



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 - A
Councilmember, Sheila Curtis – P Police Officer – James Lovett – A
Councilmember, Michelle Mullinix – P Building Inspector – Jim Welch – A
Councilmember, Kenna Burns – P

Held: **June 20, 2016 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Vikki DeMars

2. ROLL CALL – Jordan Herrick (Osage County Herald Chronicle), Bud & Virginia Bender, and Ray and Caitlynn Burns

3. PUBLIC COMMENTS - Virginia brought forward her complaint regarding the repair work being done to their ditch. She said she completed a complaint form, but no one called her back to discuss the problem. She wanted to know how she is supposed to mow and take care of her ditch after the recent repairs.

- Mayor DeMars explained that Superintendent Colson will return a phone call to the Benders within the next week advising what work is being done on the ditch.
- Mayor DeMars will also look into any information regarding matching funds for city sidewalk repairs for homeowners.
- Councilmember Holman will discuss with City Superintendent Colson on possible solutions for the ditch repair.

CONSENT ITEMS

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

4. APPROVAL OF AGENDA

Councilmember Burns made the motion to approve the agenda for the June 20, 2016 meeting. Councilmember Mullinix seconded the motion.

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

5. APPROVAL OF MINUTES FROM 06/06/2016 Meeting.

Councilmember Moon made the motion to approve the minutes from the 06/06/2016 Council Meeting. Councilmember Curtis seconded the motion.

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

6. APPROVAL OF CLAIMS ORDINANCE

Councilmember Moon made the motion to accept claims ordinance number 2328. Councilmember Mullinix seconded the motion.

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

OLD BUSINESS

7. Osage County Herald/Chronicle Ad in Tourism and Living Guide to Osage County Magazine Ad.

Councilmember Burns made the motion to approve a full page ad for \$695.00 and to contribute no additional money for printing. Councilmember Holman seconded the motion.

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

8. Burlingame Recreation Price Sheet – Councilmember Holman

Councilmember Burns made the motion to table this item to the next meeting and to put an ad in the Osage County Herald thanking the Burlingame Recreation Committee for their help with the Swimming Pool and the Adult Softball League. Councilmember Holman seconded the motion.

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

9. ATV Ordinance and Registration Terms (Ordinance No. 2181) – City Clerk Atchison

City Clerk Atchison read the amended ordinance # 2181 to the Council advising the ATV licenses are to be renewed annually. The license is good for one year (January to December). The Fee of \$25.00 is to be paid regardless the time of the year.

10. Concerns on why city ordinances are not being upheld at City Court with request of Judge Sue DeVoe to be present.

Attorney Godderz informed the City Council he felt Judge DeVoe is doing the best she can in this position and felt since this was a first offense for both Mr. Masters and Mr. Smith, the Judge was giving them time to clean up their properties. Both are to reappear in Court on 06/28/2016. Mayor DeMars indicated she will research why only 50% of the trash to be removed and will be attending the next court session.

NEW BUSINESS

11. Consider approval of Road Builders bid and number of hours – City Superintendent Colson

Councilmember Mullinix made the motion to approve the Road Builder's Proposal with the correction of the wording to remove "approximately" and insert "to not exceed \$20,000.00". Councilmember Moon seconded the motion. Attorney Godderz advised the Council going forward they need to put together a format for Capital Improvement Projects when doing the budget for next year.

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

12. Alleys, City Streets and Ditch Repair – City Superintendent Colson

Mayor DeMars explained to the Council the alleys are the homeowner's responsibility for maintenance. Attorney Godderz provided further explanation on the responsibility of the resident to maintain the alleys. Mayor DeMars also explained the city is helping to fix a few of the alleys as a result from the sewer project. Mayor DeMars asked City Clerk Atchison if something could be put on the next month's bills advising ditch work and alley work is in progress.

13. Consider moving the July 4th Council Meeting to Tuesday, July 5th at 7:00 pm due to the July 4th Holiday.

Councilmember Holman made the motion to move the July 4th Council Meeting to Tuesday, July 5th. Councilmember Mullinix seconded the motion.

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

14. Consider and sign new Kansas State Employee's Health Care Commission (HCC) Contract which is scheduled to expire on 12/31/2016 – City Clerk Atchison

Councilmember Moon made the motion to table signing the contract to next meeting to allow all Councilmembers time to review. Councilmember Mullinix seconded the motion.

