

BURLINGTON CITY COUNCIL REGULAR SESSION JULY 16, 2014

City of Burlington Governing Body met in Regular Session at City Hall, 301 Neosho Street, Burlington, Kansas at 6:00 p.m. Wednesday, July 16, 2014. Mayor Gene L. Merry called the meeting to order.

ROLL CALL: Mayor Gene L. Merry

Council Members present:

William C. Scott (President of Council) Jane M. Griffith Lewis Lenard
 R. Standley Luke (Stan) Forrest T. Rhodes Jerilyn Curtiss

Superintendents Present: Kevin Boyce (Parks) Alan Schneider (Electric)

Doug Jones (Chief of Police) Doug Mast (Street) Danny Hawkins (Water/Wastewater)

Also Present: Regina Kewley (City Clerk) Jimmy Hugunin (Zoning & Grants Clerk)

Thomas F. Robrahn (City Attorney) Susan Stroh (Administrative Assistant)

Dennis D. Roth (City Attorney)

Media Present: Katie McMurray (Coffey County Republican)

VISITORS: Scott Hannon

AGENDA: Council Member Scott stated, "I move to approve the agenda as amended." Council Member Curtiss, "I second the motion." Motion unanimously carried.

MINUTES: July 2, 2014: Council Member Luke, "I move to accept the Draft Minutes of Council's regular session of July 2, 2014 as presented." Council Member Curtiss, "Second." Motion unanimously carried.

APPOINTMENT: None

PUBLIC COMMENTS: None

ELECTRIC DEPARTMENT: Distribution Updates

General: Superintendent Schneider reported distribution personnel have been doing normal duties including work orders, locates, and tree trimming. They installed a new service at the north end of town for a shop - homeowner installed. They also read electric meters.

AMI Meters: Superintendent Schneider stated, "We did get our shipment of this year's allotment of electric meters (for the Automated Meter Infrastructure). Those came in the first part of the week. We will start pulling the old meters and installing the new ones next week. It will probably take a month or so to install all of those."

Wal-Mart Express: Superintendent Schneider reported, "We have been preparing for and will install the temporary service for the Wal-Mart Express the first part of next week, as soon as the line locates are up."

Industrial Park Substation: Superintendent Schneider said, "We have been doing some repairs at the Industrial Park Substation. Earlier this year, an over-current relay went bad and we had trouble finding parts. We just got it back, and it will be put back in service on Monday by KEC."

WildBlue BBQ: Electric personnel installed a temporary service at Kelley Park for Wild Blue BBQ.

Fair Board: Superintendent Schneider stated, "I got a phone call from Mary Lou Ponder, Coffey County Fair Board. For the Fair Parade next Friday night (July 25th), she has requested a temporary service at 5th and Neosho. I don't see it as a problem. We'll just take one of our old May Daze/Fall Festival temporary services for them to run their public address system for the parade."

ELECTRIC DEPARTMENT: Power Plant/Production Update

General: Power Plant personnel are doing their daily power plant duties. The annual Energy Information Agency Reports are being worked on.

Power Plant Fans and Roof: Superintendent Schneider reported, "We have been working around the exhaust fans on the new part of the Power Plant to fix a few leaks in the roof. While we are up there, we are also replacing the drive motors we use to run the fans."

Storage Tanks: Personnel are painting the catwalk for the bulk storage tanks.

Natural Gas Supply -Update: Superintendent Schneider said, "I met with Atmos Energy on the natural gas supply. Two of their engineers, a couple of project managers, and a local tech were up today. Everybody is in agreement that we need something taken care of. We've just got to put some scenarios together and figure what it's going to take to make it happen. Atmos Energy should have some preliminary engineering back to us by the 15th of August. We have some issues to work out as far as generation with Kansas Power Pool and Southwest Power Pool; so I have some tasks to try to get some better numbers with them, which will also go into play with this gas supply."

Mayor Merry asked, "Will it be higher pressure on the line that they have, or bring another line?" Superintendent Schneider explained, "They've got 90 pounds pressure coming into the south end of Burlington. We're going to run Generators #6 and #4 next Wednesday. We are going to try to run those full-load; but I know we can't do it. Generator #4 is going to starve for gas because whatever that natural gas supply pressure is - that's all it can get. Generator #6 has a gas compressor on it; so if the pressure is not there, it's going to make it. While

(continued)

[2] CONTINUATION: July 16, 2014 Burlington City Council Meeting

that test is going on, the local tech has already set up pressure gauges at the Power Plant meter; he's got one set up at the entrance of town; and he will pick a few other points of pressure between 6th and Housatonic. He is going to try to determine exactly where the pressure drop is as we head out toward the Power Plant; which will help their engineering crews. They are losing pressure somewhere. The tech's best guess is where it turns west to go out to the Power Plant, there's a 4" line, and that's where they think they are going to find their loss in pressure. They will run the scenario of what it would take to make that existing line work; or the second choice would be to run where it comes into town, what it would take to get that pipeline out to the Power Plant. They will look at it both ways from an engineering standpoint."

