



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 (left early)
Councilmember, Michelle Mullinix – __P__ Building Inspector – Jim Welch – __A__
Councilmember, Kenna Burns – P (arrived at 7:45 pm)

Held: **October 2, 2017 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Council Member Doug Moon

2. ROLL CALL – See Above

Colter Robinson – Osage County Herald Chronicle, Greg Wright – EMG, Dennis Johnson, Ray Burns and Caitlynn Burns.

3. PUBLIC COMMENTS – Dennis Johnson discussed his rental property and the fact his renter turned off the utilities on September 25 without his knowledge and put the utilities back in the landlord's name. Felt City Hall should have called him to get approval and they did not contact him. Mayor DeMars discussed the concern and the fact the Landlord will not be charged for the 9 days of utilities. In the future, Landlord will not be notified unless they have paperwork on file at the city. If renter requests the utilities to be turned off and they are in the renter's name, the utilities are turned off. If Landlord has no paperwork on file, the landlord will need to come into City Hall and change the name for the utilities. This is per the Code Manual.

CONSENT ITEMS

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

4. APPROVAL OF AGENDA

Councilmember Mullinix made the motion to approve agenda with changing item #9 to be Item #14A and the addition of the following items:

- 17A. Carpet in Council Chambers
- 17B. Breast Cancer Awareness from Osage County Herald.

Councilmember Moon seconded the motion.

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

5. APPROVAL OF MINUTES. Consider approval of the minutes from the 09/18/2017 Council Meeting. Councilmember Mullinix made the motion to approve the minutes. Councilmember Curtis seconded the motion.

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

6. APPROVAL OF CLAIMS ORDINANCE #2364

Councilmember Mullinix made the motion to approve the claim ordinance #2364. Councilmember Moon seconded the motion.

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

OLD BUSINESS

7. Motion to approve reimbursement expenses for demolition cleanup up to \$750.00 for Cheryl Anderson for property cleanup at 237 East Santa Fe.

Councilmember Moon made the motion to reimburse Cheryl Anderson \$750.00 for property cleanup. Councilmember Holman seconded the motion.

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

8. Discussion regarding the property at 105 East Santa Fe – Mayor DeMars

Councilmember Mullinix made the motion to allow Mayor DeMars to rent a lift for the monthly price up to \$3000.00 with her checking on insurance. Councilmember Moon seconded the motion.

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

9. Item changed to item # 14A

NEW BUSINESS

10. Review of rates by Greg Wright

Councilmember Mullinix made the motion to move forward with Greg Wright's four suggested changes to rates. Councilmember Moon seconded the motion.

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

Note: Four Changes are listed below:

- Modify Ordinance to include gas utility
- Modify Ordinance by dropping Total Cost of Power to be 0.0225/KWh from 0.045/Kwh
- Modify Ordinance by decreasing bill rates by 0.0180/kwh
- Increase all electric customer charges by \$0.50/mth. Making sure all expenses is properly allocated to 40% electric, 40% gas and 20% water.

11. Discussion regarding school intersection

Councilmember Holman made the motion to table this item to the next meeting to allow Officer Baker more time to review options. Councilmember Curtis seconded the motion.

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

12. Motion to approve Amy Quaney to attend KS Set-Off Training on October 17, 2017 in Emporia, KS.

Councilmember Moon made the motion to allow Amy to attend training with mileage reimbursement. Councilmember Holman seconded the motion.

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

13. Discussion regarding drainage at intersection of Fremont & Osage Street – Councilmember Holman

Councilmember Holman made the motion to allow City Superintendent Colson to speak to an Engineer regarding the road fixes needed. Councilmember Mullinix seconded the motion.

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

14. Ten Minute Executive Session with Attorney to discuss Client Information

Councilmember Holman made the motion to enter into executive session at 8:21 pm. Councilmember Mullinix seconded the motion.

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

Council returned at 8:31 pm. No Action Taken in Executive Session.

