



CITY OF BURLINGAME

Minutes

Mayor, Vikki DeMars – P City Attorney, Rick Godderz - P
Councilmember, Doug Moon – P City Clerk, Patty Atchison - P
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 – P

Held: **May 16, 2016 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

- 1. CALL TO ORDER BY Mayor Vikki DeMars**
- 2. ROLL CALL** – Jan Ogelby (Osage County Chronicle-Herald), Jeremy Gaston (Osage County Chronicle-Herald), Susan DeMars, Dustin Swander, and Bryan Punches.
- 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

Councilmember Moon made the motion to approve the agenda for the May 16, 2016 meeting with the following amendments

- (Correction of item 11. (Ogelsby to Ogelby).
- Addition of 18a Five Minute Executive Session – Attorney Client Relations,
- Addition of 18b Ten Minute Executive Session for Non-Elected Personnel. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

5. APPROVAL OF MINUTES FROM 05/02/2016

Councilmember Moon made the motion to approve the minutes from the 05/02/2016 Council Meeting with correction of spelling on item 7 (verbiage to verbage). Councilmember Curtis seconded the motion.

Vote: Ayes: Mullinix, Burns, Holman, Curtis, and Moon Nays: 0

6. APPROVAL OF CLAIMS ORDINANCE

Councilmember Mullinix made the motion to accept claims ordinance number 2326. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

OLD BUSINESS

7. KwiKom Communications Proposal

Councilmember Moon made the motion to table this item until next meeting (waiting on a response from KwikKom). Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

8. Playground Equipment at Jones Park/Ramskill Fund

Councilmember Burns made the motion to use the money from the Ramskill Fund donation to pay for ½ of the playground equipment and to use Jones Trust money to pay for the other ½ of the playground equipment at Jones Park. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

NEW BUSINESS

9. 4th of July Fireworks Display at Baseball Diamond – Dustin Swander and Bryan Panches

Councilmember Holman made the motion to allow Dustin Swander and Bryan Panches to have a 4th of July Firework Display on July 2nd (weather permitting) or July 3rd with proof of insurance. Councilmember Burns seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

10. Cat problem at 313 East Santa Fe Ave – Rosella Reese

No action taken.

11. Osage County Herald Chronicle Ad Consideration – Jan Ogelby

Councilmember Burns made the motion to put on agenda for next meeting with budget details. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

12. Ron Shaffer requesting approval from City Council to sell fireworks June 27th through July 5th at 312 West Banks.

and

13. Janice Zwink – Bearcat Cheerleaders requesting approval from City Council to sell fireworks June 27th through July 5th at the USD 454 Bus Barn.

Councilmember Holman made the motion to approve item #12 and item # 13 with one motion. Councilmember Burns seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

14. Consider approval of Road Builders Bid and number of hours – City Superintendent Colson.

Councilmember Moon made the motion to table this item to next meeting to allow bids to be submitted by Superintendent Colson. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

15. Consider approval to allow Officer Baker to use a week of sick leave in addition to vacation for military leave – Officer Baker

Councilmember Mullinix made the motion to allow Officer Baker to use a week of sick leave for his military leave in June. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

16. Tennis Court Discussion – Councilmember Holman

Councilmember Moon made the motion to table this agenda item until budget review and discussion. Councilmember Holman will follow-up on prices. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

17. Consider approval of Swimming Pool Rates and Wages – Mayor DeMars

Mayor DeMars expressed appreciation to Tom Quaney for donating deep freeze to swimming pool. Councilmember Burns made the motion to keep the pool rates and wages the same as last year. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

18. Grant permission to Burlingame Liquor to operate as a business within the city limits of Burlingame

Councilmember Holman approved the operation of Burlingame Liquor as a business with the tax and fee to the city being paid. Councilmember Curtis seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

18a. Five Minute Executive Session to discuss Attorney/Client information

Councilmember Mullinix made the motion to enter into executive session at 7:44 pm. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

Council returned at 7:49 pm with no action taken.

