

**CITY OF THE HIGHLANDS**  
REGULAR COUNCIL MEETING  
Monday, 6:00 p.m., August 28, 2023  
Crazy Horse Sports Club, 922 W. Crazy Horse Dr., 67502

This meeting is being recorded.

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**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, Mark Kerschen, Butch Neel, Kenny Nuss

Absent: Brian McElgunn

AZC: Mo Penny

Guests: Vickie Nuss, Brad Easter, Lyle Foss, Deputy Erik Lutz

**II. Approval of the agenda as presented**

- Butch Neel made motion to approve agenda; Mark Kerschen seconded; motion carried unanimously.

**III. Public Comment(s)** None

**IV. Approval of Draft Minutes:** Regular meeting - August 14, 2023

- Kenny Nuss made a motion to approve August 14, 2023 minutes; Jeff Jackson seconded; motion carried unanimously.

**V. Reports**

A. Mayor

1. Report on LKM webinar on KORA/KOMA - Mayor Moore attended this virtually. She learned City is doing the right things and is in good standing. LKM was cautionary that council members to not "reply all" to communications.

2. Ballot question update - resolution was passed at the August 14, 2023 meeting. It was sent on to Patrick Hoffman, Reno County Counselor, then to Jenna Fager, Deputy County Clerk/Election Officer. Both gave OK to proceed with the ballot question.

3. Reno County Health Department Preparedness Coordinator has scheduled a meeting on September 21, 2023. Mayor Moore will attend and report back to the council.

4. County Official Manual from LKM - we received one copy of the 2023 supplement. Will check into ordering additional supplement copies for Mayor and council members.

5. Mayor Moore will be attending a meeting on 8-29-2023 in Topeka for the legislative process municipal policy committee.

#### B. Treasurer

1. Discussion of posting of a) full 2024 budget and b) updating historical tax levy information -

a) Jeff Jackson checked with a couple of area cities and none of them post their budgets on their websites. Budgets do not tell you what actually happens as they have been prepared so far in advance. We are not required to post to the website. Interested residents should attend meetings to learn more, or it can be available upon request.

b) Jeff Jackson is in favor of updating the historical tax levy information - feels it is beneficial for residents to see that the City's tax levy has decreased from 21 to 16 1/2 over the years. He will work on updating the schedule.

2. Approval of invoices -

Scooter's Plumbing - repaired leak at entrance - \$102.13

- Jeff Jackson made a motion to approve payment of invoice; Mark Kerschen seconded; motion carried unanimously.

The City Clerk received a refund check of \$648.00 from AmGuard Insurance for the worker's compensation audit premium; deposited on 8-28-2023.

#### C. AZC

1. Update on road repairs - Mo Penny reported that Powered by ME should finish from East Snokomo to Monroe this week and will leave it open so people can get through. They will apply an oil sealer from Monroe to East Snokomo to make everything look the same. Then they will start on Paganica Pass and work to the west. Had instance where someone moved cones on Crazy Horse at some point - PBM did not move them.

2. House design proposal - pictures sent to council on the 17th. Nate DeWitt has been in contact with Mo on his proposal of building a new home in The Highlands. Mo will continue to work with him on obtaining square footage, etc. on the type of house he wants to build. Will have wood siding, not metal. Probably will not build for another year. Mike Swartz wants to build a secondary structure. Mo and Brad Easter will be meeting with him tomorrow. Mo has also been in conversation with Bob Kenyon. He will need to clean up his lot before building in the near future. He has had solar questions answered and will be going ahead with build.

#### D. Parks and Recreation Volunteer Committee

1. Discussion on bids for work - Brad Easter reviewed names he has received thus far for the new park. His committee does not want to be the one to choose the final name, and asked the council if they would. He presented two bids for work to be done at the entrance island - one from Prairie Hills and another from Bornholdt's. The bid from Prairie Hills (Mullen Lawn Care) includes new trees, weed barrier, and pre-emergent. He recommended that we accept their bid of \$1,999.51 (will need to provide tax exempt form at time of payment) and he will get with them tomorrow so that trees can be ordered.

