

**CITY OF HIGHLAND, KANSAS  
PUBLIC HEARING  
AND  
REGULAR COUNCIL MEETING  
CITY HALL  
SEPTEMBER 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, and City Police Chief Brandon Whetstone

**GUESTS PRESENT:** Brian Foster and Brian Kingsley, BG Consultants; Donna Crawford, GAS; Adrienne Korson, Doniphan County Economic Development; Julie Bergman and Jerad Enneking, Rainbow Communications; Ed Broxterman, Westar Energy; Pam Twombly, Dennis Lentz, Carmen Crandall, Rocky Ruhnke, Mike Batchelder, Bobby and Michelle Smith, Wayne and Marla Olson and Russell Karn

**PRESIDING:** Mayor Scott Sisk

The Public Hearing for the Ks Dept. Of Commerce for Small Cities Community Development Block Grant funds under the Water and Sewer category was opened at 7:00 p.m. with all council members present.

Brian Foster, BG Consultants, provided a brief review of the water system improvement project. The specific project application will include the construction of a new ion exchange water treatment plant which will benefit our residents. With no public comments, the public hearing closed at 7:07 p.m.

7:07 p.m. Mayor Sisk called the regular city council meeting to order and will use a modified agenda.

Ben Gilmore moved and Dana Clary seconded a motion to approve the minutes of the last regular city council meeting held on August 10, 2016. Motion carried 5-0.

Ben Gilmore moved and Matt Peterson seconded a motion to approve the bills as presented for the month of August 2016. Motion carried 5-0.

Attorney Ted Collins provided background information on the Westar Energy franchise agreement. The agreement, in part, will be for a period of ten years and monthly pay the city five percent of its gross cash receipts from the sale of electric energy. Attorney Collins recommends passage of Ordinance No. 533. Upon passage, the ordinance is subject to approval by Westar and the Kansas Corporation Commission.

Jerry Twombly moved and Charles Batchelder seconded a motion to approve Ordinance No. 533 as presented. By roll call vote: Twombly – yes, Batchelder – yes, Peterson – yes, Gilmore – yes and Clary - yes. Motion carried 5-0.

Jerad Enneking and Julie Bergman, Rainbow Communications, presented signage for the city and supplied cookies in honor of being nationally recognized for contributions to the communities in NE Kansas. Rainbow applied for and received the Smart Rural Community award. One of the contributions is broadband which has enabled the Doniphan County Libraries to be a public resource that helps inspire economic growth and social development.

Adrienne Korson, Doniphan County Economic Development, spoke of the upcoming Great American Eclipse, August 21, 2017 with the centerline passing over Troy, KS at 1:05:55 p.m. for a 2m38s of totality. Preparation has begun for this event. Ms. Korson provided information on the AmeriCorps NCCC teams which are available to support community projects and the projects typically last 7-13 weeks. Also, the Economic Development will be launching a new web site in mid-October. Ms. Korson also explained the “Project We Kan!” projects which demonstrate forward-movement in the community in the categories of Architecture, Art, Commerce, Cuisine, Customs, Geography, History or People.

**EXECUTIVE SESSION:**

Dana Clary moved and Jerry Twombly seconded a motion to recess into executive session at 7:30 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 7:50 p.m. Motion carried 5-0, to remain: City Attorney, Clerk, Brian Foster, Brian Kingsley and Donna Crawford.

Dana Clary moved and Jerry Twombly seconded a motion to recess into executive session at 7:50 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 8:00 p.m. Motion carried 5-0, to remain: City Attorney, Clerk, Brian Foster, Brian Kingsley and Donna Crawford.

Dana Clary moved and Jerry Twombly seconded a motion to recess into executive session at 8:00 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 8:10 p.m. Motion carried 5-0, to remain: City Attorney, Clerk, Brian Foster, Brian Kingsley and Donna Crawford.

Dana Clary moved and Jerry Twombly seconded a motion to recess into executive session at 8:10 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 8:15 p.m. Motion carried 5-0, to remain: City Attorney, Clerk, Brian Foster, Brian Kingsley and Donna Crawford.

Dana Clary moved and Jerry Twombly seconded a motion to recess into executive session at 8:15 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 8:20 p.m. Motion carried 5-0, to remain: City Attorney, Clerk, Brian Foster, Brian Kingsley and Donna Crawford.

Matt Peterson moved and Dana Clary seconded a motion to not move forward with the CDBG grant application in connection with a water treatment plant at this time, but to explore the city's funding options more, including further communications with the various funding agencies. Motion carried 5-0

**PUBLIC COMMENTS:**

Wayne and Marla Olson commented on the zoning limitations on square footage of the building and the variance procedure.

