

**CITY OF HIGHLAND, KANSAS
PUBLIC BUDGET HEARING
AND
REGULAR COUNCIL MEETING
CITY HALL
AUGUST 10, 2016
7:00 P.M.**

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

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

GUESTS PRESENT: Pam Twombly, Selena Diveley, Dennis Lentz, Carmen Crandall, Rocky Ruhnke and Dennis Lentz.

PRESIDING: Mayor Scott Sisk

The Public Hearing for the 2017 Budget was opened at 7:00 p.m. with the majority of council members present.

After a brief review, Jerry Twombly moved and Ben Gilmore seconded a motion to approve the 2017 budget as presented. Motion carried 4-0. Roll Call - Charles Batchelder-yes, Ben Gilmore-yes, Matt Peterson-yes, and Jerry Twombly-yes

Matt Peterson moved and Charles Batchelder seconded a motion to close the Public Hearing at 7:07 p.m. Motion carried 4-0.

7:07 p.m. Mayor Sisk called the regular city council meeting to order.

Jerry Twombly asked for July 13, 2016 minutes be corrected. The motion remained the same except Jerry Twombly abstained: *Ben Gilmore moved and Matt Peterson seconded a motion to accept Bob Rahe Construction, 305 Miami Street, Hiawatha, KS 66434 in the amount of \$10,031.90. Motion carried 4-0 Jerry Twombly abstained*

Charles Batchelder moved and Ben Gilmore seconded a motion to approve the corrected minutes of the last regular city council meeting held on July 13, 2016. Motion carried 4-0.

Charles Batchelder moved and Ben Gilmore seconded a motion to approve the bills as presented for the month of July 2016. Motion carried 4-0.

COMMUNICATIONS AND REPORTS:

Driveway tube procedure – Mayor will be checking with other cities on procedures and reporting back. At the moment, the consensus of the council was to stay consistent.

Following discussion, Charles Batchelder moved and Jerry Twombly seconded a motion to share one-half of the cost (\$36,800 total; \$18,400 city share) of a new mini track hoe purchased by the Highland Cemetery Association with the city purchasing a trailer. Motion carried 4-0.

Ben Gilmore moved and Matt Peterson seconded a motion to receive sealed bids to sell the city's skid loader, backhoe and two (2) buckets and set the minimum bid at \$10,000. Motion carried 4-0.

Matt Peterson moved and Charles Batchelder seconded a motion authorizing the Mayor to purchase a trailer, up to \$6,500, to transport the mini track hoe. Motion carried 4-0.

Mayor Sisk established another committee – Personnel Committee. Members are Matt Peterson, Jerry Twombly and Scott Sisk. Along with review of the personnel policy, Attorney Collins will provide additional information for review.

Jerry Twombly indicated the time clock through Heartland Business was not a viable option at this time and to purchase a regular time clock.

Mayor Sisk touched on the new law of concealed carry and Attorney Collins will provide suggestions to the Personnel Committee for policy modifications.

For the water treatment process update, Attorney Collins reported the Kansas Interagency Advisory Committee (KIAC) meeting is scheduled for August 23, 2016. The city received notification from KDHE saying since the city is not out of compliance, the loan forgiveness is not available. The Preliminary Engineering Report (PER) has been completed.

The Westar Energy and Rainbow franchise agreements are planned to be reviewed in September.

Attorney Collins redrafted an agreement with the Rural Water District #6 reflecting the city will increase the amount of time from twelve (12) months to up to eighteen (18) months and modified language regarding the design of the interconnect connection which KDHE has approved.

Ben Gilmore moved and Jerry Twombly seconded a motion to approve the *Memorandum Agreement for Permanent Connection of Public Water Supply Systems*, dated August 10, 2016, with the Doniphan County Rural Water District #6 as presented. Motion carried 4-0.

Attorney Collins is working with the surveyors on updating the legal descriptions on several properties at the Matthias/Saddle Club area before the city can proceed.

