

**Burlingame City Council Minutes
November 7, 2005**

1. Call to Order by Mayor.

The Mayor called the meeting to order at 7:00 pm.

2. Roll Call.

Roll Call:	Present:	Bill Kraus Kevin Fry Chris Dubois Ron Nichols Julie Sanders
	Absent:	Dustin Swander
	Staff Present	Kurt Hassler, City Administrator Kelly Ullmer, City Clerk Jon Shaffer, Chief of Police Rick Godderz, City Attorney

Public Present: Dennis Reamer, Dianna Quaney, Richard Cronister with Cronister & Company, Brad Lindstrom with Bartlett & West Engineers.

3. Citizen Comments.

Mr. Reamer raised a question about vent pipes that are on his property. Mr. Hassler explained these pipes are for a gas rectifier.

Consent Items

Motion to approve the minutes from the regular meeting on October 17, 2005 and Claims Ordinance No. 2076 as follows: General \$240.86; Police \$383.65; Street \$754.83; Park \$68.74; Fleet Maintenance \$1,616.64; Employee Benefit \$2,210.00; Special Highway \$2,716.35; Capital Improvements \$1,139.50; Equipment Reserve \$342.02; Utility \$296.86; Electric \$7,897.16; Water \$8,942.93; Gas \$71,152.01; Sewer \$120.00; Solid Waste \$6,224.00 by Dubois and seconded by Sanders.

Vote:	Ayes:	Kevin Fry Chris Dubois Julie Sanders Ron Nichols
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6. Beautification Committee:

Mr. Hassler commented two more names are needed for the Beautification Committee. Mr. Kraus requested approval be made on the names thus far with additional approval to come later with the addition of two individuals.

Motion to appoint Brenda Dorr, Jim Nelson, and Larry Smith by Nichols and seconded by Fry.

Vote:	Ayes:	Kevin Fry Chris Dubois Ron Nichols Julie Sanders
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Enter Dennis Eyelander at 7:10 p.m.

7. City Property

Mr. Kraus questioned the inclusion of liability insurance. Mr. Hassler stated a requirement for use of city property could be to provide liability insurance. Mr. Hassler suggested setting the ordinance up so Staff/City Administrator could issue the Right to Use, but could also deny such request; denial would be subject to review of Council. Ms. Sanders questioned the use of special services such as fire department coverage. Mr. Hassler stated the fire department requests a 60 day notice prior to the event. Mr. Fry questioned the use of the concession stand. Mr. Hassler stated the ordinance could reflect the recreation department to have first choice for providing concessions for an event. Mr. Hassler will draft the ordinance for the next council meeting.

8. Ordinance 2077

Mr. Hassler explained the ordinance is basically as before with the addition of the Demolition Derby Pit and the lot north of the Historical Society Museum. He stated a resolution was previously passed which allowed a \$25 permit fee and a \$75 deposit fee. He informed the council that alcohol consumption is not allowed in Jones and Sumner Park's.

Motion to approve Ordinance 2077 by Fry seconded by Sanders.

Vote:	Ayes:	Kevin Fry Chris Dubois Ron Nichols Julie Sanders
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9. Phase 1 Water Project

Enter Dustin Swander at 7:15 p.m.

Mr. Hassler's recommendation is to award Contract 1 and 2, however Mr. Hassler stated the contractor, Cronister & Company, Inc., is requesting an additional \$58,000.00 to cover the rising cost of PVC Pipe as they have skyrocketed over the last couple months. Mr. Cronister stated PVC pipe has increased significantly due to the hurricanes. Mr. Cronister requested the Council to consider extending their bid 60 days to see what the price of PVC pipe will do, with the knowledge that if prices did not come down then the Council would award the contract with the additional increase that Cronister & Company is requesting. After much deliberation the council decided to award the contract to Cronister and Company, Inc. as bid with a 60-day extension.

Exit Mr. Cronister at 7:27 p.m.

Mr. Swander questioned as to where the funds were coming from to pay for this project. Mr. Hassler advised that funds are a \$400,000 Grant from CDBG, \$736,650 from a Rural Development Grant, and a loan for \$543,350, with additional monies to be obtained through the loan to include cost overruns.

