

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
FEBRUARY 10, 2016
7:00 P.M.**

COUNCIL MEMBERS PRESENT: Dana Clary, Matt Peterson, Ben Gilmore, Charles Batchelder and Jerry Twombly (arrived at 7:03p.m.).

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, Randy Snyder, Mary Lou Glynn, Mari Ann Parker, Jeremy Prawl, Christina Prawl, Wyatt Prawl, Teresa McAnerney of Northeast Kansas Enterprise Facilitation and Adrienne Korson Intern Economic Development Director for Doniphan County.

PRESIDING: Mayor Scott Sisk

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

Ben Gilmore moved and Charles Batchelder seconded a motion to approve the minutes of the last Regular City Council Meeting held on January 13, 2015. Motion carried 4-0.

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

PRESENTATIONS: Teresa McAnerney with Northeast Kansas Enterprise Facilitation introduced herself to the Mayor and Council and briefly explained what her business offers. Ms. Adrienne Korson then introduced herself as the newly hired Intern Economic Development Director for Doniphan County. She explained that she is currently an Economic and Business Major student of Benedictine College and will be serving Doniphan County part time out of her office in the courthouse. Ms. Korson stated she was planning to start off her new position by updating the County Business Directory.

PUBLIC COMMENTS: Wyatt Prawl, who was visiting at the night's meeting with his parents for Boy Scouts, was given the opportunity to ask the Mayor and Council some questions.

Dorothy Diveley with Highland Pride, asked for permission for Pride to use the Council chambers on June 18, 2016 for their Annual Bake Sale during the City Wide Garage Sales. The Council agreed to the request.

Mari Ann Parker with Highland Pride asked how much participation could be expected from the City for "Clean-up Day". Ms. Parker explained that Pride would be able to be present to help with the dumpster area and arrange for a scrap trailer. She asked that someone from the City might be in charge of the rest of the set up and coordinating with HCC for volunteers to help that day. Council member Dana Clary, who is the chair person for the Parks and Recreation Committee, said she would work on getting "Clean-up Day" scheduled and contact HCC and Miller Trash to get it set up.

Ms. Parker asked for the Council to consider contacting Elmer Schmitz about setting up a meeting to discuss the kind and amount of flowers that would be needed this year for the planters on Main Street. She also asked the City to purchase the flowers. Matt Peterson moved and Dana Clary seconded a motion to pay for the flowers for the City's planters for 2016 and to authorize Council member Dana Clary to meet with Mr. Schmitz to work out details for filling the planters this spring. Motion carried 5-0.

Ms. Parker also had some questions about the Snow Flake Festival and the Council agreed to table those questions until a later date.

Council member Ben Gilmore said that he had been asked about the big bus currently parked on the south side of Main Street for the College game. Jerry Twombly moved and Ben Gilmore seconded a motion for “No Parking signs” to be posted on the south side of the 500 block of Main Street and for the officers to continue with more enforcement by giving warnings for parking violators. Motion carried 5-0.

COMMUNICATIONS AND REPORTS: Mayor Scott Sisk asked the Council to consider fixing the drainage problem and purchasing some rock for the parking lot at the Community Center.

Mayor Sisk stated that Rick Clark would be performing the survey for the “Matthias and Saddle Club” areas.

City Attorney Collins stated the City was still waiting on the old deed and a power of attorney from the previous owners of the Matthias property. He also said the Saddle Club now belongs to the City and the planning process had begun.

Concerning the “Old Depot Area”, Mr. Collins and Mayor Sisk explained that the survey had been completed and the adjacent land owners would not be available until a later date to finalize plans.

Updating the Council on the “Old Grade School” property, Attorney Collins stated that the College was no longer interested in the school buildings or land previously offered to them. Mr. Collins also informed the Council that the School Board President and the Mayor agree there is no need for another committee meeting at this time.

City Attorney Collins suggested that the Council might consider terminating the lease (or clarify with the district that the eastern portion is not covered by the 1961 lease) with the School District on the east side of the property to alleviate some of the upkeep costs for the District and allow the City to move forward with plans for the park area east of the buildings. Mayor Sisk stated that Elmer Schmitz had quoted lawn care for that area east of the eastern most side walk to be \$65 per mowing, approximately \$1625 for the year. Dana Clary moved and Jerry Twombly seconded a motion to authorize Attorney Collins to communicate to the School District and draw up the necessary documents to terminate that portion of the lease discussed and for the City to be responsible for all upkeep in that area if the School District agrees. Motion carried 5-0.

Attorney Collins announced that Rural Water District #6 has been funded and is to begin construction soon and that the Public Wholesale Water Supply District No. 27, which is to supply water to the rural district and other water users, has been organized and is moving forward with plans to complete wells and provided infrastructure for distribution. Mr. Collins suggested the Council might consider advising the Wholesale District of the possible need to buy water and to confirm the connection with RWD #6 lines are still in the construction plans to supply the water for possible future water blending if needed. Jerry Twombly moved and Charles Batchelder seconded a motion to authorize the Mayor, City Attorney, Council person Matt Peterson and City Engineer Brian Kingsley to communicate with RWD #6 and the Wholesale District and confirm the cited matters are in place. Motion carried 5-0.

