



CITY OF BURLINGAME

Minutes

Mayor, Vikki DeMars – <u> P </u>	City Attorney, Rick Godderz - <u> P </u>
Councilmember, Doug Moon – <u> P </u>	City Clerk – Patty Atchison - <u> P </u>
Councilmember, Leslie Holman- <u> P </u>	City Superintendent, Wes Colson - <u> P </u>
Councilmember, Sheila Curtis – <u> P </u>	Police Officer, Kylor Kraus - <u> P </u>
Councilmember, Michelle Mullinix – <u> P </u>	Building Inspector – Jim Welch – <u> P </u>
Councilmember, Kenna Burns – <u> P </u>	

Held: **November 19, 2018 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor DeMars

2. ROLL CALL – See above. Also present were Gina Shultz, Lilly Shultz, Gary Rush – Osage County Chronicle, Larry Robinson, and Colter Robinson

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

Vote: Ayes: 5 Nays: 0

5. Approval of Minutes from November 5, 2018

Councilmember Curtis made the motion to approve the minutes from the Council Meeting on November 5, 2018. Councilmember Holman seconded the motion.

Vote: Ayes: 5 Nays: 0

6. Approval of Claim Ordinance #2400

Councilmember Mullinix questioned the \$1.00 Interest Charge on the Sam's bill. City Clerk Atchison explained the change in due date and request made to Sam's to put due date back to the end of the month or the payment will always be late since meetings are held the first and third Monday. Councilmember Curtis questioned the bucket truck payment and how many years was the contract. City Superintendent responded this was our second payment on a five year contract. Councilmember Mullinix made the motion to approve Claim Ordinance # 2400. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

OLD BUSINESS

7. Repair of street to allow better access to the back of the Post Office

Councilmember Moon made the motion to have City Superintendent Colson contact the owner of the Post Office to see what can be done before the next meeting. Councilmember Holman seconded the motion.

Vote: Ayes: 5 Nays: 0

8. Black Swan Distillery

Discussion included

- Councilmember Curtis discussed her concern regarding loaning tax money.
- Attorney Godderz discussed various business incentives such as deposit, tax abatements and sales tax.
- Councilmember Holman discussed the need for the City to be involved helping to get new businesses and building renovation.

Councilmember Holman made the motion to table this item to the next meeting. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

NEW BUSINESS

9. Discussion regarding mileage reimbursement

Councilmember Mullinix made the motion to have City Superintendent Colson coordinate more with Power Plant and Department Heads about what can be done to reduce mileage on personal vehicles and to bring information back to the next council meeting. Councilmember Moon seconded the motion.

Vote: Ayes: 5 Nays: 0

10. Review of ATV Ordinance to include a better description of a UTV

Councilmember Curtis made the motion to table this item to the next meeting to allow Officer Baker to draft what verbiage is needed to update the ordinance. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

11. Discussion regarding scheduling of travel plans for City Employees

Council asked for advance notification of meetings and for the proper form to be used for approval of travel plans.

Vote: Ayes: 5 Nays: 0

12. KMGAs Prepay Gas Supply Options

City Superintendent Colson discussed the KMGAs Prepay Gas Supply Options. He advised the contract will be sent to the city for review. Upon receipt, he will forward to the council.

Vote: Ayes: 5 Nays: 0

13. Consider motion to approve Schmidt Electric for Electrical License

Councilmember Mullinix made the motion to approve the license upon receipt of Certificate of Liability Insurance. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

14. Review of resignation letter for certain duties and Council President from Councilmember Moon and to appoint a new President.

Councilmember Holman made the motion to appoint Councilmember Mullinix as the new Council President. Councilmember Moon seconded the motion.

Vote: Ayes: 5 Nays: 0

15. Consider motion to approve purchase of Crimping Kit

Councilmember Holman made the motion to allow the purchase of Milwaukee Crimp Tool. Councilmember Mullinix seconded the motion.

Vote: Ayes: 5 Nays: 0

16. Consider motion to approve renewal of liquor license for Burlingame Liquor

Councilmember Burns made the motion to approve liquor license for Burlingame Liquor. Councilmember Holman seconded the motion.

Vote: Ayes: 5 Nays: 0

17. Consider motion to approve sponsorship on KOVE FM during the Burlingame/Madison Game on January 11, 2019.

Councilmember Holman made the motion to approve sponsorship on KOVE FM during the Burlingame/Madison game on January 11, 2019 for \$42.00. Councilmember Mullinix seconded the motion.

Vote: Ayes: 5 Nays: 0

18. Reports

Police Officer Kraus – nothing to report

City Superintendent Colson

- Christmas decorations are being repaired and ready to install.
- Christmas tree has been located and will be put up after Thanksgiving.
- Mayor DeMars asked if she could borrow a couple of the guys to help with setting up her Winter Wonderland.

City Clerk Atchison

- Advised Council she will be having surgery on December 17 and will be out of the office for a short period.
- Council needs to check their schedule on December 31 and be ready to set the time for the last meeting of the year at the next Council Meeting.

Attorney Godderz – Nothing to report

Councilmember Mullinix – nothing to report

Councilmember Holman – Thanked everyone for all of the volunteer work in the community.

Councilmember Burns – Thanked the Police Department and Officer Lovett for all of his help.

Councilmember Moon – nothing to report

Mayor DeMars

- Asked if the alley behind the liquor store had been repaired. Answer was it had been fixed.
- Asked if the ditch by Seastrom’s home had been fixed. Answer was repairs have been started.
- Advised Councilmember Holman will help to oversee the Utility Department.

Adjournment – Consideration to adjourn the City of Burlingame Council Meeting at 7:55 P.M.

Motion by: Councilmember Burns Second by: Councilmember Holman

Vote: Ayes: 5 Nays: 0

Submitted by: _____
Patty Atchison, City Clerk

_____ Date

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 2401

Next Charter Ordinance #15

Next Resolution # 398