

CITY OF THE HIGHLANDS
REGULAR COUNCIL MEETING
Monday, February 12, 2024, 6:00 p.m.
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: Lyle Foss, Christina Gardner, Jeff Jackson, Mark Kerschen, Kenny Nuss

AZC: Mo Penny

Guests: Dave Thomas, Kristen Zimmerman (Professional Engineering Consultants' representative)

II. Approval of the agenda as presented

- Mark Kerschen made motion to approve agenda; Jeff Jackson seconded; motion carried unanimously.

III. Presentation by Kristen Zimmerman from PEC, Wichita, KS – grant opportunities.

Ms. Zimmerman discussed steps to prepare for capital grant applications that would enable access to federal and/or local funds for continued street improvements and park development.

1. Identify priorities.
2. What is the council's preference regarding working with an engineer.
3. Will need a cost estimate.
4. Concept for project(s).

Mayor Moore proposed having a workshop with council members to identify the projects in the next two weeks. She will keep in touch with Ms. Zimmerman regarding the engineer and what the council's preference is on who to use.

- Jeff Jackson made a motion to meet for this workshop on February 26, 2024, 6:00 p.m.; Kenny Nuss seconded; motion carried unanimously.

IV. Public Comment(s) None

- V. Approval of Draft Minutes:** January 22, 2024 regular meeting
- Jeff Jackson made motion to approve minutes; Kenny Nuss seconded; motion carried unanimously.

VI. Reports

A. Mayor

1. Recognition of former council members – Mayor showed the completed framed certificates she will present to Brian McElgunn and Butch Neel for their service to the City.
2. LEPC meeting, February 7, 2024 – there will be another meeting. They would like to see more representation across the county at these meetings and will meet quarterly; Randy Miller will attend with Mayor Moore.
3. Short-term rental citizen review – John Hendricks will meet with the other volunteers February 13, 2024, at 7:00 p.m., to begin their discussions.
4. 2024 edition of *Governing Body Handbook* - Mayor Moore will order for all council members when it is available.

B. Treasurer

1. Monthly financial report – Lyle Foss presented numbers for January 2024.

Deposits/Receipts total	61,936.06
Disbursements total	(8,875.90)

2. Approval of invoices

- a. LKM – books - \$24.13
- b. Reimbursement to City Clerk for laptop extended warranty and ROW certified mailing - \$76.48
- c. Reno Co. Utilities - \$33.07
 - Mark Kerschen made motion to approve invoices; Jeff Jackson seconded; motion carried unanimously.

3. Resolution 2024-0082 – resolution addresses moving funds from Capital Improvement Fund to General Fund in the amount of \$16,000.00 to complete reconciliation for 2023.

- Kenny Nuss made motion to approve the resolution; Mark Kerschen seconded; motion carried unanimously.

C. AZC

1. Permits

Mo presented permits for council approval for Herschel Crainer’s fence, Special Use permit to Ark Valley Electric for boring work, and Ramy Morris’ primary structure. Discussed prospective resident asking to do leveling work and the potential negative effects on the neighborhood for doing too much in advance of build. Council will table a decision until the March meeting.

Mo reviewed the street repair work list for 2024.

- Mayor Moore will follow up with City Attorney to determine what ordinance should be in place to allow for protection from blowing sand and drifting caused by the leveling.

2. Addendum to the PBM contract for snow removal – Mike Engel has signed the addendum that clarifies in more detail what the City expects.

VII. New Business

A. Tree removal – Wildwood lot

Jeff Jackson has done enough work to expose the fire plug; the remaining trees and brush will need to be done by a company with larger equipment.

- Jeff Jackson made motion to request permission to hire TW Rolloffs to complete the cleanup of this lot; Lyle Foss seconded; motion carried unanimously.

B. Insurance coverage review for the City – need to re-schedule due to agent not being available.

C. Consider changes in council member term length –

Discussed pros of soliciting future council members if term length was two years instead of four.

- Mayor Moore will rewrite Charter Ordinance No. 7 and send it to the City Attorney for review. Will bring it to council again at next meeting for final consideration.

D. Goals for 2024 – these were discussed during the session with Kristen Zimmerman.

VIII. Unfinished Business

A. ROW clean-up – 2023 closure.

Kenny Nuss reviewed the status of the most recent evaluation of lots. Three letters were sent to landowners via certified mail assessing fines. There are about six lots that still need to be surveyed to learn their actual boundaries. Kenny would like to see a new volunteer group become involved in this work in March. Lot landowners need to take care of their lots to not create more work for the volunteer ROW group.

B. Phone directory plans

Mayor Moore had checked with LKM and there is no issue with printing residents' information in the directory. Based on that, the volunteers will develop an

updated list to provide residents to put with their current directory until a completely new one is published.

C. Logo status

- Will work on obtaining rights to the logo for future printing projects.

IX. As may arise

A. Mayor Moore had received an email from a concerned resident regarding solicitors. It was discussed that this has not been a problem.

B. AED - Automated External Defibrillator

Discussed whether one should be made available for residents within The Highlands. Due to accessibility, where it would be housed and maintenance, this will not be pursued at this time.

- Will consider hosting CPR training through the LPEC.

X. Date for next City Council meeting

A. February 26, 2024, 6:00 p.m.

- Jeff Jackson made motion to cancel the regular council meeting for February 26, 2024 and replace with a planning workshop for grant definition and the next regular council meeting will be March 11, 2024; Lyle Foss seconded; motion carried unanimously.

B. Agenda items for next meeting

1. Amendment to Charter Ordinance No. 07
2. Logo rights
3. Prospective resident moving dirt

XI. **Motion to adjourn – 8:04 p.m.**

Kenny Nuss made motion to adjourn; Mark Kerschen seconded; motion carried unanimously.

2024 Goals continued from 2023 Goals

1. Identify drainage concerns
2. Continue with vacant lot clean-up

(2021 goals: Road repairs, vacant lot clean-up, signage (completed), future drainage concerns.)

(2022 goals: Develop long-term plans for roads (obtain estimate from civil engineer) (completed), identify what needs to be done with roads (short term) (completed), establish Parks and Recreation volunteer group (completed))

(2023 goals: Identify drainage concerns, continue with vacant lot clean-up)