

CITY OF THE HIGHLANDS
REGULAR COUNCIL MEETING
Monday, May 13, 2024, 6:00 p.m.
Crazy Horse Sports Club, 922 W. Crazy Horse Dr., 67502

This meeting is being recorded.

Minutes

I. Meeting called to order - 6:00 p.m.

A. Welcome by Mayor Moore

B. Pledge of Allegiance

C. Roll call of the Council by City Clerk, Bonnie Swenson

Present: Christie Gardner, Jeff Jackson, Mark Kerschen (quorum present)

Absent: Lyle Foss, Kenny Nuss

AZC: Mo Penny

Guests: John Hendricks, Dave Thomas, Rick Woolley, Butch Neel

II. Approval of the agenda as presented

- Jeff Jackson made motion to approve agenda; Mark Kerschen seconded; motion carried unanimously.

III. Public Comment(s) None

IV. Approval of Draft Minutes: April 8, 2024 regular meeting

- Mark Kerschen made motion to approve the draft minutes; Christie Gardner seconded; motion carried unanimously.

V. Reports

A. Mayor

1. Mayor Moore reported that the City's tax-exempt status has been renewed until 10-1-2028. The City Clerk will maintain copy for future access by council members as needed.

B. Treasurer

1. Treasurer's report was presented by Jeff Jackson due to Lyle's absence. Jeff made note that the FDIC covers the first \$250,000 of the City's funds, and the balance is covered by First National Bank, so the City's funds are always insured.

Deposits/Receipts total

2,251.93

Disbursements total

(1,274.36)

2. Approval of invoices

- a. Reno Co. Utilities - \$67.83
- b. Fincher's Findings - \$92.94 (logo artwork and business cards)
- c. TW Rolloffs - \$5,080.00 (Wildwood cleanup)
- d. AmGuard Insurance - \$324.00 (work comp renewal)
- e. Bonnie Swenson - \$8.73 (reimbursement for re-sending certified letter)
- f. Ark Valley - \$95.48 (Automatic withdrawal 5-31-24)

Discussed mowing bids. Butch Neel submitted his to continue mowing ROW's with the City's mower, and cost of gas.

- Jeff Jackson made motion to approve paying invoices a. thru f., and to include paying Butch for the mowing he has done thus far at \$150.00. Mark Kerschen seconded; motion carried unanimously.

C. AZC

1. Permits

a. Mo presented permit applications for council review for Janey Anderson – covered porch/pergola - \$50.00 fee; Brad and Carleen Gover – no permit fee for fence; John Hendricks – no permit fee for well.

- Jeff Jackson made a motion to approve all three permits; Mark Kerschen seconded; motion carried unanimously.

2. Road repairs - Powered by ME plans to be out the last week of May to continue their work.

3. Revised permit application form for discussion – there were a couple more changes to be made. The council will table further discussion until next month's meeting. Mayor Moore passed around the newest Reno County tax levy list for 2024 from the League of Kansas Municipalities - City of The Highlands is on page 11 of the booklet.

4. Mowing bids – we only received one official bid through the website from Daily Enterprises in Nickerson for \$800.00 per mowing. Butch Neel presented his invoice for the fill-in mowing he was asked to do for \$150.00. He presented a formal bid for \$150.00 per mowing, minimum of three mowings, and will continue to use the City's mower. There was discussion regarding grass clippings being blown into the street and the hazard they present to motorcycles. The council would urge residents to be cognizant of this and refrain from the practice. Butch asked that someone from the council call him when the ROW's need to be mowed. The motion was tabled until next month due to not enough council members present.

- Mayor Moore will contact Daily Enterprises and advise them that they did not get the bid.

