



CITY OF BURLINGAME

MINUTES

Mayor, Michelle Mullinix – P
Councilmember, Kenna Burns - P
Councilmember, Travis Middleton – A
Councilmember, Sheila Curtis – P
Councilmember, Kathy Love - P
Councilmember, Amanda Kohlman– arrived at 7:30 pm

City Attorney, Rick Godderz - A
City Clerk, Patty Atchison - P
City Superintendent, Les Holman- P
Police Officer – Mathew Baker– P
Building inspector – Jim Welch - A

Held: **May 2, 2022 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Michelle Mullinix

a. Roll Call – See above.

Also present were Amy Tyson, Donald Bailey and Mike Squires-Encore Energy

b. Additions or Deletions to Agenda

Additions to the Agenda:- New Business

j. Discussion regarding a city owned Disc Golf Course

k. Discussion about camera upgrades at city hall

l. Consider motion to approve purchase of two barrels of lube oil for \$2600 for engine overhaul in 2023

m. Consider motion to hire Steve Lang to do engine overhaul at power plant for \$60,00 in March 2023

n. Consider motion to approve Les Holman, City Supt. As authorized representative of jurisdiction for Regional Hazard Mitigation.

c. Approval of Agenda.

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

Vote: Ayes: 3

Nays: 0

d. Public Comments - no public comments

2. PUBLIC HEARING

3. APPROVAL OF MINUTES

a. Approval of Regular Meeting minutes of April 18, 2022

Councilmember Curtis made the motion to approve the minutes from April 18, 2022. Councilmember Love seconded the motion.

Vote: Ayes: 3

Nays: 0

4. CONSENT AGENDA

a. Approval of bills presented to be paid for 05/02/2022

Councilmember Curtis made the motion to approve the bills from 05/02/2022. Councilmember Burns seconded the motion.

Vote: Ayes: 3

Nays: 0

5. CORRESPONDENCE TO COUNCIL

- a. *Letter from Lumen regarding change in service*
- b. *Council paychecks*

6. Unfinished Business

- a. *Discussion with Mike Squires, ENCORE Energy on locking in rates*

Councilmember Burns made the motion to sign the base agreement for three years after Attorney Godderz reviews and approves the contract. Councilmember Love seconded the motion.

Vote: Ayes: 3 Nays: 0

- b. Discussion regarding Employee Handbook

Councilmember Burns made the motion to table this item until the 05/16/2022 meeting. Councilmember Curtis seconded the motion.

Vote: Ayes: 3 Nays: 0

Councilmember Kohlman arrived at 7:30 pm

- c. Discussion regarding property tax evaluations – Mayor Mullinix discussed with the council her meeting with the representatives in the County in charge of the evaluations. The appraisals will have no impact on the city since the city is exempt. However, they are getting the county taxes aligned with the rest of the state. Raising or lowering the appraisals may have impact on taxes in the future.

7. New Business

- a. *Consider motion to close West end of Santa Fe Ave on May 31, 2022 from 10:00 am to 6:00 pm for Burlingame Library event*

Councilmember Curtis made the motion to allow the West end of Santa Fe Ave to be closed on May 31, 2022 from 10:00 am to 6:00 pm with approval from KDOT. Councilmember Love seconded the motion.

Vote: Ayes 4 Nays 0

- b. *Consider motion to raise the starting salaries for the lifeguards to \$7.50 per hour and for them to receive up to \$150 bonus at end of season with Amy Tyson's recommendation.*

Councilmember Love made the motion for the lifeguards starting salaries to be \$7.50 per hour and for them to receive up to \$150.00 bonus at end of the season with Manager Amy Tyson's recommendation. Councilmember Kohlman seconded the motion.

Vote: Ayes: 4 Nays 0

- 1. Consider motion to give returning lifeguards an additional 50 cents per hour*

Councilmember Burns made the motion to give returning lifeguards an additional 50 cents per hour wage increase. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays 0

- 2. Consider motion to hire Audrey Ross and Kaylyn Masters as Assistant Pool Managers at \$10.00 per hour.*

Councilmember Burns made the motion to hire Audrey Ross and Kaylyn Masters as Assistant Pool Managers at \$10 per hour. Councilmember Kohlman seconded the motion.

Vote: Ayes: 4 Nays 0

3. Consider motion to allow High School Class sponsors to have fundraising events at the pool in which they provide a fee to rent the pool, entertainment, food and etc, and do the cleanup. The class would charge the admission and keep the funds for the admission and food.

