

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
August 13, 2025
5:00 P.M.**

COUNCIL MEMBERS PRESENT: Terry Gibson, Robert Ellerman, Tana Snyder, and Roger Rush arrived at 5:03 p.m.

COUNCIL MEMBERS ABSENT: Keith Edmonds

CITY EMPLOYEES PRESENT: Attorney Andy Parker, City Clerk Joann Karn, Water/Sewer Superintendent Trevor Saunder, Maintenance Dalton Krier and Police Chief Dustin Winters

GUESTS PRESENT: Bill Noll, Carl Johnson, Jill Denton, and Bryan Rhodd

PRESIDING: Mayor Charles Batchelder

Tana Snyder moved and Terry Gibson seconded a motion to approve the agenda. Motion carried 3-0

Tana Snyder moved and Terry Gibson seconded a motion to approve the consent agenda: a) July 9, 2025, regular meeting minutes b) August 4, 2025, special meeting minutes c) claims list for July 10, 2025, through August 13, 2025. Motion carried 3-0

CONSIDER/APPROVAL:

Tana Snyder moved and Robert Ellerman seconded a motion to permit HCAT to sponsor a Bonfire at the former Saddle Club area, possibly September 27th. Motion carried 4-0

Robert Ellerman moved and Tana Snyder seconded a motion to approve city employee Trevor Saunders to use the city equipment to prep the area for the Bonfire. Motion carried 4-0

Robert Ellerman moved and Terry Gibson seconded a motion to approve registration for the KOMA/KORA Webinar, which is presented by LKM on September 4, 2025, costing \$145. All council members are encouraged to sit in on the webinar. Motion carried 4-0

Following discussion regarding the West Water Tower maintenance, whether to enter into an agreement or self-fund, the consensus of the council was to ask for an agreement to review which would answer some questions.

Discussion began on police credit card spending limit. Council consensus was to discuss personnel in executive session, both police and deputy clerk/court clerk.

DISCUSSION/OPEN ISSUES:

- **Highland Community Ball Park Upgrades & Agreement** – Attorney Parker had not received a response from USD #111. USD #111 board member Tana Snyder indicated the district had a counteroffer of \$500 with team helping with maintenance. At the joint special meeting of USD #111 Board of Education, City of Highland Council members and HCC representatives, the school district was to decide if they would pay \$1,000 or not. The remaining council members agreed negotiations were over and reject the counteroffer. Terry Gibson moved and Robert Ellerman seconded a motion to reject the stated counteroffer of \$500 and if Attorney Parker receives the official notification, to reject if it is less than \$1,000. Motion carried 3-0 Snyder absent for vote
- **Community Building Roof Estimates** – Councilman Ellerman will follow-up on the received bids and bring back next month.
- **Unsafe Structures Reinspected** – Attorney Parker researched the former Dean/Marilyn McVicker home. The city could tear down and apply the expenses to a tax lien.
- **Permits – Food Trucks and Solar Panels** – Attorney Parker will research, draft an ordinance and report back to the council next month.

ORDINANCES:

Terry Gibson moved and Robert Ellerman seconded a motion to adopt Ordinance No. 607 regulating public offenses within the corporate limits of the City of Highland, incorporating by reference the “Uniform Public Offense Code for

Kansas Cities”, 41st Edition of 2025, with certain changes and additions, prescribing additional regulations, providing certain penalties and repealing Ordinance Number 603 of said city. Roll Call – Gibson-yes, Rush-yes, Ellerman-yes, and Snyder-yes Motion carried 4-0

Terry Gibson moved and Robert Ellerman seconded a motion to adopt Ordinance No. 608 regulating traffic within the corporate limits of the City of Highland, Kansas, incorporating by reference the “Standard Traffic Ordinance for Kansas Cities”, 52nd Edition of 2025, with certain omissions, changes and additions, prescribing additional regulations, providing certain penalties and repealing Ordinance Number 604 of the City of Highland KS. Roll Call – Gibson-yes, Rush-yes, Ellerman-yes, and Snyder-yes Motion carried 4-0

REPORTS:

- Mayor Batchelder commented reported Rainbow Communication is installing fiber in town.
- Attorney Parker indicated the Rainbow Communication franchise agreement is fine, but BrightSpeed franchise is being reviewed. Mr. Grier is being utilized as code officer. There is interest in the former Cluck property and the former Highland Community Housing property. Attorney Parker is working with the fire district on the titles to the fire trucks. Attorney Parker reviewed the regulations on swimming pools and did not find a state statute addressing swimming pools but are addressed by city ordinance. In repair of the Kansas/Coronado bridge, the contractor may, at times, be in the city right-of-way. Councilmember Snyder asked if the meeting with the Do Co Conservation District Manager on reviewing April Heim’s ditch was held. Council will follow-up.
- Clerk Karn reported Janet Tyler and Trevor Saunders are coordinating the Community Tree Canopy Project with Grimm’s Gardens as the plan is to begin in a couple weeks. The check to Consumer Oil & Propane, (\$3,570) was included in this month’s bills for Pre-Pay Plan, Keep Full \$1.75 prepay price for the WTP. Garratt Nordstrom, Governmental Assistance Services, drafted a letter requesting pre-approval to begin a city wide LMI survey and upon acceptance, Governmental Assistance provided a press release to notify residents that the survey would be taking place.
- Chief Winters read his report highlighting traffic stops, tickets, down power pole and outside agency assists, National Night Out, fixed the speed trailer, mounted cameras near the speed trailer, meetings with the Traffic Safety Committee who completed 2 saturation patrols with DPSO and DUI check lane in Wathena. Upcoming events: ALICE training, DUI KDOT Enforcement, Oral Fluids Conference, Drivers Ed Meeting and Sept. 11 at DWHS. Chief Winters is asking for a pair of patrol boots. Roger Rush moved and Terry Gibson seconded a motion for the Chief to purchase a pair of boots, approx. \$200. Motion carried 4-0
- Water/Sewer Supt. Saunders reported the north water tower was drained and the exterior painted. In the upcoming week the interior will be cleaned. Gerald Neibling is working on the VFD’s on the evaporator. Saunders reported four known water leaks and two have been repaired. Rainbow Communications has begun in the city with many locate requests.

No Committee Reports.

EXECUTIVE SESSION:

Robert Ellerman moved and Tana Snyder seconded a motion to recess into executive session at 6:05 p.m. for 30 minutes to review individual employee(s) pursuant to the 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 6:35 p.m. Motion carried 4-0 Mayor asked City Attorney to remain

Robert Ellerman moved and Terry Gibson seconded the motion to transfer the police pickup to the water/sewer/street department with the emergency equipment to be removed. Motion carried 3-1

Tana Snyder moved and Robert Ellerman seconded a motion to recess into executive session at 6:37 p.m. for 5 minutes to review individual employee(s) pursuant to the 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 6:42 p.m. Motion carried 4-0 Mayor asked City Attorney and City Clerk to remain

Tana Snyder moved and Terry Gibson seconded the motion to hire Annabelle Diebolt for 30 hours per week at \$16 per hour with a 90 day probation period. Motion carried 4-0

Terry Gibson moved and Robert Ellerman seconded a motion to adjourn at 6:45 p.m. Motion carried 4-0