



CITY OF BURLINGAME, 101 East Santa Fe, Burlingame, KS 66413

MINUTES

Mayor, Michelle Mullinix – P
Councilmember, Kenna Burns - A
Councilmember, James Strohm – P
Councilmember, Sheila Curtis – P
Councilmember, Kathy Love - P
Councilmember, Travis Middleton – A

City Attorney, Evan Godderz – P
City Clerk, Patty Atchison - P
City Superintendent, Les Holman - P
Police Officer, Layton Dougherty - P
Building inspector – Jim Welch - A

Held: **September 16, 2024 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor Michelle Mullinix

A. Roll Call - See above. Also, in attendance were Officer Layton Dougherty in place of Police Chief Baker, Attorney Evan Godderz in place of Attorney Rick Godderz, Steve Herrick, Brandi Shaffer - Librarian

B. Additions to the agenda

Item 8C. New Business

Consider a motion to appoint Library Trustee, Deanna Bean

C. Approval of Agenda.

Councilmember Curtis made the motion to approve the agenda with the addition of item 8C Consider the motion to appoint a new Library Trustee, Deanna Bean. Councilmember Strohm seconded the motion.

Vote: Ayes: 3 Nays: 0

2. Public Comments - none

3. PUBLIC HEARING

A. Consider the motion to open the Public Hearing for the proposed increase of the Revenue Neutral Rate of 36.850 for 2025.

Councilmember Love made the motion to open the Public Hearing for the proposed increase of the Revenue Neutral Rate of 36.850 for 2025.

Vote: Ayes: 3 Nays: 0

B. Public Hearing (Comments) on the increase in the Revenue Neutral Rate of 36.850 for 2025 No comments

C. Consider the motion to close the Public Hearing for the proposed increase of the Revenue Neutral Rate for 2025. Councilmember Love made the motion to close the Public Hearing to increase the Revenue Neutral Rate of 36.850 for 2025

4. APPROVAL OF MINUTES

a. Approval of Regular Meeting minutes for August 19, 2024.

Councilmember Strohm approved the minutes from August 19, 2024. Councilmember Middleton seconded the motion.

Vote: Ayes: 4 Nays: 0

5. CONSENT AGENDA

a. Approval of bills presented to be paid for September 3, 2024

Councilmember Love made the motion to approve the bills paid for September 3, 2024. Councilmember Strohm seconded the motion.

Vote: Ayes: 4 Nays: 0

6. CORRESPONDENCE TO COUNCIL

7. Unfinished Business

A. Trash bid review – Bid Awarding

Councilmember Middleton made the motion to award the bid to Waste Management. Councilmember Strohm seconded the motion.

Vote: Ayes: 4 Nays: 0

B. Pool Updates

City Superintendent Holman advised they are still working on the new design with zero entry. We should have something by the next meeting.

C. Burlingame MIH Grant – Quinton Robert

1. Consider the motion to approve the Resolution to support the preparation and submission of an application to the Kansas Housing Resources Corporation (KHRC) for the Kansas Housing Investor Tax Credit (HITC) Program.

Councilmember Strohm made the motion to approve Resolution Number 443 with the corrections identified. Councilmember Middleton seconded the motion.

Vote: Ayes: 4 Nays: 0

2. Letters of support for MIH Grant

City Clerk Atchison advised she had received nine letters of support for the grant. Great job everyone.

D. Consider the motion to approve Ordinance Number 2532 to amend Article 12 “M” Mobile Home/Manufactured Home Proposed Amendment

Councilmember Love made the motion to approve Ordinance Number 2532 to amend Article 12 “M” Mobile Home/Manufactured Home Amendment. Councilmember Burns seconded the motion.

Vote: Ayes: 4 Nays: 0

E. Code Enforcement Updates – Police Chief Baker/Building Inspector Welch

1. Discussion regarding the property at 105 East Santa Fe

- Building Inspector Welch advised the following needs to be fixed on the structure to avoid any further damage to the building:
 - Roof needs replaced and loose rocks/bricks need to be repaired
 - Weatherproofing of building front and back
 - The building needs to be dried out to stop further water damage
 - If the above items are repaired in a timely manner, the building will be strong enough to wait on the grant money
- City Clerk Atchison provided the quote Mr. Masters had received from Meridian Roofing Solutions for the roof repair.

2. Discussion regarding the property at 131 East Hall

Councilmember Burns made the motion to close the concern for this property and to remove it from the list. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

3. Discussion regarding the property at 321 West Jackson

Councilmember Burns made the motion to close the concern for this property and to remove it from the list. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

4. Discussion regarding the storage violation at the property at 140 East Santa Fe

Building Inspector Welch advised they are moving forward with a building permit. Must purchase supplies for the fence and pay the fee before the permit can be issued. Schedule for a follow-up on 10/7/24

5. Discussion regarding the storage violation at the property at 124 East Santa Fe

Building Inspector Welch advised they are working on a fence. Schedule for follow-up on 10/7/24.

