



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

SPECIAL MEETING 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: **May 21, 2024 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Michelle Mullinix

a. Roll Call - Jakpb and Meribah Zirkle, and Ray Burns

b. Additions or Deletions to Agenda –

Correction – Item 4a should be May 7, 2024 and item 5a should be 05/20/2024

Additions – 9a. Add a Ten-Minute Executive Session non-elected personnel

c. Approval of Agenda.

Councilmember Burns made the motion to approve the agenda with correction and additions. Councilmember Curtis seconded the motion.

Vote: Ayes: 5

Nays: 0

2. Public Comments - none

3. PUBLIC HEARING - none

4. APPROVAL OF MINUTES

a. Approval of Regular Meeting minutes from May 7, 2024.

Councilmember Curtis made the motion to approve the minutes from May 7, 2024. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

5. CONSENT AGENDA

a. Approval of bills presented to be paid for May 20, 2024

Councilmember Curtis made the motion to approve the bills to be paid for May 20, 2024. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

6. CORRESPONDENCE TO COUNCIL

- a. KS BIL – Sewer, Water, Sidewalk Grant Opportunities
- b. Osage County Recompete Grant

7. Unfinished Business

a. Pool Updates – Still receiving bids for the project until 6/17/24

b. Update regarding Tax Distribution from the County Treasurer - nothing to report

c. Code Enforcement Update – Building Inspector Welch

- Send list of new properties receiving letters to council members
- Council asked for City Clerk Atchison to have Building Inspector Welch to send a letter to Kenny Noonan regarding property at 139 Wes Lincoln and ask for him to attend next meeting

d. Discussion regarding property at 216 West Lincoln (Jakob Zirkle)

Council indicated property is looking much better, but there is a vehicle that is not tagged or insured that needs to be removed.

Councilmember Love made the motion to give Jakob Zirkle until 7/1/24 to have the vehicle removed. Councilmember Strohm seconded the motion.

Vote: Ayes: 5 Nays: 0

e. Consider motion to approve Resolution #442 for 403 South Delaware

Councilmember Curtis made the motion to table this item until Attorney Godderz advises to put back on the agenda. Councilmember Love seconded the motion,

Vote: Ayes: 5 Nays: 0

8. New Business

a. Consider motion to approve payment of invoice to Asplundh Tree Expert, LLC for \$9000.00 out of Tree Board.

Councilmember Curtis made the motion to approve payment of invoice to Asplundh Tree Expert, LLC for \$9000.00 out of Tree Board, Councilmember Middleton seconded the motion.

Vote: Ayes: 5 Nays: 0

b. Consider motion to do a Memorial Day Sig ad in the Osage County Herald for \$30.

Councilmember Curtis made the motion to do the ad for \$30 for Memorial Day and ask them why there was no graduation information from Burlingame. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

c. Discussion regarding hay production in city limits and what needs mowed. – Building Inspector Welch – no action taken.

d. Discussion on Notice of Violation Letters ad fee schedule for mowing

Councilmember Curtis made the motion to have Attorney Godderz review ordinance and advise. Councilmember Strohm seconded the motion.

Vote: Ayes: 5 Nays: 0

9. Executive Session

a. Ten-minute Executive Schedule for non-elected personnel

Councilmember Curtis made the motion to go to executive session for non-elected personnel at 7:36 pm and to exclude Councilmember Love. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

Council returned at 8:46 pm with no action taken

Councilmember Burns made the motion to hire David Love at \$18 an hour as a Utility Laborer. Councilmember Curtis seconded the motion.

Vote: Ayes: 4 Nays: 0 Abstain: Councilmember Love

10. Staff Reports

a. Police Chief Baker

- There were no injuries at Rodeo Days. He launched drone and took several pictures of the Rodeo and the events downtown.
- Josiah Shultz is doing animal control and will be fixing the dog pens at the dog pound.
- Reviewed the status of the animal control vehicle and the fact it needs replaced

b. City Superintendent Holman

- The motor in 2012 Chevy s shot and will cost \$10,000 to repair. Need to replace vehicle with something newer.
- Discussed storm damage
- Thanked City Clerk Atchison for attending KOMA/KORA training
- Rodeo Days was a success overall. Had a few minor issues but event went great.

c. City Clerk Atchison

- Thanked everyone for their help with Rodeo Days
- The Business Enhancement Meeting is 05/29/24 at 7:00 pm at City Hall. Currently this is not a special meeting. Councilmember Curtis made the motion to have the Business Enhancement Meeting on 5/29 as a Special Meeting. Councilmember Burns seconded the motion,

Vote: Ayes: 5 Nays: 0

11. Attorney Reports – nothing to report

12. Council/Mayor Comments and Reports

a. Councilmember Curtis – Thank you to everyone for their work at Rodeo Days

b. Councilmember Strohm – Thank you to everyone for their work at Rodeo Days

c. Councilmember Middleton

- Thank you to everyone for their work at Rodeo Days
- Informed Council of his discussion with Jim Masters. Jim feels he has done everything that has been asked of him regarding his property on Santa Fe. Said he was not aware he needed to put up a fence, Mayor Mullinix recapped the Council's discussion with Jim Masters and a fence is required. City Clerk Atchison also reviewed the Building Permit Mr. Masters had applied for to construct the fence.

d. Councilmember Love - Thank you to everyone for their work at Rodeo Days

e. Councilmember Burns – Nothing to report

f. Mayor Mullinix – Food vendors and Rodeo Days was good

13. Adjournment – Consideration to adjourn the City of Burlingame Council Meeting at 8:17 pm

Councilmember Burns made the motion to adjourn the Council Meeting at 8:17 pm. Councilmember Curtis 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 prior to the meeting to arrange necessary accommodations.

Next Ordinance 2528

Next Charter Ordinance #18

Next Resolution # 442