



MINUTES

Mayor, Michelle Mullinix –	<u> P </u>	City Attorney, Rick Godderz -	<u> P </u>
Councilmember, Kenna Burns -	<u> P </u>	Utility Clerk, Amy Quaney -	<u> P </u>
Councilmember, Jim Strohm -	<u> P </u>	Acting Superintendent, Kyle Bond	<u> P </u>
Councilmember, Sheila Curtis –	<u> P </u>	Police Chief – Mathew Baker –	<u> P </u>
Councilmember, Brand Shaffer –	<u> P </u>	Building Inspector – Chris Dubois	<u> P </u>
Councilmember, Anne Baer –	<u> P </u>		

Held: **Monday, January 19, 2026, at 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Mullinix

A. Roll Call See Above. Also, in attendance were Ray Burns, Austin Masters, and David Garrison

2. Public Comments - none

3. Public Hearing

A. Consider the motion to open the Public Hearing for the condemnation of the property at 221 East Fremont.

Councilmember Strohm made the motion to open the Public Hearing for the condemnation of the property at 221 East Fremont. Councilmember Curtis seconded the motion.

Votes: Ayes 5 Nays 0

B. Public Hearing – items discussed were the cost to tear down the structure, cost to rent a backhoe and the asbestos report.

C. Consider the motion to close the Public Hearing for the condemnation of the property at 221 East Fremont.

Councilmember Strohm made the motion to close the Public Hearing for the condemnation of the property at 221 East Fremont. Councilmember Burns seconded the motion.

Votes: Ayes 5 Nays 0

D. Consider the motion to pass Resolution #465 to condemn the property at 221 East Fremont with the owner given 90 days from 12/11/25 to commence the repairs or removal of such structure, such removal to be completed within 120 days (April 11, 2026).

Councilmember Strohm made the motion to pass Resolution #465 to condemn the property at 221 East Fremont with the owner given 90 days from 12/11/25 to commence the repairs or removal of structure, such removal to be completed within 120 days (April 11, 2026). Councilmember Curtis seconded the motion.

Votes: Ayes 5 Nays 0

4. APPROVAL OF MINUTES

A. Approval of Regular Meeting Minutes for January 5, 2026, and January 13, 2026.

Councilmember Strohm made the motion to approve the minutes from January 5, 2026, and January 13, 2026, with the correction of the attendance Anne Baer to be marked as present and to approve the minutes from January 13, 2026. Councilmember Burns seconded the motion.

Votes: Ayes 5 Nays 0

5. CONSENT AGENDA

A. Approval of Bills for 01/19/2026

Councilmember Curtis made the motion to approve the bills except for the one to Flint Hills Insurance that needs to be voided and reissued to Flint Hills Bank of Burlingame. Councilmember Baer seconded the motion.

Votes: Ayes 5 Nays 0

6. CORRESPONDENCE TO COUNCIL

- A. Loan repayment schedule for State of Kansas Utility Gas Loan
- B. Email from Colleen Mendoza regarding KS Dept of Commerce seeking support to identify vacant buildings for redevelopment.
- C. Maturing Certificate Notice on CD #75000.

7. Unfinished Business

A. Discussion with Burlingame Rec regarding insurance coverage on private property.

Austin Masters from Burlingame Rec discussed the fact they do not have insurance coverage on private property. The reason being Burlingame Rec had decided they do not have anything of major value.

No action taken.

B. Discussion with Nikki Manbeck – The Den and David Garrison regarding the fence in front of The Den, occupancy certificate, and alcohol ordinance

Councilmember Burns made the motion to table this item to the next meeting or a meeting when Nikki is present to discuss the fence needs for The Den. Councilmember Shaffer seconded the motion.

Votes: Ayes 5 Nays 0

C. Consider the motion for Sales Tax Exemption for the CDBG Grant – Hometown Gym

Austin Masters discussed some of the issues he is currently having with the grant regarding demolition and construction.

No action taken. .

D. Discussion regarding CenturyLink Pole Attachment Agreement

Attorney Godderz and City Clerk Atchison discussed whether we should cancel this agreement or if we do nothing and let it automatically renew it for the next five years.

Councilmember Strohm made the motion to let the contract renewed for the next five years.

Councilmember Baer seconded the motion. .

Votes: Ayes 5 Nays 0

E. Discussion regarding the request for utilities on Auburn Road for Carla Sloop

No action taken.

F. Discussion regarding the 2025 Transfers

Councilmember Burns made the motion to do the 2025 Transfers as budgeted and for the Council and City employees to watch the expenses for 2026. Councilmember Strohm seconded the motion.

