

**CITY OF HIGHLAND, KANSAS
REGULAR COUNCIL MEETING
CITY HALL
February 12, 2025
5:00 P.M.**

COUNCIL MEMBERS PRESENT: Marty Allen, Robert Ellerman, Keith Edmonds, Tana Snyder and Terry Gibson arrived at 5:55 p.m.

COUNCIL MEMBERS ABSENT: None

CITY EMPLOYEES PRESENT: City Clerk Joann Karn, Police Chief Dustin Winters, and Deputy City Clerk Debbie Keebler

GUESTS PRESENT: Jill Denton, April Heim, Charles Preiss Jr. and Charles Preiss Sr.

PRESIDING: Mayor Charles Batchelder

Tana Snyder moved and Robert Ellerman seconded a motion to approve the regular city council meeting minutes of January 8, 2025 and approve the bills as presented. Motion carried 4-0

Scheduled presentations: Julie Bergman, Rainbow Communication, has rescheduled for March due to weather. April Heim, ABJ Heim LLC, will present after she arrives.

COMMUNICATIONS AND REPORTS:

Mayor Batchelder – Nothing at this time

Attorney Parker – Absent

City Clerk Karn – Asked if anyone would be attending the KRWA Annual Meeting and wished to be a voting delegate. No council member will be attending. Clerk Karn indicated the Highland City Community Fund, a fund of Doniphan County Community Foundation which is an affiliate of the Greater Manhattan Community Foundation, started 2024 with a beginning balance of \$28,168.25, receipts of \$2,933.18, disbursements of \$2,295.76 for an ending balance of \$28,805.67. The 2024 Financial Report was published in January as presented and the 2024 draft audit was provided for review. Tana Snyder moved and Keith Edmonds seconded a motion authorizing the mayor to sign the representation letter to Gordon CPA LLC regarding the audit. Motion carried 4-0 The Operational Technology Incident Response Planning Workshop has been postponed once again.

Police Chief – Reported 22 traffic stops last month with 14 citations issued, 1-vehicle unlock, 3-welfare checks, 1-fire call, 1-runaway, 1-funeral escort, 2-911 hang ups, and 1-animal at large. Outside agency assist – 1-warrant service, 1-shot fired, 1-domestic, 2-accidents and 1-reckless driver. Chief Winters will be attending couple meetings in the future. Discussion was had on the parking near the high school, especially during the ball games. Robert Ellerman moved and Tana Snyder seconded a motion to post “No Parking” on both sides of street for the area near south of the school, Main Street and East Spring Street, and update the traffic map to reflect the change. Motion carried 4-0 Chief Winters has received a second applicant for the Reserve position. Keith Edmond moved and Tana Snyder seconded the motion to authorize payment of \$100 for Chief Winters to join the Mid States Organized Crime group. Motion carried 4-0 Keith Edmonds moved and Tana Snyder seconded a motion for Chief Winters to purchase three (3) pairs of police uniform pants at \$74.99 each, total cost of \$224.97. Motion carried 4-0

Water/Sewer Superintendent Saunders – Absent

COMMITTEE UPDATES:

Finance Committee – Marty Allen & Keith Edmonds – Nothing at this time.

Law Enforcement Committee – Tana Snyder & Marty Allen – Nothing at this time

Parks and Rec. Committee — Terry Gibson & Tana Snyder – Marty Allen moved and Keith Edmonds seconded a motion to hire Zach Lee as Summer Rec. Director for \$1,500. Motion carried 4-0 Marty Allen moved and Keith Edmonds seconded a motion to pay the umpires (\$25) and scorekeeper (\$10) the same as last year. Motion carried 4-0

Street and Alley/Bldg & Grounds Committee – Robert Ellerman & Terry Gibson – Nothing at this time

Water and Sewer Committee – Terry Gibson & Robert Ellerman – Nothing at this time.

Planning & Zoning – Keith Edmonds & Marty Allen – Nothing at this time.

