



CITY OF BURLINGAME, 101 East Santa Fe, Burlingame, KS 66413

MINUTES

Mayor, Michelle Mullinix – P
Councilmember, Kenna Burns - P
Councilmember, James Strohm – P
Councilmember, Sheila Curtis – P
Councilmember, Kathy Love - P
Councilmember, Travis Middleton – P

City Attorney, Rick Godderz – P
City Clerk, Patty Atchison - P
City Superintendent, Les Holman - P
Police Chief, Mathew Baker - P
Building inspector – Jim Welch - A

Held: **August 19, 2024 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Michelle Mullinix

a. Roll Call - See above. Also, in attendance were Austin Masters, Rodney Dorsey, John Blessing – Waste Management, Jim Masters, Niki Manbeck, Dan Muzzy, Buck Reidenbach, Sandy Lewis, Crystel Seastrom, Frank Piccukouls, Chris Snyder, Mike Biery, Evan Godderz, Rogers Brazier, Trever & Michelle Gibson David & Sam Garrison, and QJR

b. Correction to the agenda

8A. *Should be corrected to be 113 West Santa Fe and not 112 West Santa Fe*

c. Approval of Agenda.

Councilmember Burns motioned to approve the agenda with the corrections listed above. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

2. Public Comments

Sandy Lewis discussed the overpopulation of foxes in the community. She asked what the city could do to help with this problem. Police Chief Baker addressed that the city does not handle foxes. The city has a few live traps they can loan to the citizens to help trap the foxes, but disposal of the animal once caught is on the person who trapped the animal. He would encourage the citizens to purchase live traps if they are having problems. Police Chief Baker will also contact the Fish and Game Department for suggestions. If they have any suggestions, he will post them on Facebook.

3. PUBLIC HEARING - none

4. APPROVAL OF MINUTES

a. Approval of Regular Meeting minutes for August 5, 2024 and Special Meeting on August 12, 2024.

Councilmember Love approved the minutes from August 5, 2024 and Special Meeting from August 12, 2024.
Councilmember Curtis seconded the motion.

Vote: Ayes: 5

Nays: 0

5. CONSENT AGENDA

a. Approval of bills presented to be paid for August 19, 2024

Councilmember Curtis made the motion to approve the bills paid for August 19, 2024 Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

6. CORRESPONDENCE TO COUNCIL ‘

- a. Letter from Buck Reidenbach concerning foxes in the community
- b. KDOT letter regarding street closure for the Farmer's Market
- c. League of KS 7th Grade Essay Contest

Councilmember Curtis made the motion for City Clerk Atchison to distribute the contest to USD 454 and to post on the City Facebook. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

7. Unfinished Business

a. Trash bid review – Opening of bids

Mayor Mullinix opened the two bids from Waste Management and LRS

Waste Management proposed rates are:

Residential 96-gallon cart	\$17.00 per month plus city fee
Extra Cart	\$10.00 per month plus city fee
Commercial 2-yard dumpster 1x week	\$50.00 per month plus city fee
Commercial 2-yard dumpster 2x week	\$100.00

LRS proposed rates are

Residential 96-gallon cart	\$27.00 per month plus city fee
Extra Cart	\$10.00 per month plus city fee
Commercial 2-yard dumpster 1x week	\$95.00 per month plus city fee
Commercial 2-yard dumpster 2x week	not an option

Both proposals are on file for Council and community to review at City Hall. Awarding of the bid will be at the 9/3/24 meeting.

b. Safe Street Grant Update

City Clerk Atchison reminded the Council members she will need their letters of support by August 23rd for the grant. A map of the proposed city sidewalks on Santa Fe, around the park and disc golf course was sent to the Grant writer as well as pictures of the areas.

c. Burlingame MIH Grant – Quinton Robert

Quinton Robert discussed the items needed for the grant to be completed by 9/15/2024. They are a resolution from the council and letters of support from the community.

- There are two grants associated with the housing. They are the MIH Grant and the Tax Housing Investor Credit and MIH Grant. Twenty new homes are needed countywide.
- Need to push on County Treasurer for a property tax sale. The average home is \$300,000.
- The resident who purchases the home must live in it for some time or they will have to pay the grant back.

Councilmember Middleton made the motion to have Attorney Godderz draft the resolution to be reviewed and approved at the next meeting and to approve the payment of the fee associated with the grant. Councilmember Curtis seconded the motion.

Vote: Ayes: 5

Nays: 0

d. Pool Updates

City Superintendent Holman showed a proposed design submitted by Waters Edge to the Council.

e. Discussion regarding the Planning and Zoning Committee's proposed amendment to Article 12 "M" Mobile Home/Manufactured Home Proposed Amendment

Councilmember Curtis made the motion to accept the Planning & Zoning Committee's proposed amendment and to have Attorney Godderz draft an ordinance to be approved at the next meeting. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

f. Code Enforcement Updates – Police Chief Baker

1. Discussion regarding the property at 105 East Santa Fe

- Austin explained that he was told by Building Inspector Welch the roof needs to be fixed by winter
- A contractor will be here on Thursday to review the roof and building. He is supposed to provide a bid as to the cost of the repairs.

