



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

# MINUTES

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

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

**Held: August 5, 2024 @ 7:00 pm  
Location: Burlingame City Hall, Council Chambers**

## **1. CALL TO ORDER BY Mayor Michelle Mullinx**

a. Roll Call - See above. Also, in attendance were Austin Masters, Rodney Dorsey, Carolyn Strohm, Coulan Brook – Kwikom, Fred Diver, Brandy Sutherland – Blue Valley Consultants, Layton Dougherty, and Daniel Davis – Osage County Chronicle

**b. Additions or Deletions to Agenda**

Move item 8A to be before Unfinished Business

### *Addition of the items below:*

## *Old business add item 7h Discussion with Coulan Brook – Kwikom*

### *New business add item 8g. Discussion regarding homeless*

### *Deletion of item 8g Trash Bids under Old Business*

c. *Approval of Agenda.*

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

Vote: Ayes: 4 Nays: 0

## 2. Public Comments

Fred Diver discussed the new mural and its placement on the West Side of City Hall. He would like to purchase lights to be on the mural for \$1000. He asked the city if they would provide the electricity for the lights. Police Chef Baker indicated we will also need to get some cameras above the mural as well for about \$500.

Councilmember Strohm made the motion for the city to provide the electricity and assist with the installation of the lights above the mural. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

### **3. PUBLIC HEARING - none**

#### 4. APPROVAL OF MINUTES

a. Approval of Regular Meeting minutes for July 15, 2024 and Special Meeting on July 16, 2024.

Vote: Ayes: 4 Nays: 0

## **5. CONSENT AGENDA**

### **a. Approval of bills presented to be paid for August 5, 2024**

Councilmember Curtis made the motion to approve the bills paid for August 5, 2024. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

City Clerk Atchison advised the electric and sewer funds need to be watched closely and avoid any spending out of these funds until further notice.

## **6. CORRESPONDENCE TO COUNCIL**

- a. Osage City Water Information
- b. Minutes from 07/18/2024 Mayor Summit Meeting

## **7. Unfinished Business**

### **a. Discussion regarding the County-wide Safe Streets Grant – Brandy Sutherland – Blue Valley Consultants.**

Councilmember Love motioned to move forward with this grant to pay \$3125.00 out of the Infrastructure Fund. Councilmember Curtis seconded the motion.

Vote: Ayes: 4 Nays: 0

### **b. Pool Updates**

- o City Superintendent Holman advised the 90-day extension from July 31, 2024 with CDBG was granted.
- o City Superintendent Holman read the email from Water's Edge advising the two options we have for the pool with the million-dollar grants. To do the Mirtha system, we will need 1,300,000 to complete the project.
  - o Option 1 – Repair option. Pool would keep its original shape and the money would be spent on repairing the current basin. The changes to the filter system and chemical delivery would be dropped from the scope.
  - o Option 2 – Demo/Rebuild  
This option would include demoing the pool and building a new pool with less square footage. The current filter system could be used as a basis to determine the volume of water for the new design.

Councilmember Curtis made the motion to have City Clerk Atchison reach out to Greg Vahrenberg Raymond James Financial to discuss the financing options. Councilmember Middleton seconded the motion.

Vote: Ayes: 4 Nays: 0

### **c. Code Enforcement Update**

#### **1. Discussion regarding the property at 105 East Santa Fe – Austin Masters**

Austin Masters discussed his concerns with the repairs needed at his building. He will have a contractor here this week to look at the building. He wanted to know when the repairs needed to be completed. Councilmember Curtis made the motion to table this discussion until the next meeting. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

#### **2. Consider motion to approve Resolution #442 setting a date and time for a hearing to condemn property at 127 East Fremont.**

Councilmember Curtis made the motion for the hearing to be on 09/16/2024 at 7:00 pm. Councilmember Strohm seconded the motion.

Vote: Ayes: 4 Nays: 0

#### **3. Discussion regarding the property at 620 S. Topeka Ave**

Utility Superintendent Holman advised the property was mowed once with the Chief of Police supervising. When they went to mow a second time, they were kicked off the property. He is not comfortable sending his people to mow the property. It was decided the Police Chief would issue a citation.

#### 4. Discussion regarding the property at 131 East Hall

Rodney Dorsey discussed the efforts he has made in resolving the violation issues outlined in the letter he had received. Councilmember Strohm advised the structure he had made for the construction material may not be as per code. He asked City Clerk Atchison to send Building Inspector Welch a letter to see if the structure he built is per code. Councilmember Strohm advised Mr. Dorsey if the clean-up is not completed by 8/19/24, he will be making a motion to abate the property.

***d. Discussion regarding Junk Car Proposal***

Police Chief Baker reviewed last week's problem with the towing of a car. He also reviewed if the City were to go with a company out of Topeka, the costs associated with the impoundment of a junk car. The council asked if KCamp could be contacted regarding the liability issues if we have an impound lot.

**e. Discussion regarding the PARs and Structural Assessment bids**

City Clerk Atchison discussed the cost for the Professional Engineering Inspections to do the Pars and Structural Assessment bids. The cost would be \$120 per hour to review and a travel fee of \$30 to \$45 per trip. The city would need to provide the age of the building, square footage, problems with the building, and plans for the building.