Personnel Committee – Tana Snyder & Robert Ellerman – Nothing at this time

April Heim, ABJ Heim LLC, introduced herself and would be available to assist with any insurance matter.

OLD BUSINESS:

Water Treatment Plant Update: A meeting was held January 16th at the WTP. No update is available at this time.

Unsafe Structure Update: The Simpson property which was on the unsafe structure list has been removed and cleared. Chief Winters and Attorney Parker have driven the town taking notes of properties to be addressed. Letters will be drafted and mailed in mid-March.

Annexation: Attorney Parker absent

Zoning Change: An application from Parshva LLC has been received and is being processed. The Do. Co. Zoning Board will meet March 12th and the recommendation will be returned to the city council for consideration.

Highland Community Ball Park Upgrades & Agreement: Councilperson Allen reviewed the discussion of the committees (council and school board). With basic agreement between the city, college and school district except on usage fees with the school district, Allen proposed \$5,000/yr. to begin negotiations on fees and school board proposed \$1,100. Following discussion, Robert Ellerman moved and Keith Edmonds seconded a motion to offer the school district usage for a fee of \$3,500 per year. Motion carried 4-0

Furnaces for City Buildings – Tabled until March

NEW BUSINESS:

Glatfelter has paid the claim for the weight of ice & snow and water in multiple locations at the community building of \$15,043.01 and city hall of \$172.20. Further information regarding the damage and forthcoming repairs is tabled until March.

Tana Snyder moved and Robert Ellerman seconded a motion to donate \$100 to the Doniphan West High School After-Prom. Motion carried 4-0

Tana Snyder moved and Marty Allen seconded a motion for the mayor to sign the Tree City USA Proclamation which urges all citizens to celebrate Arbor Day, April 25, 2025, and plant trees. Motion carried 4-0

Tana Snyder moved and Keith Edmonds seconded a motion to adopt the Emergency Water Supply Plan as presented. Motion carried 4-0

Marty Allen moved and Robert Ellerman seconded a motion to accept the 2025 mowing quote from Dove Creek Premier, LLC, prepay option in the amount of \$8,829.80 which does not include Degginger Park and the Primary Practice Field; reimburse Highland Community Action Team \$1,170 for mowing and care of Degginger Park. Motion carried 4-0

Robert Ellerman moved and Keith Edmonds seconded a motion to transfer \$32,068.25 (Prin. \$18,173.00, Int. \$13,895.25) from the Water Fund to Debt Service Fund for the GO Bond payment plus an additional principal payment of \$18,627.00, total payment \$50,695.25. Motion carried 4-0

With limited funding and the Lead and Copper requirements, Clerk Karn asked for a council workshop to discuss the issues and develop a Lead Service Line Replacement Plan. Water/Sewer Supt. Saunder must be present at the workshop. Thursday, February 20th at 5:00 p.m. has been tentatively set.

Following discussion, Tana Snyder moved and Keith Edmonds seconded a motion allowing Highland Community Action Team to install lights along the serpentine walkway in Degginger Park. Motion carried. 5-0

Councilperson Snyder announced February 24, 25 and 26 the USD will have a Meet and Greet the three Superintendent candidates from 11 a.m. to noon here at city hall.

Councilperson Allen added the school district had a problem with paying a fee and having the college receive first priority of games, especially on rescheduled games. Consensus of council is for the college to have priority.

EXECUTIVE SESSION:

Tana Snyder moved and Keith Edmonds seconded a motion to recess into executive session at 6:00 p.m. for 10 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 6:10 p.m. Motion carried 5-0
Mayor asked Police Chief to remain.

Tana Snyder moved and Terry Gibson seconded a motion allowing Chief Winters to utilize a second reserve officer, Daniel Matthew Ditsch. Motion carried 5-0

Terry Gibson moved and Keith Edmonds seconded a motion to adjourn at 6:15 p.m. Motion carried 5-0

Mayor

City Clerk