Michelle Smith asked if the city's pumps were sufficient or not sufficient for the recent rain. Several residents had water and/or sewer water in the basements due to the large rainfall (11"+) in 18 hrs.

**COMMUNICATIONS AND REPORTS:**

The trailer to transport the mini track hoe was purchased from Fenton's.

The Rainbow franchise agreement is planned to be reviewed in October.

Attorney Collins is continuing to meet with the surveyors on updating the legal descriptions on several properties at the Matthias/Saddle Club area before the city can proceed with clearing the title.

Matt Peterson may possibly attend the League of KS Municipalities Annual Conference in Overland Park on October 8-10 and be our voting delegate.

Ms. Karn provided updated financial information which included the September expenditures.

Police Chief Brandon Whetstine read his report to the Council.

Chief Whetstine stated Officer Williams' surgery went well and has 4 weeks of therapy.

Chief Whetstine asked the council to consider purchase of 4 new tires for the white police truck. Prices will be secured and brought back next month.

Mayor Sisk gave the Maintenance report. For winter, one load of sand needs to be purchased and it is believed no salt will be needed.

Jerry Twombly moved and Dana Clary seconded a motion to authorize the mayor to purchase 4 new tires for the Bobcat from Triple L Tire. Motion carried 5-0

The city will advertise in the paper the skid loader, backhoe attachment, a smaller bucket for the backhoe attachment, a tooth bucket and a smooth bucket. The sealed bids are due by the October regular meeting (October 12<sup>th</sup>) and the minimum bid is set at \$10,000.

Mayor Sisk addressed the need for raising the manholes covers from underground. The 6” costs \$125 each and the 3” costs \$86 each.

Jerry Twombly moved and Ben Gilmore seconded a motion authorizing the mayor to purchase 6” and 3” risers up to \$2,500. Motion carried 5-0

#### **COMMITTEE UPDATES:**

**Finance Committee** – Ben Gilmore reviewed the proposed credit card policy and Ted Collins explained the resolution and policy adoption.

Ben Gilmore moved and Jerry Twombly seconded a motion to adopt Resolution 16-03 “Credit Card Policy”. Motion carried 5-0

Ben Gilmore moved and Charles Batchelder seconded a motion to adopt the credit card policy and authorize Brandon Whetstine, Joann Karn, Aaron Leach the use of the Bankers Bank of Kansas credit card with the credit limit not to exceed \$5,000 (Maintenance - \$2,000, Police - \$1,500, Office - \$1,500). Motion carried 5-0

Ben Gilmore moved and Jerry Twombly seconded a motion to approve the Stop & Shop in-store credit card for the same users and same rates as the Bankers Bank of Kansas. Motion carried 5-0

**Law Enforcement Committee** – Jerry Twombly: A meeting will be scheduled for the Law Enforcement Committee regarding derelict structures.

**Parks and Rec. Committee** – Dana Clary: Have received estimates from Moran Lawn & Landscape for the wall and lawn seeding in Degginger Park.

Matt Peterson moved and Charles Batchelder seconded a motion to accept both bids from Moran Lawn & Landscape for the wall and lawn seeding with hydro mulch. Motion carried 5-0

Ms. Clary is considering an option to move the splash pad closer to the shelter house. Ms. Clary also reported the Lowe’s grant was not received but looking into more funding options. Minier Park will be dedicated at a later date. Approximately 85 people attended the Family Fun night with positive feedback to hold this annually.

**Street and Alley Committee** – Charles Batchelder: Issues addressed earlier.

**Water and Sewer Committee** – Matt Peterson: The water meter replacement project was reviewed with the recommendation to purchase approximately \$56,000 in various meters and transceivers.

Matt Peterson moved and Ben Gilmore seconded a motion to purchase various size meters and transceivers from HD Supply for approximately \$56,000. Motion carried 4-1

**Personnel Committee** – Scott Sisk: Samantha Wigle is opening/closing the community center. The community center roof needs checked as it is leaking. Also, the roof is leaking in the maintenance building.

**EXECUTIVE SESSION:**

Ben Gilmore moved and Dana Clary seconded a motion to recess into executive session at 9:05 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 9:15 p.m. Motion carried 5-0. Mayor asked the City Attorney to remain

Jerry Twombly moved and Charles Batchelder seconded a motion to reduce the position of the assistant city clerk, currently held by Melanie Hollabaugh, to 20 hours a week, no benefits per employee handbook, effective January 1, 2017, and hourly rate of pay will be decided prior to that date. Motion carried 5-0

Charles Batchelder moved and Dana Clary seconded a motion to adjourn at 9:17 p.m. Motion carried 5-0.

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Mayor

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City Clerk