6. Discussion regarding the storage violation at 112 and 118 East Santa Fe

Building Inspector Welch advised they are working on a fence. Schedule for follow-up on 10/7/24.

F. Discussion from Lindsey Buhler, Kansas Department of Wildlife and Parks

Lindsey Buhler discussed the various problems in dealing with foxes. She recommends keeping the cats inside and pen chickens up at night. Also, pursue outside help to trap and remove foxes. She provided a list of nine Furbearers approved to trap and remove foxes in Osage County. Officer Baker will post this information on our Facebook. It will be up to the homeowner to contact the approved Furbearers and to pay their fee.

8. New Business

A. Consider the motion to approve up to \$750.00 for demolition reimbursement to Austin Masters for the demolition of the garage at 305 South Dacotah.

Councilmember Middleton made the motion to approve the reimbursement of \$750.00 to Austin Masters. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

B. Consider a motion to appoint one delegate who is attending the Annual League Conference Meeting to be the voting delegate.

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

Vote: Ayes: 4 Nays: 0

C. Consider a motion to approve Les Holman and David Love to attend the KCC Annual Conference on 10/29 and 10/30 in Manhattan

Councilmember Middleton made the motion to approve sending Les Holman and David Love to attend the KCC Annual Conference. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

D. Discussion regarding the need of dog stations at Sumner Park

Councilmember Burns made the motion to purchase two signs and two dog stations and for the signs to have Dogs required to be on leash, clean up after animals or fines will be issued. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

9. Executive Session

A. Five Minute Executive Session non-elected personnel with City Clerk Atchison and Superintendent Holman

Councilmember Burns made the motion to enter the executive session at 7:50 pm. Councilmember Love seconded the motion.

Vote: Ayes: 4 Nays: 0

The council returned at 7:55 pm with no action taken

B. Ten Minute Executive Session Attorney Client discussion with City Clerk Atchison and City Superintendent Holman

Councilmember Burns made the motion to enter the executive session at 7:57 pm. Councilmember Middleton seconded the motion.

Vote: Ayes: 4 Nays: 0

The council returned at 8:07 pm with no action taken.

Staff Reports

a. Building Inspector Welch

- Discussed the two new homes being constructed on Banks Street
- Will give information on a couple of properties needing to be condemned at the next meeting

b. Police Chief Baker

- Discussed the new cameras on the new Bar and Grill
- He will not be at the meetings on 10/7/24 and 11/4/24 meeting
- Kelly Atchison, Chamber President has scheduled the street painting and pole painting to be on November 2, 2024. Officer Baker has reached out to KDOT for a sketch and diagram of how they want the marks on the street.

c. City Superintendent Holman

- Kwikom has started installing the high-speed fiber. The city is trimming trees out of the power lines ahead of Kwikom
- There will be a new home constructed on Banks by the end of the year
- UES agreement was presented to Attorney Godderz and was previously approved.
- The State of Kansas Mowers had hit the meter box on the south end of town. They are working on the repairs.

d. City Clerk Atchison

- Advised the letters of support and pictures for the Sidewalk Grant were submitted to the county and the Grant has been completed and filed
- The Housing Grant is currently underway, and the letters of support were sent to Colleen Mendoza and Quinton Roberts
- The Mayor Summit Meeting is September 19, 2024. The individuals attending are Kathy Love, Michelle Mullinix, and Patty Atchison

11. Attorney Reports – no report

12. Council/Mayor Comments and Reports

a. Councilmember Strohm

- Thanked the Building Inspector and Office Baker for their work with the Code Enforcement
- Asked about the fence by the library. City Superintendent Holman advised he will be repairing

c. Councilmember Middleton

- Advised he will be working with Jim Masters about moving the trailer in front of his shop
- Asked City Superintendent Holman to get some 2x4's and Mr. Middleton will fix the Gazebo at the park
- He is currently doing maintenance work at his father's property

d. Councilmember Love – nothing to report

e. Councilmember Burns- nothing to report

f. Mayor Mullinix

- Inquired about the burned vehicle at the old gas station
- Inquired about the U-Haul and if they are tagged and insured. Officer Baker advised he is waiting on the outcome of the appeal. Mayor Mullinix asked if a letter could be sent to the property owner regarding the vehicles on this property.

13. Adjournment – Consideration to adjourn the City of Burlingame Council Meeting at 8:17 pm

Councilmember Burns made the motion to adjourn the Council Meeting at 8:17 pm. Councilmember Love seconded the motion.

Vote: Ayes: 5 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 before the meeting to arrange necessary accommodations.

Next Ordinance 2533
Next Charter Ordinance #18
Next Resolution # 444