



## CITY OF BURLINGAME – Minutes

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Mayor, Vikki DeMars – P  
Councilmember, Doug Moon – P  
Councilmember, Leslie Holman- P  
Councilmember, Sheila Curtis – P  
Councilmember, Michelle Mullinix – P  
Councilmember, Kenna Burns – P

City Attorney, Rick Godderz -P  
City Clerk, Patty Atchison - P  
City Superintendent, Wes Colson - P  
Police Officer – Mathew Baker – P  
Building Inspector – Jim Welch – P

Held: **September 21, 2015 @ 7:00 pm**  
Location: **Burlingame City Hall, Council Chambers**

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

**2. ROLL CALL** – All council members present (see above)  
Citizens Present: Sarah Worcester (Library), Carolyn Strohm, Brenda Dorr, Janice Roth, Kathy Boyce, and Bryan Smart.

### **3. PUBLIC COMMENTS -**

Carolyn Strohm – Gave a Tree Board Update. Discussed the various tree varieties in the park that are susceptible to disease.

Sarah Worcester (Library) – asked to add the agenda item to accept Gina Shultz as replacement for Sheila Curtis on the Library Board.

### **CONSENT ITEMS**

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

**4. APPROVAL OF AGENDA** – Councilmember Burns made the motion to approve September 21 agenda with the following additions: 11a. Approval to spend Tree Board Budget for fall planting. 14a Approve the Library Board Addition of Gina Shultz. 15a. Executive Session (10 Minutes) on nonelected personal with Wes Colson. 15b. Executive Session (5 Minutes) on nonelected personal with Mathew Baker. Councilmember Moon seconded the motion.

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

**5. APPROVAL OF MINUTES**. Councilmember Mullinix made the motion to approve the minutes from the August 18, 2015 meeting with recommended changes of Councilmember Curtis being absent and Councilmember Burns being present at the meeting. Councilmember Moon seconded the motion

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

**6. APPROVAL OF MINUTES** – Councilmember Mullinix made the motion to approve the minutes from September 8, 2015 Council Meeting. Councilmember Curtis seconded the motion.

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

**7. APPROVAL OF CLAIMS ORDINANCE** – Councilmember Moon made the motion to accept Claims Ordinance # 2309. Councilmember Holman seconded the motion.

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

### **OLD BUSINESS**

**8. UPDATE ON UTILITIES FOR SANTA FE CAFE** - City Clerk Atchison advised the amount of utilities due and what has been sent to KS Set Off. No contract or agreement presented to date indicating how outstanding balance will be paid.

**9. UPDATE ON INCREASE COURT COST FROM \$75.00 TO \$80.00** - City Clerk Atchison updated the Council as to the breakdown of the court cost. \$.50 goes to judges and training, \$20.00 goes to Law Enforcement Training and Court Clerk Training, \$54.50 goes into the General Fund for City of Burlingame. Councilmember Moon motioned to leave the court costs at \$75.00 Councilmember Mullinix seconded the motion.

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

### **NEW BUSINESS**

**10. BUILDING INSPECTOR, JAMES WELCH TO GIVE AN UPDATE REGARDING THE PROPERTY AT 114 WEST SANTA FE.** Mr. Welch is in the process of assisting Mr. Lewis in getting bids for demolition this building and fixing the west side of the Lions Club Building. The goal is to have this building torn down before winter.

**11. TREE BOARD** - Councilmember Mullinix made the motion for Wes Colson to be appointed to the Tree Board for a term of 3 years. Councilmember Curtis seconded the motion.

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

**11a. TREE BOARD MONEY FOR FALL PLANTING** - Councilmember Holman made the motion to approve Wes Colson and the Tree Board to spend up to \$1000.00 to purchase fall plants for the park. Councilmember Moon seconded the motion.

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

**12. ITRON MAINTENANCE RENEWAL AGREEMENT** - Wes Colson explained this is a renewal contract for our meter readers. Councilmember Burns made the motion to approve the renewal agreement of \$1062.97 for payment. Councilmember Mullinix seconded the motion.

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

**13. NOTICE OF PUBLIC HEARING CONCERNING AMENDMENTS TO THE OSAGE COUNTY SUBDIVISION REGULATIONS** – Councilmembers read through the announcement sent from Osage County Clerk regarding the subdivision regulations and indicated no action need to be taken.

**14. NEW LABOR LAW POSTERS** - New Labor Law Posters are needed in City Hall since the last ones were dated 2005. Librarian, Sara Worcester indicated these posters can be downloaded from the website so there is no need to purchase these posters from the Department of Labor. Councilmember Mullinix made the motion we download posters from website instead of purchasing. Councilmember Curtis seconded the motion.

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

**14a. LIBRARY BOARD ADDITION** - Councilmember Mullinix made the motion to accept Gina Shultz to replace Sheila Curtis on the Library Board. Councilmember Curtis seconded the motion.

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

**15. EXECUTIVE SESSION** - Councilmember Moon made the motion to go into executive session for 10 minutes to discuss nonelected personnel with City Superintendent, Wes Colson. Councilmember Holman seconded the motion. Executive Session was from 7:37 pm to 7:47 pm.

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

. No Action was taken.

Following Executive Session, Councilmember Moon made the motion to hire Dillon Quaney at \$9.50 per hour with a probationary period for 90 days. Councilmember Burns seconded the motion.

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

**15a. EXECUTIVE SESSION** - Councilmember Mullinix made the motion to go into executive session for 5 minutes to discuss nonelected personnel with Police

Officer, Mathew Baker. Councilmember Holman seconded the motion. Executive Session was from 7:48 pm to 7:53 pm.

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

No Action was taken.

Following Executive Session, Councilmember Moon made the motion to hire Bryan Smart as a Part-Time Police Officer at \$11.00 an hour with a 90 day probationary period. Councilmember Mullinix seconded the motion.

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

**16. Reports:**

City Superintendent, Wes Colson reported he had received a letter from the Pool reviewing the season. He will provide a report to the next meeting. He also discussed the fact Wes and Dave went to Osage City on Friday, 9/18/15 and again on 9/21/15 to assist with the cleanup and repairs with electricity after the storm. Council was very grateful for the assistance Burlingame workers provided to the City of Osage City.

City Clerk, Patty Atchison mentioned Mediacom sent out information they are adding two new channels to the community lineup around October 5. The new channels are beIn Sports on channel 195 and beInSports en Espanol on channel 196

Attorney Godderz, suggested we need to review the Best Practices on Elections to be moved to the fall instead of the spring.

Councilmember Mullinix indicated she has been receiving complaints regarding the yards being mowed. Mayor DeMars advised the City is working to get the yards mowed.

Mayor DeMars gave a big Thank You to the Burlingame City Crew for helping Osage City with the storm problems. She also asked if the crew could get the bolts at the Skate Park and by the Gazebo at the big Park repaired before the next council meeting.

**16a. Adjournment** – Councilmember Burns made the motion to adjourn the City of Burlingame Council Meeting at 8:02 P.M. Councilmember Mullinix seconded the motion.

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

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

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 2309  
Next Charter Ordinance #12  
Next Resolution # 381