- Austin went on to advise he doesn't have the finances for the repairs needed and wants to just deed the building over to the city.
- Attorney Godderz advised the city needs to see the bids and information Austin was given regarding the repairs before we can plan.
- Mayor Mullinix advised we need something in writing regarding the cost and repairs prior to the 9/3/24 meeting.

2. Discussion regarding the property at 620 S. Topeka

Officer Baker advised a citation has been issued for appearance in court on 9/20/24

3. Discussion regarding the property at 403 S. Delaware

Pictures were reviewed and progress has been made. Will review it again on 10/11/24

4. Discussion regarding the property at 130 West Lincoln

Councilmember Love made the motion issues have been resolved and this property is closed and removed from the list. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

5. Discussion regarding property at 131 East Hall

There is still a deep freeze and pallets that need to be removed. Gave until the next meeting for resolution.

6. Discussion regarding the property at 322 Schuyler

Pictures were reviewed and the council agreed the property has been abated.

Councilmember Love made the motion issues have been resolved and this property will be removed from the list.

Councilmember Middleton seconded the motion.

Vote: Ayes: 5 Nays: 0

7. Discussion regarding a property at 108 East Santa Fe

Councilmember Strohm made the motion to have an executive session at the next meeting regarding the letters sent to this property and 124 East Santa Fe and for City Clerk Atchison to ask Building Inspector Welch to be at this meeting. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

8. Discussion regarding a property at 124 East Santa Fe - see above

Officer Baker also discussed

234 East Santa Fe – The ditch has been mowed

321 West Jackson – Mattress and appliances in the yard that need to be moved to the porch. The owner said this would be done on 08/20/24. Councilmember Strohm asked for this to be added to the list

207 West Park – Everything should be cleaned up by 12/1/24. Councilmember Strohm asked for this to be added to the list.

217 North Delaware – The property has been mowed.

8. New Business

A. Discussion from Sam Garrison regarding the deposit at 113 West Santa Fe.

Councilmember Love made the motion to wave the deposit at 113 West Santa Fe. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

B. Discussion regarding the KFS CF IRA Tree Board Grant

Councilmember Middleton made the motion to proceed with the KFS CF IRA Tree Board Grant. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

C. Consider a motion to approve advertising in the fall Booster and Sports Preview Flyer

Councilmember Burns made the motion to approve advertising in the Fall Sports Preview Flyer for \$120.00. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

D. Consider the motion to approve advertising with KVOE for 2024 High School Football Schedule.

Councilmember Curtis made the motion to do the one ad for \$35.00. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

E. Consider the motion to approve the Burlingame After Prom ad in the 2024/2025 Sports Flyer

Councilmember Love made the motion to do the Burlingame After Prom ad for \$50.00. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

F. Consider the motion to approve the UES Contract to collect wastewater samples

Councilmember Middleton made the motion to approve on contingent Attorney Godderz approves the updated contract with the correct verbiage. Councilmember Strohm seconded the motion.

Vote: Ayes: 5 Nays: 0

G. Consider the motion to approve 360 Document contract renewal

Councilmember Burns made the motion to proceed with the 360 Document renewal. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

H. Discussion regarding shelter house and gazebo reservations at the park

City Clerk Atchison discussed the requests that have been coming into city hall about reserving shelter houses at the park for different events. She had a form that City Hall could use to track this information.

Councilmember Burns made the motion to approve doing reservations for the shelter houses and gazebo in the park. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

9. Executive Session – none

Staff Reports

a. Police Chief Baker

- Discussed recent problems with youth in town and advised the community service hours assigned
- He is in the process of listing the old dog truck with Purple Wave

b. City Superintendent Holman

- Discussed Sunday Power Outage. Mayor Mullinix advised she had contacted Casey Corporate regarding the employee's needing to know how to shut off the power to the store.
- He will review the trash bids

d. City Clerk Atchison

- Burlingame Chamber of Commerce needs a council member as their representative. Councilmember Burns made the motion to have Councilmember Curtis as the representative. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

- City Hall has received several comments regarding how hard it is to see past the trailer in front of Jim Master's shop on Santa Fe. Councilmember Middleton indicated he would discuss this with Jim.

11. Attorney Reports – no report

12. Council/Mayor Comments and Reports

a. Councilmember Curtis

- She will not be at the Council Meeting on 9/3
- Advised there is a tree that it is hard to see around the limbs by the road on Jackson. Asked if something could be done to help improve the visibility. Attorney Godderz advised if it is in the right of way, it can be removed.

b. Councilmember Strohman – nothing to report

c. Councilmember Middleton – nothing to report

d. Councilmember Love – nothing to report

e. Councilmember Burns

f. Mayor Mullinix – nothing to report

13. Adjournment – Consideration to adjourn the City of Burlingame Council Meeting at 8:30 pm

Councilmember Burns made the motion to adjourn the Council Meeting at 8:30 pm. Councilmember Love seconded the motion.

Vote: Ayes: 5 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 before the meeting to arrange necessary accommodations.

Next Ordinance 2532

Next Charter Ordinance #18

Next Resolution # 443