



**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 - A

Councilmember, Travis Middleton – A

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: **November 4, 2024 @ 7:00 pm**

Location: **Burlingame City Hall, Council Chambers**

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

A. Roll Call - See above. Also, in attendance were Officer Layton Dougherty and Officer Felix Nunez, Ray Burns, and Austin Masters.

### **B. Additions and Deletions to the agenda**

Additions:

9A. *Ten Minute Executive Session non-elected personnel with City Attorney Godderz, City Superintendent Holman, and City Clerk Atchison*

### **C. Approval of Agenda.**

*Councilmember Burns moved to approve the agenda by adding 9A Ten Minute Executive Session non-elected personnel with City Attorney Godderz, City Superintendent Holman, and City Clerk Atchison. Councilmember Strohm seconded the motion.*

Vote: Ayes: 3

Nays: 0

### **2. Public Comments** - none

### **3. PUBLIC HEARING** – none

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

#### **a. Approval of Regular Meeting minutes for October 21, 2024.**

Councilmember Curtis approved the minutes from the regular meeting, along with the corrections and special meeting minutes. Councilmember Strohm seconded the motion.

Vote: Ayes: 3

Nays: 0

### **5. CONSENT AGENDA**

#### **a. Approval of bills presented to be paid for November 4, 2024**

Councilmember Curtis moved to approve the bills paid for November 4, 2024. Councilmember Burns seconded the motion.

Vote: Ayes: 3

Nays: 0

### **6. CORRESPONDENCE TO COUNCIL** - none

## **7. Unfinished Business**

### **A. Pool Updates – Agreement with Carrothers Construction**

Councilmember Curtis made the motion to approve Mayor Mullinix's signing of the agreement for Carrothers Construction to start work on the new pool after Attorney Godderz reviews it. Councilmember Burns seconded the motion.

Vote: Ayes: 3

Nays: 0

### **B. Code Enforcement Updates – Building Inspector Welch and Police Chief Baker**

#### **1. Discussion regarding a property at 105 East Santa Fe**

Austin Masters discussed with the council the problems he was having with getting bids for the repair. Councilmember Strohm made the motion for Mr. Masters to provide a monthly update and for him to secure the property to avoid further damage and for an update to be given at the Council Meeting on 1/6/2025. Councilmember Curtis seconded the motion.

Vote: Ayes: 3

Nays: 0

#### **2. Discussion regarding property at 912 South Oak**

Councilmember Curtis made the motion to allow Jean Creviston until December 16, 2024 to finish the property cleanup. Councilmember Burns seconded the motion.

Vote: Ayes: 3

Nays: 0

#### **3. Discussion regarding property at 403 South Delaware**

Councilmember Curtis made the motion to start the condemnation process. Councilmember Strohm seconded the motion.

Vote: Ayes: 3

Nays: 0

#### **4. Discussion regarding the property at 220 East Hall**

Councilmember Burns made the motion to table this item until 11/18/2024. Councilmember Strohm seconded the motion.

Vote: Ayes: 3

Nays: 0

#### **5. Discussion regarding the property at 312 North Kansas**

Councilmember Burns made the motion to close this Code Enforcement. Councilmember Curtis seconded the motion.

Vote: Ayes: 3

Nays: 0

## **8. New Business**

**A. Discussion regarding the gas rates –** City Superintendent Holman discussed the gas loss and cost of gas transmission. He also discussed the transportation increase.

### **B. Discussion regarding the Business Incentive of waving deposits and create an ordinance for the Business Incentive requiring a business to be in a building where the deposit has been waved within six months- Councilmember Curtis**

Councilmember Curtis made the motion to have copies of Ordinance #2197 to be presented to the Council for review. Councilmember Strohm seconded the motion.

Vote: Ayes: 3

Nays: 0

### **C. Consider the motion to approve the Bridge Attachment Agreement with Kwikom**

Councilmember Burns made the motion to table this item to the next meeting. Councilmember Curtis seconded the motion.

Vote: Ayes 3

Nays: 0

### **D. Discussion regarding the Community Facilities Loan Program with USDA**

City Clerk Atchison provided information from the USDA regarding the Community Facilities Loan Program for review.

### **E. Consider motion to approve Cereal Malt Beverage License for Casey's General Store**

Councilmember Strohm made the motion to approve the Cereal Malt Beverage License for Casey's General Store. Councilmember Burns seconded the motion.

Vote: Ayes 3

Nays: 0

### **9. Executive Session**

**A. Ten Minute Executive Session non-elected personnel with City Clerk Atchison, City Superintendent Holman, and Attorney Godderz.**

Councilmember Burns made the motion to enter Executive Session for ten minutes at 7:53 pm for purpose of non-elected personnel with City Clerk Atchison, City Superintendent Holman, and Attorney Godderz. Councilmember Strohm seconded the motion.

Vote: Ayes 3

Nays: 0

Council returned at 8:03 pm

Councilmember Burns made the motion to go back to Executive Session for five more minutes at 8:03 pm. Councilmember Curtis seconded the motion.

Vote: Ayes 3

Nays: 0

The council returned at 8:08 pm with no action taken

### **10. Staff Reports**

a. Police Chief Baker

- Has a date been set for painting lines on the street in the spring? The answer was the Chamber will be advising.
- Discussed Car Video system problems
- Discussed property at 620 South Topeka with missing windows. Police Dept. secured the open windows and made sure no one was on the property

b. City Superintendent Holman

- Advised he will be advertising for a Christmas Tree
- Recapped the KCC Conference
- Reviewed the Kwikom progress on the fiber installation

c. City Clerk Atchison

- There will be no winner for the fall pole decorating contest since no one voted
- Christmas Pole Decorating Contest will be Festival of Trees with no prize to be given
- Discussed if the Council wanted to do hot chocolate and cookies for Country Christmas in front of City Hall. City Clerk Atchison will not be available to help that day with this event. Councilmember Curtis advised she would like to move forward with this project and will work to get a crew to help. She will advise at the next meeting.

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

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

a. Councilmember Curtis

- Asked about the property at 118 East Santa Fe. City Clerk Atchison advised a letter was sent to the property owner on 10/30/24

b. Councilmember Strohm – Nothing to report

c. Councilmember Burns - Nothing to report

e. Mayor Mullinix – Nothing to report

### **13. Adjournment** – Consideration to adjourn the City of Burlingame Council Meeting at 8:30 pm

Councilmember Burns made the motion to adjourn the Council Meeting at 8:30 pm. Councilmember Curtis 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 2534  
Next Charter Ordinance #18  
Next Resolution # 447