

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
JANUARY 11, 2017
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 Police Chief Brandon Whetstine, City Maintenance Supervisor Aaron Leach and Deputy City Clerk Melanie Hollabaugh.

GUESTS PRESENT: Paul Stewart – Kansas Chief, Rita Clary - KRWA, Pam Twombly, Rocky Ruhnke, Selena Diveley, Mike Batchelder, Dorothy Diveley, Randy Snyder, Bill Noll, Pam Wiedner, Barb Frakes, Carmen Crandall and Gerald Neibling.

PRESIDING: Mayor Scott Sisk

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

Mayor Sisk verbally gave his resignation to the Council effective immediately due to personal reasons and moving out of town. Jerry Twombly moved and Charles Batchelder seconded a motion to accept Mayor Sisk's resignation with regret. Motion carried 5-0.

Mr. Sisk left the meeting.

There was a two minute recess to allow time to prepare an Oath of Office.

Deputy Clerk Hollabaugh administered the Oath of Office to Jerry Twombly as Mayor.

Mayor Twombly presided over the rest of the meeting.

Matt Peterson moved and Charles Batchelder seconded a motion to approve the December 14, 2016 Regular Council Meeting minutes. Motion carried 4-0.

Matt Peterson moved and Dana Clary seconded a motion to approve the minutes of the December 20, 2016 Special Council Meeting. Motion carried 4-0.

Deputy Clerk Hollabaugh presented two extra invoices from IMAF, LLC totaling \$850.00, to be approved with the listed bills for the month of December.

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

PUBLIC COMMENTS:

Clerk Hollabaugh stated the Council had received a letter from Tammie Petrik concerning the dirty condition of the Community Center when her family rented it on January 1, 2017.

Selena Diveley stated she was not happy about how dirty the Community Center was when she rented it in November. She was also displeased with the fact that the stove was not working.

Ms. Diveley asked about the Clerk's raise that was stated in the newspaper. Council member Gilmore stated the Council felt that the raise was sufficient for the work being done.

Council member Gilmore asked about the stove problems at the Community Center. Mayor Twombly asked Maintenance Supervisor Leach to check out the stove.

Council member Peterson suggested the other Community Center issues need to be addressed.

After some discussion, Mayor Jerry Twombly stated that the council committees would need to be changed and he would assign a committee to deal with the issues as soon as possible. Mayor Twombly also said he would try to get a hold of the Fire Department to possibly set up a meeting to address and correct some problems at the Community Center.

COMMUNICATIONS AND REPORTS:

Mayor Twombly had no report at this time.

Attorney Collins drafted and presented for council approval Resolution #17-01, a Resolution of the Governing Body of the City of Highland, Doniphan County, Kansas, Declaring the Boundary of Said City. He advised this was to be done at the end of any year in which the city had modified its boundary by annexation or otherwise. Charles Batchelder moved and Ben Gilmore seconded a motion to adopt Resolution #17-01. By roll call vote: Batchelder-yes, Gilmore-yes, Peterson-yes and Clary-yes. Motion carried 4-0.

Deputy Clerk Hollabaugh stated that City Clerk Karn was ill and if she had any budget information, it would be discussed at the next meeting.

Police Chief Whetstine read his report: Arrest – 0; Citations – 10; Warnings – 17; Calls for Service – 12; Assist to other Agencies – 5; Accident Reports – 0; Criminal Investigation – 5.

Chief Whetstine informed the Council that he had been contacted by Julie Meng of Doniphan County Emergency Management and plans had been started for the possible bad weather expected.

Mayor Twombly stated he would be working with the officers on a recommendation for an “On Call Policy”.

Council member Clary asked the Chief about AED options.

Maintenance Supervisor Aaron Leach stated he had received a bid from IMAF, LLC to install a spider box in Degginger Park for events. Mayor Twombly suggested the spider box should be considered at a later date.

