



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 – A

Held: **September 6, 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: Jenny Rogers - Osage County Herald-Chronicle, Debbie Parsons – Burlingame Rec, Renae Hansen, and John Hill

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 Mullinix made the motion to approve the agenda with the removal of item 8 *Weeds and Lawn Mowing Services* (to be added to next agenda) and the addition of 15a. *Consider increasing pay for Part-Time Police Officers*. Councilmember Moon seconded the motion.

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

5. APPROVAL OF MINUTES FROM 08/15/2016 Council Meeting.

Councilmember Moon made the motion to approve the minutes from the 08/15/2016 Council Meeting. Councilmember Mullinix seconded the motion.

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

6. APPROVAL OF CLAIMS ORDINANCE

Councilmember Moon made the motion to accept claims ordinance number 2333. Councilmember Mullinix seconded the motion.

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

City Clerk Atchison was asked if she would check the Trash Customers being billed by Waste Management with the number of Trash Customers in the system.

OLD BUSINESS

7. SIDEWALK AT BASEBALL FIELD – COUNCILMEMBER HOLMAN AND SUPERINTENDENT COLSON

Councilmember Moon made the motion to approve the concrete work to be done at baseball field and softball field with Williamson and to allow Superintendent Colson to have Midwest Turf & Landscape treat baseball field for broadleaf weeds. Councilmember Holman seconded the motion.

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

8. WEEDS AND LAWN MOWING SERVICE – MAYOR DEMARS

TABLED TO NEXT MEETING

9. GENEALOGY/TOMBSTONE INSCRIPTION – JOHN HILL

Councilmember Holman made the motion to allow John Hill to contact Kevin Fry (Webmaster) to add this link to our city website for the community to find family members at the cemetery. Councilmember Mullinix seconded the motion.

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

10. STORAGE FACILITY REPAIRS/DEMOLITION – CITY SUPERINTENDENT COLSON

City Superintendent Colson indicated he received two bids for asbestos inspection for the storage facility. The one from Auburn would charge \$994.00 for inspection. The other company (Jacobs) indicated there are no asbestos in this building and no need for inspection. He will issue a letter indicating there is no asbestos and mail to the state. This would be at zero cost.

Councilmember Holman made the motion to allow City Superintendent Colson to get bids for demolition of building. Councilmember Mullinix seconded the motion.

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

NEW BUSINESS

11. STATE REPRESENTATIVE CANDIDATE DISTRICT #54 – Renae Hansen

Introduced herself to the Council. She is running for election in District #54.

12. BALL DIAMOND REPAIRS– Burlingame Rec and Mayor DeMars

Discussed concerns for wanting an easier process, fees for equipment and use of facilities. Burlingame Rec will get prices for supplies and put something in writing for the city to review.

13. ELECTRONIC TRANSFER OF COUNTY FUNDS – City Clerk Atchison

Councilmember Moon made the motion to approve funds from the county to be deposited electronically in bank account. Councilmember Mullinix seconded the motion.

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

14. ARC FLASH STUDY – CITY SUPERINTENDENT COLSON

Councilmember Holman made the motion to allow City Superintendent Colson to spend \$8500 from Electric Capital Outlay Fund for the Arc Flash Study with Midwest Energy Works. Councilmember Moon seconded the motion.

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

15. ADOPT ORDINANCE #2334 “UNIFORM Public Offence Code for Kansas Cities” edition of 2016 with certain omissions, changes and additions and repealing ordinance number 2218 – City Clerk Atchison

Councilmember Mullinix made the motion to adopt and purchase copies of Traffic Offense Books and to correct the date of “2015” to be “2016” in the ordinance. Councilmember Holman seconded the motion.

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

15a. CONSIDER INCREASING PAY FOR PART-TIME POLICE OFFICERS.

Councilmember Mullinix made the motion to increase the pay from \$11.00 an hour to \$13.00 an hour for part time police officers who have full time certification. Councilmember Moon seconded the motion.

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

16. REPORTS

Attorney Godderz – nothing to report.

Officer Baker:

- Reviewed Police Report for August
- Time was allowed for sidewalk violation to be corrected by 09/06/2016 and that has not been completed. He will address the problem on 09/07/2016.

City Superintendent Colson

- Nothing to report.

City Clerk Atchison:

- Reviewed income/expenses from Redneck Days. Provided no additional bills are presented, the profit appears to be \$1340.34
- 2015 bank rec and year end closing in new system has been completed. Auditor is in process of auditing the information.
- It was brought to the Cities attention some of the ordinances that have been approved in the past need to be reviewed and corrected to remove some extra verbiage and etc. Mayor DeMars indicated she is currently working on this process and will bring the ordinances to the attention of the Council as they are being reviewed. .

Councilmember Mullinix:

- Thank you to everyone who helped with Redneck Days. It was a lot of fun.

Councilmember Curtis:

- Brought concerns to the council regarding alley repairs and who is responsible to repair the alley. City Superintendent Colson advised it is the homeowner's responsibility.

Councilmember Holman:

- Asked if it would be possible once the pool is closed to get a report detailing the pool expenditures for the year.
- Pump Station Shingles. Indicated he had talked to Alfred Spencer and Mr. Spencer indicated he had time to put the shingles on the pump station. Councilmember Holman made the motion to allow Mr. Spencer to install shingles at pump station for a cost to not exceed \$300.00. Councilmember Mullinix seconded the motion.

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

Councilmember Moon

- Asked Attorney Godderz if the city was to draw up the plans for an ADA Certified Restroom at the park, what is the dollar amount for that building that an engineer would need to approve? Attorney Godderz thought the cost was to not exceed \$10,000.00.

Mayor DeMars

- Questions about the best way to keep updates for ordinances and codes organized. Electronically vs paper. Attorney Godderz shared his process with the group.
- Paving Allen County Parking Lot – Mayor DeMars and Attorney Godderz will schedule a meeting with the Allen County Community College to discuss parking lot and other concerns.

- Paint for playground equipment at park. Mayor DeMars will start painting the playground equipment soon and asked if we had purple and grey paint. City Superintendent Colson advised we have a gallon of purple and grey paint available.
- Leftover Pool Concessions - Council requested the pool concessions to be divided among the school organizations that have upcoming events. Be sure to keep an inventory list of items donated.

19. Adjournment – Councilmember Curtis made the motion to adjourn the meeting at 8:15 pm. Councilmember Moon seconded the motion.

Vote: Ayes: Mullinix, Holman, Curtis and Moon 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 2335
Next Charter Ordinance #14
Next Resolution # 384