



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- A City Superintendent, Wes Colson - P
Councilmember, Sheila Curtis – P Police Officer – Mathew Baker – A
Councilmember, Michelle Mullinix – P Building Inspector – Jim Welch – P
Councilmember, Kenna Burns – P

Held: **March 7, 2017 @ 7:00 pm (rescheduled from March 6, 2017 due to weather)**

Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY MAYOR DEMARS

2. ROLL CALL – See above

Citizens Present were John R. Welch - CPA, Colter Robinson – Osage County Chronicle, and Carolyn Strohm – Tree Board

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 for 03/07/2017 Council Meeting.

Councilmember Moon made the motion to approve the agenda. Councilmember Curtis seconded the motion.

Votes: Ayes: Mullinix, Curtis, Burns, and Moon . Nays: 0

5. APPROVAL OF MINUTES from the 02/21/2017 Council Meeting.

Councilmember Moon made the motion to approve the minutes from the 02/21/2017 Council Meeting. Councilmember Curtis seconded the motion.

Votes: Ayes: Mullinix, Curtis, Burns, and Moon . Nays: 0

6. APPROVAL OF SPECIAL MEETING MINUTES from 02/23/2017 -

Councilmember Mullinix made the motion to approve the minutes from the 02/23/2017 Special Council meeting. Councilmember Burns seconded the motion.

Votes: Ayes: Mullinix, Curtis, Burns, and Moon . Nays: 0

7. Approval of Claim Ordinance #2348

Councilmember Moon made the motion to approve claim ordinance #2348. Councilmember Mullinix seconded the motion.

Votes: Ayes: Mullinix, Curtis, Burns, and Moon . Nays: 0

OLD BUSINESS

8. Update on Jones Fund Application for new restrooms at Sumner and Jones Park – City Clerk Atchison and Mayor DeMars

Per Mayor DeMars, the Jones Foundation grant was applied for on Thursday, March 2nd. Councilmember Moon asked when we would know if we were a recipient of the grant. City Clerk Atchison will contact Jones Trust and advise.

No action taken on this item.

9. City Connecting Link Improvement Program (CCLIP) – City Superintendent Colson

City Superintendent Colson discussed the grant. The grant would be for bricks and road improvement up to \$1,000,000.00. Improvement would be for driving lanes only. Process would pick up bricks, pave underneath, put sand on top of payment and relay bricks. Attorney Godderz advised an Engineer will be needed before applying for this grant. City Superintendent Colson indicated the grant deadline for the application is 03/17/2017, so he would like to put this back on the agenda in January 2018.

No action taken on this item.

10. Motion to approve Aldrich and Company Contract for 2016 audit – City Clerk Atchison

Councilmember Mullinix made the motion to not approve the contract for Aldrich and Company. Councilmember Moon seconded the motion.

Votes: Ayes: Mullinix, Curtis, Burns, and Moon . Nays: 0

11. Discussion regarding clean-up at Railroad Property – Mayor DeMars

Mayor DeMars gave an update regarding the trash at this property. Since some of the dirt has been removed for the back-fill project, the property looks better. This property is an overgrown/undeveloped plot of land. Council asked if Superintendent Colson could contact Dave Prescott at the Ottawa COOP to see if he knew of a farmer who needed the concrete to fill wash out areas on their farm. The farmer would be responsible for hauling the concrete.

No action taken by council

NEW BUSINESS

12. Discussion regarding Lion's Club Building owned by Leon Sink and repairs – Mayor DeMars.

Mayor DeMars discussed the building repairs needed. She had also had a conversation prior to the meeting with Councilmember Holman regarding the selling price for the building. Councilmember Holman had a prior conversation with Mr. Sink regarding the selling price. At this time, he is asking \$3000 plus back taxes (\$541.38 as of 03/07/2017). Building Inspector James

Welch indicated if the property was not sold and the city obtained the property, perhaps it could be fixed up as a Community Center. The Council agreed to pass on the asking price to the two individuals who have expressed interest in purchasing the building.

No action taken on this item

13. Approval of letter being sent regarding back-fill of lot after demolition – City Superintendent Colson

Councilmember Mullinix made the motion to approve the letter drafted by Attorney Godderz to be sent to Mr. Herschell D. Lewis. Councilmember Moon seconded the motion.

Votes: Ayes: Mullinix, Curtis, Burns, and Moon . Nays: 0

14. Motion to approve contract for John Welch, CPA to do audit for 2016 and 2017.

Councilmember Mullinix made the motion to approve the contract for John Welch to be 2016 and 2017 Auditor. Councilmember Moon seconded the motion.

