

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
JANUARY 13, 2016
7:00 P.M.**

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

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, Pam Twombly, Randy Snyder, Pam Blevins and Wyatt Blevins.

PRESIDING: Mayor Scott Sisk

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

Jerry Twombly moved and Ben Gilmore seconded a motion to approve the minutes of the last Regular City Council Meeting held on December 9, 2015. Motion carried 5-0.

Asst. Clerk Melanie Hollabaugh presented 6 additional bills to be approved that were not in the original council packet. The total of those bills was \$3,865.26. Ben Gilmore moved and Dana Clary seconded a motion to approve the bills for the month of December 2015 including the additional bills presented. Motion carried 5-0.

PUBLIC COMMENTS: Dorothy Diveley thanked the City for getting the 2 blue boxes setting in front of the old grocery store removed.

Randy Snyder again expressed his concern about people parking in “No Parking” areas during college games. Police Chief Whetstine said that Officer Williams had been issuing warnings and he was working on getting the signs replaced.

COMMUNICATIONS AND REPORTS: Mayor Scott Sisk updated the Council on the progress of the 507 West Missouri area. An old well was found on the property and needs to be filled in. Pruett Construction, LLC is currently demolishing the structures. Pruett had submitted a cost estimate for 700 to 800 tons of sand delivered and 8 to 12 hours of skid loader work for \$9,700 to \$11,300 to fill in the well. Matt Peterson moved and Jerry Twombly seconded a motion to accept Pruett’s cost estimate to complete the process to fill in the well. Motion carried 5-0. Mayor Sisk continued by saying that at a later date, the well will have to be covered with concrete and dirt after it’s filled in.

Mayor Sisk asked the Council to consider oil and chat for several blocks of streets within the City. Mr. Sisk said he thought the cost would be between \$1,200 and \$1,500 per block. Doniphan County has asked the City how many blocks they would want to resurface this summer. The Council agreed to have Mayor Sisk inform the County that the City would be interested in oil and chat for 15 blocks for this summer.

City Attorney Ted Collins stated he had met with Dave Clark of Clark Land Surveying PA of Troy, KS concerning pending projects. The railroad depot area has been staked, as requested, and confirms the anticipated boundary lines. Mr. Clark also indicated that the survey on the saddle club property could be completed within 60 days.

The Council asked Mayor Sisk to contact KRWA and look into options for financial assistance for securing the well site north of town.

City Attorney Collins updated the Council on the current status of the “Saddle Club property” and the “Matthias property”. The deed for the “Saddle Club” property is now in the City’s name. The City has received a signed contract and is waiting on the deed from the LLC that owns the “Matthias” property. Mr. Collins stated the City should be moving forward with the planning stage for this area.

Attorney Collins asked the Council if they were prepared to make a decision on selling the land in the “Old Railroad Depot area”, and explained the steps required to clarify the existing right-of-way through the property. After some discussion, Ben Gilmore moved and Charles Batchelder seconded a motion to authorize the Mayor and City Attorney to take the necessary steps required to come to an agreement with Mr. Lentz, the adjacent landowner, re-dedicating the 200 block of South Nebraska street and selling the City owned lots on the east and west sides of that street. Motion carried 5-0.

Assistant City Clerk Melanie Hollabaugh asked the Council if they would be interested in getting a quote for City insurance from the Dort Goodman Agency, Inc. in Sabetha. The Council agreed that getting a free quote would be acceptable.

Asst. Clerk Hollabaugh stated the Clerks would like to use the e-statement option instead of paper statements thru Bendena State Bank. Matt Peterson moved and Dana Clary seconded a motion to allow the Clerks to use the e-statement option. Motion carried 4-0-1 with Ben Gilmore abstaining.

City Clerk Joann Karn reviewed the City’s yearly financial statement with the Council that will be published in the Kansas Chief.

City Clerk Karn reviewed with the Council possible options to either upgrade her current computer or purchase a new computer that will be able to handle the new radio read feature on the City’s new water meters. Ms. Karn and Mayor Sisk also asked the Council to consider the proposal for the new municipal accounting software from Data Technologies at an estimated cost of \$16,100. It was noted that several area cities utilized and recommended the software. Charles Batchelder moved and Matt Peterson seconded a motion to purchase the new software as outlined in the proposal. Motion carried 3-2 with Twombly and Clary voting no.

Dana Clary moved and Matt Peterson seconded a motion to purchase a new computer for City Clerk Karn and to upgrade the memory in Asst. Clerk Hollabaugh’s computer for approximately \$1,100 from Heartland Business Machines.

Costs for the new computer, memory and software will be charged equally to the water, sewer and general accounts.

Police Chief Brandon Whetstine presented his report to the Council: 0-Arrests, 4-Citations, 8-Warnings, 17-Calls for Service, 4-Assists to other Agencies, 2-Accident Reports and 7-Criminal Investigations. Chief Whetstine presented a bid estimate on the repairs for the white Police Dept. truck from Aberle Ford for \$1850. After some discussion, Chief Whetstine suggested that no decision be made to fix the white truck until we see what happens with the vehicle that has been seized. The Council agreed.