Councilmember Curtis made the motion to allow the fund raising opportunity as outlined for the High School Class Sponsors. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays 0

c. Consider motion to hire Alicia Amborski as a certified water instructor for 2022 pool season

Councilmember Kohlman made the motion to hire Alicia Amborski as a certified water instructor at \$15 per hour. Councilmember Love seconded the motion.

Vote: Ayes 4 Nays 0

d. Consider motion to approve 2022 Pool Schedule of Fees

Councilmember Kohlman made the motion to approve the 2022 Pool Schedule of Fees as outlined by City Clerk Atchison. Councilmember Burns seconded the motion.

Vote: Ayes 4 Nays 0

e. Discussion regarding City Mural – Councilmember Curtis.

Gave an update on the recent grant application and the reason why it could not be completed was due to having no location for the mural.

f. Discussion regarding Legal Service Agreement for USDA Grant for Police Radios and patrol vehicle.

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

Vote: Ayes 4 Nays 0

g. Consider motion to hire Leslie Davis Hammond as a seasonal mower for \$13.00 per hour.

Councilmember Burns made the motion to hire Leslie Davis Hammond as a seasonal mower for \$13.00 an hour conditional on drug test results. Councilmember Love seconded the motion.

Vote: Ayes 4 Nays 0

h. Consider motion to approve alternate to KMGa Board of Directors and to approve Director 2 to KMEA Board of Directors.

Councilmember Burns made the motion to approve Drake Whalen to the KMGa and Gerald Britschge to the KMEA. Councilmember Curtis seconded the motion.

Vote: Ayes 4 Nays 0

i. Discussion regarding replacement of storm siren on Prospect Street with funds to come from the ARPA Grant.

Councilmember Love made the motion to replace the storm siren on Prospect Street and for the funds to come from the ARPA Fund. Councilmember Burns seconded the motion.

Vote: Ayes 4 Nays 0

j. Discussion regarding a city owned Disc Golf Course

Councilmember Love made the motion to pay Chad Nech \$400 to work up a design for the Disc Golf Course and for the money to come from the Public Relations line item in the General Fund. Councilmember Kohlman seconded the motion.

Vote: Ayes 4 Nays 0

k. Discussion about upgrading cameras at City Hall.

Councilmember Burns made the motion to do the camera upgrade up to \$2100 to come out of the Equipment line item in the Police Department in the general fund. Councilmember Kohlman seconded the motion.

Vote: Ayes 4 Nays 0

l. Consider motion to approve purchase of two barrels of lube oil for \$2600 for engine overhaul in 2023.

Councilmember Curtis made the motion to purchase the two barrels of lube oil for \$2600 for the engine overhaul at the power plan in 2023. Councilmember Love seconded the motion.

Vote: Ayes 4 Nays 0

m. Consider motion to hire Steve Lang to do the Power Plant Engine Overhaul in March of 2023 for \$60,000.

Councilmember Kohlman made the motion to hire Steve Lang for \$60,000 to do the engine overhaul in 2023. Councilmember Love seconded the motion.

Vote: Ayes 4 Nays 0

n. Consider motion to approve Les Holman, City Superintendent as the Authorized Representative of Jurisdiction for Regional Hazard Mitigation.

Councilmember Kohlman made the motion approve Les Holman as the Authorized Representative. Councilmember Burns seconded the motion.

Vote: Ayes 4 Nays 0

8. Executive Session

9. Staff Reports

a. Officer Baker

- Discussed Ford Explorer exhaust repairs
- Discussed the purchase of a new patrol vehicle
- Reviewed the status of the hiring process for a full time officer.

b. City Superintendent Holman

- Reviewed the cost for replacement of backhoe. Cost to be about \$19,000 for five years with a 3% fixed interest.
- Reviewed the cost for purchase of a mini excavator. The cost will be \$14,000 per year with a 2.25% fixed interest. This purchase will be done towards the end of the year.

Councilmember Love made the motion for City Superintendent Holman to start the process with Flint Hills Bank and Foley Equipment for the purchase of a Back Hoe. Councilmember Kohlman seconded the motion.

Vote: Ayes 4 Nays 0

- MFA should be sending a check for the claim.
- The City of Burlingame did not receive the C-Clip Grant with K-Dot. Discussed in person with them and was advised as long as we had the bricks in the driving lane, we will not be considered for the grant. May be eligible for the Cost Share Grant this fall.
- Fast Drive locates have been requested and completed. BG Consultants will be here on May 5, 2022 to develop the designs.

c. City Clerk Atchison

- Recapped the meeting Les and Patty had with the Grant Writer Brett Waggoner
- County Human Resource Officer has reached out to City Clerk Atchison for some CIC Assistance.

10. Attorney Reports

