



CITY OF BURLINGAME

MINUTES

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

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

Held: April 18, 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 Colter Robinson – Osage County Herald/Chronicle, Clint Padgett, Dillon Quaney, Carolyn Strohm, and Ray Burns

b. Additions or Deletions to Agenda

Additions to the Agenda:

- 7e. Discussion regarding BHS Senior Banners
7f. Consider motion to hire seasonal mowers
7g. Consider motion to purchase heater for power plant

c. Approval of Agenda.

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

Vote: Ayes 5 Nays 0

d. Public Comments

Clint Padgett asked the council if he could close North Topeka Blvd to Lincoln Ave from 9:30 am to 3:30 pm. Asked the city if they would put up the barricades and signs for the detours. Councilmember Kohlman made the motion to close North Topeka Ave to Lincoln from 9:30 am to 3:30 pm on May 7 for the Big Boar Anniversary event and to allow him to use the City Barricades to close the street. Councilmember Love seconded the motion.

Vote: Ayes 5 Nays 0

2. PUBLIC HEARING

a. Consider motion to resend previous motion made on 4/4/2022 approving condemning property and to open the Public Hearing to approve condemning property at 108 East Lincoln.

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

Vote: Ayes 5 Nays 0

b. Consider motion to close public hearing and to approve condemning the property at 108 East Lincoln.

Councilmember Burns made the motion to close the Public Hearing and to approve condemning the property at 108 East Lincoln. Councilmember Love seconded the motion.

Vote: Ayes 5 Nays 0

c. Consider motion to resend previous motion made on 4/4/2022 to approve Ordinance #2507 and to open the Public Hearing to adopt Ordinance # 2507 Floodplain Management Ordinance for Burlingame, KS .

Councilmember Kohlman made the motion to open the Public Hearing. Councilmember Middleton seconded the motion.

Vote: Ayes 5

Nays 0

d. Consider motion to close the public hearing and to approve Ordinance No. 2507 Flood Plain Management Ordinance for Burlingame, KS and to send approved Ordinance # 2507 to Kansas Department of Ag Division of Water Resources.

Councilmember Kohlman made the motion to close the Public Hearing and to adopt the Ordinance # 2507 Flood Plain management Ordinance for Burlingame, KS and to send approved Ordinance # 2507 to Kansas Department of Ag Division of Water Resources. Councilmember Love seconded the motion.

Vote: Ayes 5

Nays 0

3. APPROVAL OF MINUTES

a. Approval of Regular Meeting minutes of April 4, 2022

Councilmember Curtis made the motion to approve the minutes from April 4, 2022. Councilmember Middleton seconded the motion.

Vote: Ayes 5

Nays 0

4. CONSENT AGENDA

a. Approval of bills presented to be paid for 04/18/2022

Councilmember Kohlman made the motion to approve the bills from 04/18/2022. Councilmember Middleton seconded the motion.

Vote: Ayes 5

Nays 0

5. CORRESPONDENCE TO COUNCIL

a. KDOL Inspection update

b. Facility Reservation form for USD 454 use of ball diamonds on April 30, 2022

c. Midwest Assistance Program Letter

d. Osage County Appraiser Valuation Notice – Mayor Mullinix asked City Superintendent Holman and City Clerk Atchison to advise her of the findings after the KMIT inspection so a meeting could be called if we need to discuss with the county.

6. Unfinished Business

a. Discussion with Mike Squires, ONCORE Energy on locking in rates

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

Vote: Ayes 5

Nays 0

b. Discussion regarding Employee Handbook

City Clerk Atchison reviewed the proposed changes and employee handbook. Advised it will be on the next agenda for review.

7. New Business

a. Discussion regarding the replacement of a boiler at the City Museum – Carolyn Strohm.

Councilmember Kohlman made the motion to allow the City of Burlingame to apply for the project exemption for the museum to use for the boiler replacement and for the repair of the siding on the museum. Councilmember Love seconded the motion.

Vote: Ayes 5

Nays 0

b. Consider motion to allow Patty Atchison and Michelle Mullinix to attend Budget Training in Topeka on May 18, 2022 for \$186.14 to come out of the General Fund training.

Councilmember Curtis made the motion to allow Mayor Mullinix and City Clerk Atchison to attend Budget Training on May 18, 2022. Councilmember Kohlman seconded the motion.

Vote: Ayes 5 Nays 0

c. Consider motion to move the handicap ramp from Thrill's Popcorn to place in front of Aunt B's.

Councilmember Burns made the motion to allow the handicap ramp to be moved. Councilmember Kohlman seconded the motion.

Vote: Ayes 5 Nays 0

d. Consider motion to approve City-Connecting Links Maintenance

Councilmember Burns made the motion to not approve the City-Connecting Links Maintenance. Councilmember Kohlman seconded the motion.

Vote: Ayes 5 Nays 0

e. Discussion regarding USD 454 Senior Banners

Councilmember Love made the motion to approve the city assisting with the hanging of the banners. Councilmember Kohlman seconded the motion.

