



CITY OF BURLINGAME

MINUTES

Mayor, Vikki DeMars – P
Councilmember, Kenna Burns - P
Councilmember, Leslie Holman - P
Councilmember, Sheila Curtis – P
Councilmember, Michelle Mullinix – P
Councilmember, Amanda Kohlman – P

City Attorney, Rick Godderz - P
City Clerk, Patty Atchison - P
City Superintendent, Wes Colson - P
Police Officer – Mathew Baker – P
Building Inspector – Jim Welch - A

Held: **December 7, 2020 @ 7:00 pm**
Location: **Burlingame City Hall, Council Chambers**

1. CALL TO ORDER BY Mayor, Vikki DeMars

2. ROLL CALL – See above

Colter Robinson – Osage Co. Herald, Phil Mentgen, Jeff Slater, Dr. Christopher Green – ACCC, Brett and Gina Shultz, and Brandi Shaffer

3. PUBLIC COMMENTS -

No Comments

CONSENT ITEMS

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

4. APPROVAL OF AGENDA

Councilmember Burns made the motion to approve the agenda with the addition of item 11A. Consider motion to approve the Burlingame Library to build a storage shed. Councilmember Mullinix seconded the motion.

Vote: Ayes: 5 Nays: 0

5. APPROVAL OF MINUTES. Consider approval of the minutes from the 11/16/2020 Council Meeting.

Councilmember Mullinix made the motion to approve the minutes from the 11/16/2020 Council Meeting. Councilmember Kohlman seconded the motion.

Vote: Ayes: 5 Nays: 0

6. APPROVAL OF CLAIM ORDINANCE # 2464

Councilmember Mullinix made the motion to approve Claim Ordinance #2464. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

OLD BUSINESS

7. Discussion regarding Merit Raises – Councilmember Holman

Councilmember Mullinix made the motion to accept the merit raise plan as outlined by City Superintendent Colson and City Clerk Atchison. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

8. Discussion regarding chrome books/tablets for councilmembers -Councilmember Kohlman

Councilmember Holman made the motion to approve up to \$2000 for chrome books contingent on information from councilmember Kohlman. Councilmember Mullinix seconded the motion.

Vote: Ayes: 5 Nays: 0

9. Discuss utilities for a new home on Fast Drive – Jeff Slater

City Superintendent Colson discussed the cost for the sewer to be extended to the land that Jeff Slater is interested in purchasing from Greg Fast. The cost would be \$34,520.00 if ran behind the Vandevord home. If it would go down the street with two additional manholes, the cost would double. Much discussion regarding who is responsible for the cost of the utilities and the street repair.

Councilmember Burns made the motion to table this item to the next meeting to allow City Superintendent Colson to secure information from Bartlett & West and for City Clerk Atchison to secure information from Greg Fast and Jim Strohm by 12/21/2020. Councilmember Mullinix seconded the motion.

Vote: Ayes: 5 Nays: 0

NEW BUSINESS

10. Discussion regarding utilities on Fast Drive – Phil Mentgen

Phil Mentgen, resident at 157 N. Fast Drive discussed some of the concerns he has with the current sanitary sewer system.

- Asked if the current sewer system was designed by an engineer? If so, he would like more information.
- Where bonds provided to the City by the Construction Company who did the work
- Fast Drive is not a paved street to the end, and it should be chipped sealed to the end of the subdivision
- Why are some of the lots listed as agriculture? To be listed as agriculture, needs to be 40 acres or more.
- Fast Subdivision needs numerous upgrades.

No action taken on this item

11. Discussion regarding signs and other ideas for Allen County and USD 454 – Dr. Christopher Green, Associate Dean for Academic Affairs at Allen County Community College.

Councilmember Burns made the motion for Superintendent Colson and Councilmember Kohlman to work with Dr. Green and K-Dot on securing signs and developing a plan for placement and cost of the signs. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

11A. Consider motion to approve Burlingame Library to build a storage shed – Brandi Shaffer

Councilmember Mullinix made the motion for the Burlingame Library to build a storage shed and to get with City Superintendent Colson on lighting for the shed. Councilmember Kohlman seconded the motion.