- Jeff Jackson made a motion to approve moving ahead with the Mullen Lawn Care bid; Kenny Nuss seconded; motion carried unanimously.

The P & R volunteer committee will work on moving rock, installing drip irrigation system, etc. There are some plantings that residents may want that are going to be removed. Jeff Jackson added that Todd Walker of TW Rolloffs is willing to bring in his excavator to aid in getting rid of the trees along Monroe and haul them off. Excavator will cost about \$200.00 hour plus the rolloffs and will take about 8 hours to do. Will need to spot the old cottonwood stumps now (mark with flags) so that he can dispose of them, as well. The fence around the AT & T area will be removed by volunteers.

- Kenny Nuss made a motion to do the cleanup along Monroe; Mark Kerschen seconded; motion carried unanimously.

E. The Highlands Volunteer Welcome Committee - Vickie Nuss presented an idea that was brought to their committee about developing a 3" X 5" refrigerator magnet that would include the Highlands logo and contact information for residents' easy reference. Have bid from Fincher's Findings for 300 at \$.89 each or 500 for \$.69 each, plus setup and shipping. Will be receiving artwork by next council meeting and will present again then. Intend to mail out with an explanation letter and then have extras for welcome bags and other events.

## **VI. New Business**

A. Signs, business advertisements, elections, etc. - if businesses place their signs in the Right of Way, they will be discarded. Kenny encouraged them to advertise in the City's directory. Election signs can legally be set in ROW. Real estate signs need to be on the actual property. Should keep monitoring as needed.

B. Discussion regarding a drone ordinance - main concern is privacy and being a nuisance. May need to consider in the future; include in new year goals.

C. Discussion on Charter Ordinance (and resolution) regarding City's official newspaper - City can use our website as an official newspaper but must publish

budget information in a weekly newspaper. The Charter Ordinance will be posted on the city website for a minimum of 4 weeks, then published in *The Hutchinson News* for two weeks.

- Jeff Jackson made motion to place draft Charter Ordinance No. 09 on website immediately; Butch Neel seconded; motion carried unanimously.

Resolution can be approved after Charter Ordinance is approved.

## **VII. Unfinished Business**

A. Status of ROW and lot clean-up - Kenny Nuss reported that he and Jeff Jackson rode around the City last week and have an updated list of lots that still need to be cleaned up. He would like a letter to be sent reminding the owners that the November deadline to be in compliance is coming up. He would also like a communication to educate all landowners, show them the illustration of what the committee is trying to accomplish, and that the next review of lots will be next spring. They will be expected to maintain the work they have completed, as they need to be proactive, and this will be an ongoing need in the community. They will have a committee that will be surveying lots and ROW's in the spring. He acknowledges that most folks are waiting for the hot weather to pass.

B. Response to 9-1-1 blast e-mail - Nothing to report.

C. Drainage/culvert project discussion (2022 Goal #3) - Jeff Jackson will set up an appointment with Don Brittain this week. The question is where does the City's responsibility end and begin. Need definition of whether county, township or City owns and what the boundaries are. He also questioned whether Mike Engle is the right person to complete all the drainage issues that have been identified. Should we check into other contractors due to there being sewer, water and fiber optic cable and other things in the culverts. There are two acres between 101st and 103rd that should be going on the tax sale in November. The City should buy this to use for drainage once Monroe Street is done. The council should set a limit on purchase price - Jeff will check into the status of this property.

- Jeff Jackson will meet with Don Brittain.

## **VIII. As may arise - N/A**

## **IX. Date for next City Council meeting**

A. September 11, 2023

B. Agenda items for next meeting -

1. ROW reminder letters and lot cleanup deadline letters
2. Volunteer Welcome Committee - refrigerator magnets
3. Drainage/culvert project - meeting with Reno County Public Works Director
4. Other contractors for drainage work
5. Charter Ordinance No. 09
6. First National Bank Money Market account

**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 and 2022 goals: Road repairs, vacant lot clean-up, signage [completed], future drainage concerns.)

**XI.** **Motion to adjourn** - 7:21 p.m.

- Jeff Jackson made motion to adjourn; Butch Neel seconded; motion carried unanimously.