



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 - P
City Clerk Lee Ann Smiley - P
City Superintendent Joey Lamond – P
Police Chief Dudley - P
Building Inspector Jim Welch –P

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

1. CALL TO ORDER BY MAYOR – 7:00PM

2. ROLL CALL – See above

Citizens Present: Grizz Lee and Ray Burns

3. PUBLIC COMMENTS –Ray Burns representing Burlingame Chamber of Commerce requested to be put on the agenda for July 21, 2014 to speak about their Halloween promotion Haunted Hollow of Demon Creek.

Grizz Lee and Mr. Winters voiced concern about tall grass in the Fast Addition. Lee stated that he had filled out a complaint over a month ago and nothing had been done yet. Winters stated that he had children and dogs and was concerned about snakes. Mayor Dorr stated that the County had the property coded as Agriculture Real Estate which charges minimal taxes. Lee stated that if the people were getting lower taxes he wanted them too, “what’s good for him is good for us”. Police Chief stated that he had sent out letters today in regards to the issue. Mayor Dorr stated that we would have to look into it and do further research.

Chris Dubois thanked City Superintendent Lamond for getting branches cut before they did damage to his house and power lines. He stated that Lamond was working on it before he even knew he had a problem.

CONSENT ITEMS

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

4. APPROVAL OF AGENDA –Mayor Dorr stated that we needed to add Claims Ordinance UMP2279 for the softball umpires on item #6. Councilmember DeMars made the motion to approve the agenda with the addition. Councilmember Strohm seconded the motion.

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

5. APPROVAL OF MINUTES – Councilmember DeMars stated that she had left early from the meeting of July 24th and wouldn't have been there for the votes. City Clerk Smiley is to listen to the tape to determine when DeMars left the meeting. Councilmember Strohm made the motion to approve the minutes of the June 16, 2014 meeting, June 24, 2014 Special meeting and June 30, 2014 Special meeting with the amendment. Councilmember Mullinix seconded the motion.

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

6. APPROVAL OF CLAIMS ORDINANCES – Councilmember DeMars made the motion to pay claims ordinance #2279 and UMP2279, Councilmember Strohm seconded the motion.

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

OLD BUSINESS

7. WESCO DISTRIBUTION INC. – Mike Myers, representing Wesco Distribution Inc., addressed the council in regards to the issue of not being paid sales tax on the Unit Substation Transformer contract. Points that he made were #1. The quote that Wesco submitted clearly stated that sales tax was not added to the quote. #2 Morrow Engineering sent a letter of approval for the sales tax change order along with a recommendation that the city approve the change order. #3. The bid from Wesco was the low bid even with the added sales tax change order. #4. Howard Industries also bid without tax, leaving only Solomon meeting the requirements provided, yet Wesco was accepted/awarded the bid. Mayor Dorr stated that we accepted the bid as the total bid. City Clerk Smiley stated that the bid specs stated within it, four times, that the bid was to include the sales tax. She said that at the bid opening we were told that we could negotiate with Wesco as to whether we wanted to pay taxes or not because the bid was to include the taxes and it did not. City Superintendent Lamond commented that the tax issue was discussed after the bid opening and Donna Crawford of Governmental Assistance Services recommended that we go with the low bid. Attorney Godderz said that the only thing that bothered him was that on August 19th you were informed what the amount of the sales tax would be. The letter seems to indicate that it's still up to the city to accept the bid and award the bid. Councilmember DeMars made the motion to table this item in order to look into the issue further. Councilmember Lee seconded the motion.

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

NEW BUSINESS

8. UTILITY DEPOSIT WAIVER REQUEST – The council discussed the waiving of the utility deposit for the new business "Amanda's Shirts" being opened by Amanda Kohlman at 107 W Santa Fe. The business will offer embroidered shirts and screen printing. Mayor Dorr stated that his concern was that if we waive this and she reneges on her utilities who do we go after. Councilmember DeMars made the motion to deny the deposit waiver and inform her of the 25% utility deduction. Councilmember Strohm seconded the motion.

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

9. **2013 AUDIT** - Stephen Connelly, CPA, PC. presented an overview of our finances for our 2013 audit. He stated that our cash balances had decreased considerably. Last year we still had a cash balance from the sewer project that's why we had approximately \$850,000, once the bank reconciliation was done we had approximately \$240,000. The City spent about \$2 million in Capital Projects. In 2013, we paid \$76,000 in principal and \$134,000 in interest toward our General Obligation bonds. At the end of the year we had \$3,864,000 in debt compared to \$3,940,000 in 2012. This was before we issued the bonds for the electrical project which added an additional \$865,000. We have seen a decrease in assessed valuation over the last several years when that goes down the mill levy has to go up. Councilmember DeMars made the motion to accept the 2013 audit. The motion was seconded by Councilmember Strohm.

