



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: **April 3, 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, Amanda Burd, Leslie Spencer, Jay Butterfield, and Ray Burns

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 for 04/03/2017 Council Meeting.

Councilmember Mullinix made the motion to approve the agenda with the removal of item 11. Discussion regarding update from Sunflower Foundation Organization. Councilmember Holman seconded the motion.

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

5. APPROVAL OF MINUTES from the 03/20/2017 Council Meeting.

Councilmember Moon made the motion to approve the minutes from the 03/20/2017 Council Meeting. Councilmember Curtis seconded the motion.

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

6. Approval of Claim Ordinance #2350

Councilmember Mullinix made the motion to approve the Claim Ordinance #2350. Councilmember Moon seconded the motion.

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

OLD BUSINESS

7. Demolition Agreement update from Old Power Plant – City Superintendent Colson

Councilmember Moon made the motion to take bids on the removal of the man hole found under the floor of the old power plant. Councilmember Curtis seconded the motion.

Votes: Ayes: Curtis, Moon, and Mullinix. Nays: Burns and Holman

8. Colby Capitol Pavement Update – City Superintendent Colson

Councilmember Holman made the motion to approve the bid from Williamson Construction for \$24,000 contingent on scheduling and agreement with Colby Capitol. Councilmember Moon seconded the motion.

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

9. Ideas and bids for repair of road on West Banks by Dog Kennels – City Superintendent Colson.

Councilmember Moon made the motion to approve the plans for West Banks discussed by City Superintendent Colson with a cap of \$2000.00. Councilmember Holman seconded the motion.

Note: Plans are to put in a 30' culvert, fix crown on road and gravel.

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

10. Discuss and approve the purchase of trash cans for Jones Park – City Superintendent Colson

Councilmember Burns made the motion to have Councilmember Mullinix look into the purchase of trash cans, lids, and etc. for Jones Park. Councilmember Holman seconded the motion.

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

11. Discussion regarding update from Sunflower Foundation Organization – Mayor DeMars

Item removed from agenda

NEW BUSINESS

12. Five Minute Executive Session with City Superintendent Colson to discuss non-elected personnel

Councilmember Mullinix made the motion to enter into Executive Session with City Superintendent Colson at 7:20 pm. Councilmember Burns seconded the motion.

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

Council returned at 7:25 pm with no action taken

Councilmember Moon made the motion to hire Caleb Strohm as a Part-Time Season Employee at \$10.00 per hour reporting to City Superintendent Colson. Councilmember Burns seconded the motion.

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

13. Ten Minute Executive Session to interview for Pool Manager/Assistant Manager with Amanda Burd.

Councilmember Burns made the motion to enter into Executive Session at 7:25 pm. Councilmember Holman seconded the motion. Councilmember Mullinix did not enter into Executive Session.

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

Council returned at 7:35 pm with no action taken

14. Ten Minute Executive Session to Interview for Pool Manager/Assistant Manager with Leslie Spencer.

Councilmember Holman made the motion to enter into Executive Session at 7:35 pm. Councilmember Moon seconded the motion.

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

Council returned at 7:35 pm with no action taken

Councilmember Mullinix made the motion to enter into 5 Minute Executive Session with City Clerk Atchison at 7:45 pm. Councilmember Holman seconded the motion.

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

Council returned at 7:50 pm with no action taken

Councilmember Holman made the motion to enter into 5 Minute Executive Session at 8:02 pm. Councilmember Moon seconded the motion.

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

Council returned at 8:07 pm with no action taken

Councilmember Moon made the motion to hire Amanda Burd as the Pool Manager at \$10.25 per hour and to hire Leslie Spencer as the Assistant Pool Manager at \$7.75 per hour with the requirement both must pass the WSI, Lifeguard and CPR Training which will be paid by the City of Burlingame. Councilmember Holman seconded the motion.

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

15. Motion for approval of Resolution #388 for GAAP Waiver for 2016 and 2017 Audit – City Clerk Atchison

Councilmember Mullinix made the motion to approve Resolution #388 for GAAP Waiver for 2016 and 2017 Audit. Councilmember Moon seconded the motion.

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

16. Discussion and review of 2016 Audit with Auditor John Welch

Councilmember Mullinix made the motion to approve audit as presented. Councilmember Burns seconded the motion.

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

17. Chip sealing of Streets – City Superintendent Colson

Councilmember Mullinix made the motion to table this item to the 4/17 Council Meeting. Councilmember Moon seconded the motion.

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

18. Motion to approve Meals on Wheels Proclamation – City Clerk Atchison

Councilmember Burns made the motion to approve the Meals on Wheels Proclamation. Councilmember Holman seconded the motion.

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

19. Review City Code Article 7 “Temporary Alcohol Permit”.

Councilmember Mullinix made the motion to table this item to the 4/17/2017 Council Meeting allowing Attorney Godderz time to review if a correction is needed. Councilmember Moon seconded the motion.

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

20. Reports:

Officer Baker - Left Meeting Early

City Superintendent Colson:

- Ditches on Seneca being reviewed.
- Will be adding to next agenda, “Responsibility for culverts and maintenance”.
- Citywide Cleanup 4/3 to 4/10. Councilmember Curtis requested this information be added to the sign in front of City Hall.
- Parking Lot options for church.
- Quarterly Newsletter along with Water Consumption Report was mailed to residents of Burlingame.

City Clerk Atchison:

- Will be attending 2017 Municipal Court Clerks Conference at Topeka Ramada Inn on Friday, April 7th
- Friend of the Burlingame Community Library sent an invitation asking if anyone would like to attend the Burlingame Community Library Annual Meeting on Saturday, April 8th.
- Safe Kids Day at the Zoo will be held on Saturday, April 15th, 9 am to 3 pm

Attorney Godderz – Nothing to report

Councilmember Mullinix:

- Discussed a spot identified on Osage and Lincoln that could be a possible leak in the road. City Superintendent Colson advised he had been grading the road and that could have caused some of the rough spots.

Councilmember Curtis:

- Found a couple of errors yet on the booklet and will be getting with Anne Baer at the College to make the necessary corrections.

Councilmember Holman:

- We should be seeing some estimates from contractors giving bids to fix up the west side of the Old Lion’s Club Building

Councilmember Burns:

- The 8th Grade Graduation will be held on May 6th at the Federated Church. Parents are planning to have a bon fire and BBQ. Wanted to know if the parking lot at the park would

be o.k. to use for the bon fire and BBQ. City Superintendent Colson advised the best place to have the bon fire and BBQ would actually be in the church parking lot.
Councilmember Moon – Nothing to report
Mayor DeMars – Nothing to report

20. Adjournment – Councilmember Burns made the motion to adjourn the meeting at 9:20 pm. Councilmember Holman seconded the motion.

Votes: Ayes: Mullinix, Curtis, Burns, Holman 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 2351
Next Charter Ordinance #14
Next Resolution # 389