



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

MINUTES

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

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: **February 20, 2023 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Michelle Mullinix

a. Roll Call – See above.

b. Additions or Deletions to Agenda
Item 9

a. *Ten Minute Executive Session non-elected personnel with City Clerk Atchison and City Superintendent Holman for utility discussion.*

c. Approval of Agenda.

Councilmember Burns made the motion to approve the agenda with the addition of the Ten-Minute Executive Session for non-elected personnel with City Clerk Atchison and City Superintendent Holman for utility discussion. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

2. Public Comments - None

3. PUBLIC HEARING - None

4. APPROVAL OF MINUTES

a. Approval of Regular Meeting minutes from February 6, 2023

Councilmember Kohlman made the motion to approve the minutes from February 6, 2023. Councilmember Curtis seconded the motion.

Vote: Ayes: 4 Nays: 0

5. CONSENT AGENDA

a. Approval of bills presented to be paid for February 20, 2023

Councilmember Curtis made the motion to approve the bills to be paid from February 20, 2023. Councilmember Kohlman seconded the motion.

Vote: Ayes: 4 Nays: 0

6. CORRESPONDENCE TO COUNCIL - none

7. Unfinished Business - none

8. New Business

a. Consider motion to advertise for the 2023 Pool Season and Seasonal Help .

Councilmember Curtis made the motion to advertise for the 2023 Pool Season. Councilmember Kohlman seconded the motion.

Vote: Ayes: 4 Nays: 0

b. Consider motion to approve City-Connecting Links Maintenance Agreement with Osage County

Councilmember Burns made the motion to not approve signing the City-Connecting Links Maintenance Agreement. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

c. Discussion regarding repairs to police car

Councilmember Burns made the motion to approve the repairs of the transmission with Certified transmission on the Explorer for \$3900 with a one-year warranty. Councilmember Kohlman seconded the motion. .

Vote: Ayes: 4 Nays: 0

d. Discussion regarding Phmsa Gas Grant Agreement

Councilmember Burns made the motion to have Attorney Godderz review the agreement and for Mayor Mullinix to sign after his approval. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

e. Consider motion to allow the Burlingame Chamber of Commerce to hold their monthly meeting at City Hall on the third Wednesday of each month

Councilmember Curtis made the motion for the Chamber Meetings to be held at City Hall on the third Wednesday of each month provided a city employee is present. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

9. Executive Session

a. Ten Minute Executive Session non-elected personnel with City Clerk Atchison and City Superintendent Holman to discuss utilities

Councilmember Burns made the motion to enter executive session at 7:19 pm with City Clerk Atchison and City Superintendent Holman. Councilmember Kohlman seconded the motion.

Vote: Ayes: 4 Nays: 0

Council returned at 7:29 pm with no action taken

Councilmember Burns made the motion to go back into executive session at 7:29 pm with City Clerk Atchison and City Superintendent Holman for ten minutes. Councilmember Kohlman seconded the motion.

Vote: Ayes: 4 Nays: 0

Council returned at 7:39 pm with no action taken

Councilmember Burns made the motion "As per discussion in executive session ordinance is to be followed and utilities are to remain off until all accounts are paid in full and for City Clerk Atchison to call the customer with this information and to send a certified letter. Councilmember Kohlman seconded the motion.

Vote: Ayes: 4 Nays: 0

10. Staff Reports

a. Police Chief Baker -

- Thanked City Clerk Atchison, Councilmember Curtis, Part Time Clerk Baer, and Amaya Bird for helping at Donnie Parker's celebration.
- Harvesters has been reschedule to Thursday 2/23/23

b. City Superintendent Holman

- BG Consultants should have information finalized for Fast Drive by March 1, 2023
- Pool Filter has been ordered and cost should be about \$5000.00
- New mower has arrived from Schwant Tractor. Trade in from Schwant Tractor was \$3000.00. Officer Baker purchased the old mower from Schwant Tractor directly.
- Repairs on the little dump truck ended up being around \$1200 instead of \$6000
- The new County Clerk is Julie McWilliams. She will be replacing Rhonda Beets.

c. City Clerk Atchison

- The Auditor will be doing the 2022 audit again this week
- Will be receiving another donation from Auburn Wind Farm for the Disc Golf in the amount of \$250.00. This will bring the total to \$14650.00
- The Burlingame Chamber and City of Burlingame have been asked by the City of Scranton if we would like to do a Pole decorating contest challenge with the various cities. Councilmember Curtis made the motion for the City of Burlingame to partner with the Burlingame Chamber of Commerce and to have City Clerk Atchison and Tricia Kline work on the next decorating contest challenge for July 4th for the City Poles. Councilmember Burns seconded the motion.

Vote: Ayes: 4

Nays: 0

11. Attorney Reports - No report

12. Council/Mayor Comments and Reports

a. Councilmember Curtis – Nothing to report

b. Councilmember Kohlman

- Asked when the work will start for the Disc Golf Course. City Superintendent Holman advised 3/1/23
- Advised she will start working on the signs for the Disc Golf Course next week

c. Councilmember Love – Nothing to report

d. Councilmember Burns – advised she will not be at the meeting on 3/6 or 4/17 due to other obligations

e. Mayor Mullinix – Nothing to report

13. Adjournment

– Consideration to adjourn the City of Burlingame Council Meeting at 8:01 pm
Councilmember Burns made the motion to adjourn the Council Meeting at 8:01 pm. Councilmember Curtis seconded the motion.

Vote: Ayes: 4

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 2513
Next Charter Ordinance #18
Next Resolution # 434