VI. New Business

- A. Hold Harmless document requested by ProValue Insurance – the City Attorney provided one, but it addressed individual students, as opposed to an organization as a whole. Mayor Moore did a revision for school officials to complete. ProValue is satisfied with the revised document.
 - Mayor Moore will clear with the city attorney, present again at the next meeting, as well as meet with the Athletic Directors of the schools involved for their signatures.
- B. Discussion on draft Ordinance 2024-31 – Short Term Rentals. Since two council members were absent, it was suggested to table any further discussion and decision making until the next council meeting when everyone can be present to participate.
- C. Open House and community social – the Welcome Volunteer group did not have any members that were willing to take this project on, so Christie Gardner and Mayor Moore met and decided to spearhead it. It is set for Sunday, June 30, 2024, 4:00 to 7:00 p.m. The fire department will have their open house and “touch a truck”, CPR training will be available, food truck(s), an inflatable, and other events. Will send out a mass email inviting residents every 2 to 3 weeks to keep it in front of them and hope for a good turnout.

VII. Unfinished Business

- A. Approve Charter Ordinance No. 10 – draft has been on website for two months, no comments made.
 - Jeff Jackson made a motion to approve and complete the process through the City Attorney; Mark Kerschen seconded; motion carried unanimously.
- B. Update on Right of Way and drainage volunteer group – a group has been formed with new volunteers and will begin in June consisting of Brad Easter and Tom Dobson taking the lead.
- C. Clean up day May 18th – volunteers, streets and map – there is a sign at the main entrance. Kenny Nuss has volunteers lined up for all the streets and has handed out the safety vests and trash bags. Dumpsters are reserved and will be delivered prior to that day, with pickup on the following Monday.

- D. Review response to letters sent to property owners with issue – Rick Woolley was present to review and discuss the landscaping work he is doing on his lots, including an update on his water tank that has caused some concern. Further discussion and any decision making were tabled until June’s meeting. Have not had any response from the Twigg’s regarding the brush pile on Monroe Street.
 - Mayor Moore will draft letters to Twigg’s.

- E. Status of drainage projects – Jeff Jackson reviewed the locations that are involved in this scope. Will be enlisting the help of a surveyor to develop a plan for drainage. Recommend pursuing the Hovious lot for further development of the northwest exit. Need to further define pin markings.
 - Christie Gardner made a motion allowing Jeff to move forward with purchasing the Hovious lot for \$5,000.00; Mark Kerschen seconded; motion carried unanimously.
 - Jeff Jackson will contact the Hovious’ and proceed with the purchase.

- F. Logo status and business cards – we have the rights to the artwork of the City of The Highlands logo now (\$40.00 from Fincher’s Findings) and have a box of generic business cards available for council members’ use.

- G. Grant options follow-up – Jeff had checked with the Ranson Group and their engineering group. Have not had a response. Will proceed on surveying work with Mark Clark and Brad Easter.

VIII. As may arise

IX. Date for next City Council meeting

- A. May 27, 2024
- B. June 10, 2024
 - Jeff Jackson made motion to cancel the second May meeting and move on to the June 10 meeting date; Christie Gardner seconded; motion carried unanimously.

- C. Agenda items for next meeting
 1. Community event details for June 30th
 2. Building permit revision
 3. Hold Harmless agreement
 4. Short term rental draft ordinance 2024-31
 5. Clean up day review
 6. Rick Wooley water tank and landscaping
 7. Hovious lot purchase

8. Northwest exit progress
9. Letters to Twigg's
10. Grant options

X. Motion to adjourn - 7:43 p.m.

- Mark Kerschen made the motion; Christie Gardner seconded; motion carried unanimously.

2024 Goals

1. Prepare a northwest exit
2. Initiate Monroe Street drainage in collaboration with township
3. Re-establish drainage to pond from Wovoka and Wildwood
4. Continue with ROW/drainage and lot maintenance work
5. Continue with road repairs

2023 Goals continued from 2022 Goals

1. Develop long-term plans for roads (obtain estimate from civil engineer)(completed)
2. Identify what needs to be done with roads this year (short term)(completed)
3. Identify drainage concerns
4. Establish Parks & Recreation committee (completed)
5. Continue with vacant lot clean-up

2021 goals: Road repairs, vacant lot clean-up, signage (completed), future drainage concerns.