

CITY OF THE HIGHLANDS

THURSDAY, March 12, 2020

REGULAR COUNCIL MEETING MINUTES

Held at: *Nickerson City Building
15 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

2. Agenda

- A. Adopt the Agenda as presented. Motion made to adopt agenda as stands by Bonnie Teel and seconded by Jennalee Boggs. Motion carried 3-0.

Jennalee Boggs Butch Neel Bonnie Teel

3. Public Comments (Please follow open forum guidelines)

- A. When your name is called from the sign-up sheet - please rise and state your name and address. Limit your remarks to not more than 5 minutes.
 - 1) R. E. Breeding presented the Council with a Secondary Structure Permit Application. The permit will be passed along to Mo Penny as Coordinator of the AZRC so the process can move forward.

4. Reports

A. Mayor Reports

The Mayor shared that she has received numerous call regarding the coronavirus. She would encourage all residents to use good judgment and take the standard, common sense precautions to protect self and others.

B. City Clerk report

A volunteer has expressed interest in the City Clerk position. The Mayor will be conducting an interview next week.

C. Sub-Committees reports

- i. Treasurer's report – Bonnie Teel presented a treasurer's report for the City of the Highlands for Jan. 1, 2020 – Feb 29, 2020. The total

unencumbered cash balance is \$112,693.60. A motion to approve the treasurer's report was made by Butch Neel and seconded by Jennalee Boggs. Motion carried 3-0

Jennalee Boggs Butch Neel Bonnie Teel

5. Council Member Request(s)

A. Payment to the Sterling Bulletin

A motion was made by Jennalee Boggs to approve payment of this bill and seconded by Butch Neel. Motion carried 3-0

Jennalee Boggs Butch Neel Bonnie Teel

Bonnie reported receiving the latest electric bill for utilities equaling \$101.23. This is an automatic debit from the City's account.

6. Consent Agenda

A. Approval of Minutes February 27, 2020

B. Approval of Minutes for Council Workshop March 3, 2020

Butch Neel made a motion to approve the Consent Agenda and seconded by Bonnie Teel. Motion carried 3-0.

Jennalee Boggs Butch Neel Bonnie Teel

7. Unfinished- (Old) Business

A. Report/update on the Ark Valley letter of notification of trees/pole situation.

It appears that Ark Valley did not move the pole but took out trees instead.

B. Reno County Health Department Memorandum of understanding.

The Mayor has been unsuccessful in reaching Bob Bush to get an answer to this issue. Joe O'Sullivan called Mayor Moore to inquire about the concerns the City of the Highlands has regarding this. None of the other cities in Reno County have a Memorandum of Understanding and O'Sullivan feels we don't need one either. The concern over the city having insurance to cover volunteers was raised. Bonnie Teel will follow up with the insurance company to find out how detailed our volunteer list needs to be. (ie. mowers, snow removal, AZRC coordinator, etc.)

C. Status of Lot Consolidation. (Swartz and Dankert pending)

Butch Neel reported that nothing can happen with the status of lot consolidation until the ordinance regulating that is changed. The Council

cannot change the ordinance until a City Clerk is in place. Every effort is being made by the current council to remedy the situation. Rod Dankert is commended for being so patient as the delay has definitely not been fair. The role of a Warranty Deed was also discussed.

8. New Business

A. Appointment of Mo Penny as Coordinator of the AZRC. A motion to approve the appointment of Mo Penny as AZRC Coordinator was made by Butch Neel and seconded by Jennalee Boggs. Motion carried 3-0.

 X Jennalee Boggs X Butch Neel X Bonnie Teel

B. Approval of Flag Pole placement at the entrance. Jennalee Boggs made a motion to approve the Flag Pole placement and seconded by Butch Neel. Motion carried 3-0 with the understanding that Butch Neel and Mo Penny would oversee placement.

 X Jennalee Boggs X Butch Neel X Bonnie Teel

C. Council Vacancies:

- i. Develop an application for city council member
- ii. Determine the policy/procedure for conducting the interviews
- iii. Develop the city council candidate interview document.
- iv. Establish dates

The council approved an Application for Vacant Council Seat. The motion was made by Jennalee Boggs and seconded by Butch Neel. Motion carried 3-0.

 X Jennalee Boggs X Butch Neel X Bonnie Teel

The procedures for conducting the interview were also determined. A list of possible interview questions was compiled.

The date of the Public Forum will be either the evening of March 23 or March 24, depending on available dates at the Hutchinson Public Library.

D. Establish a Council Workshop date: _____ (time) at the Hutchinson Public Library, room #_____ on the second floor.

Jennalee made a motion to have a Council Workshop on March 31, 2020 from 9 am – 12 noon at the Public Library. Mayor Moore will make the arrangements.

9. Adjournment

Motion to adjourn. Butch Neel made a motion to adjourn which was seconded by Jennalee Boggs. Motion carried 3-0.

 X Jennalee Boggs X Butch Neel X Bonnie Teel