14A. Motion for approval to have Mayor DeMars sign contract for tax rebate on property at 119 West Santa Fe.

Councilmember Moon made the motion to have Mayor DeMars sign contract for tax rebate. Councilmember Holman seconded the motion.

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

15. Five Minute Executive Session to discuss non-elected personnel

Councilmember Burns made the motion to go into executive session at 8:31 pm. Councilmember Holman seconded the motion.

Council returned at 8:36 pm with no action taken.

Councilmember Moon made the motion to pay Superintendent Britschge all excess vacation time over 240 hours. Councilmember Holman seconded the motion.

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

16. Ten Minute Executive Session to discuss non-elected personnel with City Clerk Atchison

Councilmember Holman made the motion to enter into executive session at 8:38 pm. Councilmember Mullinix seconded the motion.

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

Council returned at 8:48 pm with no action taken

Councilmember Moon made the motion to offer Deborah Chrum Part Time position at \$8.25 per hour. If she does not accept, then offer to Carol Roush. Councilmember Burns seconded the motion.

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

17. Motion to approve adjustment on water bill from May 2017 – Utility Clerk Quaney

Council feels Jesse White needs to come to the next Council Meeting to discuss the problem. Asked for Utility Clerk Quaney to contact Ms. White and ask for her to be at next meeting to discuss.

17A. Carpet in Council Chambers

Councilmember Burns made the motion to go with the bid from Carpet One for \$3,323.41 to install the carpet into the Council Chambers. Councilmember Moon seconded the motion.

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

17B. Breast Cancer Awareness – City Clerk Atchison

Councilmember Holman made the motion to pay \$32.40 for a 2x2 ad to the Osage County Cancer Association. Councilmember Burns seconded the motion.

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

18. Reports

City Superintendent Colson

- Copeland Development asked for a waiver of their utility deposit for the Dollar General Store. Councilmember Holman made the motion to waive the deposit. Councilmember Moon seconded the motion.

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

- The Old Bucket Truck has been posted on Purple Wave. It will sell tomorrow.

City Clerk Atchison

- Cindy Legard from the business “The Hide Out” would like to purchase Christmas Trees for the Containers on Main Street. She is asking for the City’s permission and assistance in purchasing the trees. Councilmember Holman made the motion to allow Mrs. Legard to purchase six trees with the cost to not exceed \$100.00 for all of the trees. Councilmember Mullinix seconded the motion.

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

- The Hard Drive in the Part Time Person’s Computer has fried. The computer at this time is not operational. The cost to replace the hard drive and work to be done by Kevin Fry will be \$175.00. Kevin will install a 500 GigaByte Hard Drive, reinstall windows and programs and set backup on the network. Councilmember Mullinix made the motion to approve the purchase of the Hard Drive and installation by Kevin Fry. Councilmember Holman seconded the motion.

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

- Utility Clerk Quaney researched the option have numbered receipts in a wire bound book for better internal control. The cost would be \$212.95 plus freight making cost per wire bound book to be \$.06 from Navrats and would be \$.11 from Osage County Herald. Councilmember Mullinix made the motion to go with Navrats receipts for \$.06 each. Councilmember Holman seconded the motion.

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

Councilmember Mullinix – When will tree trimming begin? Several trees have limbs close to transformers in her neighborhood. City Superintendent Colson advised the trimming will begin soon.

Councilmember Curtis – Nothing to report

Councilmember Holman – Nothing to report

Councilmember Moon – Nothing to report

Mayor DeMars

- Read thank you letter from Norman Bloomquist
- Read thank you note from Patty Atchison and family
- Discussed recent visit to Coop’s new facility and improvements
- Discussed several thankyou’s received on restroom improvements

19. Adjournment – Consideration to adjourn the City of Burlingame Council Meeting at 9:15 P.M.

Motion by: Councilmember Burns Second by: Councilmember Holman

Vote: Ayes: Mullinix, Curtis, Holman, Burns 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 2365
Next Charter Ordinance #13
Next Resolution # 392