



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>P</u>	City Foreman, Kyle Bond	<u>A</u>
Councilmember, Sheila Curtis	<u>P</u>	Police Chief – Mathew Baker	<u>P</u>
Councilmember, Kathy Love	<u>P</u>	Power Plant Supt., Chris Galloway	<u>P</u>
Councilmember, Travis Middleton	<u>P</u>		

Held: Monday, July 21, 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 Steve Peiman, Eric Price – Lamb Roberts Funeral Home, Ray Burns, James Koziar, Erica Koziar, Don Wiltz – Berkshire Hathaway Home Services, Stacy Lange, Ray McCollum, Anne Baer - Treasurer, David Garrison – Code Enforcement, Brett Waggoner – GAS, and Jessie Miller – Burlingame Wrestling Club

B. Additions and Deletions to the agenda

Correction to agenda:

item 8B should be Miller to discuss the request from the Burlingame Wrestling Club to close the West End of Santa Fe on 9/20/25.

Additions:

8J. Consider the motion to approve the extension of the Pool Hours from 8/13 to Labor Day.

C. Approval of Agenda.

Councilmember Burns made the motion to approve the agenda with the correction to item 8B to read as Miller to discuss the request from the Burlingame Wrestling Club to close the West End of Santa Fe on 9/20/25, and to add item 8J: Consider the motion to approve the extension of the Pool Hours from 8/13 to Labor Day. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

2. Public Comments

Stacey Lange and Ray McCollum made their introduction to the Council and discussed the MM Ranch Non-Profit Job Training Center for Youth and their food truck.

3. PUBLIC HEARING – none

4. APPROVAL OF MINUTES

A. Approval of Regular Meeting Minutes for July 7, 2025, and the Special Meeting Minutes from July 14, 2025.

Councilmember Curtis made the motion to approve the minutes from July 7, 2025, and the Special Meeting Minutes from July 14, 2025, with the corrections. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

5. CONSENT AGENDA

A. Approval of bills presented to be paid for July 21, 2025

Councilmember Curtis made the motion to approve the bills for July 21, 2025. Councilmember Middleton seconded the motion.

Vote: Ayes: 5

Nays: 0

6. CORRESPONDENCE TO COUNCIL

A. League of KS Dues

B. Osage County Night Out, August 13, 6-9 pm, Osage Community Building

7. UNFINISHED BUSINESS

A. Pool Updates

City Clerk Atchison discussed the payment of the final invoices to Carothers's Construction, Waters Edge, and Western Consultants. She also discussed the Jones Trust Foundation's overpayment of \$166,666.68. This will be refunded to them since it was issued in error.

B. Code Enforcement

1. Discussion on property at 620 South Topeka

Mr. Koziar discussed with the council his plans to purchase the property at 620 South Topeka and the repairs. He asked the Council if they would work with him on an extension of time for the repairs. The Council allowed him to work on the repairs to the property and to plan to return at the October 6, 2025, meeting to provide an update.

2. Discussion regarding the property at 111 West Santa Fe

Mr. Price discussed with the council the repairs needed to this building after the fire. He indicated if the Council were interested, he would donate the building to the city. Councilmember Strohm made the motion for the City Council to inspect the property and to table this item to the 8/4/2025 meeting.

Vote: Ayes: 5

Nays: 0

3. Discussion regarding a property at 514 South Peoria

Councilmember Strohm made the motion to allow until the 8/18/25 meeting for the junk car to be removed. Councilmember Curtis seconded the motion.

Vote: Ayes: 5

Nays: 0

4. Discussion regarding a property at 115 East Seward

Councilmember Strohm made the motion to table until the 8/4/25 meeting. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

5. Discussion regarding the property at 221 East Seward

Councilmember Strohm made the motion to table until the 8/4/25 meeting. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

C. Update regarding the purchase of the property at 103 and 105 West Santa Fe

Councilmember Burns made the motion for Mayor Mullinix to sign the deed to sell the property. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

D. Update on the property being sold on Purple Wave Auction

Mayor Mullinix advised that pictures of the items being sold will be taken on 7/22/25 by Purple Wave

E. Discussion regarding the CDBG Brick Street Grant and 2026 Budget

Councilmember Middleton made the motion to not move forward with the CDBG Brick Street Grant at this time due to budget restrictions. Councilmember Burns seconded the motion.

Vote: Ayes: 5

Nays: 0

F. Consider the motion to approve the repairs of the Underground Feeder Cable at the Power Plant

Power Plant Superintendent Gallaway discussed the quote he had received from KMEA for the repairs. To repair one line would cost \$13,887.00, and to repair all five circuit lines would cost \$69,035.00. Money for the one circuit repair would come from the Power Plant Budget of \$10,000 in Equipment Repairs and Contingency. The Insurance adjuster will be here on Thursday to inspect. Councilmember Middleton made the motion for the Power Plant Superintendent to secure another bid from at least one more contractor for the repairs. Councilmember Strohm seconded the motion.

