

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
DECEMBER 14, 2016
7:00 P.M.**

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

CITY EMPLOYEES PRESENT: City Attorney Ted Collins, City Clerk Joann Karn, Assistant City Clerk Melanie Hollabaugh, City Police Chief Brandon Whetstone; Officer Tom Williams and City Maintenance Supervisor Aaron Leach

GUESTS PRESENT: Rita Clary, KRWA; Rocky Ruhnke, Selena Diveley, Dennis Lentz, Mike Batchelder, Dorothy Diveley, and Pam Twombly.

PRESIDING: Mayor Scott Sisk

7:00 p.m. Mayor Scott Sisk called the regular city council meeting to order.

Charles Batchelder moved and Jerry Twombly seconded a motion to approve the November 9, 2016 regular meeting minutes. Motion carried 5-0

Ben Gilmore moved and Charles Batchelder seconded a motion to approve the bills as presented for the month of November 2016. Motion carried 5-0

PUBLIC COMMENTS:

Jerry Twombly suggested contacting Westar to ask for maintenance or replacement of street lights in the eastern part of town. Also, Mr. Twombly indicated Dan Freeman would like to be included in any electrical bids the city may have.

COMMUNICATIONS AND REPORTS:

Mayor Sisk and Aaron Leach reported Allied Systems, Inc. installed the submersible pump today and all pumps are currently working. The council was in agreement the need for yearly maintenance on these pumps.

City of White Cloud contacted Mayor Sisk in regards to the old Christmas lights. There are 17 units (wreaths & candles) and the mayor suggested the lights be donated to White Cloud. Jerry Twombly moved and Dana Clary seconded as motion to give the old Christmas lights to the City of White Cloud. Motion carried 5-0

Mayor Sisk asking for permission to seek bids to seal, oil and chat West Missouri and West Avenue; West Pennsylvania may need some milling before resurfacing and possible include South Kansas in the project for 2017. Mayor Sisk will meet with Councilman Batchelder to further review streets prior to seeking bids.

Doniphan West Booster Club is soliciting funding. Matt Peterson moved and Ben Gilmore seconded a motion to support our schools by giving \$100 to the Mustang All Star level. Motion carried 4-1

Attorney Collins drafted a salary ordinance although the ordinance cannot be finalized until the Council makes some decisions which will need to be made before December 31st. Attorney Collins recommended holding a special meeting, possible next week.

Clerk Karn recommends signing an agreement with Karlin & Long, LLC for the 2016 audit which is not to exceed \$5,400. Ben Gilmore moved and Charles Batchelder seconded a motion for Mayor Sisk sign an agreement with Karlin & Long, LLC for the 2016 audit which is not to exceed \$5,400. Motion carried 5-0

Clerk Karn and Ben Gilmore reviewed the budget indicating funds were within the budget numbers. Cash in the funds are projected to be similar to prior year except the water fund which was anticipated to be lower due to the larger planned 2016 expenditures.

Councilman Twombly was checking on the condition of the items to be listed on PurpleWave.

Ben Gilmore suggested a written plan be developed for future large expenditures and prepare for them over a period of years in a line item of the budget. Example – Major expenditure for sludge removal at the lagoons.

Police Chief Whetstine read his report: Arrest – 2; Citations – 11; Warnings – 15; Calls for Service – 25; Assist to other Agencies – 8; Accident Reports – 1; Criminal Investigation – 8

Mayor Sisk welcomed Officer Williams back to work after a leave of absence resulting from a vehicular accident.

Aaron Leach addressed the issue of the valve leaking in the water salesman located at the city shop. Parts are difficult to find since the coin operated salesman is out dated. HD Supply has a valve for \$785 with city installation. Jerry Twombly moved and Matt Peterson seconded a motion to purchase the valve from HD Supply for \$785 and use city labor to install. Motion carried 5-0

COMMITTEE UPDATES:

Finance Committee – Ben Gilmore: Explained further on future fund planning

Law Enforcement Committee – Jerry Twombly: Status of time clock order

Parks and Rec. Committee – Dana Clary: Degginger Park – Huge Thank You to Rocky Ruhnke & Esther Gormley and everyone for the successful, large turn-out, at the Snowflake Festival. Minier Park – Couple grants submitted and applicants to receive notification by February 1st if successful or not; thank you to the Dozen & Half Club for purchasing a swing which will be installed in the spring.

