



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 - P

Held: **June 17, 2024 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Michelle Mullinix

a. Roll Call - Kathy Peterson, Dennis Klumpe, Kenny Noonan, Roger Harmon, Dave and Sam Garrison, and Layton Dougherty

b. Additions or Deletions to Agenda

9a. *Ten Minute Executive Session with Chief Baker and Attorney Rick Godderz for attorney-client discussion.*
9b. *Fifteen Minute Executive Session with Chief Baker, City Clerk Atchison, and Building Inspector Welch for non-elected personnel*

c. Approval of Agenda.

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

Vote: Ayes: 5 Nays: 0

2. Public Comments

a. Dennis Klumpe discussed his disappointment with the current concern form. He feels the form should be assigned a reference number, date and time stamped along with a line showing who took the concern and who the concern was assigned for handling. The person handling the concern should respond to the citizens with the resolution to the concern.

- His second issue was a discussion as to the lack of chip sealing that was done on the half block from Fremont on Osage. He wanted to know why there are cracks in the chip seal from last year and why they are not fixed. His solution was to chip seal the half block, fix ditches and put a ditch on the south side. Concern form should be returned to him stating the ditch was cleaned street chip sealed and crowned.
- The third issue was the lack of police patrol on K31 on both hills coming into Burlingame.
- City Superintendent Holman advised he has the concern form from Mr. Klumpee. The city is on a limited budget. Doing this project would require a lot of the funds set aside to do a larger chip seal project for a bigger surface. He has this street on the list. He also went on to advise he had a conversation previously with Mr. Klumpee advising him of this information.

b. Roger Harmon discussed his concern about the tenants from his apartment's parking at Sumner Park. He asked if the city could put up signs stating "No Parking Allowed. Violators Will Be Towed". He only needs eight spots on the West Side of Sumner Park.

Councilmember Strohm made the motion to have Attorney Godderz draft an ordinance for signage indicating no overnight parking and violators will be fined or towed. Councilmember Burns seconded the motion.

Vote: Ayes: 5

Nays: 0

3. PUBLIC HEARING

a. Consider a motion to open a Public Hearing on the determination of vacating a portion of Osage Street, Burlingame, Kansas.

Councilmember Burns made the motion to open the public hearing, Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

b. Public Comments

c. Consider the motion to approve Ordinance Number 2528 to vacate a portion of Osage Street Between Block 1 of Empie's addition and Block 12 of the Caniff's addition.

Councilmember Burns made the motion to approve Ordinance Number 2528. Councilmember Curtis seconded the motion.

Vote: Ayes: 5

Nays: 0

d. Consider a motion to close the Public Hearing.

Councilmember Love made the motion to close the Public Hearing. Councilmember Middleton seconded the motion.

Vote: Ayes: 5

Nays: 0

4. APPROVAL OF MINUTES

a. Approval of Regular Meeting minutes for June 3, 2024 and the Strategic Planning Minutes from June 4, 2024.

Councilmember Love made the motion to approve the minutes from June 3, 2024, and the Strategic Planning Minutes from June 4, 2024. Councilmember Curtis seconded the motion.

Vote: Ayes: 5

Nays: 0

5. CONSENT AGENDA

a. Approval of bills presented to be paid for June 17, 2024

Councilmember Curtis made the motion to approve the bills to be paid for June 17, 2024. Councilmember Burns seconded the motion.

Vote: Ayes: 5

Nays: 0

6. CORRESPONDENCE TO COUNCIL

a. 2024 Strategic Planning Information

b. Waste Management Disc Golf Donation

c. Brick Street Grant

7. Unfinished Business

a. Pool Updates – The pool bids will be opened on June 18 at 10 am.

b. Update on Osage County Treasurer Distribution

City Clerk Atchison advised the City received a distribution of \$78,907.96. The distribution in 2023 was \$86,398.53.

c. Code Enforcement Update – Building Inspector Welch

127 East Fremont is ready for condemnation. Councilmember Burns made the motion to have Attorney Godderz draft a Resolution and do a title search for this property. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

d. Discussion with Kenny Noonan regarding a property at 139 West Lincoln.