Vote: Ayes: 5 Nays: 0

12. Consider motion to vacate West End of Walnut Street – James Welch, Bldg. Inspector

Councilmember Mullinix made the motion to table this request and to request Building Inspector Welch to attend the next Council Meeting on 12/21/2020 to provide more information. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

13. Consider motion to approve doing a Happy holidays Ad with Osage County Herald/Chronicle – City Clerk Atchison

Councilmember Mullinix made the motion to only do the New Year Signature Ad for \$20.00. Councilmember Burns seconded the motion.

Vote: Ayes: 5 Nays: 0

14. Discussion regarding Terracon/Verizon Wireless Tower

Councilmember Mullinix made the motion for City Clerk Atchison to contact Carolyn Strohm and John Hill to see if there is any Historical Reason why the tower should not be at that location. Councilmember Kohlman seconded the motion.

Vote: Ayes: 5 Nays: 0

15. Discussion regarding resignation of Jessica Lockwood from Burlingame Rec

Councilmember Mullinix made the motion to accept the resignation. Councilmember Kohlman seconded the motion.

Vote: Ayes: 5 Nays: 0

Councilmember Mullinix made the motion to put an ad in the Osage County Herald, Sign etc. asking for a person to fill the position. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

16. Consider motion to approve annual contract from Computer Information Concepts for \$2560 for 2021.

Councilmember Mullinix made the motion to approve the annual contract for \$2560.00. Councilmember Kohlman seconded the motion.

Vote: Ayes: 5 Nays: 0

17. Consider motion to approve Conklin Plumbing and Bills Services Plumbing and Electric License Renewal

Councilmember Curtis made the motion to approve the business license for Conklin Plumbing and Bills Services Plumbing and Electric. Councilmember Mullinix seconded the motion.

Vote: Ayes: 5 Nays: 0

18. Consider motion to approve purchase of ammo for Police Department – Officer Baker

Councilmember Mullinix made the motion to approve up to \$2000 for Officer Baker to purchase ammo for the Police Department. Councilmember Kohlman seconded the motion.

Vote: Ayes: 5 Nays: 0

19. Reports:

Officer Baker

- Country Christmas went well. The Osage County Deputies on duty showed up to assist and be in the parade.

City Superintendent Colson

- The Christmas Parade was very nice

City Clerk Atchison

Will be forwarding an Article regarding Kansas Main Street programs.

- Discussed the CDBG-CV Grant and County Cares Grant paperwork needing signatures from Mayor DeMars.
- Discussed the Adopted Families and Angel Tree at City Hall. Due date is December 14, 2020 for all presents and donations to be given to City Hall.

- Attorney Godderz – Nothing to report
Councilmember Curtis

- Country Christmas went well and was glad to see everyone wearing masks
- The Santa Fe Trail Committee currently has Santa Fe Trail 200 Calendars for sale at City Hall.
- If wishing to purchase a shirt, contact Sheila
- Cookbooks will be going to the printer. The Deadline to submit recipes was 12/7/2020 at 5:00 pm
- Asked everyone to review the History Geeks page on Facebook. Lots of great information.

- Discussed the new city website
- Asked for Council Members to stick around for a little bit after the meeting to get their picture taken for the website.
- The 200 Santa Fe Trail Celebration Information will be added to the website
- There will also be a tab for the Burlingame History
- Thanked City Clerk Atchison for her help with Country Christmas

- Thanked all the City Crew for their help with the lights and displays
- Thanked City Clerk Atchison for her ideas and help with Country Christmas
- Discussed the need to get the situation on Fast Drive resolved. People are wanting to buy homes and move to Burlingame and we currently have no homes to sell.
- Need to get the Building Codes amended. He will work with Building Inspector Welch.
- Chamber of Commerce end of year meeting will be on December 16, 2020 at the Bus Barn.

- Country Christmas went well
- Stop Signs – asked if the one coming out of Allen County onto Auburn Road could be adjusted. It reflects the sun into the driver's eyes. City Superintendent Colson indicated he would review.

- Covid numbers are increasing. Remind everyone to wash hands and take appropriate precautions
- Country Christmas drew a lot of people to Burlingame. People are enjoying the lights.
- A big thank you to the guys for all the lights. They look great.

Councilmember Burns made the motion to adjourn the Council Meeting at 8:36 pm. Councilmember Curtis seconded the motion.

Vote: Ayes: 5 Nays: 0

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 2465
Next Charter Ordinance #17
Next Resolution # 408