

CITY OF THE HIGHLANDS
REGULAR COUNCIL MEETING
Monday, 6:00 p.m., August 14, 2023
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 Jeff Jackson, Council President, presiding in Mayor Moore's absence

B. Pledge of Allegiance

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

Present: Jeff Jackson, Mark Kerschen, Butch Neel, Kenny Nuss

Absent: Brian McElgunn

AZC: Mo Penny

Guests: Brad Easter, Jan Ollenburger, Lyle Foss, Pat Gardner (Fire Department), Peggy Ruebke (Fire Department), Brent Ruebke (Fire Department)

II. Approval of the agenda as presented

- Butch Neel made motion to approve agenda; Kenny Nuss seconded; motion carried unanimously.

III. Public Comment(s)

1. Pat Gardner, on behalf of Chief Wiens, asked to address the road closures and lack of notification. He has been in conversation with Mo Penny and they strongly suggest that PBM should call dispatch (9-1-1) with the routes they will be closing as they are working them, and advise how long they will be closed. This will allow the fire department/EMS to know how to travel, if needed, during these times.

2. The fire department is GPS'ing fire hydrants in Nickerson and The Highlands. There is a fire hydrant at 1300 W. Snokomo Road that needs to have the trees removed and cleared so there can be a five-foot working area around it.

3. If residents notice smoke/fire in the area, they need to call dispatch (9-1-1) and report it. Dispatch (9-1-1) can then tell the resident if there is a permitted control burn happening, or if it is something else of concern.

- Jeff Jackson suggested that a mass email be sent out to the Highlands residents advising them of this procedure.

IV. Approval of Draft Minutes:

- Kenny Nuss made motion to approve the regular meeting minutes of July 10, 2023, with two edits; Mark Kerschen seconded; motion carried unanimously.
- Kenny Nuss made motion to approve Special Meeting minutes of July 10, 2023; Butch Neel seconded; motion carried unanimously.
- Mark Kerschen made motion to approve Special Meeting minutes of July 31, 2023; Kenny Nuss seconded; motion carried unanimously.

V. Reports

A. Mayor

1. Mayor Moore will be participating in the LKM Legislative Policy Committee on August 29, 2023, in Topeka (no cost). They meet twice a year.

B. Treasurer

1. Mark Kerschen reviewed the July financial report.

General Fund Beginning Balance 7-1-2023	\$ 59,636.68
Deposits/Receipts total	4,821.90
Disbursements total	(2,651.23)
General Fund ending balance 7-31-2023	61,707.35
Capital Improvement Fund	175,793.12
Equipment Reserve Fund	25,604.73
Parks and Recreation Fund	7,952.23
American Rescue Fund	<u>41,419.28</u>
Total 7-31-2023	\$312,476.71

- Kenny Nuss made motion to approve the financial report as presented; Butch Neel seconded; motion carried unanimously.
 - Mark Kerschen needs to follow-up on the Money Market account at First National Bank, possibly researching a more favorable return product.
2. Discussion on posting of a) full 2024 budget and b) updated historical tax levy information. Jeff asked how much detail we want to put on the website. Some work needs to be done if we update the tax levy report that is on the website now.
- The council wants to further discuss at the next council meeting on August 28, 2023.

3. Approval of invoices - Jeff reviewed the following:

- a. Reno Co. Utilities - \$67.68
- b. Jeff Jackson - reimbursement for Ascend website subscription - \$288.00
- c. LKM - KOMA/KORA virtual training for Mayor Moore - \$100.00
- d. Gatehouse Media - 2nd budget notice publication - \$262.44
- e. AmGuard Insurance - work comp audit for 2022/23 - \$648.00
- f. Powered by ME - road repair from Putter's Point East to Golf Green Court - \$26,775.00

- Kenny Nuss made motion to approve payment of invoices as presented; Butch Neel seconded; motion carried unanimously.

C. AZC

1. Update on roads - Mo Penny reported that work seems to be going well. PBM is headed down Crazy Horse then on to Paganica Pass.

2. Designate an individual to notify dispatch about road closings. *See Public Comments Section for Pat Gardner's input on this subject.*

D. Parks and Recreation Volunteer Committee

1. Update on landscape in the median entrance - Brad Easter reported on behalf of the P & R committee about the new park area. They would like to hire an excavator to come in and level the whole place so that it can be maintained easily in the future and are asking for guidance from the council so they can continue moving forward on their plans for the park. They would like to start with planting the three trees in the entrance this fall that Cheryl Wiggins presented to the council at last month's meeting.

- Brad will follow up with Prairie Hills Nursery on the bid to remove the existing mulch, replace with cedar mulch, order the specified trees and bring to the council in two weeks. They can plant the others later, but would like to move the rocks around that are there now, address the irrigation system, etc.

E. The Highlands Volunteer Welcome Committee - Jan Ollenburger reported that they will meet on Thursday and are up to date on the welcome packets. She is waiting to meet new residents due to several changes going on currently.

VI. New Business

A. Ballot question regarding short term rentals for the November election - Jeff discussed Resolution 2023-0078 that the council needs to have in place so the question can be placed on the November General Election ballot by the county clerk.

- Mark Kerschen made a motion to approve Resolution 2023-0078; Kenny Nuss seconded; motion carried unanimously.

B. Signs, business advertisements, elections, etc. - the 2019 Kansas Statutes state that signage due to elections cannot be stopped from being posted for a specified period before and after the election.

- Jeff suggested that the council should look at addressing advertisement signs, including real estate, garage sales, size of the signs, etc., at the next meeting on August 28, 2023.

C. Report on water usage/zones and line break at the entrance.

Butch Neel reported that there had been a leak under the fake rock at the entrance involving the backflow valve. A plumber replaced it today.

VII. Unfinished Business

A. Status of ROW and lot clean up -

Kenny Nuss reported that the work has slowed down some. He asked City Clerk to send the ROW letter to a lot owner that does not live in The Highlands so that they can work on cleaning their lot up soon. There are a couple of other areas that the City will need to work on. Kenny called Miller Homebuilders and thanked them for the work they had done on their properties.

B. Burning/smoke - call dispatch (911) for information: *See Public Comments Section for Pat Gardner's input on this subject.*

C. Drainage/culvert project discussion (2022 Goal #3)

Jeff Jackson has been unable to get in touch with Pat Henke for a bid on the rock for Monroe Street. Don Britain is to have the county do the surveying, and the township will do the grading.

VIII. As may arise - none

IX. Date for next City Council meeting

A. Will meet on Monday, August 28, 2023, 6:00 p.m.

B. September 11, 2023 - as regularly scheduled.

C. Agenda items for next meeting

1. Mass email to residents regarding contacting 911 directly for concerns.
2. Mark Kerschen follow up on Money Market trend.
3. Posting of budget and tax levy information.
4. Brad Easter - bid from nursery for entrance trees.
5. Advertisement signage - develop size limitations, etc.

X. 2023 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 - 6:56 p.m.

- Kenny Nuss made motion; Butch Neel seconded; motion carried unanimously.