



CITY OF BURLINGAME

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__ Police Officer – Mathew Baker – __P__
Councilmember, Michelle Mullinix – _P_ Building Inspector – Jim Welch – __A__
Councilmember, Kenna Burns – _P__

Held: **May 2, 2016 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

- 1. CALL TO ORDER BY Mayor Vikki DeMars**
- 2. ROLL CALL** – Eric Vogel (KwikKom), Zachery Peres (KwikKom) and Gary Nordstrom (GAS)
- 3. PUBLIC COMMENTS** - No public comments

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 for the May 2, 2016 meeting. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

5. APPROVAL OF MINUTES FROM 04/18/2016

Councilmember Holman made the motion to approve the minutes from the 04/18/2016 Council Meeting. Councilmember Moon seconded the motion.

Vote: Ayes: Mullinix, Burns, Holman, Curtis, and Moon Nays: 0

6. APPROVAL OF CLAIMS ORDINANCE

Councilmember Mullinix made the motion to accept claims ordinance number 2325. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

OLD BUSINESS

7. KwiKom Communications Proposal

After much discussion with KwiKom and their services, Councilmember Holman made the motion to approve KwiKom to lease the tower space for \$125.00 per month for five years pending the attorney approval of the verbiage in contract. KwiKom was advised to discuss the contract with City Clerk Atchison and Attorney Godderz. Any special projects needed to be discussed with City Superintendent Colson. Councilmember Burns seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

8. Playground Equipment at Jones Park update – City Clerk Atchison and City Superintendent Colson

City Clerk Atchison and City Superintendent Colson informed the City Council, the Jones Trust Fund approved a grant for \$12,090.00 for the new playground equipment at Jones Park. Councilmember Mullinix made the motion for Mayor DeMars to sign agreement and for City Clerk Atchison to check with Jones Trust to see if labor costs would count towards the matching funds. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

9. Consider bid from Alfred R. Spencer to patch the roof and apply a fiber coating at the swimming pool – Councilmember Holman.

Councilmember Curtis made the motion to patch the swimming pool roof now and review 2017 budget to include setting aside money for a new roof. Councilmember Holman seconded the motion.

Vote: Ayes: Mullinix, Curtis, Holman Moon and Burns Nays: 0

10. Review Charter Ordinance #12 – Moving City of Burlingame elections to November starting November 2017 – City Clerk Atchison

Councilmember Holman made the motion to update the Charter Ordinance #12 to include the nomination petition must be signed by 3% of the qualified electors of the City of Burlingame. Councilmember Mullinix seconded the motion.

Vote: Ayes: Mullinix, Curtis, Holman Moon and Burns Nays: 0

NEW BUSINESS

11. Review possible variance for Midwest Commercial Builders regarding fee for trash service (Melissa Miller).

Councilmember Mullinix made the motion to allow the following options to Midwest Commercial Builders for trash service. They will need to pick one option since outside trash service is not allowed.

Options are:

- 2 Dumpsters (1 for Mercantile and 1 for apartments) If other business is opened, then commercial dumpster will need to be added
- 1 Dumpster for Mercantile and each apartment are billed at the current residential polycart rate per apartment.

Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

12. Grant Discussion – Donna Crawford

Garrett Nordstrom (GAS) from Donna Crawford's office discussed with the Council various grants available for residential home improvement, low income housing home improvement and demolition of property. Mayor DeMars asked for this item to be added to the next Council Meeting Agenda.

13. KMEA WAPA Contract Approval – City Superintendent Colson

Councilmember Mullinix made the motion for Mayor DeMars to sign the contract for KMEA WAPA. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

14. 10 Minute Executive Session to discuss non-elected personnel with City Superintendent Colson.

Councilmember Burns made the motion to enter into executive session at 7:26 pm and to return at 7:36 pm. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

Council returned at 7:36 pm with no action taken in Executive Session

Councilmember Moon made the motion to hire Dalton Droege at \$8.00 an hour for seasonal help. Councilmember Burns seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

15. Consider approval of Annual Appointments:

Official Depository – Bank of Burlingame
Official City Newspaper – Osage County Herald Chronicle
City Attorney – Rick Godderz
City Municipal Judge – Sue DeVoe
City Treasurer – Ron Shaffer

Councilmember Holman made the motion to approve the annual appointments above. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

16. Discussion regarding demolition of the old laundry mat-Councilmember Holman. *This item was not discussed and removed from the agenda.*

17. REPORTS

Officer Mathew Baker:

- Purple Wave contract will be up on May 3rd. Currently the Crown Vic is sitting at \$900. Hoping it will go for more.
- Review of Military Leave. Officer Baker had checked with other cities regarding their military leave. Some of the policies grant the time off as unpaid and others require use of vacation time. City Clerk Atchison asked if it would be possible to allow Officer Baker to use some of his sick time for the military leave. Mayor DeMars requested this to be added as an agenda item for next meeting.

City Superintendent Colson:

- Road Builders bid is \$1.00/sq. yard labor for labor with the City providing the materials. The City cost would be \$.99/sq. yard. Road Builders would be able to complete the project within 2 to 3 days. The City would need 3 months. Mayor DeMars asked for this to be added as an agenda item for next meeting and requested City Superintendent Colson to research the number of hours needed.
- City Superintendent Colson will be gone Wednesday Afternoon, Thursday and Friday to attend KMEA Training in Wichita.

City Clerk Atchison:

- The ad for the Rodeo Days Booklet was presented to the City Council. This ad is at no cost to the City since the employees of the City are helping the Chamber of Commerce prepare for the celebration.
- Ron Shaffer of Shaffer Liquor has paid his occupational use tax, but is waiting on state license. Hope to have at the next Council meeting
- City Clerk Atchison will be out of the office on Thursday, May 5th

Attorney Godderz - Nothing to report .

Councilmember Mullinix:

- Wanted to know when the bricks will be cleared from the sidewalk on the Northwest corner of Main Street.

Councilmember Curtis

- Is currently working on informational brochures and wanted to schedule a meeting with City Superintendent Colson and City Clerk Atchison to discuss utilities, water, and etc. City Superintendent Colson asked for Councilmember Curtis to contact City Hall and schedule a time. He further advised, best time would be 8 to 9 am.

Councilmember Holman:

- Discussed the storm damage on the Mercantile Building. He indicated the damage of the building is extensive. No Vendors at Rodeo Days should be set up in front of this building. Sidewalk in front of the building needs to be blocked.

