

CITY OF THE HIGHLANDS
REGULAR COUNCIL MEETING
Monday, 6:00 p.m., December 12, 2022
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: Jeff Jackson, Brian McElgunn, Butch Neel, Kenny Nuss, Mark Kerschen
AZC: Mo Penny
- D. Guests: Vickie Nuss, Alex MacLeod, Brad Easter

II. Approval of the agenda as presented, with addition of Resolution 2022-0076 to transfer funds prior to end of the year.

- Butch Neel motioned to approve the agenda with addition; Jeff Jackson seconded; motion carried.

III. Public Comment(s) None

IV. Approval of minutes: November 14, 2022, regular meeting and November 18, 2022, special meeting.

- Jeff Jackson motioned to approve November 14, 2022 meeting minutes as written; seconded by Kenny Nuss; motion carried.
- Jeff made motion to approve November 18, 2022 special meeting minutes as written; seconded by Butch Neel; motion carried.

V. Reports

A. Mayor

Addressed a citizen email concern about the agendas being removed from the website. Discussed how the historical agendas are not needed due to passage and publication of council minutes that follow the agenda. The council calendar is a resource for the council to follow so that items get taken care of in a timely manner. City Clerk was asked to send a letter to this citizen but has already responded to her email and does not feel any further explanation is needed at this point.

B. Treasurer's Report

1. Current financial report

General Fund beginning balance 11-1-2022	\$35,520.50
Deposits/Receipts total	\$2,875.91
Disbursements total	(\$16,363.47)
General Fund ending balance 10-31-2022	\$22,032.94

Capital Improvement Fund	\$120,793.12
Equipment Fund	\$25,604.73
Parks and Recreation Fund	\$6,118.70
American Rescue Fund	\$47,919.28
Total Unencumbered Cash	\$222,468.77

2. Invoices presented for payment:

Nationwide Insurance (City Clerk Bond) - \$115.00
Jeff Jackson (reimbursement for Yeakel's deed fee, external hard drive, 2-year website subscription) - \$349.49

Bonnie Swenson (reimbursement for office supplies, printer cartridges) - \$219.83

- Butch Neel made motion to approve payments; Brian McElgunn seconded; motion carried.

Had discussion regarding amount to be transferred from General Fund to Capital Improvement Fund, considering the various accounts and their budgets. Brian will transfer \$20,000, per Resolution 2022-0076.

- Jeff Jackson made motion to approve transfer of funds by resolution; Mark Kerschen seconded; motion carried.

C. AZC report (Mo Penny)

1. Powered By ME is to do tarring in January.

2. Permits:

- a. Michael Neustrom - secondary building permit is ready to be filed with Reno County.

- Butch Neel made motion to approve this permit; Brian McElgunn seconded; motion carried.

- b. Jon McDowell - needs warranty deed to combine two lots to complete his permit application that has previously been filed with Reno County. Mo will follow through on this.

- c. Discussed various drainage issues in the City and possible solutions for the future.

- d. Mo has had conversation with VP of Accounting at HCC regarding inviting her to a future council meeting to discuss the revenue neutral rate and how it affects mill levies, taxes, etc. Will revisit in the spring.

D. Parks and Recreation Committee

Brad Easter reported on tree removal progress, proceeding with the P & R Committee's proposal. Had more discussion on the Ark Valley property on Monroe, fire breaks, dirt removal, grinding tree stumps into mulch for the park (were able to save some trees), possibly provide a trailer for citizens to place items that can't be put in a dumpster. Per AT & T, will be able to remove the fence.

E. Welcoming Committee

Vickie Nuss - nothing new to report. Committee was unable to meet this month due to building being locked.

VI. New Business

- A. Post office box placement - Kenny Nuss presented more information on the process of obtaining a postal box for the City's residents, having learned that the post office requires it to be associated with a business address. This will limit the locations available. Discussed various places and decided to establish a committee to pursue where, and if, placement can be made satisfactorily. Committee will consist of Mayor Moore, Kenny Nuss and Mark Kerschen, with Butch Neel as an alternate council member. They will continue their research and report back at the next council meeting
- B. Common Area ROW process on Country Club Drive - had discussion regarding trees and lot owners' responsibility in maintaining. Mayor Moore will draft a letter to the multiple owners of this ROW, acknowledging that residents are already talking about how to make improvements. Will need a professional to complete the work due to the area's geography. Kenny will make a list of the property owners in this common area (Paganica Peaks).
- C. Pile of brush off Hendricks - discussed the cleanup. Mayor Moore will write a letter asking the property owners to complete their pickup, giving them 30 days.
- D. Monroe Street enhancements - see Parks and Recreation discussion.

VII. Unfinished Business

- A. ROW committee report - Kenny Nuss intends to make follow-up calls to residents, no letter needed at this time. Wants to take a new map and do a ride-along before the 180 days deadline of February 28, 2023. Continue to make progress on Country Club Drive, Paganica Pass cul-de-sac cleanup. He is very pleased with the progress that is being made. There are some construction businesses that own lots and need to clean them up.
- B. Drainage/culvert updates (2022 Goal #3)
Continued discussion on drainage issues and locations. Jeff will pursue talking to owners of abandoned lots per county attorney's suggestion.

VIII. As may arise

IX. Date for next City Council Meeting

- A. Jeff Jackson moved to cancel the December 26, 2022, council meeting; Brian McElgunn seconded; motion carried.
- B. Jeff made motion to have next council meeting on January 9, 2023, 6:00 p.m. at Crazy Horse Sports Club; Kenny Nuss seconded; motion carried.
- C. Agenda items for next meeting - make revisions to City calendar as needed (worksheet for council's use), AZC appointment, BZA appointment, council officers by ballot or nominations (TBD).

X. 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.)

XI. Motion to adjourn

- Motion made by Jeff Jackson; seconded by Brian McElgunn, motion carried. Meeting adjourned 7:39 p.m.