



CITY OF BURLINGAME

Minutes

Mayor, Vikki DeMars – P City Attorney, Rick Godderz - P
Councilmember, Doug Moon – A 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 – P
Councilmember, Kenna Burns – A

Held: **August 1, 2016 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Vikki DeMars

2. ROLL CALL – See above for attendance. Public present were Jordan Herrick (Osage County Herald Chronicle), Amy Quaney, Bill Croucher, Susan DeMars, Nick and Wendy Hinck

3. PUBLIC COMMENTS - Bill Croucher asked the Council for an extension to pay his utility bill. He will pay half of the outstanding balance on Wednesday 8/3/2016 and the remaining balance of \$194.64 on Friday, August 12th. Councilmember Holman made the motion to allow Mr. Croucher until August 12th to pay the remaining balance of \$194.64 on his utility bill. Councilmember Mullinix stressed this should be a one-time only extension. Councilmember Curtis seconded the motion.

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

CONSENT ITEMS

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

4. APPROVAL OF AGENDA

Councilmember Holman made the motion to approve the agenda for the August 1, 2016 meeting. Councilmember Mullinix seconded the motion.

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

5. APPROVAL OF MINUTES FROM 07/18/2016 Council Meeting.

Councilmember Curtis made the motion to approve the minutes from the 07/18/2016 council meeting with the corrections noted below. Councilmember Mullinix seconded the motion.

- Change job title of James Welch from City Engineer to Building Inspector.
- Change Police Officer Lovett in attendance to be Police Officer – Mathew Baker.
- City Superintendent Colson’s report needs to have word “women” changed to “people” to prepare side dishes.

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

6. APPROVAL OF CLAIMS ORDINANCE

Councilmember Mullinix made the motion to accept claims ordinance number 2331. Councilmember Curtis seconded the motion.

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

OLD BUSINESS

7. Scott Day – Alternative Insurance Quotes and References

Councilmember Mullinix stated with the references provided from existing cities using this program, she feels it would be better to wait and get more history. Most cities are less than a year with the program. Mayor DeMars requested the vote to use the Blue Cross/Blue Shield Plan to be added to the next agenda item to allow Council Members time to review information previously provided.

8. Sidewalk Repair and Bids – Councilmember Holman and City Superintendent Colson.

Superintendent Colson reviewed the bid he had received from Bean Masonry. This bid would repair the sidewalk east of the TV Repair Building to just west of the car wash. Total cost would be \$6,825.00. He is still waiting on a bid from Brad Meek.

Superintendent Colson also advised Aunt B’s indicated sidewalk in front of her restaurant needs some repair and in front of the vacant lot next to her building. The repair work requested by Aunt B’s will be reviewed.

Mayor DeMars raised questions regarding repair of cracks in the concrete at the pool. Councilmember Holman advised the cracks could be repaired by using a grinder and this work can be done in the winter months. He will discuss with Superintendent Colson.

9. FEMA Grants and bids from Engineers – City Superintendent Colson.

Superintendent Colson advised the \$5000 bid from BG Consultants can be reused without change except for project cost and building code requirements.

Bid from CFS Engineers was for \$3900. Bid was the same as the one from BG Consultants. Concern was raised from councilmembers regarding the structure’s appearance and concerns for parking.

Councilmember Mullinix made the motion to table this item to the next meeting to allow time to get more information (pictures of other cities storm shelters and other engineer bids). Councilmember Holman seconded the motion.

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

10. Bank Rec/Audit Review – City Clerk Atchison

City Clerk Atchison advised Bank rec for 2015 has been completed. Audit is in process with auditor Cindy Jensen. Working on closing the year of 2015 in the new software and with the auditor.

NEW BUSINESS

11. Discuss Repairs of Storage Facility by Shop – Councilmember Holman/City Superintendent Colson

Councilmember Mullinix made the motion to have Building Inspector Welch exam the building for possible demolition and to advise the next steps. Councilmember Holman seconded the motion.

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

12. Rooftop Solar – City Superintendent Colson

Councilmember Holman made the motion to allow Superintendent Colson to sign the letter of interest to purchase ½ megawatt of wind. Councilmember Curtis seconded the motion.

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

13. Budget Approval and Increase of Mill Levy – Mayor DeMars

Councilmember Curtis made the motion to approve budget and to increase mill levy by 1 mill. Councilmember Mullinix seconded the motion.

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

Councilmember Mullinix made the motion to hold the Public Hearing for Budget on August 15, 2016 at 7:00 pm. Councilmember Holman seconded the motion.

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

14. Update on Repairs of Midwest Commercial Buildings

Councilmember Holman made the motion to allow Midwest Commercial Builders to use the bricks by the water tower for repairs. Councilmember Curtis seconded the motion.

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

15. After Prom Ad Renewal

Councilmember Mullinix approved the ad for a cost of \$50.00. Councilmember Curtis seconded the motion.

