



## CITY OF BURLINGAME - Minutes

---

### MINUTES

---

Mayor, Vikki DeMars – P	City Attorney, Rick Godderz - P
Councilmember, Doug Moon – P	City Clerk, Patty Atchison - P
Councilmember, Leslie Holman- P	City Superintendent, Wes Colson - P
Councilmember, Sheila Curtis – P	City Utility Clerk – Wendy Hinck - P
Councilmember, Michelle Mullinix – P	Police Officer – Mathew Baker - P
Councilmember, Kenna Burns – P	Building Inspector – Jim Welch – A

Held: **August 17, 2015 @ 7:00 pm**  
Location: **Burlingame City Hall, Council Chambers**

#### 1. **CALL TO ORDER BY MAYOR DEMARS**

#### 2. **ROLL CALL** – See above

Citizens Present: David Prescott, Kathy Boyce, Ray Burns, Susan Demars, and Brenda Wilson

3. **PUBLIC COMMENTS** - David Prescott thanked everyone who assisted with the Community BBQ with setup, cleanup and being in attendance.

### **CONSENT ITEMS**

**These items can be voted on with one motion or individually by the city council.**

4. **APPROVAL OF AGENDA** – Councilmember Moon made the motion to approve the agenda with Councilmember Mullinix seconding the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

5. **APPROVAL OF MINUTES** – Minutes from August 3<sup>rd</sup>, 2015 were not approved. A special council meeting will be held on August 18<sup>th</sup> @ 7:00 pm to approve minutes from August 3<sup>rd</sup> per Motion from Councilmember Holman and seconded by Councilmember Curtis.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

Councilmember Mullinix made the motion to approve the minutes from August 5<sup>th</sup>, Special Meeting and second by Councilmember Holman.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

6. **APPROVAL OF CLAIMS ORDINANCE** – Councilmember Moon authorized payment of Claims Ordinance #2307. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

## **OLD BUSINESS**

7. **PART-TIME TREASURER** – Councilmember Moon made the motion to table until the next meeting reviewing the applicants for the Part-Time Treasurer position until new City Clerk, Patty Atchison had a chance to review applications. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

8. **Burlingame Rec Commission** – Councilmember Curtis made the motion to table until the next council meeting the open position for the Burlingame Recreation Commission for a four year term. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix and Burns

## **NEW BUSINESS**

9. **Circus prepaid tickets** – David Prescott asked the council to consider the City of Burlingame to sell prepaid tickets for the Circus on Labor Day at the front desk in City Hall. Councilmember Moon made the motion to allow ticket sales to be done out of the City Hall. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix and Burns

10. **NEW BUSINESS OFFERINGS** – Brenda Wilson discussed her new restaurant to be open end of September called Grandma's Kitchen LLC. She asked for the waiver of the \$500.00 business deposit. Councilmember Holman made the motion to wave the \$500 business deposit. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

11. **RESIGNATION** – Councilmember Mullinix made the motion to accept the resignation of Part-Time Police Officer Daniel Trechter.. Councilmember Moon seconded the motion. Officer Baker will start advertising for a new Part Time Officer with KTA.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

12. **ADVERTISEMENT FOR AFTER PROM** – Councilmember Burns made the motion to advertise in the Sports Program for a \$50.00 ad. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

13. **Part-Time Power Plant Position**. Councilmember Mullinix made the motion to delete the position for a part-time power plant position. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

14. **Advertisement of Utility Operator** – Councilmember Mullinix made the motion to continue to advertise for a Utility Operator with a CDL License. Recommendation for ad to be placed on website and in local newspaper. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

15. **Bring in Cindy Harris for Training**. Councilmember Mullinix made the motion to pay Cindy Harris for training on August 31<sup>st</sup> Payroll and Accounts Payable for September 3<sup>rd</sup> and 4<sup>th</sup>. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

**15a. Extend additional hours to Cindy Harris to assist with Training of Personnel.**

Councilmember Mullinix made the motion to extend hours to Cindy Harris to assist with Training of City Clerk and Utility Clerk. Council member Moon seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix and Burns

**16. Mowing** – Due to mower being out of service, bids were discussed Cost would be \$1600 per week to Rent. Midwest would charge \$900 a day (Cap). Councilmember Moon made the motion to use Midwest at a cap of \$900.00 a day to mow. Councilmember Burns seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

**17. Grading Alleys** - Councilmember Moon made the motion to grade the Funeral Home alley that was washed out due to the sewer project. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

**18. Paying Notary** – Councilmember Mullinix made the motion to pay the \$25 to the Kansas Secretary of State for the filing of form to get Wendy Hinck to become a notary. Councilmember Holman seconded the motion.

Vote: Ayes: Mullinix, Moon, Curtis, Holman, and Burns

**19. Appointments to the KMG Board of Directors** – Councilmember Moon made the motion to appoint Wesley Colson as the new Director to the KMG Board of Directors previously held by Joey Lamonds. Councilmember Burns second the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman, and Burns

**19a. City Wide Clean Up** to be held after City Wide Garage Sales August 31<sup>st</sup> to September 8<sup>th</sup>. Council member Burns made the motion to pay the City Workers while on the clock to assist with cleanup. Council member Moon seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns

**19b. Softball Marathon** – Councilmember Holman made the motion to approve Vikki DeMars to have a Softball Marathon September 25 through the 27<sup>th</sup> with a fee of \$75.00 to be paid to the City of Burlingame. . Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns

**20. REPORTS-**

Chief Baker reported on the National Night Out Fund Raising. Projected amount needed to be \$5,000.00.

Chief Baker reported the Avalanche has transmission problems. He is checking to see if it is still under warranty.

Wes Colson reported the Swimming Pool was inspected and violations found were fixed. Cain Kraus – 31Hwy not a culvert corner to Cunningham they shot grade and left room.

It was reported there are no lifeguards available the weekend of August 22<sup>nd</sup> and 23<sup>rd</sup>. Signs will be posted.

Councilmember Mullinix reported they had served over 500 people at the BBQ. Picnic was a great success.

Councilmember Moon thanked Wendy and Wes for the hard work during the transition. Thanked the park painters.

Councilmember Holman reported the roof bids was \$1350 to cover. He has one other person to get a bid from for the pool.

**21. Adjournment** – Councilmember Mullinix moved to adjourn the August 17<sup>th</sup> Council meeting. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns

Submitted by: \_\_\_\_\_ Date \_\_\_\_\_  
Patty Atchison, City Clerk

Americans with disabilities act (A.D.A): The City of Burlingame intends to comply with A.D.A. If you are physically challenged or disabled and need special accommodations to participate in this town meeting, please contact the City Clerk forty-eight (48) hours prior to the meeting to arrange necessary accommodations.

Next ordinance #2308

Next Resolution #381