Police Chief Brandon Whetstine read his report to the Council: 1-Arrest, 3-Citations, 17-Warnings, 15-Calls for Service, 5-Assists to other Agencies, 2-Accident Report and 3-Criminal Investigations.

Maintenance Aaron Leach reported on the Condition Assessment Report from Utility Service Co., Inc., on the North elevated tower (100,000 water storage) and noted paint touch up will be scheduled and the complete tower painting is scheduled for 2017.

Matt Peterson moved and Ben Gilmore seconded a motion to approve another load of cold patch, approx. 18 ton. Motion carried 4-0.

Mr. Leach invited the council to view the ditches in need of immediate attention with him. The tube in the 700 block West Pennsylvania needs replaced as soon as possible or the street will be compromised. Matt Peterson moved and Charles Batchelder seconded a motion to purchase a tube, ban, an flare from HB Supply, delivered for \$522. Motion carried 4-0.

The city's street oil and chat project included an extra 2 blocks is completed for the same price.

COMMITTEE UPDATES:

Finance Committee – Ben Gilmore reviewed the possible updates to the credit card policy which would allow the employee to keep possession of the credit card instead of checking out each time of use. Add language to the policy to allow in-store credit cards to be used at Highland Stop & Shop which at this time allows a discount of .02 per gallon on diesel and .01 per gallon on gasoline. The proposed policy will be presented at the September meeting for adoption.

Law Enforcement Committee – Jerry Twombly: Notices have been given and will be review by the committee at the end of this month on the unsightly properties.

Parks and Rec. Committee – Dana Clary: Absent – Family Fun Night in the Park is scheduled for Monday, August 15th. Following discussion, Matt Peterson will contact Fuemmeler for a bid on the 16-inch diameter, 4 foot in length concrete columns.

Street and Alley Committee – Charles Batchelder: Asked if the city could have police presence in town when school starts, possible the county could assist in the mornings.

Water and Sewer Committee – Matt Peterson: The budget will be reviewed for purchase of the second round of new radio read water meters. Matt Peterson moved and Ben Gilmore seconded a motion to order ten (10) residential radio read water meters to have in inventory. Motion carried 4-0.

OLD BUSINESS:

Part of the personnel committee will meet with Samantha Wigle in the near future regarding the opening/closing of the community center.

ORDINANCES:

Following discussion, Matt Peterson moved and Ben Gilmore seconded a motion to adopt Ordinance #531. An Ordinance of the City of Highland, Kansas incorporating the *Uniform Public Offense Code for Kansas Cities*, Edition of 2016, with certain changes and additions. By roll call vote: Twombly – yes, Batchelder – yes, Peterson – yes, and Gilmore – yes. Motion carried 4-0.

Matt Peterson moved and Charles Batchelder seconded a motion to adopt Ordinance #532. An Ordinance of the City of Highland, Kansas incorporating the *Standard Traffic Ordinance for Kansas Cities*, Edition of 2016, with certain omissions, changes and additions. By roll call vote: Twombly – yes, Batchelder – yes, Peterson – yes, and Gilmore – yes. Motion carried 4-0.

EXECUTIVE SESSION:

Jerry Twombly moved and Matt Peterson seconded a motion to recess into executive session at 8:10 p.m. for 5 minutes to discuss non-elected personnel for the protection of the privacy rights of the protected employee(s) and the open meeting will resume in the city council chamber at 8:15 p.m. Motion carried 4-0. Mayor asked the City Attorney and Chief Whetstine to remain.

Jerry Twombly moved and Matt Peterson seconded a motion to recess into executive session at 8:15 p.m. for 15 minutes to discuss non-elected personnel for the protection of the privacy rights of the protected employee(s) and the open meeting will resume in the city council chamber at 8:30 p.m. Motion carried 4-0. Mayor asked the City Attorney to remain.

Matt Peterson moved and Charles Batchelder seconded a motion to adjourn at 8:31 p.m. Motion carried 4-0.

Mayor

City Clerk