Votes: Ayes 5 Nays 0

8. New Business

A. Consider the motion to approve payment of \$81,420.00 to KCAMP for property, equipment, and vehicle coverage for 2026.

Councilmember Curtis made the motion to approve payment of \$81,420.00 to KCAMP. Councilmember Strohm seconded the motion.

Votes: Ayes 5 Nays 0

B. Consider the motion to approve payment of \$8846.00 to KMIT for 2026 Workers Compensation Insurance.

Councilmember Curtis made the motion to approve payment of \$8846.00 to KMIT for Workers Compensation Insurance. Councilmember Shaffer seconded the motion.

Votes: Ayes 5 Nays 0

C. Request from KDHE to request access to drill on city right-of-way.

Councilmember Curtis made the motion for Mayor Mullinix to sign the KDHE request to access to drill on city right-of-way. Councilmember Burns seconded the motion.

Votes: Ayes 5 Nays 0

D. Discussion regarding the possible change to the ATV/UTV/Micro-Utility Trucks/Golf Cart.

Councilmember Burns made the motion for Police Chief Baker and Attorney Godderz to draft an ordinance with the requested changes. Councilmember Baer seconded the motion. .

Votes: Ayes 3 Nays 2 (Curtis and Shaffer)

9. Executive Session

A. Five Minute Executive Session non-elected personnel with City Clerk Atchison

Councilmember Burns made the motion to enter executive session at 8:36 pm for non-elected personnel with City Clerk Atchison. Councilmember Curtis seconded the motion.

Votes: Ayes 5 Nays 0

Council returned at 8:41 pm with no action taken.

Councilmember Burns made the motion to hire Tricia Kline as the City Treasurer for the purpose of signing checks and other Treasurer duties. Councilmember Strohm seconded the motion.

Votes: Ayes 5 Nays 0

B. Five Minute Executive Session non-elected personnel

Councilmember Burns made the motion to enter executive session for non-elected personnel at 8:42 pm. Councilmember Strohm seconded the motion.

Votes: Ayes 5 Nays 0

Council returned at 8:47 pm with no action taken.

Councilmember Burns made the motion for City Clerk Atchison to post on city sign and Facebook we are seeking a utility laborer. Councilmember Strohm seconded the motion.

Votes: Ayes 5 Nays 0

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

Councilmember Burns made the motion to enter executive session with non-elected personnel with Police Chief Baker at 8:48 pm. Councilmember Curtis seconded the motion.

Votes: Ayes 5 Nays 0

Council returned at 8:58 pm with no action taken.

D. Fifteen-minute Executive Session non-elected personnel

Councilmember Burns made the motion to enter executive session at 8:59 pm for non-elected personnel. Councilmember Shaffer seconded the motion.

Votes: Ayes 5 Nays 0

Council returned at 9:14 pm and no action was taken.

Councilmember Burns made the motion to go back to executive session for an additional ten minutes for non-elected personnel. Councilmember Shaffer seconded the motion.

Votes: Ayes 5 Nays 0

Council returned at 9:24 pm with no action taken.

Councilmember Burns made the motion to give Kyle Bond a \$2.00 an hour raise to be Acting Superintendent until we hire a Superintendent. Councilmember Baer seconded the motion.

Votes: Ayes 5 Nays 0

10. Staff Reports

A. Building Inspector

- Reviewed the ordinance on a Tiny House on a skid.
- Reviewed the tuck point at 105 West Santa Fe
- Reviewed the trailer on Schuyler.
- Advised the building next to City Hall needs to be demolished soon.

B. Police Chief Baker

- Needs a burn barrel.
- Reviewed the solicitor permit.
- Discussed the future use of opioid money for cameras.

C. City Clerk

- Reviewed the CDBG Grant timeline for the library.

11. Attorney Report

A. Attorney Godderz – No report

12. Council/Mayor Comments and Reports

A. Councilmember Curtis – Nothing to report.

B. Councilmember Strohm

- Asked about the RV and Trailers at Spunky Monkey
- Also advised he has not found where storage containers are allowed for commercial property.

C. Councilmember Baer – Nothing to report.

D. Councilmember Shaffer – Nothing to report.

E. Councilmember Burns – Nothing to report.

F. Mayor Mullinix – Nothing to report.

12. Adjourn - Consideration to adjourn the City of Burlingame Council Meeting at 9:37 pm
Councilmember Burns made the motion to adjourn the City of Burlingame Council Meeting at 9:37 pm
Councilmember Curtis seconded the motion.

Votes: Ayes 4 Nays 0

Patty Atchison
City Clerk

Date

Next Ordinance Number: 2549
Next Resolution Number: 466
Next Charter Ordinance Number: 18