



## CITY OF BURLINGAME

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### Minutes

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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: **August 15, 2016 @ 7:00 pm**  
Location: **Burlingame City Hall, Council Chambers**

**1. CALL TO ORDER BY Mayor Vikki DeMars**

**2. ROLL CALL** – See above for attendance. Public present: Jenny Rogers, Osage County Herald-Chronicle

**3. PUBLIC HEARING** - no public comments presented

**4. APPROVAL OF 2017 BUDGET (RESOLUTION #383)**

Councilmember Mullinix made the motion to approve the 2017 Budget.  
Councilmember Moon seconded the motion.

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

**5. ADJOURNMENT OF BUDGET HEARING**

Councilmember Holman made the motion to adjourn the Budget Hearing Meeting.  
Councilmember Mullinix seconded the motion.

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

### **CONSENT ITEMS**

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

**6. APPROVAL OF AGENDA**

Councilmember Moon made the motion to approve the agenda with the removal of item 14. *Weeds and Lawn Mowing Services* (to be added to next agenda) and the addition of 17a. *Class of 2018 Ball Tournament*. Councilmember Mullinix seconded the motion.

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

**7. APPROVAL OF MINUTES FROM 08/01/2016 Council Meeting.**

Councilmember Mullinix made the motion to approve the minutes from the 08/01/2016 Council Meeting. Councilmember Curtis seconded the motion.

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

**8. APPROVAL OF CLAIMS ORDINANCE**

Councilmember Mullinix made the motion to accept claims ordinance number 2332. Councilmember Moon seconded the motion.

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

City Clerk Atchison was asked if she would check the Trash Customers being billed by Waste Management with the number of Trash Customers in the system.

**OLD BUSINESS**

**9. Approval of contract for the Kansas State Employees Health Care Commission.**

Councilmember Moon made the motion to approve the contract upon review from Attorney Godderz. Councilmember Mullinix seconded the motion.

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

City Clerk Atchison advised upon approval of contract, training on September 16, 2016 at the Topeka Public Library will be held to review the 2017 changes and open enrollment. She would like to attend this training. Councilmember Moon made the motion to allow City Clerk Atchison to attend the training on 09/16/2016. Councilmember Moon seconded the motion.

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

**10. FEMA Grant and Bids from Engineers (pictures of other cities storm shelters and costs) – Superintendent Colson**

Councilmember Burns made the motion to decline the FEMA Grant for this year and to allow time for planning and to acquire additional information. Councilmember Moon seconded the motion.

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

**11. Repairs of Storage Facility by Shop – Superintendent Colson**

City Superintendent Colson advised after discussion with City Inspector Welch, the first step towards demolition would be to get an asbestos inspection completed. Councilmember Moon made the motion to allow Superintendent Colson to secure bids for asbestos inspection and to use the cheapest bid for the inspection. Councilmember Mullinix seconded the motion.

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

## **NEW BUSINESS**

### **12. Genealogy Tombstone Inscription Library – John Hill**

Councilmember Moon made the motion to table this item to the next meeting. Councilmember Mullinix seconded the motion.

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

### **13. Approval to move September 5, 2016 meeting to September 6, 2106 due to Labor Day Holiday**

Councilmember Mullinix made the motion to move the meeting to September 6, 2016. Councilmember Moon seconded the motion.

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

### **14. Weeds and Lawn Mowing Services – Mayor DeMars**

*Topic was removed from agenda and will be added on the 09/06/2016 Agenda.*

### **15. Consider approval to purchase Booster Sig Ads through Osage County Herald – City Clerk Atchison**

Councilmember Moon made the motion to purchase both ads ((\$105 for the Sports Preview Ad (3 ads at \$35.00 each) and the 7 booster sig ads throughout the year for a total of \$155.00)). Councilmember Holman seconded the motion.

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

### **16. Consider reducing the speed limit on West Jackson to 20 MPH- Councilmember Mullinix**

Councilmember Curtis made the motion to leave the speed limit unchanged. Councilmember Moon seconded the motion.

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

### **17. Sidewalks at the Baseball Diamonds – Councilmember Holman**

Councilmember Moon made the motion to have Superintendent Colson secure bids for a sidewalk from the concession stand to the bleachers at the ball diamonds. Councilmember Holman seconded the motion.

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

### **17A. Class of 2018 Ball Tournament September 23 through September 25, 2016**

Councilmember Curtis made the motion to allow the Class of 2018 to host a ball tournament September 23 through September 25, 2016. The Class will need to get with the Burlingame Recreation Commission for approval. Councilmember Moon seconded the motion.

