



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 - A
Utility Clerk Janene Fry - P
City Superintendent Joey Lamond – P
Police Chief Matthew Baker – P
Building Inspector Jim Welch – P

Held: **May 18, 2015 at 7:00pm**

Location: **Burlingame City Hall Council Chambers**

1. **CALL TO ORDER BY MAYOR DEMARS** – Meeting called to order at 7:00pm
2. **ROLL CALL** – See above

Citizens Present: Jeremy Gaston, Kathy Boyce, Janie Roth, Sara Worcester, Mark Hecht and Dave Prescott

3. **PUBLIC COMMENTS** – Mark Hecht: Update on the success of Rodeo days and thank you to the Public Works Department and City Council for their assistance and support.

Dave Prescott on behalf of the Burlingame Saddle Club: Update on the success of the Rodeo and thank you to the Public Works Department for their assistance. There will be a Memorial Day Ceremony at the Burlingame Cemetery at 2pm. Everyone is welcome to attend.

Sara Worcester: Presented information regarding retirement benefits for library staff.

CONSENT ITEMS

4. **APPROVAL OF AGENDA** – Councilmember Moon made the motion to approve the agenda with the addition of #16A – Swimming Pool Roof. Motion seconded by Councilmember Mullinix.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

5. **APPROVAL OF MINUTES** – Councilmember Mullinix made the motion to approve the minutes of the May 4, 2015 Meeting with changes to items #7 and #14. Motion seconded by Councilmember Moon.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

6. **APPROVAL OF CLAIMS ORDINANCE** – Councilmember Moon made the motion to pay Claims Ordinance #2301. Motion seconded by Councilmember Curtis.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

OLD BUSINESS

7. **EMPLOYEE MANUALS** – Councilmember Mullinix made the motion to table further discussion on the employee manuals until the City Clerk is available. Motion seconded by Councilmember Moon.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

8. **SOFTWARE** – Councilmember Moon made the motion to move forward with CIC. Motion seconded by Councilmember Mullinix.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

9. **ROOF REPLACEMENTS** – Motion made by Councilmember Moon to pay up to \$3975.88 for replacement of the roofs and paint, in the colors of Rustic and Charcoal, for the shelter houses and the restrooms at Sumner Park. Motion seconded by Councilmember Holman.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

NEW BUSINESS

10. **EXECUTIVE SESSION NON-ELECTED PERSONNEL** – Motion made by Councilmember Burns to enter into executive session for a period of 10 minutes for Non-Elected Personnel. To return at 7:40pm. Motion seconded by Councilmember Moon.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

No action taken in executive session.

11. **SWIMMING POOL** – Councilmember Burns made the motion to hire assistant manager Haley Tyson at \$8 an hour, and the following as lifeguards, Lacey Henderson at \$7.45 an hour, Ashley Henderson at \$7.45 an hour, Colton Noonan at \$7.25 an hour, Dalton Sporing at \$7.25 an hour, Dakotah Sporing at \$7.25 an hour, Tristan Lee at \$7.25 an hour, Parker Lee at \$7.35 an hour,

Harper Neu at \$7.35 an hour, Zachary Herrick at \$7.25 an hour and Chris Mohn at \$7.85 an hour. Also to set the swimming pool fees as; Day Pass - \$1.50, Single Season Pass - \$60, Family, to include 2 adults, up to 5 children and babysitter - \$85 and \$10 each per additional child to be named, Water Aerobics, Tuesday and Thursday 7-7:45pm - \$2 per class or \$40 per season, Swim Lessons - \$30 for 5 - 45 minute sessions, Private Lessons - \$45, Pool Parties, 2 hours, up to 25 swimmers - \$60, adding \$15 per hour for evening parties, to cover lifeguards. Motion seconded by Councilmember Holman.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

12. FIREWORKS STANDS – Councilmember Mullinix made the motion to approve Fireworks Stand requests for Ron Shaffer and Janice Zwink (BHS Cheerleaders). Councilmember Curtis seconded the motion.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

13. ZONING – Motion made by Councilmember Holman to table until the June 15th meeting to give time to review proposed changes. Motion seconded by Councilmember Mullinix.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

14. SECURITY AGREEMENT – Motion made by Councilmember Mullinix to authorize Mayor DeMars to sign a Security Agreement between the City of Burlingame and Flint Hills Bank after receiving and okay from Attorney Godderz regarding the verbiage. Motion seconded by Councilmember Moon.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

15. CUSTODIAL AGREEMENT – Motion made by Councilmember Mullinix to authorize Mayor DeMars to sign a Custodial Agreement among the City of Burlingame and Flint Hills Bank and the Bankers' Bank of Kansas after receiving and okay from Attorney Godderz regarding the verbiage. Motion seconded by Councilmember Moon.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

16. DEMOLITION AGREEMENT – Councilmember Mullinix made the motion to authorize reimbursement of \$750 to the property owners at 122 N Kansas Avenue for the demolition of a structure. Councilmember Moon seconded the motion.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

16A. SWIMMING POOL ROOF – Mayor DeMars gave an update regarding the need for a new roof for the swimming pool and ideas including “Redneck Days”, a two day event, to help raise funds for the maintenance of the swimming pool roof.

No Action Taken.

17. REPORTS

Building Inspector Welch: Reported on the need to update the Building Code books.

City Superintendent Lamond: Lights at ball field have been repaired. – Continuing issues with the Lift Station, may need to contact Smith and Loveless Service Technician to assist. – Swimming Pool will open Monday, May 25th for free swim.

Chief Baker: Update on condition and repairs needed regarding patrol vehicles and equipment. – Progress of letters to property owners regarding code violations.

Councilmember Mullinix: Citizen concerns regarding Police Department- Offered assistance to officers

Councilmember Burns: Thank you for memorial donation to family. – Heard many positive things regarding Rodeo Days.

Councilmember Moon: Thank you to City Superintendent and Public Works Department for all their hard work. During the storms, Burlingame had no power problems.

Mayor DeMars: Review of Swimming Pool Manager job description.

Motion made by Councilmember Mullinix to change City Administrator to City Superintendent on the Swimming Pool Manager job description. Motion seconded by Councilmember Moon.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

18. ADJOURNMENT – Motion was made by Councilmember Mullinix to adjourn the City Council Meeting. Motion seconded by Councilmember Burns. Meeting adjourned at 8:31p.m.

Ayes: Doug Moon
Kenna Burns
Les Holman
Sheila Curtis
Michelle Mullinix

SUBMITTED BY: _____
Janene Fry, Utility Clerk

____June 1, 2015_____
Date