Vote: Ayes: 5

Nays: 0

8. New Business

A. Discussion regarding the generator at the Power Plant/Lift Station

Councilmember Burns made the motion to table this item to the 8/4/25 meeting. Councilmember Love seconded the motion.

Vote: Ayes: 5

Nays: 0

B. Discussion regarding the request from Jessie Miller and the Burlingame Wrestling Club to close the West end of Santa Fe on 9/20/25

Councilmember Curtis made the motion to have Jessie Miller get with City Clerk Atchison to review with KDOT the closure of the West end of Santa Fe on 9/20/25 from 4:00 pm until 10:00 pm on 9/20/25. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

C. Consider the motion to approve the Demolition Reimbursement of ½ of the expenses up to \$750.00 for 403 Delaware.

Councilmember Strohm made the motion to pay \$750.00 for the demolition reimbursement. Councilmember Middleton seconded the motion.

Vote: Ayes: 5 Nays: 0

D. Consider the motion to approve the Plumbing Contractor License for Blaine Dreyer

Councilmember Strohm made the motion to approve the Plumbing Contractor License for Blaine Dreyer. Councilmember Middleton seconded the motion.

Vote: Ayes: 5 Nays: 0

E. Consider the motion to approve the bid from Chris Hess to hay the ground at the sewer lagoon and to approve the agreement for 3 or 4 years.

Councilmember Burns made the motion to approve the bid from Chris Hess for \$65.00 to mow all the ground and trim the trees with a two-year contract. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

F. Discussion regarding the bids to fix the roof on the little storage shed behind the library

Councilmember Strohm made the motion to table this item and for two more bids to be secured. Councilmember Burns seconded the motion. Councilmember Middleton abstained from the vote and discussion.

Vote: Ayes: 4 Nays: 0 Abstain: 1 (Middleton)

G. Discussion regarding the State of KS contract renewal for the Healthcare Rates

City Clerk Atchison discussed the proposed State of KS three-year contract. Councilmember Burns discussed her concerns regarding the City providing Healthcare Insurance to employees and the cost with providing this insurance. Councilmember Strohm discussed his previous experience with the Lawrence Fire Department and their insurance. Councilmember Strohm made the motion to table this item until the 8/4/25 meeting. Councilmember Love seconded the motion.

Vote: Ayes: 5 Nays: 0

H. Discussion about changing the sewer rates based on the winter usage from October, November, and December to be calculated using January, February, and March instead.

No action was taken.

I. Discussion regarding redefined job duties for the Building Inspector Position

Councilmembers are to review the job duties and give their suggestions to City Clerk Atchison by Friday, July 25, 2025.

J. Consider the motion to approve the extension of the Pool Hours from 8/13 to Labor Day.

Councilmember Love made the motion for the to allow Pool Manager Julia Bukovatz to keep the pool open after school and on the weekends from 8/13/25 to Labor Day and for the attendance to be reviewed prior to Labor Day to see if the pool needs to be open after that date. Councilmember Burns seconded the motion.

Vote: Ayes: 5

Nays: 0

9. Executive Session – none

10. Staff Reports

A. Police Chief Baker –

- Discussed Storm Damage. Thanked Tarrah and Matt for picking up debris, and Kyle and Joe for repairing the lines.
- Discussed Dodge Charger Repairs on the Air conditioner. Branines will charge \$2278.00 to repair, and Eric's Garage will charge \$1214.62
- Bearcat Scramble will be Saturday, July 26. Police Chief Baker has a team.
- Property at 438 East Seward had debris piled by the curb that Waste Management will not be picking up. He has contacted the Realtor about picking up the trash
- He has received a stolen trailer.

B. City Clerk Atchison

- Discussed the Hand Up to Veterans' Bike Ride on 9/13/25
- Advised the Council that the fob for the back door is not working. Sam Nasser advised that he thought it has a problem with the circuit on the roof
- Asked who can do an occupancy certificate since we no longer have a Building Inspector. Dave Garrison – Code Enforcement advised that he could get the formula and put together the certificate with Mayor Mullinix signature.

11. Attorney Reports – no report

12. Council/Mayor Comments and Reports

A. Councilmember Curtis – none

B. Councilmember Strohm

- Thanked the Utility Crew for the cleanup of the brush in the streets
- Painting on the curbs looks great
- He is currently working to find a lamp for the light post by City Hall.

C. Councilmember Middleton – None

D. Councilmember Love

- Thanked the Utility Crew for fixing the pole by her house
- Asked what the city cleanup will entail on 8/3/25 since the lines are painted on the curbs. City Clerk Atchison advised that it will be the parking lines on the Northwest Block and the Southwest Block of Santa Fe.

E. Councilmember Burns – None

F. Mayor Mullinix - None

13. Adjournment – Consideration to adjourn the City of Burlingame Council Meeting at 8:30 pm
Councilmember Burns made the motion to adjourn the Council Meeting at 8:30 pm. Councilmember Middleton 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 before the meeting to arrange necessary accommodations.

Next Ordinance 2547
Next Charter Ordinance #18
Next Resolution # 456