Votes: Ayes: Mullinix, Curtis, Burns, and Moon . Nays: 0

15. Discussion regarding Sunflower Foundation – Mayor DeMars

Councilmember DeMars discussed the Sunflower Foundation and Rural Grocery Store Solutions. She also informed the council that she had sent an Email to the Sunflower Foundation asking for additional information. As of 03/07/2017 there has been no response.

No action taken on this item

16. Approval to purchase a bucket truck – Superintendent Colson

City Superintendent Colson reviewed the two quotes he had received:

- o Terex – Baseline Price is \$104,735.00 No demo truck was tried
- o Altec – Baseline price is \$107,667.00. Delivery fee is \$1248.00. Total is \$108,915.00 City did test drive an Altec truck and was pleased.
- o Discussed plans to take money from the budgeted \$350,000 Gas Fund to use to purchase truck. It was suggested to look into a 5 year Lease Purchase Agreement instead of paying for the truck all at once.
- o John Welch, CPA and Attorney Godderz discussed the 5 year Lease Purchase Plan other cities use to purchase high dollar equipment items.

Councilmember Moon made the motion for City Superintendent Colson to get bids from two to three banks on the Lease Purchase Plan with interest rates to bring back to the next council meeting. Councilmember Curtis seconded the motion.

17. Motion to approve April 28, 2017 as Arbor Day – Carolyn Strohm, Tree Board.

Councilmember Moon made the motion to approve April 28, 2017 as Arbor Day. Councilmember Curtis seconded the motion.

18. Consider purchasing 300 trees to be given away at Arbor Day to students and free trees to residents to be distributed from City Hall and at the Bank of Burlingame – Carolyn Strohm, Tree Board

Carolyn Strohm discussed plans for Arbor Day

- o Purchase 300 trees to be given to approximately 175 students and teachers on Arbor Day. Would need 6 bundles of bare root trees for around \$300.00 plus shipping from the Arbor Foundation.
- o Additional trees would be available to residents at City Hall and the Bank of Burlingame on Arbor Day
- o Brochure will be provided giving instruction on how to plant and care for trees.

Councilmember Curtis made the motion to purchase 300 (50 trees for around \$30.00 per bundle) plus shipping. Councilmember Moon seconded the motion.

19. Reports:

Building Inspector Welch

- There are a couple of people interested in purchasing the Lion's Club.
- He also has a couple of people interested in building homes in Burlingame.
- Discussed removal of debris from demolished home/property

City Superintendent Colson

- Discussed storm damage and repair work completed.

City Clerk Atchison

- Asked the Council Members to be sure to use side door tonight since the wind pulled the front door out of alignment and it will not be fixed until Wednesday morning.
- Received an ad from KVOE for Burlingame Basketball State Coverage. Cost for first game is \$28.00. If they win this game and go on to the Championship, total investment would be \$84.00

Councilmember Burns made the motion to spend up to \$84.00 for Radio Advertisement for the Burlingame Bearcats during the State Basketball Tournament. Councilmember Curtis seconded the motion.

Votes: Ayes: Mullinix, Curtis, Burns, and Moon . Nays: 0

- Discussed completed Business Enhancement Booklet and the cost quotes for printing. This will be added to next agenda.
- Received insurance quote from Shaffer Insurance. Total Premium will be \$66,241.00. This will be added to next agenda.

Councilmember Mullinix

- Asked if it would be possible to get metal trash cans at the park. Trash cans would need to be dumped by Kerry when he does park cleanup. City Superintendent Colson indicated he would get a trash can for the park.
- The Bridge by Sam Farley's is in need of repair. Who is responsible for the repair. City Superintendent Colson will research and advise.

Councilmember Curtis – Nothing to report

Councilmember Burns

- Asked for update on the trees at the park and cleanup.
 - 3 trees identified to be removed and replaced
 - Councilmember Burns was asked to bring a description on what is needed for cleanup
 - Discussed needs for office staff and safety. This will be added to next agenda

Councilmember Moon

- Do we have an update on handicap ramp by post office? City Superintendent Colson discussed his findings with KDOT. KDOT will be reviewing the problem further with upper management and will advise.

Mayor DeMars – Nothing to report

Attorney Godderz – Nothing to report

20. Adjournment – Councilmember Burns made the motion to adjourn the meeting at 6:07 pm. Councilmember Mullinix seconded the motion.

Votes: Ayes: Mullinix, Curtis, 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 2349
Next Charter Ordinance #14
Next Resolution # 388