**f. Discussion regarding the MIH Grant and properties**

Councilmember Curtis made the motion to have Quinton Robert be at our meeting on August 19<sup>th</sup> to discuss the grant, costs, and properties. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

**g. Trash Bids – Removed from agenda**

#### ***h. Discussion with Kwikom – Coulan Brook***

Mr. Brook discussed the map with the Kwikom fiber construction. Construction should start in 4 to 8 weeks. Jim Welch and Les Holman will review the map this week.

Councilmember Love made the motion to proceed with the design upon review by the City Superintendent and Building Inspector. Councilmember Middleton seconded the motion.

Vote: Ayes: 4 Nays: 0

## 8. New Business

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

Councilmember Strohm motioned to have Attorney Godderz advise if we need to change by Ordinance/Resolution. Councilmember Middleton seconded the motion.

Vote: Ayes: 4 Nays: 0

**b. Consider motion to approve Ordinance Number 2530 to adopt the 2024 Standard Traffic Ordinance for Kansas**

Councilmember Middleton made the motion to approve Ordinance Number 2530 to adopt the 2024 Standard Traffic Ordinance for Kansas. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

**c. Consider motion to approve Ordinance Number 2531 to adopt the 2024 Uniform Public Offense Code**

Councilmember Love made the motion to approve Ordinance Number 2531 to adopt the 2024 Uniform Public Offense Code. Councilmember Middleton seconded the motion.

Vote: Ayes: 4 Nays: 0

**d. Consider the motion to approve Business Development Meeting #2 to be held on 8/22/24 at 7:00 pm. at City Hall.**

Councilmember Curtis made the motion to hold the next Business Development Meeting #2 at City Hall on 8/22/24 at 7:00 pm. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

**e. Consider motion to purchase utility poles**

Councilmember Middleton made the motion to purchase 51 utility poles at \$458 each for \$23,358 to come out of the Infrastructure Fund. Councilmember Strohm seconded the motion.

Vote: Ayes: 4 Nays: 0

**f. Consider the motion to do a Fall Street Planter/Pole Decorating Contest**

Councilmember Love made the motion to do a Fall Street Planter/Pole Decorating Contest with a \$25 gift card to the winner. Councilmember Curtis seconded the motion.

Vote: Ayes: 4 Nays: 0

**g. Discussion on the homeless**

Police Chief Baker advised our current policies

- They are not allowed to stay on City Property
- He has provided rides to the mission
- We need to follow up with Attorney Godderz regarding drafting an ordinance for panhandling.

**9. Executive Session**

**a. Ten Minute Executive Session non-elected personnel with Police Chief Baker**

Councilmember Middleton made the motion to enter executive session with Police Chief Baker for non-elected personnel at 8:57 pm. for ten minutes. Councilmember Strohm seconded the motion.

Vote: Ayes: 4 Nays: 0

The council returned at 9:07 pm with no action taken

Councilmember Middleton made the motion to go back to the executive session for another five minutes. Councilmember Curtis seconded the motion.

Vote: Ayes: 4 Nays: 0

The council returned at 9:12 pm with no action taken.

Councilmember Curtis made the motion to hire David Garrison as Code Enforcement under Police Chief Baker for 4 hours a week with 12 hours total for the month at \$20 per hour. Councilmember Middleton seconded the motion.

Vote: Ayes: 4 Nays: 0

**Staff Reports**

a. Police Chief Baker

- Discussed the couch left on Santa Fe on Friday
- Discussed the Ferrell cat problem

b. City Superintendent Holman

- Reviewed proposed contract from UES for lagoon samples. He will provide a copy to Attorney Godderz for review.
- Discussed the pool situation

d. City Clerk Atchison

- Back to School Bash on 08/09/2024
- Mayor Summit on 09/19/2024 in Melvern, KS
- This year will be the 110<sup>th</sup> Anniversary of the Christmas Tree on Santa Fe. 1914 was the first tree on Santa Fe.
- Asked the City Council if they were ok to have a Farmer's Market on Saturday Mornings down the middle of Santa Fe. Councilmember Middleton made the motion to allow a Farmer's Market down Santa Fe on Saturday

mornings provided the vendors have received their permits and paid their fees at the City of Burlingame. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

## **11. Attorney Reports – no report**

## **12. Council/Mayor Comments and Reports**

- a. Councilmember Curtis – no report
- b. Councilmember Strohm
  - Chip Seal was done and looks good
  - Property on Delaware looks good
  - What is the status on the Dog Truck? Police Chef Baker advised they are working to get a ramp and will be getting rid of the red truck.
- c. Councilmember Middleton – nothing to report
- d. Councilmember Love – nothing to report
- e. Mayor Mullinix – nothing to report

## **13. Adjournment** – Consideration to adjourn the City of Burlingame Council Meeting at 9:30 pm

Councilmember Curtis made the motion to adjourn the Council Meeting at 9:30 pm. Councilmember Love seconded the motion.

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 before the meeting to arrange necessary accommodations.

Next Ordinance 2532  
Next Charter Ordinance #18  
Next Resolution # 443