# CITY OF THE HIGHLANDS

## THURSDAY, April 23, 2020

## REGULAR COUNCIL MEETING MINUTES

## Meeting limited to 10 people

Held at: Nickerson Community Building
13 N Nickerson Street
Nickerson, KS 67561

Time: 6:00 P.M.

1. Call Meeting to Order – Pledge of Allegiance – Roll Call
   A. Call the meeting to Order
   B. Stand for the pledge of Allegiance
   C. Welcome to those in audience
   D. Take Roll Call
   Present Butch Neel, Jennalee Boggs, Jeff Jackson, Grieg Sims and Brian McElgunn, council members. Carol Moore, Mayor and Nancy McConnell, City Clerk also present. Mo Penny present as a guest.

2. Agenda
   A. Adopt the Agenda as presented
   A motion was made by Jeff Jackson and seconded by Butch Neel to approve the agenda. Motion passed 5-0.

3. Public Comments (Please follow open forum guidelines)
   A. Note: Due to the state mandate of limiting public meetings to 10 or less, no public comments were heard.

4. Approval of Minutes March 26, 2020
   A. A correction to the minutes of the spelling Jennalee Boggs name.
   B. A motion was made by Butch Neel and seconded by Grieg Sims to accept the minutes once correction is made. Motion passed 5-0.

5. Reports
   A. Mayor

1. Minutes are to be posted to website once approved by Nancy McConnell, City Clerk.
2. Update signatures for banking at Heartland Credit Union and First National Bank. Current signees are Bonita Teel and Robert Bowman, both no longer council members and need to be removed. A motion was made by Butch Neel to have three council members on banking authorizations: Carol Moore, Mayor, Brian McElgunn treasurer, and Jennalee Boggs council president. Grieg Sims seconded the motion. Passed 5-0.
3. Publication was corrected to Sterling Bulletin ordinance 2020-15 by Mayor Moore. Mayor Moore will check with John Goodyear Council for League of Kansas Municipalities regarding posting on charter ordinance 07.

B. Treasurer
1. There are two bills to pay.
2. Suggest an internal audit considering the turnover of the council members in the past. Jeff Jackson council member and Brian McElgunn to review.
3. A credit application was submitted to APAC for $2500 limit.

C. AZRC
1. Mo Penny is working with Rod Dankert to assure correct verbage for the warranty deed; Rod will take the document to Security First to combine two lots.
2. Kevin Faucett has purchased 4 lots on Lake Front Drive. Will submit a request to clear and clean the lots in preparation to build in the future. Is to submit to council.
3. Mo Penny to get 2 bids for patching of the roads.

## 6. Unfinished Business

A. Report on Website

1. Jeff Jackson, council member, reported Wix.com subscription for website is paid up to March of 2021 and is sufficient for posting content we need to keep website current.

2. Some information is missing to update website for ordinances and minutes. Mayor Moore is checking for missing documents so this information can be posted on website.

B. Report on One Call Now

1. Jeff Jackson, council member, researched if One Call Now can serve the purpose for notifying residents of severe weather or fire notifications. The current list has 125 contacts. One Call Now does not connect to any official emergency notification system. There are liability concerns of manual notifications by members. One Call Now would

be a reliable tool for communication only to residents for community meetings, the need of volunteers for a project, garage sales, etc. Vicki Nuss and Peggy Williford are currently gathering updated e-mail and phone numbers by all residents.

This information can be used for contacting residents. Jeff will check with volunteers and follow-up with council.

C. Review of Ordinance and Resolution Tracking forms
   1. Mayor Moore e-mailed forms to council to assist in update tracking information of ordinances and resolutions. This information will be updated once missing documents are located.

D. Animal Ordinance
   1. The animal ordinance was reviewed by the city council and revisions made. Once revisions are made the council will review at next meeting.

## 6. New Business

A. Community Meeting
   1. A date to be determined by the City Council.

B. Vacant property damaged
   1. Discussion to encourage lot owners to clean up dead trees and debris to prevent a fire hazard and improve over- all appearance of area.
   2. Mo to present a form to have Kevin Faucett sign to authorize clearing the lot 1-4 and to keep the area from blowing. Application 20-SD.

C. City Equipment
   1. The City of the Highlands owns 1 mower. Borrows tractors from residents. No rider mower due to steep ditches.
   2. Butch Neel got 1 bid for a 16- foot trailer of $11,000. The motion was made by Greig Sims to have 2 bids and seconded by Jeff Jackson. Motion passed 5-0.

D. Invitation to Insurance Agent
   1. Mitch Cramer will attend the next city council meeting to review insurance coverage for the City of the Highlands.

E. Revisit Ordinance 2019-12, Lot Size
   1. Discussion regarding 25,000 sq. ft. lot to build a home. A workshop regarding the review and updating of this ordinance will be on April 28th.

F. Minutes format
   1. Mayor Moore presented a new minute's format in order to track and follow thru with discussions that are tabled.

## 8. Motion to Adjourn

A motion was made by Jennalee Boggs and seconded by Grieg Sims to adjourn the meeting. The motion passed 5-0.