Motion to approve Contract 1 with Phoenix Fabricators and Erectors, Inc., and Contract 2 with Cronister & Company, Inc., as bid with a 60 day extension on the construction by Sanders seconded by Fry.

Vote:	Ayes:	Kevin Fry Chris Dubois Ron Nichols Julie Sanders
	Nays:	Dustin Swander

10. Utility Billing Cycle

Mr. Hassler explained the meters are typically read between the 7th and 10th of the month and mailed around the 20th, the change would be to mail them on the 1st of each month with the bills still due on the same day. He stated the effect on the consumer would be the reduction of time to pay their bill. Mr. Hassler also proposed to change the turn off day from 10 days to 5 days. Ms. Sanders expressed concern on this as some individual's may only get paid every two weeks and would not have a chance to get a paycheck during the shut off time. Mr. Hassler responded with the fact that the city is willing to work with individuals if they would call the city to set up an extension to pay. Mr. Hassler also proposed to raise the late fee from 5% to 10% as it takes additional staff time to monitor the delinquent accounts. Mr. Hassler explained rentals require approval of the landlord before an extension can be made. Mr. Swander informed the council that KCC allows 28 days to pay bills. Mr. Hassler stated he would draft a new ordinance to include changing the late fee to 10% and bills will be considered late as of 8:00 a.m. on the 16th of the month and will check with the KCC on the changes and bring it to the next council meeting.

Enter Anne Hassler at 7:45 p.m.

11. Water Line

Mr. Hassler discussed the possibility of replacing the water line along 189th Street with a 2" line. He stated the estimated cost for this replacement is \$8,000 of which a large portion of this cost would be to hire a contractor to bore under the highway at 189th Street and to case the line. He also stated this is material only, and suggested the city could supply the labor at no charge if Mr. Reamer & Ms. Quaney would be willing to pay for the material. After much discussion it was decided that Mr. Hassler would get quotes for material and provide this information at the next council meeting.

12. Public Works Foreman

Motion to go into executive session for 15 minutes to discuss candidates for the position of Public Works Foreman by Fry and seconded by Dubois.

Council adjourned to executive session at 8:05 p.m.

Exit Dennis Eyelander, Anne Hassler, Brad Lindstrom, Dennis Reamer, and Dianna Quaney at 8:05 p.m.

The council reconvened the meeting at 8:20 p.m.

Motion to go into executive session for 10 minutes to discuss non elected personnel by Sanders and seconded by Fry.

Council adjourned to executive session at 8:22 p.m.

The council returned to regular session at 8:32 p.m.

Motion to hire Joseph Lamond for position of Public Works Foreman at \$10 an hour.

Vote:	Ayes:	Kevin Fry Chris Dubois Ron Nichols Julie Sanders
	Nays:	Dustin Swander

Motion to hire Trey Strohm for part-time help at four to eight hours a week at \$7.50 an hour by Fry seconded by Sanders.

Vote:	Ayes:	Kevin Fry Chris Dubois Ron Nichols Julie Sanders Dustin Swander
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13. Executive Session.

Mr. Swander stated it was not necessary to go into executive session at this time.

14. Reports.

Mr. Hassler - stated he would be meeting with KMGa to discuss gas prices and how these are figured.

Ms. Sanders – questioned cost of labor and material for concrete work.

Mr. Dubois - requested a phone call be made to the owner of the house on Hall Street to complete clean up of discarded material.

Mr. Fry – requested the city to pay half of Mr. Shaffer’s leave time for his trip to Mississippi to help with Hurricane Relief.

Mr. Kraus – expressed concern of the brush and lumber piled in the ditch on West Seward.

15. Adjournment.

Motion to adjourn the meeting at 8:40 p.m. by Dubois and seconded by Swander.

Vote:	Ayes:	Chris Dubois Kevin Fry Julie Sanders Ron Nichols Dustin Swander
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Kelly C. Ullmer, City Clerk