



City Of Burlingame

MINUTES

Mayor Mike Dorr – P
Councilmember Carolyn Lee – P
Councilmember Carolyn Strohm - P
Councilmember Vikki DeMars - P
Councilmember Michelle Mullinix - P
Councilmember Kenna Burns - P

City Attorney Rick Godderz - A
City Clerk Lee Ann Smiley - P
City Superintendent Joey Lamond – P
Police Officer Shaffer - A
Building Inspector Jim Welch -A

Held: **February 18, 2014 at 7:00pm**
Location: **Council Chambers**

1. CALL TO ORDER BY MAYOR – 7:00PM

2. ROLL CALL – See above

Citizens Present: Ray Burns, Caitlynn Burns, Gabe Faimon, Jeanne Riggs, Patty Freed, and Brenda Dorr

3. PUBLIC COMMENTS – None

CONSENT ITEMS

These items can be voted on with one motion or individually by the city council.

4. APPROVAL OF AGENDA – Mayor Dorr requested to add agenda #7 Claims Ordinance #2270EP to agenda #6 Claims Ordinance #2270. He requested to list a new agenda item #7 as “Transfers” and on agenda item #12 change the word “correction” to “amend”. Motion was made by Councilmember DeMars to approve the agenda with the changes. Councilmember Burns seconded the motion.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

5. APPROVAL OF MINUTES – On agenda item #16 councilmember Mullinix requested to replace the term Police Officer with the term Police Chief, replace the colon with a decimal to read \$1.00 for the rate and change the year from 2014 to 2013. Councilmember Mullinix made the motion to approve the minutes of the February 3, 2014 meeting with the changes, seconded by Councilmember Lee.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

6. APPROVAL OF CLAIMS ORDINANCES – Councilmember Burns requested to see the breakdown of charges to the credit cards. Councilmember DeMars asked what the court fine reimbursement was. City Clerk Smiley stated it was a refund to a defendant that had previously been picked on a Bench Warrant and paid the fine but somehow the Bench Warrant had not been lifted and he was picked up again. They in turn paid the fine a second time for something they didn't owe and we are now

reimbursing them for that. Councilmember Mullinix asked if we know how many polycarts we have and if we verify that with the billing from Waste Management. City Clerk stated that we do get a listing; we do verify it but that the count doesn't change a lot. City Superintendent Lamond explained that the bill from DC&B Supply was over \$1000 but when he gives them meters he never knows how many we will get back. We give them around 50 meters and he returns whatever he can rebuild, this time we received 25 meters back. Mayor Dorr inquired if the Osage City water rates could be changed at any given time. City Superintendent Lamond replied that they can go up at any time, he continued, that he thought the last time they raised the rates that they gave us a 30 day notice. Councilmember Strohm made the motion to pay claims ordinance #2270 and 2270EP, Councilmember Burns seconded the motion.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

7. TRANSFER - Councilmember Strohm made the motion to transfer \$83,700 from the checking account to a 1 year fixed rate account in the Money Pool, Councilmember Lee seconded the motion. The breakdown of the money is \$73,700 for the Bond Reserve and \$10,000 for the Depreciation and Maintenance Reserve.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

Police Chief Shaffer entered at 7:12PM.

NEW BUSINESS

8. CCMFOA CONFERENCE - Councilmember DeMars made the motion to approve the request of City Clerk Smiley to attend the 2014 City Clerks and Municipal Finance Officers Assn. of Ks. spring conference in Wichita March 12-14 at \$250 and three nights stay in the motel at \$100 each. Councilmember Strohm seconded the motion.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

9. MUNICIPAL COURT CLERKS CONFERENCE- Councilmember DeMars made the motion to approve the request of City Clerk Smiley to attend the 2014 Municipal Court Clerks conference in Junction City March 20-21, Councilmember Strohm seconded the motion. Conference, travel, food and motel expenses will be reimbursed by the Supreme Court.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

10. FARABEE MECHANICAL INC APPLICATION FOR PAYMENT - Councilmember Strohm made the motion to approve signing the application for payment #2 in the amount of \$9,898.20 for the amount of sales tax less a 10% retainage and #3 in the amount of \$71,641.60 for the remainder of the contract price including sales tax, less a 10% retainage to Farabee Mechanical for the Electrical Plant Generation, Councilmember Mullinix seconded the motion.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

