



CITY OF BURLINGAME

Minutes

Mayor, Vikki DeMars – A City Attorney, Rick Godderz - A
Councilmember, Doug Moon – P City Clerk, Patty Atchison - P
Councilmember, Leslie Holman- A 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: **February 21, 2017 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY MAYOR DEMARS

2. ROLL CALL – See above

Citizens Present were John R. Welch, CPA, Colter Robinson – Osage County Chronicle, and Ray Burns

3. PUBLIC COMMENTS – John Welch discussed doing the audit for 2016 and 2017. He presented his resume and qualifications to the Council to review. City Clerk Atchison indicated she will contact the references listed. Consideration for approval of Mr. Welch as the city auditor 2016 and 2017 will be added as an agenda item to the next council meeting.

CONSENT ITEMS

These items can be voted on with one motion or individually by the City Council.

4. APPROVAL OF AGENDA for 02/06/2017 Council Meeting.

Councilmember Mullinix made the motion to approve the agenda with the following corrections:

- *Remove Item 10 and add to the agenda for the 3/6/2017 Council Meeting. Motion to approve Aldrich and Company contract – City Clerk Atchison*
- *Add item 11a. Motion to advertise for a pool managers, lifeguards and concession employees*
- *Add item 11b. Motion to approve a family pool pass to be donated to the PTO Carnival*
- *Add item 11c. Consider approval to post a letter updating citizens of the LIEAP policy and application of payments*

Councilmember Burns seconded the motion.

Votes: Ayes: Mullinix, Curtis, and Burns. Nays: 0

5. APPROVAL OF MINUTES from the 02/06/2017 Council Meeting.

Councilmember Mullinix made the motion to approve the minutes from the 02/06/2017 Council Meeting. Councilmember Curtis seconded the motion.

Votes: Ayes: Mullinix, Curtis, and Burns. Nays: 0

6. APPROVAL OF Claim Ordinance #2347

Councilmember Mullinix made the motion to approve claim ordinance #2347. Councilmember Curtis seconded the motion. Councilmember Mullinix also added on future claim ordinances if the bond being paid could be listed with a description in addition to the number.

Votes: Ayes: Mullinix, Curtis, and Burns. Nays: 0

OLD BUSINESS

7. Corner of Banks and COOP Weigh Station Cleanup – Councilmember Curtis/City Superintendent Colson

City Superintendent Colson discussed the items at this location and the cleanup being done. A quote was secured from Jake Succi for removal of trees and brush. Cost for removal would be \$10,000. Mayor DeMars is in the process of developing a written cleanup plan for this property.

No Action was taken by Council.

8. Discussion regarding new restrooms at Sumner and Jones Park – Councilmember Moon.

Councilmember Mullinix made the motion to have City Clerk Atchison, Mayor DeMars and Councilmember Moon apply to Jones Trust for a grant to do new construction at both parks. Councilmember Curtis seconded the motion.

Votes: Ayes: Mullinix, Curtis, and Burns. Nays: 0

NEW BUSINESS

9. City Connecting Link Improvement Program (CCLIP) – City Superintendent Colson

City Superintendent Colson discussed the grant bricks and road improvement up to \$1,000,000.00 towards payment restoration. Process would pick up bricks, pave underneath, put sand on top of payment and relay bricks.

Councilmember Curtis made the motion to table this item to the next meeting. Councilmember Burns seconded the motion.

Votes: Ayes: Mullinix, Curtis, and Burns. Nays: 0

10. Motion to approve Aldrich and Company Contract for 2016 audit – City Clerk Atchison

Item to be removed from this agenda and to be added to the 03/06/2017 agenda

11. Discussion regarding handicap ramp in front of Post Office – Councilmember Moon

Discussion regarding the ramp built by K-Dot by the Post Office and the fact something needs to be done since several people have fallen. City Superintendent Colson indicated he will talk to K-Dot about improvements. Item will be added to next agenda

No action taken by council

11a. Approval to advertise for Pool Managers, Lifeguards and Concession Employees for 2017 season.

Councilmember Curtis made the motion to run the ad for two weeks for a Pool Managers, Lifeguards and Concession Employees. Councilmember Burns seconded the motion.

Votes: Ayes: Mullinix, Curtis, and Burns. Nays: 0

11b. Consider approval to donate a 2017 Family Pool Pass to the PTO Carnival – Haley Tyson

Councilmember Mullinix made the motion to donate a family pool pass to the PTO Carnival. Councilmember Curtis seconded the motion.

Votes: Ayes: Mullinix, Curtis, and Burns. Nays: 0

11c. Consider approval to post a letter updating citizens of the LIEAP policy and application of payments - City Clerk Atchison

Councilmember Mullinix made the motion to do a letter updating citizens of the LIEAP Policy and payment application of LIEAP Checks. Councilmember Burns seconded the motion.

Votes: Ayes: Mullinix, Curtis, and Burns. Nays: 0

12. Reports:

Officer Baker – nothing to report

City Superintendent Colson

- Update on backfilling by the Lion's Club Building. He also mentioned a letter is needed advising the owner of the Lion's Club the city is not responsible for damage from completion of the backfill and demolition. City Superintendent Colson will discuss with Attorney Godderz.
- Update on BNSF Easement and project
- Update on Demolition Agreement for old shop
- Update on COOP electricity project. The Transformer Supplier will send the new transformer for the 4 wire project. One previously sent was for a 3 wire project. The Transformer Supplier will swap out the Transformer at no cost if he can ship on one of his trucks. If not, then he will need to ship to the COOP and the COOP will need to pay the freight.
- The Trees at the city parks are being reviewed.
- Sidewalk at the ballfield has been completed

City Clerk Atchison

- Conrade Insurance will be meeting on Wednesday to discuss insurance quote.
- KMEA Membership Cities is doing an Insurance Pool. Wes will be meeting with them on 3/8/2017 in Russell, KS to get more information. Shaffer Insurance can be a broker.
- Bank Rec is up to May 2016, currently working on programming glitch with software
- Business Enhancement Committee will be meeting on Friday, February 24th to work on pictures for the Business Enhancement Booklet.

Councilmember Mullinix

- Asked what the requirements are to have vehicles in yards? Officer Baker advised the car must be insured, tagged and operate under its own power.

Councilmember Curtis

- Asked if we have secured a new Judge? City Clerk Atchison advised we have received information from Taylor Wine and also met with John Waugh.

Councilmember Burns – Nothing to report

Councilmember Moon – Thank you to everyone for assistance with restrooms and quotes.

Citizen Ray Burns thanked City Superintendent Colson for delivery of pole.

13. Adjournment – Councilmember Burns made the motion to adjourn the meeting at 7:53 pm. Councilmember Curtis seconded the motion.

Votes: Ayes: Mullinix, Curtis, and Burns. 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 2348
Next Charter Ordinance #14
Next Resolution # 388