City Clerk Joann Karn thanked the Council for the purchase of the new computer and said it was working great. She also stated the City had made the initial payment to Data Technologies for the new software and that process was moving forward.

Assistant Clerk Melanie Hollabaugh asked for permission to attend the Annual CCMFOA Spring Conference in Wichita, KS, March 15-18, 2016. Ms. Hollabaugh asked the Council to consider paying the registration and ½ of the mileage charges for the trip would be reimbursed by the City of Hiawatha if one of their clerks gets to ride to the conference with her. Ms. Hollabaugh also stated she would be attending the 2016 Municipal Court Clerks Conference in Junction City, KS on March 31 and April 1, 2016 and the City would not need to pay any

expenses for that trip. Charles Batchelder moved and Ben Gilmore seconded a motion to allow Asst. Clerk Hollabaugh to attend the Clerks Conference in Wichita and pay necessary expenses. Motion carried 5-0.

Police Chief Brandon Whetstine presented his report to the Council: 3-Arrests, 9-Citations, 28-Warnings, 34-Calls for Service, 6-Assists to other Agencies, 1-Accident Report and 14-Criminal Investigations. Mayor Sisk asked Chief Whetstine about a problem with a semi truck parked on a City street and the generator on the truck running all night. There had been numerous complaints about the noise in the neighborhood. City Attorney Collins and Mayor Sisk asked Chief Whetstine to talk to the truck owner and see if he would voluntarily move the truck and if not then they would need to review the current noise ordinance for the City.

Maintenance Supervisor Aaron Leach provided a report of the previous month's completed projects and projects planned to the Council. Mr. Leach asked the Council to consider sending Michael Hunsaker and himself to the Annual KRWA Conference in Wichita, KS , March 29-31, 2016. Mr. Leach stated the costs for the conference would be \$175 each and then hotel rooms. Mayor Sisk stated that the conferences helped prepare the Maintenance personnel for upcoming testing for water and or sewer certifications. Matt Peterson moved and Dana Clary seconded a motion to allow Mr. Leach and Mr. Hunsaker to attend the conference as requested. Motion carried 5-0.

Mr. Leach stated the State Inspector from KDHE would be in Highland on Friday.

Mr. Leach said Lonnie Boller of KRWA was supposed to be in town earlier that day to go over specs for a building to be possibly put up at the well site. He should be getting back with him next week to set up a new time.

COMMITTEE UPDATES: Finance Committee –Ben Gilmore: Requested the new software have more detailed line items in the budget so the receipts and expenditures could be broken out which will assist with budgeting and planning.

Law Enforcement Committee – Jerry Twombly: Nothing to report at this time.

Parks and Rec. Committee – Dana Clary: Said they held their first 4th of July meeting for 2016 and plan to meet again in March. So far they have decided on a WWII Era theme and are looking into ideas for the Grand Marshall for the parade.

Street and Alley Committee – Charles Batchelder: Reminded the Mayor they would need to make a decision on the blocks of oil and chat for the summer.

Water and Sewer Committee – Matt Peterson: Nothing to report at this time.

Selena Diveley asked about the drainage for all the water pooling in the street on the west side of the school's new practice field.

NEW BUSINESS: City Clerk Joann Karn explained that the City would need to transfer \$32068.38 from the Water Fund to Debt Service for our annual GO Bond payment. Jerry Twombly moved and Charles Batchelder seconded a motion to transfer the GO Bond payment as requested. Motion carried 5-0.

Jerry Twombly moved and Matt Peterson seconded a motion to adopt the noted updates to the City's Emergency Water Plan for 2016. Motion carried 5-0.

After some discussion, Jerry Twombly moved and Charles Batchelder seconded a motion to accept a bid from Elmer Schmitz for mowing of the City's properties for \$7125 and to add in the mowing of the east side of the Old Grade School for an additional \$1625 for the season if an agreement can be reached with the School District. Motion carried 5-0.

It was discussed and agreed that the Maintenance Department would do any mowing at the Saddle Club area for the time being.

Matt Peterson moved and Jerry Twombly seconded a motion to match up to \$3000 in donations collected for the fireworks for the 2016 4th of July Celebration for the City of Highland. Motion carried 5-0.

Ben Gilmore moved and Charles Batchelder seconded a motion to adopt Resolution No. 16-01, a Resolution of the City of Highland, KS finding that the Generally Accepted Accounting Principles are not relevant to the requirements of the Cash Basis Law and the Budget Laws of Kansas and are of no significant value to the governing body or the general public of the City of Highland, (GAAP Waiver) for 2016. By roll call vote: Clary-yes, Peterson-yes, Gilmore-yes, Batchelder-yes, Twombly-yes. Motion carried 5-0.

Jerry Twombly moved and Dana Clary seconded a motion to adopt Resolution No. 16-02, a Resolution of the City of Highland, KS for the 2016 Kansas Pride Program. Motion carried 5-0.

EXECUTIVE SESSION: Ben Gilmore moved and Jerry Twombly seconded a motion to recess into executive session at 8:23 p.m. for 15 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 8:38 p.m. Motion carried 5-0, the City Attorney to remain.

Randy Snyder thanked the Maintenance Department for their hard work on the snow removal last month.

Charles Batchelder moved and Jerry Twombly seconded a motion to adjourn at 8:40p.m. Motion carried 5-0.

Mayor

City Clerk