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

16. Redneck Days – Susan DeMars

Ms. DeMars asked the council for permission to use on 9/3/2016 two sets of bleachers west of Basketball Court, use of plug-ins by Basketball Court for inflatables and music system and trash containers. On 9/4/2016, she will need to have assistance in blocking Dacotah Street to Santa Fe, turn the bleachers to face west and for the street to be marked for the race. She also needs volunteers to assist with events.

Councilmember Curtis made the motion to allow Ms. DeMars to have the street close, use of trash containers, electrical outlets by basketball court and bleachers for the Redneck Day's Festivities. Councilmember Holman seconded the motion.

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

17. Five Minute Executive Session to discuss non-elected personnel with City Clerk Atchison

Councilmember Curtis made the motion to enter into executive session at 8:03 pm and to return at 8:08 pm. Councilmember Holman seconded the motion.

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

Council returned at 8:08 pm with no action taken.

18. REPORTS

Attorney Godderz

- *KwikKom update. They are coming soon to Scranton and Overbrook. We should be shortly after their installation.*

Officer Baker:

- Ad for Part-Time Police Officer will run for two weeks starting 08/04/2016.
- New Patrol car had problems with the throttle after getting gas from the city fuel tank. The problem has been fixed and car seems to be working properly.
- The monthly police report was reviewed

City Superintendent Colson

- Volunteer day to install the new playground equipment will be on 08/06/2016. All of the holes have been dug for the equipment. Lunch will be provided by people donating side dishes. Superintendent Colson will grill hamburgers. The hamburgers will be purchased with the city credit card. Concrete will be poured into holes the first of week following construction.

- Federated Church Sign holes will be dug on Sunday, August 7. Concrete for this sign will be poured at the same time as city to save both parties paying the minimum fee.
- Water will be returning to normal within two weeks. Chlorine burnout will be done every two years. Council asked Superintendent Colson if something could be posted on our Facebook page advising water will be returning to normal following chlorine burnout within two weeks.
- WRF McPherson KMU Gas Operator Boot Camp was attended by David Panches. Dave taught classes for three days. Cost of attendance was a hotel room.
- Dillon and Wes will be attending WRT class in Lawrence on Tuesday, Wednesday and Thursday of this week for waste water training.
- Meeting with Greg Wright went well.

City Clerk Atchison:

- Swimming Pool Report was given to the Council.
- Mediacom rate will be increasing by \$1.00
- Following vote regarding health insurance on 8/15/2016, registration is needed for attendance in the State Employee Health Plan meeting is due by 8/17/16.
- Grand opening for Josh's Barber Shop will be on 08/02/2016 at 10:00 am.

Councilmember Mullinix:

- Animal Control issues regarding skunks, opossums and raccoons. Do we have a policy or ordinance addressing pests? Officer Baker responded we do have a pest ordinance, but best means to handle this problem would be live traps.
- Mowing problems. Are we still watching over the properties that need to be mowed? Officer Baker responded he doesn't feel this is as big of an issue as last year and is still being addressed. Question was asked if we are using the door hangers to advise people to mow their properties. Officer Baker responded the door hangers have not been purchased at this time. Mayor DeMars requested the door hangers to be purchased before the next council meeting.
- Should we contact people inside of abandoned properties with open doors and open windows? Officer Baker advised police department should be contacted.

Councilmember Curtis:

- Asked Superintendent Colson if he would review the street and driveway by June Workman's home? The street has a ridge and needs to be repaired. Superintendent Colson indicated he would review the situation and see what can be done.

Councilmember Holman:

- Questioned if a plan to offer mowing services at a fee could be offered by the city. Discussion regarding various individuals in the community who mow lawns perhaps could be a list the city provides to those needing service. Officer Baker indicated he advises people to review the ads hanging at Casey's for people who mow yards. Mayor DeMars asked if the register letter could list who provides lawn mowing service. Topic was requested to be added to the agenda for next meeting.

- Grand opening of Josh’s Barber Shop will be on Tuesday, August 2nd at 10:00 am and it would be great if Mayor DeMars was present.

Mayor DeMars

- The Swimming Pool Luau Party had a great turnout. There was pulled pork left from the Luau Party that will be used at the Community Dinner at Redneck Days.
- the Alley by Chris Boner’s home has spots that smell like sewer water. If possible, would like Superintendent Colson to review.
- Regarding the transformer that blew, would this cause power surcharges in a home. Superintendent Colson advised the transformer didn’t actually blow, but rather had a fuse that blew.
- Sunday Adult Softball needs to have the building with equipment unlocked and the lights turned on 08/07/2016 and 08/14/2016. Needs a volunteer to confirm the facility is clean and locked up after the softball games. Officer Baker volunteered to unlock/lock the facility before and after the games.

Nick Hinck addressed the council regarding his water bill. He said the bill was higher than normal. Superintendent Colson advised the radio read meter has an error. This is causing a problem with a couple of locations. He will be addressing with the software company. He will manually read the water meter at this property.

16. Adjournment – Councilmember Curtis made the motion to adjourn the meeting at 8:44 pm. Councilmember Mullinix seconded the motion.

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

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 2332
Next Charter Ordinance #14
Next Resolution # 383