Building Inspector Welch will meet with Mr. Noonan to advise what needs to be completed to have the property as per the code.

e. Discussion with Mark & Kathy Peterson regarding a property at 220 East Hall

Councilmember Strohm made the motion to allow Mark and Kathy Peterson until 9/16/2024 to have the trailer and box removed from the property. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

f. Discussion on "Notice of Violation" letter and fee schedule – City Superintendent Holman and Attorney Godderz

Councilmember Burns made the motion to table this item until 7/1/24. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

g. Consider motion to approve RFP for Trash Service – City Superintendent Holman

Councilmember Curtis made the motion to approve the RFP for Trash Service with the final corrections. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

8. New Business

a. Discussion regarding properties at 103 and 105 West Santa Fe – Dave & Sam Garrison

Councilmember Curtis made the motion to support the proposal with the final numbers to be approved. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

b. Discussion regarding Junk Car Proposal

Councilmember Middleton made the motion to table this item until July 15 to allow Attorney Godderz to review. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

c. Business Enhancement Meeting #2, do we want to have as a Special Meeting on June 26, 2024?

Councilmember Burns made the motion to have the Business Enhancement Meeting on June 26, 2024, as a Special Meeting. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

d. When do we want to do Budget Workshop Special Meetings?

Councilmember Curtis made the motion to do the Budget Workshops on July 8, 2024, July 16, 2024, and July 22, 2024, if needed. Councilmember Middleton seconded the motion.

Vote: Ayes: 5 Nays: 0

9. Executive Session

a. Ten Minute Executive Session with Chief Baker and Attorney Rick Godderz for attorney-client discussion.

Councilmember Burns made the motion to go to executive session for non-elected personnel at 8:45 pm. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

The council returned at 8:55 pm with no action taken

b. Fifteen Minute Executive Session with Chief Baker, City Clerk Atchison, and Building Inspector Welch for non-elected personnel

Councilmember Burns made the motion to enter executive session at 8:57 pm with Chief Baker, City Clerk Atchison, and Building Inspector Welch for non-elected personnel. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

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

Councilmember Burns made the motion to go back into Executive Session at 9:12 pm for fifteen minutes for non-elected personnel with Chief Baker, City Clerk Atchison, and Building Inspector Welch

Vote: Ayes: 5 Nays: 0

The council returned at 9:27 pm with no action taken.

Councilmember Burns made the motion for City Clerk Atchison to create a Code Enforcement Job Description with Building Inspector Welch and Police Chief Baker. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

10. Staff Reports

a. Building Inspector Welch

- Discussed with the council the hole on the roof at Grandma's Kitchen. Asked the council for permission to fix the roof. Councilmember Middleton made the motion to allow Building Inspector Welch to purchase necessary materials to fix the roof. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

- Reviewed the list of updates on properties reviewed for mowing, condemnation, and other complaints.

b. Police Chief Baker

- The dog truck has been returned with the engine repair. He has visited with the Topeka Police Dept about a dog box. He will need to purchase a ramp for this truck.
- Dodge Charger is having front end problems.

c. City Superintendent Holman – City passed the water inspection

d. City Clerk Atchison - Gave updates on upcoming city meetings

06/18/24 Opening of Pool Bids at 10:00 am

06/19/24 County-Wide Housing Assessment at 10 am at Senior Center

06/26/24 Brick Street Meeting at City Hall with Brett Waggoner

06/27/24 Patty will be attending KMIT Supervisor Training at Osage

06/28/24 Patty will be on vacation

11. Attorney Reports – nothing to report

12. Council/Mayor Comments and Reports

a. Councilmember Curtis

- Will be working concession stand at Osage City Fair on 7/12 and 7/13 for mural fund raiser. The committee will be using City's Sam's Card for the supplies.

b. Councilmember Strohm

- City Crew is doing a nice job with mowing and parks
- What can be done about Dennis Klumpe's issue? City Superintendent Holman advised if we fix this problem, it will be very expensive.

c. Councilmember Middleton – Nothing to report

d. Councilmember Love – Nothing to report

e. Councilmember Burns – Nothing to report

f. Mayor Mullinix – Nothing to report

13. Adjournment – Consideration to adjourn the City of Burlingame Council Meeting at 9:43 pm

Councilmember Burns made the motion to adjourn the Council Meeting at 9:43 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 prior to the meeting to arrange necessary accommodations.

Next Ordinance 2529
Next Charter Ordinance #18
Next Resolution # 442