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

### **18. REPORTS**

*Attorney Godderz – nothing to report.*

*Officer Baker:*

- Discounts not applicable for the Firearms Instructor School. Cost will be \$75.00
- Currently in the process of purchasing a new home.

*City Superintendent Colson*

- The new Playground Equipment has been installed. Thank you to everyone who helped.
- A base of either sand or gravel is needed under the playground equipment. Councilmember Holman made the motion to allow Superintendent Colson to spend up to \$500 on the sand/gravel to use as a base. Councilmember Moon seconded the motion.

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

- A list of those who helped with the playground equipment installation has been kept to use for the appreciation dinner.
- The baseball field's outfield is in need of repair. A bid has been secured to spray the broadleaf, fertilize and seed the outfield for \$2200.00. Mayor DeMars asked for this topic to be put on the next agenda.
- Chip/seal project will be starting on roads within the next two weeks.

*City Clerk Atchison:*

- Native American Artifact Exhibit will be on display at the Schuyler Museum until 08/31/2016.
- Kwikom Contract has been signed. Work is in progress at this time on the Water Tower.
- CIC User Symposium Training will be on September 7 and 8, 2016. This training provides information regarding updates, user's enhancements and software training.
- Thrills Kettle Corn (Jerry Hill) will be having a Grand Opening at his home on Friday, August 19, 2016<sup>at</sup> 9:00 am. He will be in partnership with Fanestill Meats.

*Councilmember Mullinix:*

- Thank you to everyone who helped with playground equipment. It looks very nice. She has received lots of compliments.
- Can something be done about the blue pickup at Jimmy Masters that is blocking the view of oncoming traffic? Attorney Godderz advised Officer

Baker to review the Easement Policy. A warning can also be given to Mr. Masters to move the vehicle so people can see oncoming cars.

- Midwest Mercantile Status - Mayor DeMars will make an attempt to contact her to discuss the status of repair on her building and to advise if she needs bricks to help with the repair, she can have the ones by the water tower.
- Can we enforce the ordinance regarding stuff sitting on the sidewalks after close of business? The ordinance states merchandise is to be put inside at the close of business and can be brought back outside in the morning. Officer Baker was advised the ordinance is in place and the policy should be followed.
- Weeds in the Street. Can we have Kerry Punches pull the weeds? Superintendent Colson advised he would have Kerry pull the weeds.
- What is the policy regarding someone living in a home without utilities and breaking the ordinance for the number of animals allowed in a home? Officer Baker will be visiting with Inspector Welch regarding the Housing Codes.
- When will tree trimming be done? City Superintendent Colson advised the tree trimming will be completed in the fall once the leaves have fallen. This will allow for a better view of the branches needing trimmed.

*Councilmember Curtis:*

- Asked if something could be put on the sign about back to school safety and upcoming events. City Clerk Atchison advised she will have Katie complete the request this week.
- Asked Superintendent Colson if problem with running water was fixed. Superintendent Colson advised when he went to review, there was no running water. Someone must have already repaired.

*Councilmember Holman:*

- Thank you for the work on the playground equipment.
- The benches at the ball diamonds are showing signs of the nuts being unscrewed or removed. Can we make sure we tap the tops of the bolts to prevent them from being removed from the playground equipment? Superintendent Colson advised he would look into securing the bolts and nuts so they cannot easily be removed.
- Asked if we could send a notice to the Ball Rec regarding the Ball Diamonds Repair for the next meeting. He would like a letter to be sent to Darin Lee, Traci Sudarth, Debbie Parsons and Steve Tyson for the upcoming meeting.

*Councilmember Burns*

- Asked if something could be put on sign and webpage about school starting and safety in crosswalks.

*Councilmember Moon*

- The City Parks this year look really nice and he is seeing several families enjoying the parks and the new playground equipment.

*Mayor DeMars*

- Asked if Superintendent Colson was contacted regarding the chlorine levels at the swimming pool this past weekend. Superintendent Colson was called on Sunday and advised the pool, the levels were fine. Mayor

DeMars asked if something could be put in writing for the Swimming Pool advising when the pool should close due to chlorine levels.

- Redneck Days will be on September 3<sup>rd</sup> and 4<sup>th</sup>. City Wide Garage Sales will also be on September 2<sup>nd</sup> and 3<sup>rd</sup>.

**19. Adjournment** – Councilmember Burns made the motion to adjourn the meeting at 8:23 pm. Councilmember Moon seconded the motion.

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

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 2333  
Next Charter Ordinance #14  
Next Resolution # 384