Mr. Leach asked that he and Michael Hunsaker be allowed to attend the KRWA Conference March 28-30 in Wichita for continuing education points and to test for sewer certification. Matt Peterson moved and Dana Clary seconded a motion to allow both maintenance employees to attend the conference. Motion carried 4-0.

Supervisor Leach said he had also spoke with Julie Meng concerning the possible ice storm. Mr. Leach suggested the City should rent a generator for at least the wells and possibly the lift station and Community Center. Dana Clary moved and Charles Batchelder seconded a motion to rent a generator for the wells for \$3900/week or \$1800 if not used. Motion carried 4-0.

Mr. Leach stated he would be in contact with the college in hopes that we could work together in preparations for the possible storm. Ben Gilmore moved and Charles Batchelder seconded a motion to authorize Mayor Twombly and Aaron Leach to take necessary steps to prepare for the possible emergency. Motion carried 4-0.

COMMITTEE UPDATES:

Water and Sewer Committee – Matt Peterson: Rita Clary with KRWA, stated the Median Household Income (MHI) surveys are still slowly coming in. Matt Peterson asked that another reminder letter be sent out with the February utility bills and possibly even the March bills as well. He suggested also that if anyone needed another copy of the survey to contact or come by City Hall.

Finance Committee – Ben Gilmore: Nothing specific on finance. He said he was asked by Mari Ann Parker of Highland Pride, if the City could possibly take over and be responsible for the City Wide Clean-Up Day. After some discussion, Matt Peterson moved and Dana Clary seconded a motion for Ben Gilmore to be in charge of City Wide Clean-Up Day this year. Motion carried 4-0.

Law Enforcement Committee – Mayor Twombly: Nothing at this time

Parks and Rec. Committee – Dana Clary: Degginger Park – Still looking into possibilities for the permanent Christmas tree in the park, Highland Pride has said they would help by collecting donations. Matt Peterson moved and Ben Gilmore seconded a motion to allow Dana Clary to move forward in obtaining bids for tree removal and bids on a permanent tree to be paid for out of the Degginger Park Fund. Motion carried 4-0.

Ms. Clary said she was excited to be working with Highland Community College on a Community Wide Youth Sports Clinic.

Council member Clary stated that she had been working on possibly submitting a 50/50 matching grant to purchase benches and picnic tables for Minier Park. Matt Peterson moved and Ben Gilmore seconded a motion for Ms. Clary to submit the grant and if she was successful in acquiring the grant to purchase 2 - 8ft picnic tables for \$769 each and 6 – 6ft benches for \$319 each, using the 50/50 grant funds, possible donations and Minier Park funds. Motion carried 4-0.

Street and Alley Committee – Charles Batchelder: Stated the Maintenance Department had done a great job keeping the streets drivable during the last snow. He asked and Mr. Leach confirmed the City had plenty of sand and salt available for future events.

Personnel Committee – Nothing at this time.

OLD BUSINESS:

Mayor Jerry Twombly mentioned several past issues he would be continuing to keep track of to include: Purple Wave auctions, Roadside Park, old City Hall building and moving the storm siren. He asked if any of the Council had questions for him at this time.

NEW BUSINESS:

Mayor Twombly stated that all people who are interested in being considered for the vacant Council Member position should contact him or City Hall. His intention would be to appoint the new Council member at the next Regular Council meeting on February 8, 2017. Mayor Twombly also asked that the position opening be announced on the City's Facebook page and website.

EXECUTIVE SESSION:

Dana Clary moved and Charles Batchelder seconded a motion to recess into executive session at 8:06 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 8:16 p.m. Motion carried 4-0; Ted Collins to remain.

Returned to chambers

Mayor Twombly stated once again that those people who are interested in being considered for the open Council position to please contact him or City Hall. He mentioned that he might ask all those who are interested and who would like to, to briefly (one to two minutes) present their interest to the Council at the next meeting before the new member is appointed.

Charles Batchelder moved and Dana Clary seconded a motion to adjourn at 8:18 p.m. Motion carried 4-0.

Mayor

City Clerk