

**CITY OF HIGHLAND, KANSAS  
REGULAR COUNCIL MEETING  
CITY HALL  
May 14, 2025  
5:00 P.M.**

**COUNCIL MEMBERS PRESENT:** Terry Gibson, Robert Ellerman, Tana Snyder, and Marty Allen arrived at 5:03 and Keith Edmonds arrived at 5:10.

**COUNCIL MEMBERS ABSENT:** None

**CITY EMPLOYEES PRESENT:** Attorney Andy Parker, City Clerk Joann Karn, Water/Sewer Supt. Trevor Saunders, and Police Chief Dustin Winters

**GUESTS PRESENT:** Allen Reavis, State Representative; Teresa McAnerney, Northeast Ks. Enterprise Facilitation; Brian Kingsley, BG Consultants; Bill Noll, Jill Denton, Russell Karn, Janet Tyler, CJ Johnson and Charles Preiss Jr.

**PRESIDING:** Mayor Charles Batchelder

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

Tana Snyder moved and Robert Ellerman seconded a motion to approve the consent agenda: a) April 9, 2025 regular meeting minutes b) April 22, 2025, 9:00 a.m. special meeting minutes c) April 22, 2025, 9:30 a.m. special meeting minutes d) claims list for April 10, 2025 through May 14, 2025. Motion carried 3-0

**PRESENTATIONS:**

Allen Reavis, State Representative, Atchison, KS, introduced himself and provided a brief overview of the past session. Local topics included the quest for businesses in town and the bridge west of Highland.

Teresa McAnerney, Northeast Ks. Enterprise Facilitation, spoke on the Pony Express Historical Byway. Even though it is not going through Highland, the city could feel some of the tourism. Also, the Northeast Ks. Enterprise Facilitation is a free resource for the area.

**CONSIDER/APPROVAL:**

Brian Kingsley, BG Consultants, reviewed the water treatment plant close out documents. Mr. Kingsley will send “as built” with the final changes but suggested to keep a copy of these final papers with the “as built” for future reference. Terry Gibson moved and Robert Ellerman seconded a motion to execute the certificate of substantial completion and move to approve the final pay application in the amount of \$67,978 to BRB Contractors. Motion carried 5-0 The city wished to thank Brian Kingsley for his extra personal support in assisting to resolve issues and guidance through the completion of the project.

Terry Gibson moved and Tana Snyder seconded a motion to approve Cogent for the lift station repairs, costing \$6,552. Motion carried 5-0

Robert Ellerman moved and Keith Edmonds seconded a motion for Bruna Implement to replace the front small skid steer window, costing \$175. Motion carried 5-0

Terry Gibson moved and Marty Allen seconded a motion to use Diamond Fab to perform the 500+ and 1,000-hour maintenance on the skid steer, costing \$1,810.92. Motion carried 5-0

Marty Allen moved and Robert Ellerman seconded a motion to contract with Microbac for the sewer lagoon sampling, costing \$1,115.50/year beginning with the 3<sup>rd</sup> quarter, 2025. Motion carried 5-0

Marty Allen moved and Terry Gibson seconded a motion to hire Elevated Farming LLC (Tyler Thomas) to spray the lower lagoons, costing \$1,406. Motion carried 5-0

Marty Allen moved and Tana Snyder seconded a motion to purchase 3-1.5-2” water meters heads @ \$418 ea., costing \$1,254. Motion carried 5-0

Marty Allen moved and Keith Edmonds seconded a motion to purchase a load of rock for the WTP, costing approximately \$500. Motion carried 5-0

Marty Allen moved and Robert Ellerman seconded a motion to purchase a load of cold patch, costing approximately \$500. Motion carried 5-0

Tana Snyder moved and Terry Gibson seconded a motion to purchase an office computer for the police department from Heartland Business, costing \$1,159, paid from the Diversion Fund. Motion carried 5-0

Per Chief Winters request, Marty Allen moved and Tana Snyder seconded a motion to spend up to \$646.48 from Triple L Tires on a set of 4 tires for the police department's Durango and if the second bid for the same set of tires is more expensive, purchase from Triple L Tires and use the \$500 memorial donation towards the purchase. Motion carried 5-0

Janet Tyler reviewed the Highland Community Tree Canopy Project which is an \$82,000 reimbursement grant. The only trees being considered for removal (if dead), trimming or maintenance are in the street right-of-way or public property. Kansas Forestry Service was in town and conducted a tree inventory to assist with the planning. Upon recommendation, Robert Ellerman moved and Marty Allen seconded a motion authorizing the mayor to sign the grant documentation with the Kansas Forestry. Motion carried 5-0

Marty Allen moved and Tana Snyder seconded a motion to change the requested street closure date for the DWHS Homecoming parade from Sept. 19<sup>th</sup> to October 10<sup>th</sup>. The parade begins at 2:00 p.m. Motion carried 5-0

#### **DISCUSSION/OPEN ISSUES:**

- **Highland Community Ball Park Upgrades & Agreement** – Tana Snyder advised the USD Board of Education wished to have all board/council members present at a combined USD, HCC and City Council meeting. Attorney Parker will schedule a combined meeting.
- **Community Building Roof Estimates** – Tabled – waiting on another estimate
- **Unsafe Structures Reinspected** – Chief Winters has started 6 Unsafe Structure cases.

#### **REPORTS:**

- Clerk Karn advised that the annual consumer confidence report will be mailed with this month's water/sewer billing and with postage increase in July, a substantial postal amount will be requested next month.
- Chief Winters handed out and read his report. Winters asked for Supt. Saunders to install speed limit signs on Main Street to city limits going toward the cemetery and vice versa. Chief Winters is requesting the city hire Daniel for traffic enforcement which the state will reimburse \$3,200/yr. or \$20.00/hour. Mayor asked law enforcement committee to review the request. Request tabled.

#### **EXECUTIVE SESSION:**

Per Chief Winters request, Tana Snyder moved and Terry Gibson seconded a motion to recess into executive session at 6:35 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 6:40 p.m. Motion carried 5-0 Mayor asked Police Chief and City Attorney to remain.

Tana Snyder moved and Terry Gibson seconded a motion to recess into executive session at 6:40 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 6:45 p.m. Motion carried 5-0 Mayor asked Police Chief and City Attorney to remain.

Terry Gibson moved and Tana Snyder seconded a motion to adjourn at 6:45 p.m. Motion carried 5-0