Councilmember Moon made the motion to authorize Mayor DeMars to sign the release of mortgage dated February 6, 1996, executed by Forbes Medical LLC to City of Burlingame recorded in Book M74 Page 958, Osage County Register of Deeds, and to sign the release of mortgage as executed by Forbes Medical LLC to Neosho Basin Development Company Inc. dated November 7, 1994, recorded in Book M71 Page 360, and corrected mortgaged filed in Book M75 Page 57, and subsequently assigned to the City and recorded March 4, 1996, in Book M74 Page 959, Osage County Register of Deeds. Councilmember Curtis seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

18b. Executive Session for Non-Elected Personnel – 10 minutes

Councilmember Burns made the motion to enter into executive session with non-elected personnel. Councilmember Holman seconded the motion. Council entered into executive session at 7:50 pm.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

Council returned at 8:00 pm. with no action taken in Executive Session.

17. REPORTS

Officer Mathew Baker:

- Purchased new computer tower for Police Department totaling \$399.00
- Crown Vic sold for \$2400 on Purple Wave
- City of Quenemo has started a Police Department and is in need of equipment. They would like to purchase any equipment we would like to sell or gladly take any donations of equipment.

Councilmember Moon made the motion to allow Officer Baker to either donate or sell unused police equipment to the City of Quenemo. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

- Grass Update – Letters were mailed on 05/11/2016. Citations have been issued. City Superintendent Colson has mowed one property and will assist with mowing another.
- Would like to use the assistance of Officer Buckmeier at Rodeo Days. Officer Buckmeier is a Reserve and will donate his time to help when we need extra officers. Mayor DeMars agreed this was a good idea and requested his time to be approved by Officer Baker.
- The DVR in camera is not operating correctly and cannot be repaired. Mayor DeMars requested this be added as an agenda item at the next meeting.

City Superintendent Colson:

- All items he placed on Purple Wave for auction were sold. Received about \$8000.00 in sales.
- Dalton Droege accepted position as a seasonal operator. He started today.

City Clerk Atchison:

- Updated the Council on Rodeo Day Activities.
- Check received from EMC insurance for \$9301.10. This is a dividend payable check from EMC Insurance.

Attorney Godderz - Nothing to report .

Councilmember Mullinix:

- Questions concerning cleanup of sidewalks

Councilmember Curtis

- Asked if Mr. Nordstrom contacted the city regarding grant information for new businesses. Both City Superintendent Colson and City Clerk Atchison replied they have not received any information from Mr. Nordstrom.
- Recapped her meeting with Stephanie Watson, Economic Development regarding Grants available to new businesses. Ms. Watson had advised at this time there are no grants available.

Councilmember Holman:

- Burlingame Rec. Committee is currently working on a sheet of deposits and prices to charge for use of Ball Diamonds and equipment. Asked for this to be added as an agenda item for the next meeting.
- City may need to look at putting up snow fence in front of buildings instead of tape to block sidewalks and keep people from walking in front of the buildings.

Councilmember Burns:

- Asked when the restrooms at the park would be unlocked. Answer was this week.
- Asked to put ATV Tags on next agenda. Would like to review the size and design of tags we are currently using.

Councilmember Moon :

- Asked to put patching of pot holes in alley and in front of Rick's Automotive on next agenda.

Mayor DeMars

- Discussed property damage to power lines from farm tractor. Attorney Godderz advised we can bill the farmer for the damage to the property.
- Asked City Superintendent Colson if concern form for Diane Dodson had been addressed. City Superintendent Colson advised dirt was put back in damaged spot of yard and grass seed provided.

18. Adjournment – Councilmember Burns made the motion to adjourn the meeting at 8:25 pm. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Mullinix, Curtis, Holman and Burns Nays: 0

Submitted by : _____
Patty Atchison, 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.

Next Ordinance 2327
Next Charter Ordinance #13
Next Resolution # 381