11. PHASE 1 ELECTRICAL UPGRADE EXTENSION – The council was asked for approval to sign an application for an extension of the completion date for the Phase 1 Upgrade Project. Councilmember DeMars questioned what the reasons were for the extension. City Superintendent Lamond replied that it was because everything was delayed so long, that we were just getting into the overhead project. They (RS Electric) said that it would take three to four months to get done. March 31 was our original deadline to complete the project. Councilmember DeMars made the motion to approve signing the application for a request of a six month extension for the Phase 1 Electrical Upgrade Project with the date of September 30, 2014. Councilmember Mullinix seconded the motion.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

12. AMENDMENT TO MINUTES – Mayor Dorr stated while he had extra time he had been reading previous minutes and that he found things he wanted to amend. Councilmember DeMars asked how we would know what the corrections to be made were. City Clerk Smiley stated that upon approval of the minutes she destroys the notes that she had taken. Discussion was held in regards to past tape recordings, Smiley stated the current recorder didn't have an option to download to any other source for saving the information. Dorr stated that everyone would need to go back to all of their old council meeting notes and table this until the next meeting. Councilmember DeMars made the motion to table this agenda item for the next meeting to get more information. Councilmember Burns seconded the motion.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

13. EXECUTIVE SESSION NON-ELECTED PERSONNEL – Councilmember DeMars made the motion to go into Executive session for a period of 10 minutes for Non-Elected Personnel and to return to regular session at 7:38. Councilmember Mullinix seconded the motion.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

The meeting reconvened at 7:38, Mayor Dorr stated that no action was taken.

Councilmember DeMars made the motion to go into Executive session for a period of 10 minutes for Non-Elected Personnel and to return to regular session at 7:48. Councilmember Mullinix seconded the motion.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

The meeting reconvened at 7:48, Mayor Dorr stated that no action was taken.

Councilmember DeMars made the motion to go into Executive session until 8:00 for Non-Elected Personnel and asked that Police Chief Shaffer join them. Councilmember Mullinix seconded the motion.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

The meeting reconvened at 8:00, Mayor Dorr stated that no action was taken.

14. SWIMMING POOL EMPLOYEES – Discussion was held in regards to running an ad in the paper now in order to give applicants time to get their training done during Spring Break. It was stated to exclude advertising for the concession position as the other employees could cover that position. Councilmember DeMars made the motion to advertise in the Osage County Herald for the 2014 Swimming Pool positions, Councilmember Lee seconded the motion.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

15. REPORTS –

City Superintendent Lamond stated that we had been getting calls about a customer charge on the billing, this is actually the meter charge which has always been there, it was \$10 and is now \$12. He stated that KCC was here for their audit and that everything was good, there was no non-compliance. Friday (21st) at 1:00 there would be a preconstruction meeting with the Engineers, RS Electric and Donna Crawford in regards to the Electrical Overhead Upgrades contract.

City Clerk Smiley stated that she talked to Stephanie Watson (Osage County Economic Development), she said that they had a commitment letter from a bank and an application has been submitted for the tax credits for the Housing Development. Smiley stated that we had received approval of the payment application from the grant money for Farabee in the amount of \$252,000 and that we should receive it sometime this week.

Councilmember Burns requested a work session to go over ordinances. She had been going over them and found some of them hard to understand and some outdated. She thought it would be good to go over them a few at a time.

Councilmember DeMars asked to have the Summer League Ball program put on the agenda for the next meeting.

Councilmember Mullinix questioned what the rules were on snow removal. City Superintendent Lamond stated that people can't push snow from private property to the roads. Mullinix questioned who was responsible to get the snow away from the mail box, they shovel the snow out and the city pushes it back. Councilmember Strohm stated that you have a chose, to shovel out your mail box or the mailman can't get down the road anyway (if the City doesn't clear the road). Councilmember DeMars said that we should get the ordinance to see what it says.

Mayor Dorr stated that he felt we needed a little more work (for snow removal) on the streets of Banks and Chase coming down from the hills at the stop signs so that people don't slide through.

16. ADJOURNMENT - Motion was made by Councilmember Lee to adjourn the City Council Meeting. Motion seconded by Councilmember Burns. Meeting adjourned at 8:25pm.

Vote: Ayes: Mullinix, DeMars, Strohm, Burns and Lee

SUBMITTED BY: _____
Lee Ann Smiley, 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.