Maintenance Supervisor Aaron Leach provided a report of the previous month’s projects to the Council. Mr. Leach stated he was out of back flow preventers and asked the Council if they would still like to offer back flow preventers to property owners within the City for new construction and those with sewer issues. Charles Batchelder moved and Jerry Twombly seconded a motion to purchase 10 more back flow preventers to have on hand and offer to property owners so they can choose to use them or not. Motion carried 5-0.

COMMITTEE UPDATES: Finance Committee –Ben Gilmore: Had nothing to report.

Law Enforcement Committee – Jerry Twombly: Stated he would like to meet with Attorney Collins, Mayor Sisk and Chief Whetstine very soon and come up with a list of properties that need cleaned up within the City and possibly get the process started on another derelict structure.

Parks and Rec. Committee – Dana Clary: Reported that she and Attorney Collins and Council member Peterson had been working on a plan for the area on the east side of the old elementary school. Ms. Clary had a hand drawn map to include 2 basketball courts, a shelter house, playground area, restrooms and a splash pad area. Council member Clary stated that she planned to meet again soon with Atty. Collins and the USD #111 Foundation and will continue planning and getting price options.

Council member Clary said the 1st 4th of July meeting for 2016 will be Thursday, January 21st at 6:30pm at City Hall.

Street and Alley Committee – Charles Batchelder: Thanked the Maintenance Dept. and Westar for replacing street lights at the crosswalk on Main Street between Ellis Hall and the main HCC campus.

Water and Sewer Committee – Matt Peterson: Recommended on behalf of the Water and Sewer Committee that the Council consider raising the sewer rates in the following manner: inside City limit users base rate was \$18 new \$20, outside City limit users base rate was \$19 new \$22, after the first 3000 gallons of water usage, the sewer rate will be \$1.50 per 1000 gallon of water used on the yearly average. The business sewer base rate will increase from \$20 to \$22.00 with the per 1000 gallon charge after the first 3000 gallons to be \$2.25 instead of \$2.00. Matt Peterson moved and Ben Gilmore seconded a motion to approve the sewer rate increase as proposed and to be implemented when the City ordinance is published on January 21, 2016. Motion carried 5-0

Dana Clary moved and Ben Gilmore seconded a motion to adopt Ordinance number 527, an Ordinance of the City of Highland, Kansas amending Ordinance number 339 of said City, and specifically amending sections Sixteen and Seventeen of said Ordinance number 339, relating to the rates and fees charged in connection with the waterworks system of said City, adding section Thirteen A relating to an Administrative Fee for service changes, and repealing Ordinance number 511 of said City. By roll call vote: Twombly-yes, Batchelder-yes, Gilmore-yes, Peterson-yes and Clary-yes. Motion carried 5-0. (see full ordinance at http://highlandks.com/ordinances/527-Water_Works_System-Amending_339-Repealing_511.pdf)

Matt Peterson moved and Ben Gilmore seconded a motion to adopt Ordinance number 528, an Ordinance of the City of Highland, Kansas, amending Ordinance number 340 of said City, specifically, section Ten thereof, fixing the charges for use of the sewage disposal system of said City, and repealing section One of Ordinance number 512 of said City. By roll call vote: Twombly-yes, Batchelder-yes, Gilmore-yes, Peterson-yes and Clary-yes. Motion carried 5-0. (see full ordinance at http://highlandks.com/ordinances/528-Sewage_System-Fixing_Charges-Repeal_Sec_One_512.pdf)

EXECUTIVE SESSION: Matt Peterson moved and Ben Gilmore seconded a motion to recess into executive session at 8:30 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 8:45 p.m. Motion carried 5-0, the City Attorney to remain.

Charles Batchelder moved and Dana Clary seconded a motion to continue their executive session at 8:45 p.m. for 5 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 8:50 p.m. Motion carried 5-0, the City Attorney to remain.

City Attorney Collins stated that it was his understanding that the school district and college have had further discussions concerning the old grade school buildings and that both entities are ready to proceed with transferring the same from the district to the college. Following discussion, Dana Clary moved and Jerry

Twombly seconded a motion to approve the transfer of the structures and a portion of the land at 202 W. Illinois, retaining ownership of that portion east of the north-south sidewalk in the City, with the City receiving payment of \$50,000 for the property. It was noted that the property to be transferred was approximately 1 ½ blocks in area. Further, it was noted that all three entities must reach an agreement, but that it might be appropriate for the district to make that payment. Motion carried 4-0-1 with Matt Peterson abstaining. The mayor will write a letter communicating this to the district and college, and Attorney Collins will be in contact with all entities.

Dana Clary moved and Ben Gilmore seconded a motion to recess into executive session at 9:10 p.m. for 5 minutes to discuss real estate acquisition and the open meeting will resume in the City Council Chamber at 9:15 p.m. Motion carried 5-0.

Matt Peterson moved and Dana Clary seconded a motion to adjourn at 9:15p.m. Motion carried 5-0.

Mayor

City Clerk