



## CITY OF BURLINGAME

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### Minutes

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Mayor, Vikki DeMars – A City Attorney, Rick Godderz - A  
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: **September 19, 2016 @ 7:00 pm**  
Location: **Burlingame City Hall, Council Chambers**

- 1. CALL TO ORDER BY Councilmember Doug Moon**
- 2. ROLL CALL** – See above for attendance. There were no citizens present.
- 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 Burns made the motion to approve the agenda with the removal of item 7 *Weeds and Lawn Mowing Services* (to be added to next agenda) and the change on item 8 from *Storage Facility Demolition to Pump House Roof Repair at Osage*. Councilmember Holman seconded the motion.

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

#### **5. APPROVAL OF MINUTES FROM 09/06/2016 Council Meeting.**

Councilmember Curtis made the motion to approve the minutes from the 09/06/2016 Council Meeting with the revision on Councilmember Moon's report to add the words "not to exceed \$10,000" on line four of the report. Councilmember Moon seconded the motion.

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

## **6. APPROVAL OF CLAIMS ORDINANCE**

Councilmember Mullinix made the motion to accept claims ordinance number 2336. Councilmember Curtis seconded the motion.

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

## **OLD BUSINESS**

### **7. Weeds and Lawn Mowing Service – Mayor DeMars**

Tables to 10/03/2016 meeting

### **8. Pump House Roof Repairs at Osage City – City Superintendent Colson**

Pump house roof replacement was to not exceed \$300.00. The bill submitted for payment was \$850.00 to Alfred Spencer. Due to misunderstanding, the roof was to be repaired for \$300.00 and not replaced. The bill exceeded the previously approved amount. Councilmember Holman made the motion to pay the bill for \$850.00. Councilmember Burns seconded the motion.

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

## **NEW BUSINESS**

### **9. Patrick Murray – Music Performance at City Park on 09/24/2016 – City Clerk Atchison**

Councilmember Burns made the motion to allow Patrick Murray to hold a music performance at the city park on 09/24/2016 with the understanding if it rains, the backup date will be 10/1/2016. Councilmember Holman seconded the motion.

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

### **10. Itron Maintenance Renewal – City Superintendent Colson**

Councilmember Mullinix made the motion to approve the Itron Maintenance Renewal at the cost of \$1,105.38. Councilmember Holman seconded the motion.

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

### **11. Inland Potable Services, Inc – City Superintendent Colson**

Councilmember Mullinix made the motion to approve the invoice for Inland Potable Services at the cost of \$2,950.00. Councilmember Holman seconded the motion.

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

### **12. Rec. Tackle Football – City Clerk Atchison**

Councilmember Holman made the motion to allow Austin Masters to use the baseball field a couple nights of the week for tackle football practice and to use the lights. Mr. Masters will need to get with Council Member Mullinix to get a key to access the lights and will not be able to use the softball field due to work recently being completed on the field. Councilmember Curtis seconded the motion.

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

### **13. Approval of Ordinance No. 2335 (Approval of Standard Traffic Ordinance) – City Clerk Atchison**

Councilmember Mullinix made the motion to approve to adopt and approve ordinance No. 2335 (Approval of Standard Traffic Ordinance). Councilmember Burns seconded the motion.

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

### **14. Waste Management Rate Increase – City Clerk Atchison**

City Clerk Atchison discussed with the Council the fact the rates for trash service will increase as of 10/1/2016 by 2%. Council asked when the contract with Waste Management would expire. She will find the new contract and advise the expiration at the next council meeting.

## **15. REPORTS**

*Officer Baker:*

- Discussed recent firearms training he had attended.

*City Superintendent Colson*

- Arc Flash Study may not be completed until spring.
- Chip Seal of the streets will start on 09/20/2016. Streets to be treated will be 1 & 200 block of West Parks, 2 & 300 block of West Banks, 1, 2, 3, & 400 block of West Hall, 1, 2, 3, & 400 block of West Seward, 1, 2, & 300 block of West Fremont. It will take about 2 days to complete.
- Baseball Field and Softball Field have been sprayed. The Council did not approve at the last meeting seeding of the softball field.

Councilmember Burns made the motion to approve seeding of the softball field. Cost is not to exceed \$2500.00. Money for this project to come out of the parks fund. Councilmember Holman seconded the motion.

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

- Williamson Construction will begin work on the sidewalk at the Baseball Field as soon as possible. Work was delayed due to weather.

*City Clerk Atchison:*

- Updated cemetery information is now available on our city website.
- Recapped information regarding employee health insurance from the recent SEHP Meeting held on 09/16/2016.
- KPERS will be hosting a meeting on 09/28/2016 to discuss the updates and changes to the KPERS policy. Patty plans to attend. Only cost for attendance will be mileage.

*Councilmember Mullinix:*

- Need to update website with KwiKom as an option for internet and phone service
- Street on North Osage has huge holes that need repaired. Councilmember Colson indicated he will be patching the hole with asphalt. It was previously patched with gravel.
- Tree Trimming. Do we need to look at possibly outsourcing the tree trimming? If we do outsource the tree trimming, do we have enough work to keep the guys busy? Councilmember Colson explained why the tree trimming is done in the winter when the roads are not snow packed. This provides more time for the guys to trim the trees.

*Councilmember Curtis:*

- Asked if there was an update on the Allen County visit? Since Mayor DeMars was absent, no update was available.
- Indicated she would like to attend the League of Municipalities meeting on 10/09/2016 in Kansas City. One of the workshops is on abandon structures.

Council member Moon made the motion to allow Councilmember Curtis to attend the meeting and to have City Clerk Atchison assist with registration. Councilmember Holman seconded the motion.

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

*Councilmember Holman:*

- Asked City Clerk Atchison if she would contact Osage County Chronicle and advise the recent article regarding Redneck Days indicated Buck Redenbach provided music entertainment and it should have been Terry Middleton.
- Do we have any updates regarding Webmaster? City Clerk Atchison advised she had talked to Go Daddy about the web page and what it would take to do updates and changes in house. There would be a cost associated with changes and if they were to do the updates there would also be an additional cost. There was discussion about having the school

work on the web page or possibly Allen County Community College. Officer Baker expressed his concerns in the fact he felt this should be kept in house with City Employees being responsible for the updates.

- Councilmember Holman asked the council if it would be possible to put up a sign announcing Thrill's Kettle Korn had won first, second and third at the Kansas State Fair. Officer Baker advised he would put this on the face book page. The sign in front of city hall will be updated.

*Councilmember Moon*

- Asked what the status was with demolition on building next to Susan DeMars. City Clerk Atchison advised she had spoken recently to Mr. Welch and was asked to fax a release letter from Vikki DeMars to company doing the demolition. We are on the list for demolition.

*Officer Baker*

- Do we have an incentive packet for new business? He has had several conversations with a company that may be interested in opening a new business in Burlingame. Councilmember Curtis advised she has been working on the brochure, but it has not been completed. City Clerk Atchison and Councilmember Curtis will work together to develop a package for this company.

**19. Adjournment** – Councilmember Burns made the motion to adjourn the meeting at 7:55 pm. Councilmember Moon seconded the motion.

Vote: Ayes: Mullinix, Holman, Curtis and Burns 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 2335  
Next Charter Ordinance #14  
Next Resolution # 384