



## CITY OF BURLINGAME

---

### Minutes

---

Mayor, Vikki DeMars – \_\_P\_\_                      City Attorney, Rick Godderz - \_P\_\_  
Councilmember, Doug Moon – \_A\_\_              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:                **July 17, 2017 @ 7:00 pm**  
Location:        **Burlingame City Hall, Council Chambers**

#### **1. CALL TO ORDER BY Councilmember Moon**

#### **2. ROLL CALL** – See above

Colter Robinson – Osage County Herald/Chronicle and Bill Caton – Osage County Economic Development

#### **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 06/19/2017 Council Meeting.**

Councilmember Mullinix made the motion to approve the agenda with the following corrections. Councilmember Curtis seconded the motion.

- Remove item 15. Discussion regarding Pit Bull Dog Ordinance – Office Baker
- Replace item 15 with Discussion regarding Vendors at Redneck Days in Sumner Park
- Add Item 15A – Discussion regarding phones in City Hall
- Added item 16A – Discussion regarding invoice from John Welch, Auditor
- Add Item 16B – Discussion regarding sewer at Swimming Pool

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

#### **5. Approval of Minutes.** Consider approval of the minutes from the 07/03/2017 Council Meeting.

Councilmember Burns made the motion to approve the 07/03/2017 minutes. Councilmember Holman seconded the motion.

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

**6. Approval of Claim Ordinance #2357**

Councilmember Mullinix made the motion to approve the Claim Ordinance #2357.  
Councilmember Curtis seconded the motion.

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

**OLD BUSINESS**

**7. Solutions to drainage issues at Osage and Fremont Streets – Councilmember Holman**

Councilmember Holman made the motion to table this item until the last meeting in August.  
Councilmember Mullinix seconded the motion.

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

**8. Discussion regarding the property at 118 East Fremont – Attorney Godderz.**

Councilmember Holman made the motion to table this item until the first meeting in August.  
Councilmember Mullinix seconded the motion. Mayor DeMars will Follow-up with Protective Services.

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

**9. Osage County Health Department Letter – Mayor DeMars**

No discussion regarding Health Department Letter. However Councilmember Holman would like to have James Masters place of business be on the agenda each month to ensure progress is being made to clean-up the property.

**NEW BUSINESS**

**10. Motion to approve Electrical License for Larry Arnold – City Clerk Atchison**

Councilmember Mullinix made the motion to approve the Electrical License for Larry Arnold.  
Councilmember Curtis seconded the motion.

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

**11. Discussion regarding Itron Software Upgrade – City Superintendent Colson**

Councilmember Mullinix made the motion to proceed with the upgrade to install and train employees with a cap of \$3500.00

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

**12. Discussion regarding Senior Duplexes regarding Zoning, building Permit, Utility Deposit Fees, Tax Credits and Construction Schedule – Bill Caton, Osage County Economic Development**

Councilmember Holman made the motion to have City Superintendent Colson prepare by the next meeting a list of the total fees, building permit, and service agreement costs for water, sewer, and electric. Councilmember Mullinix seconded the motion.

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

**13. Motion for approval to send Jason Mullinix, Dave Panches and Jake Lang to Wastewater Classes August 1<sup>st</sup> through August 3<sup>rd</sup> – City Superintendent Colson**

Councilmember Mullinix made the motion to allow all three employees to attend the classes with a total cost up to \$750.00 and for all certification and attendance records to be secured following completion of the course.

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

**14. Motion to approval to replace 3 ton Condensing Unit from McElroy's – City Superintendent Colson**

Councilmember Mullinix made the motion to approve purchase of the 3 Ton Condensing Unit for \$4930.00. Councilmember Holman seconded the motion.

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

**15. Discussion regarding Pit Bull Dog Ordinance – Officer Baker**

This item was replaced with the following:

**15. Discussion regarding craft vendors at Redneck Days – Mayor DeMars**

Councilmember Mullinix made the motion to allow craft vendors in the Northeast Corner of Sumner Park during Redneck Days on September 2, 2017. Councilmember Holman seconded the motion.

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

**15A. Phones at City Hall – City Clerk Atchison**

Councilmember Burns made the motion to table this item until next meeting to allow City Clerk Atchison to call around for bids. Councilmember Holman seconded the motion.

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

**16. Motion to approve annual membership to KRWA – City Superintendent Colson**

Councilmember Holman made the motion to approve the annual membership to KRWA. Councilmember Mullinix seconded the motion.

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

## **16A. Discussion regarding invoice from John Welch, Auditor for Budget and Consultation.**

Councilmember Curtis made the motion to approve the additional charge of \$500.00 for consultation on the Budget Invoice. Total to be paid will be \$2500.00. Councilmember Holman seconded the motion.

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

## **16B. Discussion regarding sewer at Swimming Pool**

Councilmember Mullinix made the motion to move forward with lift station for cost to not exceed \$3000. Councilmember Burns seconded the motion.

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

## **17. Reports:**

Officer Baker

- Officer Kyler Krause will be filling in the next two weeks while Officer Baker is gone to drill.

Superintendent Colson

- Will be out of the office Wednesday through Friday on a trip to Dallas
- Streets in the Southeast Corner of Burlingame are ready for the chip seal process
- The new bucket truck should be arriving. Jason Mullinix and Jake Lang are working to acquire their CDLs

City Clerk Atchison

- Updated on the progress of construction at Hill's Kettle Corn

Attorney Godderz – nothing to report

Councilmember Mullinix –

- Asked if the tree on top of the dance spot could be removed. Mayor DeMars asked Superintendent Colson to have Building Inspector Welch review the situation and to remove the tree.
- Asked if the person mowing by the swimming pool could blow the clippings away from the building.
- Asked if the properties that have tall weeds are being mowed and when does the mowing start after the letters are mailed? City Superintendent advised the properties are being mowed.
- Asked if there is an ordinance regarding parking on the side streets. Mayor DeMars advised there is an ordinance and asked for this to be added to the next agenda.

Councilmember Curtis

- Asked if there was any progress on removing debris from Cheryl Anderson's property from demolished building? Mayor DeMars asked for this to be added to the next agenda.

Councilmember Holman

- Noticed a power line sagging that is going across the road by Carolyn and Jerry Panches home. Can it get repaired? City Superintendent Colson advised he would review.
- Discussed the idea of adding a surcharge to each customer's bill for the Burlingame Swimming Pool. Another town does the surcharge and the patrons of the community have free access to swimming in the pool. Surcharge goes towards wages and upkeep. Mayor DeMars advised we will be looking at the Wages, Concessions and etc. as well as the expenses.

Councilmember Burns

- Wanted an update regarding the new restroom at Sumner Park. Advised they are currently waiting on the correct color of steel. Asked if there was going to be insulation in the restrooms. Answer was "NO".
- Councilmember Holman made the motion for City Superintendent Colson to look into acquiring insulation for the restroom for under \$1000.00 Councilmember Mullinix seconded the motion.

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

Mayor DeMars

- Discussed the carpet in the council room and how it is pulling up from the floor. Asked if the guys could fix the carpet? City Superintendent Colson advised the guys will repair the carpet by gluing it back to the floor.
- Discussed the report of animals in a garage on Kansas Ave and asked Officer Baker if he would check to see if the animals are gone.

**18. Adjournment** –Councilmember Burns made the motion to adjourn the meeting. Councilmember Mullinix seconded the motion.

Votes: Ayes: Mullinix, Curtis, Burns, and Holman. 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 2358  
Next Charter Ordinance #14  
Next Resolution # 390