asked the Water and Sewer Committee to come up with options to secure the wells and well house and bring that information back to the next Council meeting in December.

Maintenance Supervisor Aaron Leach provided a report of the previous month's projects to the Council. Mr. Leach said they had ordered and received the inspection pipe for the 100 block of S. Nebraska and it cost approximately \$400. He also stated they were still working on installing new meters.

#### **COMMITTEE UPDATES:**

**Finance Committee** –Ben Gilmore: Led a discussion concerning the 100 block of South Nebraska Street. He stated that he had contacted the new property owners on the east side of Nebraska Street and they were in favor of closing the street and the City keeping an easement for utilities, pending specific conditions of finishing filling the ditch. At this time Mr. Gilmore was unable to contact the property owner on the west side. The City

will move forward with installing the inspection pipe and try to contact the property owner to the west to set up a timeline for project completion.

**Law Enforcement Committee** – Jerry Twombly: Asked the Council to begin considering options for a different Police Department vehicle. The older of the two vehicles needs to be taken in for repairs or sold or traded in on another vehicle. City Clerk Joann Karn confirmed that the City's Auditor was not in favor of using Diversion Funds to help with the purchase of a vehicle for the Police Department. After some discussion, the Council agreed to have Chief Whetstine take the truck to Sabetha to get it checked out.

**Parks and Rec. Committee** – Dana Clary: Reported that Eagle Electric had finished the electrical work in Degginger Park except for repairing the sidewalks. Travis Clary would be working on those this week. More trees had been trimmed in Degginger Park by the Maintenance Dept. The local 4H Club helped clean up leaves and the HCC Softball team would be coming out to help with park clean up very soon. Ms. Clary asked if HCC had been invoiced for half of the expense on the painting project at the City ballpark. Mayor Sisk asked the Clerk's to send the college an invoice. Ms. Clary stated that she hoped to have a 4<sup>th</sup> of July 2016 meeting soon.

**Street and Alley Committee** – Charles Batchelder: Was absent.

**Water and Sewer Committee** – Matt Peterson: Explained that the Water and Sewer committee would like to meet again before a proposal is given to the Council on changing sewer rates.

**NEW BUSINESS:** Mayor Sisk asked the Council to consider restarting a sewer preventative maintenance plan. Maintenance Supervisor Leach stated that sewer emergency costs were down and he had a few problem sewer areas around town that he would like for Bud's Sewer to come out and work on before winter. After discussion, Matt Peterson moved and Ben Gilmore seconded a motion to have Bud's come out and jet those problem areas for up to \$2000 worth of work. Motion carried 4-0.

The City received one sealed bid for one of the storm sirens. Roger Hopkins submitted a bid for the newer of the two sirens for \$50 or \$75 if the City would deliver it. Ben Gilmore moved and Matt Peterson seconded a motion to accept the bid of \$75 for the siren and asked the Maintenance Department to deliver it. Motion carried 3-1 with Twombly voting no.

Casey's General Store and Highland Stop and Shop submitted a Cereal Malt Beverage Applications to the City for their 2016 CMB Licenses. Matt Peterson moved and Dana Clary second a motion to accept the CMB applications. Motion carried 4-0.

8:15pm Mayor Scott Sisk asked for a 5 minute recess.

**EXECUTIVE SESSION:** Matt Peterson moved and Ben Gilmore seconded a motion to recess into executive session at 8:20 p.m. for 5 minutes to discuss contract negotiations and the open meeting will resume in the City Council Chamber at 8:25 p.m. Motion carried 4-0.

Ben Gilmore moved and Matt Peterson seconded a motion to recess into executive session at 8:27 p.m. for 20 minutes for consultation with an attorney on matters that would be deemed privileged in attorney-client relationship and the open meeting will resume in the city council chamber at 8:47 p.m. Motion carried 4-0 Mayor asked for the City Attorney to remain.

Jerry Twombly moved and Dana Clary seconded a motion to recess into executive session at 8:47 p.m. for 10 minutes for consultation with an attorney on matters that would be deemed privileged in attorney-client relationship and the open meeting will resume in the city council chamber at 8:57 p.m. Motion carried 4-0 Mayor asked for the City Attorney to remain.

Matt Peterson moved and Ben Gilmore seconded a motion to recess into executive session at 8:57 p.m. for 10 minutes for consultation with an attorney on matters that would be deemed privileged in attorney-client relationship and the open meeting will resume in the city council chamber at 9:07 p.m. Motion carried 4-0 Mayor asked for the City Attorney to remain.

Matt Peterson moved and Ben Gilmore seconded a motion to adjourn at 9:09p.m. Motion carried 4-0.

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Mayor

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City Clerk