Street and Alley Committee – Charles Batchelder: Nothing

Water and Sewer Committee – Matt Peterson: Rita Clary, KRWA, explained the Median Household Income (MHI) survey with only 62 returned to date. The survey is asking for net income and not adjusted gross income and that number does not have to come off the tax form 1040 as the net income can be your best guess. Every family must complete this survey and reminders to complete and return the form will be posted.

Personnel Committee – Scott Sisk: Council scheduled a special meeting to be held Tuesday, December 20, 2016 at 5:00 p.m. A Law Enforcement Committee meeting will be held prior beginning at 4:00 p.m.

EXECUTIVE SESSION:

Dana Clary moved and Ben Gilmore seconded a motion to recess into executive session at 7:37 p.m. for 10 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 7:47 p.m. Motion carried 5-0. Mayor asked the City Attorney to remain

Dana Clary moved and Ben Gilmore seconded a motion to recess into executive session at 7:47 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 7:52 p.m. Motion carried 5-0. Mayor asked the City Attorney to remain

Dana Clary moved and Ben Gilmore seconded a motion to recess into executive session at 7:52 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 7:57 p.m. Motion carried 5-0. Mayor asked the City Attorney to remain

Dana Clary moved and Ben Gilmore seconded a motion to recess into executive session at 7:57 p.m. for 10 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 8:07 p.m. Motion carried 5-0. Mayor asked the City Attorney and the Assistant City Clerk to remain

Dana Clary moved and Ben Gilmore seconded a motion to recess into executive session at 8:07 p.m. for 10 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 8:17 p.m. Motion carried 5-0. Mayor asked the City Attorney to remain

Dana Clary moved and Ben Gilmore seconded a motion to recess into executive session at 8:17 p.m. for 10 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 8:27 p.m. Motion carried 5-0. Mayor asked the City Attorney to remain; Assistant City Clerk entered at 8:22 p.m.

Ben Gilmore moved and Jerry Twombly seconded a motion to approved the assistant city clerk's wage at \$16.00 per hour; hours work are Monday and Tuesday 8:00 a.m. – 4:30 p.m. with ½ hour lunch break and Thursday 12:00 noon – 4:00 p.m. with hours subject to change at the city's discretion. Motion carried 5-0

Jerry Twombly moved and Ben Gilmore seconded a motion to recess into executive session at 8:34 p.m. for 10 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 8:44 p.m. Motion carried 5-0. Mayor asked the City Attorney, Police Chief and Police Officer to remain.

Jerry Twombly moved and Ben Gilmore seconded a motion to recess into executive session at 8:44 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 8:49 p.m. Motion carried 5-0. Mayor asked the City Attorney to remain.

Returned to chambers

Jerry Twombly moved and Ben Gilmore seconded a motion to recess into executive session at 8:51 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 8:56 p.m. Motion carried 5-0. Mayor asked the City Attorney to remain.

Jerry Twombly moved and Ben Gilmore seconded a motion effective with tomorrow's shift, December 15, 2016, both police vehicles stay in town and personnel drive personal vehicles to/from work; and no call time until the council straightens out the policy. Motion carried 4-1

Jerry Twombly moved and Dana Clary seconded a motion to increase Officer Williams pay \$1.00 per hour to compensate the original agreement (originally given 2 options; 1 with transportation and 1 without) as of tomorrow's shift, December 15, 2016. Motion carried 5-0

Charles Batchelder moved and Jerry Twombly seconded a motion to adjourn at 9:00 p.m. Motion carried 5-0.

Mayor

City Clerk