



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

## **MINUTES**

Mayor, Michelle Mullinix	<u>P</u>	City Attorney, Rick Godderz	<u>P</u>
Councilmember, Kenna Burns	<u>P</u>	City Clerk, Patty Atchison	<u>P</u>
Councilmember, James Strohm	<u>A</u>	City Superintendent	<u>A</u>
Councilmember, Sheila Curtis	<u>P</u>	Police Chief – Mathew Baker	<u>P</u>
Councilmember, Kathy Love	<u>P</u>	Building Inspector – Chris Dubois	<u>P</u>
Councilmember, Travis Middleton	<u>P</u>		

Held: Monday, August 18, 2025, at 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 Ray Burns and Anne Baer

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

Additions:

8C. Consider the motion to approve James Stephenson to attend the 2025 Kansas Pipeline Safety Seminar in Manhattan, KS, September 23 -24.

8D. Consider the motion to approve sponsorship of the Main Street Showdown Wrestling Tournament on September 20, 2025.

8E. Consider the motion to approve sponsorship to the Osage County Herald/Chronicle for the Sports Preview Fall, Winter, and Spring tabloids.

9A. Ten Minute Executive Session for non-elected personnel with Police Chief Baker

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

*Councilmember Middleton made the motion to approve the agenda. 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 for August 4, 2025**

Councilmember Burns made the motion to approve the minutes from August 4, 2025. Councilmember Love seconded the motion.

Vote: Ayes: 4

Nays: 0

#### **5. CONSENT AGENDA**

##### **A. Approval of bills presented to be paid for August 18, 2025**

Councilmember Curtis made the motion to approve the bills for August 18, 2025. Councilmember Middleton seconded the motion.

Vote: Ayes: 4

Nays: 0

#### **6. CORRESPONDENCE TO COUNCIL**

A. Seventh Grade Essay Contest

#### **7. UNFINISHED BUSINESS**

##### **A. Pool Updates**

- City Clerk Atchison reviewed the letter from CDBG regarding the Pool Completion and the need for a Public Hearing to close out the pool Grant.
- City Clerk Atchison discussed the leaks with some of the equipment at the pool and the fact the pictures of the leak will be forwarded to Carrother's Construction and Waters Edge for review and advisement.

##### **B. Code Enforcement**

###### **1. Discussion on property at 221 East Fremont**

Building Inspector Dubois advised the council he will be reviewing the ongoing issues and will have more information ready for discussion at the next meeting. Councilmember Love made the motion to table this item until the next meeting. Councilmember Burns seconded the motion.

Vote: Ayes: 4

Nays: 0

##### **C. Consider motion to approve repairs of the underground feeder cable at the Power Plant**

Councilmember Curtis made the motion to table this item to the next meeting to allow Power Plant Superintendent Gallaway to provide more clarification on the bids and explain the information from the Insurance Company on what will be covered. Councilmember Middleton seconded the motion.

Vote: Ayes: 4

Nays: 0

##### **D. Consider the motion to approve the purchase of the cutout switch for the Power Lines.**

Councilmember Middleton made the motion to approve the purchase and installation of the cutout switch from KMEA for \$6302.98 and to be paid for out of the Electric Department. Councilmember Love seconded the motion.

Vote: Ayes: 4

Nays: 0

**E. Discussion regarding the diagnostic results for the generator at the Power Plant/Lift Station.**

Councilmember Curtis made the motion to approve the repair for the Power Plant/Lift Station in the amount of \$1798 to be paid out of the Electric Department. Councilmember Burns seconded the motion.

Vote: Ayes: 5

Nays: 0

**F. Review of the bids for the building behind the library**

Councilmember Middleton made the motion to table this item to the next meeting to allow time to investigate other permanent options such as a storage container, car port and customized sheds. Councilmember Burns seconded the motion.

Vote: Ayes: 4

Nays: 0

**G. Consider the motion to approve the State Contract for Healthcare Insurance**

Councilmember Curtis made the motion to approve Mayor Mullinix to sign the State Healthcare Contract for Insurance for the next three years. Councilmember Burns seconded the motion.

Vote: Ayes: 4

Nays: 0

**8. New Business**

**A. Consider the motion to approve Mayor Mullinix to sign the Opioid Settlement Agreement for the National Opioids Settlement**

Councilmember Curtis made the motion to approve Mayor Mullinix to sign the Opioid Settlement Agreement. Councilmember Love seconded the motion.

Vote: Ayes: 4

Nays: 0

**B. Donation to USD 454 for Friday Stand Out Students**

Councilmember Curtis made the motion to donate \$50 for the Friday Standout Students. Councilmember Love seconded the motion.

Vote: Ayes: 4

Nays: 0

**C. Consider the motion to approve James Stephenson to attend the 2025 Kansas Pipeline Safety Seminar in Manhattan, KS on September 23-24. Cost will be a hotel room, gas, and food.**

Councilmember Love made the motion to approve James Stephenson to attend the 2025 KS Pipeline Safety Seminar in Manhattan on September 23-24. Councilmember Curtis seconded the motion.

Vote: Ayes: 4

Nays: 0

**D. Consider the motion to approve sponsorship of the Main Street Showdown Wrestling Tournament on September 20, 2025.**

Councilmember Curtis made the motion to approve donating \$50 to the Main Street Showdown Wrestling Tournament on September 20, 2025. Councilmember Love seconded the motion.

Vote: Ayes: 4

Nays: 0

**E. Consider the motion to approve sponsorship to the Osage County Herald/Chronicle for the Sports Preview Fall, Winter, and Spring Tabloids**

Councilmember Love made the motion to not do the sponsorship. Councilmember Burns seconded the motion.

Vote: Ayes: 3

Nays: 1 Curtis

**9. Executive Session**

**A. Ten Minute Executive Session non-elected personnel with Police Chief Baker.**

Councilmember Burns made the motion to enter executive session with Police Chief Baker for non-elected personnel at 7:38 pm. Councilmember Love seconded the motion.

Vote: Ayes: 4

Nays: 0

Council returned at 7:48 pm with no action taken

**10. Staff Reports**

A. Building Inspector Dubois

- Advised he is meeting with previous Building Inspector to review files and information this week.

B. Police Chief Baker

- More letters regarding mowing and issues were mailed this week

C. City Clerk Atchison

- Reviewed the Pool Stats from 8/1/25 to date
- City Hall will be closed Monday, September 1, 2025. City Council will be on Tuesday, September 2, 2025 at 7:00 pm.

**11. Attorney Reports – no report**

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

A. Councilmember Curtis

- Discussed the dog running loose around town.

B. Councilmember Middleton

- Do we have any applicants for City Superintendent? Answer was one.
- Did the idea by the Sewer Plant die out? Answer was yes.

C. Councilmember Love – none

D. Councilmember Burns

- Advised we should have an adult or manager at the swimming pool during parties
- Indicated youth who do not work at the pool or swimming are behind the counter and loitering at the pool when it is open disrupting the guards who are working
- Need stricter rules for the pool.

E. Mayor Mullinix - She will be out of town starting Tuesday until Friday.

**13. Adjournment** – Consideration to adjourn the City of Burlingame Council Meeting at 7:58 pm  
Councilmember Burns made the motion to adjourn the Council Meeting at 7:58 pm. Councilmember Love 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 2547  
Next Charter Ordinance #18  
Next Resolution # 456