



CITY OF BURLINGAME

Minutes

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

Held: **July 16, 2018 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor DeMars

2. ROLL CALL – Eric and Danielle Cooley, Gary Rush-Osage County Herald, Gerald Britschge-Power Plant Superintendent and Carolyn Strohm.

3. PUBLIC COMMENTS – Eric Cooley discussed with City Council the penalty charge of \$40.00 and asked it to be removed since the wrong address was on his account, he had asked front desk clerk for a copy of an invoice and was told to come back another day. Since the address was incorrect on the account, it was mailed to the wrong location which caused him to not receive the invoice until long after the due date for the invoice. The disconnect notice put on door was not fastened to the door and was lying on porch ready to blow away. Felt customer service they had received was very poor.

Councilmember Burns made the motion to remove the \$40.00 charge. Councilmember Moon seconded the motion.

Vote: Ayes: 4 Nays: 0

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 revision of 7A to include signature of Waste Management Contract and additions of 14A.Sarah Coates Pool Event, 14B. Steve Yates payment plan, 14C. Five-minute executive session with Power Plant Superintendent Gerald Britschge. Councilmember Moon seconded the motion.

Vote: Ayes: 4 Nays: 0

5. APPROVAL OF MINUTES. Consider approval of the minutes from the 06/18/2018 Council Meeting.

Councilmember Curtis made the motion to approve the minutes from July 2, 2018 Council Meeting. Councilmember Moon seconded the motion.

Vote: Ayes: 4 Nays: 0

6. APPROVAL OF CLAIMS ORDINANCE #2389

Councilmember Moon made the motion to approve claim ordinance #2389. Councilmember Burns seconded the motion.

Vote: Ayes: 4 Nays: 0

Councilmember Curtis questioned the purchase of tires at Branine Chevrolet and the cost of hotel room at Marriott on Colson Credit Card Statement. City Superintendent Colson replied the tires were purchased for the police car and the Marriott Hotel fee was for the meeting the Council had previously approved him to attend.

OLD BUSINESS

7. Review of trash rates being charged – City Superintendent Colson

Councilmember Moon made the motion to go with the flat rate of \$4.75 and to incorporate a new ordinance to be approved at the next council meeting. Councilmember Curtis seconded the motion.

Vote: Ayes: 3 (Curtis, Moon & Burns) Nays: 1 (Holman)

7A. Motion to approve Mayor DeMars to signed the revised contract from Waste Management

Councilmember Moon made the motion to allow Mayor DeMars to sign the revised contract from Waste Management. Councilmember Curtis seconded the motion.

Vote: Ayes: 4 Nays: 0

8. Discussion regarding utility fee for Swimming Pool – Councilmember Holman

Councilmember Holman made the motion to do a mailing to utility customers advising of the new Utility Fee for Swimming Pool and indicate topic will be discussed at 8/20/18 meeting. Councilmember Burns seconded the motion.

Vote: Ayes: 4 Nays: 0

9. Review of Cereal Malt Beverage Ordinance #2077

Councilmember Holman made the motion to leave ordinance as it stands and have Mayor DeMars complete application for City and to wave the fee. Councilmember Moon seconded the motion.

Vote: Ayes: 4 Nays: 0

New Business

10. Tree Board Grant Request – Carolyn Strohm

Carolyn Strohm discussed the Forestry Department grant and the fact the partnership will need to have a pledge of what has been budgeted for the Tree Board. She is asking for the city to assist in writing the letter of intent. The letter must be on city letterhead and signed by the Mayor before 8/10/2018. Once budget has been approved, letter will be drafted.

11. Motion to approve Pool Assistant Manager – City Superintendent Colson

Councilmember Curtis made the motion for City Superintendent to reach out to Michelle Morris to see if she can teach CPR training to Darrian Summers. Once she has passed, then she will be appointed as Assistant Manager. Until then, the Manager, Amanda Burton will need to be at the pool from start to close. Councilmember Holman seconded the motion.

Vote: Ayes: 4 Nays: 0

12. Motion to approve date for Budget Workshop – Mayor DeMars

Councilmember Curtis made the motion to have Budget Workshop on 07/23/2018 at 7:00 pm. Council member Burns seconded the motion.

Vote: Ayes 4 Nays: 0

13. Five Minute executive session with Officer Kraus to discuss non-elected personnel

Councilmember Burns made the motion to enter into Executive Session at 7:50 pm. Councilmember Moon seconded the motion.

Vote: Ayes 4 Nays: 0

Council returned at 7:55 pm with no action taken.

Councilmember Moon made the motion to hire Richard Lamb as Part Time Police Officer at part time wage. Councilmember Burns seconded the motion.

Vote: Ayes 4 Nays: 0

14. Ten Minute Executive Session with City Superintendent Colson to discuss non-elected personnel.

Councilmember Burns made the motion to enter into executive session at 7:56 pm. Councilmember Holman seconded the motion.

Vote: Ayes 4 Nays: 0

Council returned at 8:06 pm with no action taken.

Councilmember Moon made the motion to hire Justin Hulgren at \$13.00 per hour. Councilmember Holman seconded the motion.

Vote: Ayes 4 Nays: 0

Councilmember Burns made the motion to have the Utility Department report to Doug Moon. Councilmember Curtis seconded the motion.

Vote: Ayes 4 Nays: 0

14A. Sarah Coates Pool Event

Councilmember Moon made the motion to not allow the pool event since the City does not allow political meetings on public property. Councilmember Holman seconded the motion.

Vote: Ayes 4 Nays: 0

14B. Steve Yates Payment Plan

Councilmember Moon made the motion to approve the payment plan with the account to be current and past due bill to be paid in full by November first with no penalties or late fees. Councilmember Curtis seconded the motion.

Vote: Ayes 4 Nays: 0

15A. Five Minute Executive Session with Superintendent Gerald Britschge to discuss non-elected personnel.

Councilmember Burns made the motion to enter into executive session at 8:12 pm. Councilmember Moon seconded the motion.

Vote: Ayes: 4 Nays: 0

Council returned at 8:17 pm with no action taken.

