



CITY OF BURLINGAME

Minutes

Mayor, Vikki DeMars – P City Attorney, Rick Godderz - P
Councilmember, Doug Moon – P City Clerk, Patty Atchison - A
Councilmember, Leslie Holman- P City Superintendent, Wes Colson - P
Councilmember, Sheila Curtis – P Police Officer – Mathew Baker – P
Councilmember, Michelle Mullinix – P Building Inspector – Jim Welch – A
Councilmember, Kenna Burns – A Utility Clerk, Windy Hinck - P

Held: **December 7, 2015 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. **CALL TO ORDER BY Mayor Vikki DeMars**
2. **ROLL CALL** – See above. No citizens present
3. **PUBLIC COMMENTS** - No public comments

CONSENT ITEMS

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

4. **APPROVAL OF AGENDA** – Council member Mullinix made the motion to approve the agenda with the addition of item 13a. Consider the purchase of a pipe locator for gas department. Councilmember Holman seconded the motion for approval of the agenda.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

5. **APPROVAL OF MINUTES.**

Councilmember Mullinix made the motion to approve the minutes from December 7, 2015. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

6. **APPROVAL OF CLAIMS ORDINANCE** – It was discussed on further ordinances if the detailed list of vendor expenses could be provided to the council members. Councilmember Mullinix made the motion accept claims ordinance # 2314. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

OLD BUSINESS

7. Consider motion for 50 cent/hour raise for Wes Colson to be back dated to 11/3/2015. Councilmember Moon made the motion to give Wes Colson a 50 cent raise to be back dated to 11/3/2015. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

8. Consider motion for 50 cent/hour raise for Patty Atchison to be back dated to 11/24/2015. Councilmember Moon made the motion to give Patty Atchison a 50 cent raise to be back dated to 11/24/2015. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

New Business

9. Consider the purchase of a new or used patrol vehicle for the Police Department – Officer Mathew Baker. Councilmember Holman made the motion to approve Officer Baker to begin research on the purchase of a new car up to the price of \$31,000 after review of the budget being done at the next meeting. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

10. Consider purchasing the missing branches of service military flags – Officer Mathew Baker. Councilmember Holman made the motion to buy 5 new military flags from general fund for the price of \$135.00. Councilmember Curtis seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

11. Review Hazard Mitigation Grant Program (copy in package) Councilmember Holman made the motion for Les Holman to secure more information prior to next meeting. Councilmember Curtis seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

12. Review Annual Application for KDOT Public Transportation Grant which is due December 15, 2015. No action was taken. This grant was provided to the city council to review.

13. Consider donating to the Burlingame Community Fund Drive 2015.

Councilmember Mullinix made the motion to not donate to the Burlingame Community Fund Drive. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

13A. Consider the purchase of a pipe locator for gas department – Wes Colson. Budget was reviewed and money for new pipe locator was available. Councilmember Moon made the motion to purchase pipe locator up to \$2200 with the meter to be used for two weeks before purchasing. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

Reports:

Officer Baker - advised he had attended Intox Training on 12/7/2015 and James will be attending training on 12/9/2015. City Facebook Page is up and running.

City Superintendent Colson – Reviewed the installation of the Christmas tree and the fact Dillon Quaney decorated most of the tree and got practice running the bucket truck. Discussed the ice storm and the various power outages and the fact some overtime was needed to get power back to customers. Felt the guys did a great job in handling the power outages. The people in the country who had some power outages were very grateful for the assistance they received to get their power turned back on.

Utility Clerk Wendy Hinck discussed the integration and billing process through the new Computer Software (Computer Information Concepts) and some of the problems.

Attorney Godderz discussed he will need to review with the City Clerk the Ordinance on Elections and the Water Rights along the creek.

Councilmember Mullinix – Thanked everyone who assisted with the ice storm and especially thanked Gerald Britschge. She mentioned the parade was a lot of fun and she enjoyed riding the float.

Councilmember Holman mentioned he would like to see the sign out front updated more timely and wanted to make sure it was fastened and secured to the pole. Utility Clerk Hinck and Mayor DeMars both discussed the sign will be kept up to date with messages year round.

Mayor DeMars discussed the possible adoption of a family. Councilmember Holman will contact the person who had asked the city if a family was to be adopted to see if this person had someone in mind. She thanked the Police Department for the barricades and all of the assistance they provided during the County Christmas and other events. She also thanked everyone who assisted with the decoration of the float, riding the float and etc. One negative comment was the lights during the parade. Some years the City was asked to turn the

lights off by the Chamber of Commerce and others they have asked for the lights to be left on. In the future, we will assume the lights to be turned out unless advised otherwise. City Hall has had some customers come into the office who are less than professional. The City Clerk has been advised if the people are not professional, they can be asked to leave and come back another day. If the less than professional behavior continues, then the police department will be contacted. Final point of discussion was the city Facebook page. The page is up and running and has 250 followers. There has been a lot of positive feedback and discussion on the page. It will continue to be updated.

14. Adjournment – Councilmember Mullinix made the motion to adjourn the City of Burlingame Council Meeting at 8:04 pm. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, and Mullinix

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 prior to the meeting to arrange necessary accommodations.

Next Ordinance 2315
Next Charter Ordinance #12
Next Resolution # 382