Vote: Ayes 5 Nays 0

f. Consider motion to hire seasonal mowers.

Councilmember Kohlman made the motion to hire Tyler Buche, Ernie Prescott, and Steve Tyson as seasonal mowers. Councilmember Love seconded the motion.

Vote: Ayes 5 Nays 0

g. Consider motion to purchase heater for power plant

Councilmember Love made the motion to approve the purchase of a heater for the power plant. Councilmember Burns seconded the motion.

Vote: Ayes 5 Nays 0

8. Executive Session

a. Five Minute Executive Session Non-elected personnel with Attorney Godderz.

Councilmember Burns made the motion to go to executive session at 7:30 pm. Councilmember Curtis seconded the motion.

Vote: Ayes 5 Nays 0

Council returned at 7:35 pm with no action taken.

b. Twenty Minute Executive Session Non-elected personnel with David Panches and Attorney Godderz.

No executive session held. David Panches did not show up to the meeting.

c. Fifteen Minute Executive Session Non-elected personnel with Dillon Quaney and Attorney Godderz.

Councilmember Burns made the motion to go to executive session at 7:35 pm with Dillon Quaney and Attorney Godderz for non-elected personnel. Councilmember Love seconded the motion.

Vote: Ayes 5 Nays 0

Council returned at 7:50 pm with no action taken

d. *Five Minute Executive Session Non-elected personnel with Les Holman and Attorney Godderz.*

Councilmember Kohlman made the motion to go to executive session at 7:51 pm with City Superintendent Holman and Attorney Godderz. Councilmember Love seconded the motion.

Vote: Ayes 5 Nays 0

Council returned at 7:56 pm with no action taken.

9. Staff Reports

a. Officer Baker

- Advised Adam Cronk, part time officer, resigned his position
- Gave an update on his hiring of a full-time officer
- Discussed the repairs needed to the Explorer for exhaust fumes
- Reviewed the letters to be sent to property owners for grass being too high.

b. City Superintendent Holman

- Thanked the council for their support
- Reviewed the application for employee in training for wastewater and water
- Would like to hire Colton Hallgren to mow the Pump Station in Osage City for \$30. Councilmember Burns made the motion to hire Colton Hallgren to mow the Pump station for \$30 each time he mows. Councilmember Love seconded the motion.

Vote: Ayes 5 Nays 0

- Discussed repairs needed to the backhoe. Neither United Rentals nor Foley Equipment could fix on site. Will be getting a bid for replacement to use as a comparison.
- PHMSA Grant is being reviewed. Need to use Brett Waggoner to apply for grant. If we get the grant could fix the natural gas lines.
- April 28, 2022 KDOT Grant Approval will be discussed
- Swimming Pool Updates. Jim Welch is helping us to get the pool repaired.
 - Pool roof beginning of May
 - Baby Pool could be replaced by a splash park for kids at about \$1500 to fill and smooth.
 - Les will get a price on concrete and plumbing.
- April 25, BG Consultants will be discussing the FAST Drive Survey
- Citywide cleanup went well. Chris Gallaway was a big help.
- New Lawnmower from Schwant Tractor will be delivered this week. The cost went up by \$1200 on the mower from when we got the bid.
- Would like to hire Drake Whalen at \$19.50 an hour as a permanent hire for gas and he can start on May 16, 2022. Councilmember Burns made the motion to hire Drake Whalen at \$19.50. Councilmember Love seconded the motion.

Vote: Ayes 5 Nays 0

c. City Clerk Atchison

- Reviewed Mock City Council with 7th and 8th graders
- Discussed Career Day with seventh and eighth grade on April 8, 2022. Mock Council Meeting to be held as well as cleanup at the Sumner Park.
- Advised the grant with the Osage County Community Foundation for the Historic Walking Trail was not received. However, the grant from William G. Pomeroy was received in the amount of \$1322.51 for pamphlets for the walking trail. We will still need at least \$808.80 for twenty signs unless the cost increases.
- Reviewed the phone problem. City Hall is not able to make outbound phone calls to citizens with a 654 prefix. Sam Nasser and Century Link are working on the problem.

10. Attorney Reports

a. Attorney Godderz – no reports

11. Council/Mayor Comments and Reports

a. Councilmember Curtis – Nothing to report

b. Councilmember Middleton – Nothing to report

c. Councilmember Kohlman

Advised April 26th there will be a meeting at the Osage City Senior Center on property taxes.

Advised the council may get approached to amend our current ordinance to sell liquor starting at noon to be at 9:00 am instead. Several cities are reviewing this change.

d. Councilmember Love – Nothing to report

e. Councilmember Burns – Nothing to report

f. Mayor Mullinix – Nothing to report

12. Adjournment – Consideration to adjourn the City of Burlingame Council Meeting at 8:40 P.M.

Councilmember Burns made the motion to adjourn the Council Meeting at 8:40 pm. Councilmember Kohlman 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 2508
Next Charter Ordinance #18
Next Resolution # 428