



## CITY OF BURLINGAME

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### Minutes

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Mayor, Vikki DeMars – <u>  P  </u>	City Attorney, Rick Godderz - <u>  P  </u>
Councilmember, Doug Moon – <u>  A  </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>  A  </u>
Councilmember, Kenna Burns – <u>  P  </u>	

Held: **September 4, 2018 @ 7:00 pm**  
Location: **Burlingame City Hall, Council Chambers**

#### **1. CALL TO ORDER BY Mayor DeMars**

#### **2. ROLL CALL** – See above

Also in attendance were Sandy Lewis, Debbie Panches and Allen Konicek – USD 454 Superintendent.

#### **3. Public Comments**

Debbie Panches discussed her disappointment with the Facebook Post regarding Redneck Days. She wanted to thank everyone who assisted with the day and the events during the day. Debbie and her husband Bryan cleaned the sidewalk from the Mud Volleyball after they saw the Facebook post. She asked if the Mayor could put something out to everyone advising the amount of money raised from the event and the fact the Mud Volleyball Tournament was a fund raiser for the Burlingame Swimming Pool. Mayor DeMars advised she would update.

### **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 the agenda with the addition of

- 10A. Motion to approve zoning variance for Mr. Neel and Sandy Lewis
- 12A. Motion to approve travel advance for Patty Atchison and Carol Roush to attend Court Training

Councilmember Curtis seconded the motion

Vote: Ayes: 4            Nays: 0

#### **5. APPROVAL OF MINUTES. Consider approval of the minutes from the 08/20/2018 Council Meeting.**

Councilmember Curtis made the motion to approve the minutes from the 08/20/2018 Council Meeting. Councilmember Mullinix seconded the motion.

Vote:    Ayes: 4            Nays: 0

## **6. Approval of Claim Ordinance # 2395**

Councilmember Mullinix made the motion to approve Claim Ordinance #2395. Councilmember Curtis seconded the motion.

Vote: Ayes: 4                      Nays: 0

## **OLD BUSINESS**

### **7. Discussion of chip seal at end of Lincoln to 31 Highway – Councilmember Holman**

Councilmember Holman made the motion to table this item until he can get with City Superintendent Colson to get a cost to treat the road for dust control. Councilmember Mullinix seconded the motion.

Vote: Ayes: 4      Nays: 0

### **8. Discussion regarding sidewalk replacement – Councilmember Holman**

The Council discussed if it is the landowner or the city's responsibility to reconstruct sidewalks. They reviewed City Code Chapter XIII regarding Streets and Sidewalks. It was decided it would be best to develop a plan for sidewalk reconstruction and to look up grants and money opportunities for sidewalk repair. Councilmember Holman will research grant opportunities.

### **9. Update on School Resource Officer – Chief Baker**

Chief Baker and Superintendent Konicek discussed with the Council the needs for a Resource Officer and the expectation it would be a full time position with a daily presence during the hours of 8 to 3:30 pm for 187 days at a salary of around \$25,000. Officer Baker indicated this is more than his department can provide; therefore, he has reached out to the County Sheriff Department for discussion. Officer Baker also feels a discussion with City Superintendent Konicek, Osage County Sheriff and Officer Baker will be needed to determine if this position can be filled. He will provide an update at a later date.

Councilmember Holman asked Superintendent Konicek if we needed to make the changes permanent to the street at the school. The answer was "yes". It was decided to add this as a topic to the next agenda.

## **New Business**

### **10A. Motion to approve zoning variance for Eberett Neell and Sandy Lewis**

Councilmember Burns made the motion to approve the zoning variance. Councilmember Holman seconded the motion.

Vote: Ayes: 4                      Nays: 0

### **10B. Motion to approve purchase of catalyst plate for \$3000 for Power Plant – City Superintendent Colson**

Councilmember Mullinix made the motion to approve the purchase of one catalyst plate for \$3000 with the purchase of this plate to come from the Electric Fund. Councilmember Holman seconded the motion.

Vote: Ayes: 4                      Nays: 0

### **11. Motion to approve advertising during the 101.7 FM Game of the Week on 9/21/2018 for \$30.00**

Councilmember Holman made the motion to sponsor the ad for \$30.00 with money to come from the Public Relations fund. Councilmember Curtis seconded the motion.

Vote: Ayes: 4                      Nays: 0

## **12. Motion to approve payment of a three phase transformer for \$4500 for Alan Holthaus – Superintendent Colson**

Councilmember Curtis voted to pay half of the \$4500 cost (\$2250). Councilmember Holman seconded the motion.

Vote: Ayes: 4                      Nays: 0

## **12A. Motion to approve travel advance for Patty Atchison and Carol Roush to attend Court Training on September 27, and September 28, 2018.**

Councilmember Burns approved the travel advance for the Court Training. Councilmember Mullinix seconded the motion.

Vote: Ayes: 4                      Nays: 0

## **13. Reports.**

Officer Baker – Auction for Avalanche on Purple wave ends on 09/25/2018.

Superintendent Colson:

- Discussed chip seal, culvert replacement and concern form for Osage/Fremont
- Would like to attend training in McPherson on the 6<sup>th</sup>. Councilmember Holman made the motion to approve City Superintendent to attend training on the 6<sup>th</sup>. Councilmember Burns seconded the motion.

Vote: Ayes: 4                      Nays: 0

City Clerk Atchison:

- Distributed information from Greg Vahrenberg, Piper Jaffray & Co regarding refinancing the USDA Water Loans and the lower interest rate. She asked everyone to review this information prior to the next Council Meeting
- Distributed information for the IT Improvement Proposal.
- Recap of Redneck Days: Income from Vendor booths was \$125.00, T-shirt Sales was \$81.00, Downhill Derby, Mud Volleyball, and Hotdog Eating Contest was \$767.28. Total income was \$973.28. Expenses were \$100.00 for music, \$400 Blowups at Park and \$50.00 Mud volleyball prizes. Total profit was \$423.28

Attorney Godderz – Nothing to report

Councilmember Mullinix:

- Asked why there was 34 days in billing cycle instead of 28 to 30. Advised due to an employee being absent and new equipment caused a later read date in June which resulted in earlier read date in July and therefore caused 34 days for August billing.
- Thought Redneck Days went well and thanked everyone for all of their work.

Councilmember Curtis

- Thanked the city for removing the branch in her yard

Councilmember Holman:

- Councilmember Holman discussed the IT Improvement Proposal information. Councilmember Mullinix made the motion to start the first phase of the IT Improvement at the cost of \$910.00 and to have the rest of the proposal to be put on the next agenda for review. Councilmember Curtis seconded the motion.

Vote: Ayes: 4                      Nays: 0

- Advised Redneck Days was a lot of fun.

Councilmember Burns – Apologized for not being able to help with Redneck Days. She had nothing to report

Mayor DeMars:

- Thought it was nice to see the City Employees helping with Redneck Days.
- Discussed early date for reading meters and advised the date needs to fall within the ordinance setting the day each month for meter reads. Asked if the number of days printed on the bills. Advised with new software the number of meter read dates is not on the invoice.
- Asked for the next Agenda to include “Setting Date for Appreciation Dinner”

## **14. Adjournment** – Consideration to adjourn the City of Burlingame Council Meeting at 8:25 P.M.

Motion by: Councilmember Burns    Second by: Councilmember Curtis

Vote:    Ayes: 4                      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 2396  
Next Charter Ordinance #15  
Next Resolution # 398