



City Of Burlingame

MINUTES

Mayor Vikki DeMars – P
Councilmember Doug Moon - P
Councilmember Leslie Holman - P
Councilmember Sheila Curtis - 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 Baker – P
Building Inspector Jim Welch – A

Held: **May 4, 2015 at 7:00pm**

Location: **Burlingame City Hall Council Chambers**

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

2. **ROLL CALL** – See above

Citizens Present: Rosie Parker, Kathy Boyce, Janie Roth, Matt and Sara Worcester

3. **PUBLIC COMMENTS** – No comments were made.

CONSENT ITEMS

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

4. **APPROVAL OF AGENDA** – Councilmember Moon made the motion to approve the agenda, Councilmember Mullinix seconded the motion.

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

5. **APPROVAL OF MINUTES** – Councilmember Moon made the motion to approve the minutes of the April 20, 2015 Meeting and the April 28, 2015 Special Meeting, Councilmember Holman seconded the motion.

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

6. **APPROVAL OF CLAIMS ORDINANCE** – Councilmember Burns made the motion to pay Claims Ordinance #2300 in the amounts of \$23,567.77 and \$81,483.62 Councilmember Moon seconded the motion.

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

OLD BUSINESS

7. **EMPLOYEE MANUALS** – Councilmember Curtis made the motion to distribute the revised employee handbook to the councilmembers for review to try to eliminate extra verbiage. Councilmember Moon seconded the motion.

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

8. **FAST ADDITION** – Mayor DeMars gave a recap of previous complaints from individuals living at the Fast Drive addition including snakes and Greg Fast haying his property and paying agriculture taxes verses the residential taxes being paid by others. There was a question as to who was responsible for the development of the road. Attorney Godderz stated that it is up to the developer of the lots to develop the road according to contract and once it is developed it's up to the city to maintain it. Godderz stated that the city had an ordinance that establishes the boundary lines which includes all of the area in the Fast addition, including the part that is being hayed, as within the city limits. Godderz further stated just because you're within the city limits, if the property is for agricultural use, by state law, until the owner decides to change it, it remains agriculture use. As far as the taxes are concerned the county determines that. Councilmember Moon made a motion to take no action on this item. Councilmember Holman seconded the motion.

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

9. **WEED CONTROL** – Councilmember Moon made the motion to appoint Police Chief Baker to oversee weed control. Councilmember Mullinix seconded the motion. It was stated that if there were concerns a Concern form should be completed and turned into City Clerk Smiley and she would give it to the department head it relates to.

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

NEW BUSINESS

10. **LIBRARY UPDATE** – Librarian Sara Worcester gave a presentation in regards to the Library and presented status of foot traffic compared to circulation. She stated they would be having a book sale and homemade ice cream Rodeo Days weekend. They are expanding the Summer Reading program from four to eight weeks and on May 23rd they will conduct their first adult programming which will be Container Gardening. There was no motion for this item.
11. **SWIMMING POOL PERSONEL WAGES** – Councilmember Curtis made the motion to pay the Swimming Pool Manager \$9 an hour and the Swimming Pool Assistant Manager \$8.00 an hour. Councilmember Moon seconded the motion. City Superintendent Lamond is to see if we have a current job description for the Swimming Pool Manager.

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

12. **ANNUAL APPOINTMENTS** – Councilmember Moon made the motion and Councilmember Mullinix seconded to approve the following annual appointments:

- A. Official depository for City funds: Bank of Burlingame
- B. Official City Newspaper: Osage County Herald-Chronicle
- C. City Attorney: Rick Godderz
- D. City Municipal Judge: Sue DeVoe
- E. City Treasurer: Cindy Harris

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

13. **DOG POUND PROCEDURES** – Mayor DeMars reported that the city was reprimanded in regards to our adoption of animals released from the dog pound. Arrangements to have the animals spayed or neutered must be made before being released from our dog pound. There was no action taken on this item.

14. **SOFTWARE** – In the search of a new software package City Clerk Smiley stated that the city had received pricing from CIC in the amount of \$24,545 for software and \$2840 for annual maintenance and Data Tech in the amount of \$22,995 for the software and \$2515 for the annual maintenance. Councilmember Mullinix made a motion to table this item for the next meeting for additional information from other long term users of CIC and Data Technology and for samples of reports. Councilmember Burns seconded the motion.

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

15. **ELECTRIC SERVICE FOR RECTIFIER** – Councilmember Mullinix made a motion to pay the line extension charges for the rectifier south of Osage City in the amount of \$1435, Councilmember Holman seconded the motion.

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

16. **WASTE MANAGEMENT** – Councilmember Holman made the motion to approve renewing a three year contract with Waste Management at current prices for 2015 with a 2% increase for each of the following years. Councilmember Moon seconded the motion.

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

17. **ROOF REPLACEMENTS** – Consideration was given to purchasing supplies to roof the Sumner Park rest rooms and shelter house. Councilmember Moon made the motion to table this item to the next meeting for further information. Councilmember Curtis seconded the motion.

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

18. **MEMORIAL** – Councilmember Holman made the motion to approve a \$50 donation to Bridge Home Health and Hospice as a memorial to Barbara Heldman, Councilmember Burn's grandmother. Councilmember Moon seconded the motion.

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

19. **GAS PURCHASE** – Councilmember Mullinix made the motion to contract services with Optic Fuel Clean to recondition the fuel tank at the Power Plant at a total cost of \$1371.00. Councilmember Holman seconded the motion.

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

20. **BUSINESS DEVELOPMENT** – Councilmember Curtis asked for the councils blessing to move forward in contacting Corporate Offices of businesses for possible development in Burlingame. Councilmember Holman made the motion to do so, Councilmember Moon seconded the motion.

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

21. **COMMUNITY SERVICE** – It was asked if anyone would be willing to supervise someone

working off a fine by doing community service. Some of the council members stated that they would be willing to supervise if they were available to do so. This item was for discussion only.

22. REPORTS

City Superintendent Lamond reported the cracks were fixed in the pool, it is now painted and filled and they had purchased a new vacuum for it. They will work on the rectifier the next couple of weeks. Tree trimming is in process.

Police Chief Baker stated the police car was going to have to be replaced in next year's budget. The Avalanche is going into the shop tomorrow, the other car is currently getting tires, steering linkage, front suspension and shocks. He had received numbers on used Highway Patrol Chargers, they sell them with 49,500 mile for \$15 to \$17 thousand dollars. They could purchase a new 2016 Ford Explorer for \$27,685 through the Partners program. Baker had also priced Body Armor at \$415 per officer. He presented the council with the letter being distributed in regards to weeds. He announced that he now lived in Burlingame. Trechtor and Lovett will be available for Rodeo Days, Baker has drill and won't be available. He reported that the cases in the department have risen more than double and citations are up 153% from this time last year. This is generating revenue but our expenses are up because of it.

City Clerk Smiley stated the auditors would be in the office Tuesday and Wednesday. She reported that the Bell Mine and the Bridal Shop had been sold and plans were for them to continue to rent out the Bridal Shop and to open a restaurant in the Bell Mine.

Councilmember Moon and Mayor DeMars discussed the swimming pool and the poor condition of the roof. It was discussed that City Superintendent Lamond check into any possible funds available from the Jones Trust Fund. Mayor DeMars asked for this to be put on the agenda for the next meeting.

23. ADJOURNMENT – Motion was made by Councilmember Burns to adjourn the City Council Meeting, motion seconded by Councilmember Curtis.

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

Meeting adjourned at 9:08p.m.

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.