



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, Amanda Kohlman- 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: February 05, 2024 @ 7:00 pm
Location: Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Michelle Mullinx

- a. *Roll Call*
- b. *Additions or Deletions to Agenda*
- c. *Approval of Agenda*.

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

Vote: Ayes: 5 Nays: 0

2. Public Comments:

County Commissioner Holman discussed the tax distribution from December and January have not been sent by the Osage County Treasurer. They have contracted some help to assist with the distribution. They are hopeful the distribution for December will be sent by the end of the week and the January one within a couple of weeks. He advised the city should escalate the issue to the appropriate state officials.

3. PUBLIC HEARING none

4. APPROVAL OF MINUTES

a. Approval of Regular Meeting minutes from January 15, 2024.

Councilmember Burns made the motion to approve the minutes from January 15, 2024. Councilmember Kohlman seconded the motion.

Vote: Ayes: 5 Nays: 0

5. CONSENT AGENDA

a. Approval of bills presented to be paid for February 5, 2024

Councilmember Curtis made the motion to approve the bills to be paid from February 5, 2024. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

6. CORRESPONDENCE TO COUNCIL

a. CCLIP Call for projects.

Councilmember Love made the motion to proceed with grant. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

b. KMIT 2023 Q4 Loss Runs

- c. Certificate No. 75000 Renewal
- d. City of Burlingame Old City Dump Site
- e. Kansas City Life Group Renewal for 2024

7. Unfinished Business

a. Discussion regarding Disc Golf Grand Opening on 03/16/2024 – Chief Baker

DJ Manning and Jacob Wade from the Osage County Disc Golf Club discussed the proposed Disc Golf Tournament and Grand Opening for 03/16/2024.

Councilmember Love made the motion to name the disc golf course the “Burlingame Community Disc Golf Course”. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

Councilmember Burns made the motion to approve charging \$25 to each player and for half of the proceeds to go to the current Freshman Class at USD 454 and the other ½ to go to the Osage County Disc Golf Club and to purchase discs with the Burlingame Community Disc Golf Course as the name with Councilmember Kohlman doing the art work on the discs. Councilmember Kohlman seconded the motion.

Vote: Ayes: 5 Nays: 0

b. Pool Updates

Councilmember Curtis made the motion to pay the three outstanding invoices as outlined by Brett Waggoner with GAS as Waters Edge \$4550.00 to come from the ARPA and Jones Fund, Kaw Valley Engineering \$6250.00 from the ARPA fund, and \$1950.00 to come from the Jones money. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

c. Discussion regarding Code Enforcement – Councilmember Strohm

Councilmember Strohm discussed thoughts and concerns regarding the current code enforcement process. Chief Baker discussed the current process and how other cities handle code enforcement. Attorney Godderz discussed the current codes, the current process, and thoughts on how to handle the process through the city council vs the court system.

8. New Business

a. Consider motion to approve Ordinance #2518 – Approval of Building Codes

Attorney Godderz discussed the approval of the building codes will need to be several ordinances. He asked to have this item tabled until 3/4/2024.

Councilmember Burns made the motion to table this item until 03/04/2024. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

b. Consider motion to approve Kyle Bond and Roy Rickel to attend the 2024 Water Conference in Wichita on March 26 – 28.

Councilmember Love made the motion to allow Kyle Bond and Roy Rickel to attend the 2024 Water Conference. Councilmember Kohlman seconded the motion.

Vote: Ayes: 5 Nays: 0

c. Consider motion to install flashing lights on stop signs – City Superintendent Holman

Councilmember Burns made the motion to have City Superintendent Holman bring quotes back to the council to review. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

d. Consider motion for Mayor Mullinix to sign Arbor Day Proclamation for 2024.

Councilmember Curtis made the motion for Mayor Mullinix to sign the Arbor Day Proclamation for 2024. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

e. Consider motion for Mayor Mullinix to sign contract for consulting services with Greg Wright of Priority Management for utilities.

Councilmember Curtis asked if Greg Wright could attend the next meeting of the city council to visit about the proposed contract. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

f. Discussion regarding the Tax Distributions from the Osage County Treasurer

City Clerk Atchison advised the Tax Distribution from December and January have not been sent to the cities as per the Kansas Statues. A letter has been sent to the County Treasurer, County Commissioners, County Attorney, and the Mayor advising the Kansas Statues and the fact we have not received our tax distributions.

Councilmember Curtis made the motion for City Clerk Atchison and Attorney Godderz to draft a letter from the city to the State Treasurer and the Kansas Department of Revenue advising the tax distribution has not been sent. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

City Clerk Atchison also advised the spending of money out of the General Fund needs to stop until receipt of the tax distribution.

9. Executive Session

a. Ten Minute Executive Session non-elected personnel with City Superintendent Holman

Councilmember Burns made the motion to enter executive session at 8:40 pm for non-elected personnel with City Superintendent Holman. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

Council returned at 8:50 pm with no action taken.

10. Staff Reports

a. Building Inspector Welch

- Recapped the first meeting for the Planning and Zoning Committee. The next meeting will be on March 7, 2024 at 7:00 pm
- After the 2021 Code Book Ordinances are updated and published, he will start working on condemnation.

b. Police Chief Baker

- Discussed the repairs with the 2018 Dodge Charger with Branine
- Discussed the Disc Golf Course and the problem with the fence by the pool. There have been a few discs tossed over the fence into the pool area. The fence will need to be taller.

c. City Superintendent Holman

- Discussed the city maintenance.
- Currently working on updates for the city pool
- Reviewed the Key Card access at City Hall
- Signs by the North School Drive have been ordered.

d. City Clerk Atchison

- The City Treasurer will be paid once a month like the building inspector and Judge Kimball starting 2/1/24
- Reviewed the Visa & Mastercard Transactions from 2014 to 2019 that are part of a settlement
- Sean Gordon, LLC will be here on Tuesday to audit the books for 2023.
- A reminder the Mayor Summit will be on February 19, 2024 in Osage City from 6 to 8 pm

11. Attorney Reports - none

12. Council/Mayor Comments and Reports

a. Councilmember Curtis – Discussed the need for letters of support for the mural

b. Councilmember Strohm – Nothing to report

c. Councilmember Kohlman – Discussed current rumors regarding her resignation from the Chamber of Commerce

d. Councilmember Love

- Asked what money comes out of the General Fund. City Clerk Atchison advised General Office Expenses, Zoning, Police Department, Parks, Pool, and Streets
- Indicated she will pay more attention to Code noncompliance

e. Councilmember Burns

- Discussed trash problem with can and lid on the street
- Asked about what could be done regarding lack of businesses in Burlingame and how properties on Santa Fe are supposed to be a business. Asked City Clerk Atchison to bring ordinances to put on the next meeting for discussion.

f. Mayor Mullinix –

- Discussed hanging flower baskets and planters on Santa Fe and the offer from Colton Hallgren to install the containers and plants.

13. Adjournment – Consideration to adjourn the City of Burlingame Council Meeting at 9:18 pm

Councilmember Burns made the motion to adjourn the Council Meeting at 9:18 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 2518

Next Charter Ordinance #18

Next Resolution # 440