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

15. Municipal Investment Pool Resolution needs approval of City employees to transfer/withdraw funds for investment in the MIP – City Clerk Atchison

Councilmember Mullinix made the motion to approve city employee's addition to the resolution. Councilmember Moon seconded the motion.

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

16. Kansas Shrine bowl participant Paul Holt from Burlingame High School – Mayor DeMars.

Councilmember Mullinix made the motion to approve making a proclamation to appear in the paper after approval at next council meeting. Councilmember

Burns seconded the motion. It was also suggested to put something on our sign regarding July 30th and Paul Holt.

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

17. Approval to pay Kansas Rural Water Association Invoice for \$500.60 – Superintendent Colson

Councilmember Moon made the motion to approve to pay the Kansas Rural Water Association Invoice. Councilmember Burns seconded the motion.

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

18. Federated Church Sign – Superintendent Colson

Councilmember Mullinix made the motion to table this item to the 07/05/2016 meeting. Councilmember Curtis seconded the motion.

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

19. Executive Session for 5 Minutes with Council, Attorney and City Clerk Atchison to discuss non-elected personnel.

Councilmember Burns made the motion to enter into executive session at 7:49 pm. Councilmember Moon seconded the motion.

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

Council returned at 7:54 pm with no action taken.

20. Discussion for Community Appreciation Dinner- Councilmember Holman

Councilmember Moon made the motion to donate \$200.00 to the Burlingame Chamber of Commerce to help with the Community Appreciation Dinner. Councilmember Mullinix seconded the motion.

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

21. Letter to Osage County for grant money for city improvements in the park – Councilmember Holman

Councilmember Holman made the motion to allow Councilmember Curtis to construct a letter to the Osage County Commissioners advising our intentions for park improvements. Councilmember Mullinix seconded the motion. Mayor DeMars advised everyone should get their ideas to Councilmember Curtis soon so she has time to construct the letter.

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

22. REPORTS

City Clerk Atchison:

- Kwikom Update - Councilmember Holman advised he had talked to Kwikom and they are 8 to 12 weeks out for installation. Attorney Godderz advised we need to have contract signed and returned before work starts.
- Kpers is offering to employees to purchase Optional Life Insurance if interested.
- Mediacom has changed their lineup. A letter was mailed to their customers.
- Swimming Pool Report was given to the Council. It was brought up in discussion overtime for lifeguards. Since they are Seasonal Employees no overtime is to be paid. Attorney Godderz confirmed.

Attorney Godderz - Nothing to report .

Councilmember Mullinix – Nothing to report

Councilmember Curtis

- Recapped latest conversation with Dollar General. They had advised Councilmember Curtis that Burlingame is not on the list for a Dollar General store due to our location being close to Osage City. However, we can give them a call back in six months to see if anything has changed.

Councilmember Holman:

- The Chamber of Commerce would like to thank all of the Councilmembers and City employees for all of their work and assistance with Rodeo Days.

Councilmember Burns –

- She had ordered the ATV Tags and they will be arriving soon at City Hall. City Clerk Atchison has agreed to make the yearly stickers for \$5.00 a sheet .

Councilmember Moon :

- Thank you to City Employees for Banner and Sign at Car Show last week
- Roof bids are forthcoming and should have all of them by next Council Meeting

Mayor DeMars

- Expressed sympathy to Councilmember Mullinix for the loss of her family member.
- Happy Birthday to Kenna Burns
- Roof Bids need to include tin in addition to shingles. Asked City Clerk Atchison to ask City Superintendent Colson if he would get with Mr. Spencer to get a bid in tin as well as shingles for the roof repair.
- Requested Department heads to be sure to initial and date concern forms when a call has been returned to the person who completed the form. All concern forms need to have a return phone call by the Department Head.
- Advised she had talked to Officer Lovett and there has been several robberies during the day in the town and county.
- The city has received requests for a food vendor to be at a residential address. Per our zoning, food vendors can't be set up on a residential property. Food vendors need to be set up on a commercial property and pay the required vendor fees to the city.
- The Luau Pool Party will be on July 23, 2016.

- Redneck Days will be on 9/3/2016 and the Downhill Derby will be on 9/4/2016. If anyone is interested in helping with Redneck Days, there will be a meeting on 6/23/2016 at 5:30 pm.
- Anyone interested in helping at the Jones Park get the old playground equipment cleaned and prepared to be painted need to meet at the park at 7:00 pm.

23. 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 2329
Next Charter Ordinance #13
Next Resolution # 382