

Burlingame City Council Minutes

Regular Minutes

May 2nd, 2011

1. **CALL TO ORDER BY MAYOR.**

2. **ROLL CALL.**

Present: Mayor Hovestadt

Council members: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

Staff Present: City Attorney Godderz, City Clerk Gilbert, City Superintendent Lamond and Police Chief Shaffer.

Citizens: Gabe Faimon with Osage County Herald-Chronicle, John Dorr and Debbie Parsons with the Burlingame Rec. Commission, Janene Fry.

3. **APPROVAL OF AGENDA:** Motion to approve the agenda by Councilmember Strohm and the second by Councilmember Parker as presented.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

4. **APPROVAL OF MINUTES:** Councilmember Strohm made the motion to accept the minutes with change of the date with Councilmember Parker giving the second motion.

Ayes: Vikki DeMars
Carolyn Lee
Rosie Parker
Carolyn Strohm
Abstain: James Nelson

5. **Claims Ordinance Approval:** Motion by to accept claims ordinance 2200 and 2200a was by Councilmember DeMars and Councilmember Strohm giving the second motion.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

6. Phase I Sewer: Council considered 3 separate motions regarding the current sewer project as follows:

- a. Pay request #1 in the amount of \$195,175.42, motion given by Councilmember DeMars with the second motion given by Councilmember Strohm.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

- b. Change Order #1, City Superintendent supplied pictures of examples of manholes that were not discovered during the planning of the upgrades. The amount of funds added to the project would be \$3,057.29.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

- c. Staff request for the addition of the MicroComm Telemetry for the monitoring of the sewer lift station to work along with the same hardware/software as the Water System adding an additional \$13,635.00 to the project. Motion by Councilmember Strohm to accept with Councilmember Nelson giving the second to pass the request.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

7. Redlg Grant and Loren Medley: With the possibilities of negotiation with a prospective grocer, motion by Councilmember DeMars was made as follows: hiring Loren Medley for 15 hours to assist in the possibility of grant funding to aid in the funding, if more hours are needed then Mr. Medley is requested to return to Council to ask for more funding. Motion passed with the second motion by Councilmember Parker.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

8. **Kansas-Nebraska Travel/Recreation Directory:** The City Clerk placed the request for Council to authorize the yearly purchase of \$235.00 for being placed in the Directory and also listed on the website with a direct link to the City's website. Motion by Councilmember Lee with the second motion by Councilmember DeMars to authorize the expenditure.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

9. **Cafeteria Plan:** Motion by Councilmember DeMars to accept Aflac's version of a cafeteria plan to assist employees in having health benefits pre-taxed, also saving money on the employee tax on the City's side. Motion by Councilmember Nelson made the motion pass.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

10. **Recreation Commission Request:** John Dorr and Debbie Parsons spoke before the Council requesting a water fountain being placed at the ball fields with the cost being paid by the Commission. Other items cover were locks being changed, and the possibility of resurfacing the basketball fields at Sumner Park. Also Council authorized the purchase of a sign for No Alcohol/ No Cereal Malt to be posted. There was no motion needed for this item.

11. **City Tree Board:** Discussion on establishing a Tree Board with Councilmember Strohm supporting the issue. City Attorney Godderz stated the Ordinance Sample for the Tree Board could be broken up into two ordinance. Motion by Councilmember DeMars made the motion to placing a note on Facebook and getting recommendations for citizen's to serve on the Tree Board, second motion was given by Councilmember Strohm.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker

Carolyn Strohm

12. **Employee Policy Manual:** Discussion on updating the employee manual with Councilmember DeMars making the motion to have department heads to review and recommend changes to the Council regarding the manual, Councilmember Strohm gave the second motion.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

13. **Updating the City's Code Book:** The need to update the City's Code book was discussed with Council directing the Clerk to get prices to updating. Councilmember DeMars making the first motion to update the City's Code book after prices are received with the motion from Councilmember Parker to pass.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

14. **Purchasing Media Equipment:** With the City attending the Kansas Sampler, Mayor Hovestadt recommended the Council approve the purchase of a TV and player to be able advertise with a continuous slide show. The discussion was between a TV or projection equipment with the pros and cons being mentioned. Motion to purchase for the amount not to exceed \$400.00 by Councilmember Strohm and with the second motion from Councilmember Parker.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

15. **Upgrading the Tornado Sirens:** Police Chief Shaffer presented Council with a bid to upgrade the Sirens along with the County to ensure coverage. Councilmember DeMars offered the motion to upgrade the sirens with Councilmember Strohm making the second motion.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson

Rosie Parker
Carolyn Strohm

16. **Reports:** Councilmember DeMars reported she would like staff to investigate the possibility and cost of an LED sign for messages. The Mayor noted this weekend was the Kansas Sampler Festival and invited anyone to attend. Noting the work that needed to be done on trees at the Townsite Apartments. Reminding Council of the League meeting on the 13 & 14th. The Mayor also spoke of the gentleman that might be interested in opening up a grocery store and decided the Appreciation Dinner will be at the Museum "Annex" on May 19th @ 6pm, and encouraged everyone to bring a side dish or dessert.
17. **Adjournment:** Motion by Councilmember DeMars and the second motion by Councilmember Parker to adjourn the regular meeting.

Ayes: Vikki DeMars
Carolyn Lee
James Nelson
Rosie Parker
Carolyn Strohm

Patti Gilbert, City Clerk