



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

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## MINUTES

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

City Attorney, Rick Godderz – A  
Utility Clerk, Amy - P  
City Superintendent, Les Holman- P  
Police Officer, Tommy Welch - P  
Building inspector – Jim Welch - A

Held: **December 4, 2023 @ 7:00 pm**  
Location: **Burlingame City Hall, Council Chambers**

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

a. Roll Call – See above and Carolyn Strohm

b. Additions or Deletions to Agenda

7a. Consider motion to approve purchase of Digger Truck

8d. Consider motion to move Council Meeting to December 19<sup>th</sup>.

*Councilmember Burns made the motion to approve the additions to the agenda. Councilmember Love seconded the motion.*

Vote: Ayes: 5 Nays: 0

c. Approval of Agenda.

Councilmember Burns made the motion to approve the agenda for December 4, 2023. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

**2. Public Comments** - Carolyn Strohm wanted to discuss what can be done with the trash carts being left out on the street. The city will put out notices on FB and city bills about removing trash carts from the streets after the regular trash day and when inclement weather occurs.

Carolyn Strohm mentioned that next Christmas will be the 35<sup>th</sup> anniversary of Country Christmas.

### **3. PUBLIC HEARING**

### **4. APPROVAL OF MINUTES**

a. Approval of Regular Meeting minutes from November 20, 2023.

Councilmember Burns made the motion to approve the minutes from November 20, 2023. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

### **5. CONSENT AGENDA**

a. Approval of bills presented to be paid for December 4, 2023

Councilmember Curtis made the motion to approve the bills to be paid from December 2023. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

## **6. CORRESPONDENCE TO COUNCIL**

- a. KMGa Gas Loan update – Councilmember Burns asked if the city was going to be able to make an additional payment that was done in the past.
- b. Certified election results – No comments

## **7. Unfinished Business**

- a. Consider motion to approve purchase of Digger Truck from either United Rentals for \$215,000 or Altec Nueco, LLC for \$176,900.

City Superintendent Holman went over where the funds will come from for the new truck. The Electric Fund Transfer of \$25,000 will not transfer out of electric fund to general in 2024, \$10,000 from the Equipment Fund in Electric and \$10,000 from the Capital Outlay in Electric for a total of \$45,000. Then in 2025 a motion will be made for the proper accounting of this loan payment. .

Councilmember Burns made the motion to do a loan with the Bank of Burlingame to purchase the Digger Truck from Altec Nueco, LLC for \$176,900. Councilmember Kohlman seconded the motion.

Vote: Ayes: 5 Nays: 0

## **8. New Business**

- a. Consider motion to allow Mayor Mullinix to sign the 2023 Audit Engagement Letter with Gordon CPA

Mayor Mullinix mentioned that Gordon CPA will come and make a presentation to the council after the audit is completed and the audit should start sometime in February. Councilmember Kohlman made the motion to sign the 2023 Audit Engagement Letter. Councilmember Love seconded the motion.

Vote: Ayes 5 Nays 0

- b. Consider motion to approve sponsorship of the KVOE-FM country 101.7 Basketball games

Councilmember Burns made the motion to pay the \$42 to sponsor the January 30<sup>th</sup> game. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

- c. Consider motion to approve Plumbing License Renewals for 2024 for McElroys and B&H Appliance.

Councilmember Curtis made the motion to approve the Plumbing License Renewals for McElroys and B&H Appliance for 2024. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

- d. Consider motion to move Council Meeting from December 18, 2023 to December 19, 2023 due to conflict with School Christmas Program.

Councilmember Curtis made the motion to leave the meeting on December 18, 2023, as is. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

## **9. Executive Session** - none

## **10. Staff Reports**

- a. City Superintendent Holman –

- Discussed a proposal from Tanalist Software for utility upgrades just to have the council members to look over.
- Discussed an email from Waters Edge who suggested to use Kaw Valley Engineering for a survey. Does have a proposed agreement from Kaw Valley Engineering and would like Attorney Godderz to review. Once Attorney Godderz approves then Mayor Mullinix can sign the agreement.

Councilmember Burns made the motion to have Attorney Godderz to review the agreement with Kaw Valley Engineering for the pool. Then have Mayor Mullinix sign the agreement. Councilmember Curtis seconded the motion.

Vote: Ayes:5 Nays: 0

- Discussed the issue with the Christmas tree. The City of Scranton brought their bucket truck to help. All the utility workers did a great job.
- Thanks for the support for Country Christmas

b. Utility Clerk Quaney-

- Last day to apply for adopt a family program is December 7<sup>th</sup> at 6:00 pm.
- Money collected for families was \$ 525.47.
- Thanks for everyone who helped with Country Christmas.

**11. Attorney Reports -** none

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

a. Councilmember Curtis –

- Possibly next year for Christmas doing something for senior citizens.
- Thanks for taking care of the Christmas tree situation.

b. Councilmember Middleton – Great job to the city crew on the snow removal over the weekend.

- Taked about several places around town that are looking rough.
- Thanked the council for his time on the council and would like to see something done about the brick streets in the future.

c. Councilmember Kohlman –

- Good job to the city guys on the snow removal.
- Wanted to let everyone know that Judge Kimball is retiring in March but will still be doing the city courts.
- Will start finishing up the disc golf signs now that County Christmas is over.

d. Councilmember Love –

- Heard multiple comment from people about how great the Country Christmas was this year.
- Any ideas or suggestions about keeping something in “The Hideout”.

e. Councilmember Burns –

- How great the Country Christmas was this year.
- Thanks everyone who helped this year.

d. Mayor Mullinix –

- Discussed how ECAN didn't show up during the first scheduled appointments.
- Discussed with Patty about some changes that will possibly be made next year for the Adopt a Family Program.
- Thanks for everyone that helped with Country Christmas.
- Talked with Officer Welch who happens to be filling in for Officer Baker about some properties that need immediate attention.

**13. Adjournment** – Consideration to adjourn the City of Burlingame Council Meeting at 8:00 pm

Councilmember Burns made the motion to adjourn the Council Meeting at 8:00 pm. Councilmember Middleton seconded the motion.

Vote: Ayes: 5

Nays: 0

Submitted by: \_\_\_\_\_  
Patty Atchison, City Clerk

Date: \_\_\_\_\_

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 2518

Next Charter Ordinance #18

Next Resolution # 439