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

10. **T-MOBILE MODIFICATION REQUEST** - Consideration was given to signing a letter for T-Mobile to modify the antenna facilities by installing new fiber telephone lines within the existing premises and fiber that is run outside of the compound that will follow the existing utility easement. City Superintendent Lamond stated that they will be adding to their existing lines by putting in fiber optic to upgrade their lines. Councilmember Burns made the motion to approve the signing of the letter; the motion was seconded by Councilmember Strohm.

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

11. **R/S ELECTRIC CORP. SUBSTANTIAL COMPLETION OF WORK CERTIFICATE** - Councilmember DeMars made the motion to sign the Substantial Completion of Work Certificate. Councilmember Mullinix seconded the motion.

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

12. **R/S ELECTRIC CORPORATION APPLICATION FOR PAYMENT** - City Superintendent stated that RS has completed everything that was required in the contract and that we were still holding 10% until we receive all of the paperwork required. Councilmember Strohm made the motion to approve the application for payment to R/S Electric Corporation. Councilmember DeMars seconded the motion.

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

13. **WATER RATES** - A motion was made by councilmember DeMars to table the consideration of increasing water rates until the July 21st meeting, councilmember Burns seconded the motion.

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

14. PUBLIC NOTICE OF KDHE'S ACCEPTANCE - A motion was made by councilmember DeMars to approve the publication of a public notice of Kansas Department of Health and Environment's acceptance of a Voluntary Cleanup plan submitted for the Burlingame Newspaper BTA site, councilmember Burns seconded the motion.

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

15. EXECUTIVE SESSION NON-ELECTED PERSONNEL -Councilmember Mullinix made the motion to go into Executive session for a period of 15 minutes to discuss Non-Elected Personnel, Councilmember Burns seconded the motion.

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

The Council exited at 7:56

The meeting reconvened at 8:11, Mayor Dorr stated that no action was taken.

Councilmember Lee made the motion to go into Executive session for a period of 15 minutes for Non-Elected Personnel, Councilmember Mullinix seconded the motion.

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

The Council exited at 8:13

The meeting reconvened at 8:28, Mayor Dorr stated that no action was taken.

Councilmember Lee made the motion give a \$.50 an hour raise to Janene Fry, Joey Lamond, Wes Colson, Dave Punches, Dannie Smiley, Chris Galloway, Gerald Britschge, and Kerry Punches and to give Trey Strohm a \$1.00 an hour raise. Councilmember DeMars seconded the motion.

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

16. REPORTS

Building Inspector Welch stated that he would be getting ahold of Al Nika to follow up on the progress that he has made on the repairs of his building.

City Superintendent Lamond stated that they would be changing Mediacom out tomorrow. They would be spreading mulch this week and trimming trees. They are getting road rock to do some chip and seal. There is a short somewhere in the air conditioner in City Hall, they ran new wire all the way down to the thermostat but it didn't help; now they are looking inside the unit to see what's wrong with it.

Police Chief Dudley is trying to get concern forms out immediately but he does need to go out and verify the complaints. The Avalanche will need new tires soon.

City Clerk Smiley asked how the council wanted to handle going forward with our budget we really need to get things fixed. Cindy Jenson of Aldrich gave an estimate of \$1500 to make adjustments to our books as needed. Jenson is available on the 10th and 17th of July to meet and go over the budget. Councilmember DeMars made the motion to have a Work Session to go over the budget July 10th at 5:15, councilmember Mullinix seconded the motion. We would wait until after she reviews the budget to make any further decisions in regards to adjustments. Smiley stated that we were informed that Thomson Rueters/Infinitec would no longer support our software after December 2015.

Councilmember Strohm stated that she would like the city to send a thank you note to David Strohm and Randy Suddath for mowing the property in between them which is vacant property.

Councilmember Mullinix stated that there was a pipe that was jagged and sticking out of the ground down at the ballpark playground. City Superintendent stated that he would look into it.

Mayor Dorr lead discussion in regards to Rusty Robinson's possibility of opening a fur harvesting business and the zoning of that, whether it would fall under Commercial or Industrial. Building Inspector Welch stated that he thought that the Industrial Zone was intended for the tanning process and he is not doing that. With what he wants to do, just cutting the fat off of the furs, it would fall under Commercial zoning.

17. ADJOURNMENT – Motion was made by Councilmember DeMars to adjourn the City Council Meeting. Motion seconded by Councilmember Lee.

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

Meeting adjourned at 9:29pm.

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 for necessary accommodations.