Council Member Scott inquired, "Financially, who is responsible?" Superintendent Schneider replied, "I don't know where all that's going to lie just yet. A lot of that is based on the way the market is right now; and Southwest Power Pool, our transmission provider, will dictate who generates in the region. We are going to try to get a forecast from them to see how much of a volume we might actually use. The more volume we use will make the financial side easier on the City of Burlington. So, if they can make it up through sales, they're going to give us a better break. I really can't answer anything about money right now because we're just not far enough into it." Mayor Merry inquired, "KPP doesn't give us a really good estimate, do they, Stan?" Council Member Luke commented, "I don't know. We'll (*KPP will*) be dictated to by SPP on who runs what generation all because of how their generation is spread out at the different locations and the credits that different organizations like KPP have at different points; so once again, we don't know until we meet with the SPP." Superintendent Schneider, "The last couple of summers, until a lot of these transmission upgrades we've seen Westar doing between here and LeRoy, there have been restrictions further south of there and in the Iola area. At that time, they had determined that even with us sitting up here without restrictions that it was more of a benefit for Burlington to run rather than the City of Iola with all those restrictions down in that area. Again, that goes back to SPP."

WATER DEPARTMENT: Distribution Update

General: Superintendent Hawkins reported, "We have been busy doing installs of water meter services. We have relocated the existing water meters for some new homes that have been built. We didn't want the meters in the driveways. Also, this time of year during hot weather we go out once a month and flush dead-end waterlines all over town to get chlorine residuals up."

Waterline Replacement: Superintendent Hawkins, "We have been working on Yuba Street. We were hoping to have the services in; but we had a bacteria sample test positive. The samples we had sent to be tested did not pass; so we had to go back and burn the line out again and do the sampling again. We got word this afternoon that the sampling tested good; so tomorrow morning we will resume putting in services on the last fourteen. The plan is for everybody to start seeing more activity on St. Lawrence Street. Roughly, we will be replacing 1,600 feet of line from 6th Street to 10th Street. We've got Riley Boring Company coming in on the 11th of August to start boring; and in the meantime, we're going to start doing whatever open cutting we can do ourselves."

WATER DEPARTMENT: Water Production Update

Plant Update: Superintendent Hawkins reported that the plant is running well. They like the new chemical.

Water Drought Emergency-Warning (update): Superintendent Hawkins provided the Drought Water Emergency Update, as follows: ***Rain in County:*** up to 1/4"; ***Rain Forecast:*** Low chance; ***Pumped:*** Since July 9, pumped 3,810,000 gallons of water; ***Daily Average:*** 476,250 gallons; ***Outlook:*** No new Restrictions. He commented, "We did see a slight increase in water usage. It went up another 20,000 to 30,000 gallons a day and is nothing out of the ordinary. The Governor did do an update, and although he is aware of the rains, he still requires that we remain in the Warning. We are still not changing our summer work hours yet, until we either come out of the Warning and/or we see an increased demand for water. We are still able to produce an adequate supply of water between the hours of 8:00 a.m. to 5:00 p.m."

WATER DEPARTMENT: Personnel - Recommendation to Hire Water/Wastewater Operator Trainee

Superintendent Hawkins stated, "We did interviews on Monday, and my recommendation would be to hire Justin King." ***Council Member Scott stated, "I move to extend an offer of employment as Water/Wastewater Operator Trainee to Justin King, at the starting hourly salary of \$13.11." Council Member Curtiss, "I second the motion." Hearing no discussion; Mayor Merry called for a vote. Motion unanimously carried.***

WATER DEPARTMENT: SCADA System Problems - update

Council Member Griffith inquired about resolution of the technology problems with the SCADA system. Superintendent Hawkins responded, "It is being worked on. They have until the end of this month officially to have it completed. Larry Williams, Bartlett & West, came in. He went through and did a total analysis and found 42 different things within the system that he wants Bartlett & West to take care of. We can see trending and monitoring like the number one pumpstation (LS#1), which we've been having trouble with for the past four days; and for some reason we're losing prime on pumpstation #2; and we're seeing it - SCADA is picking it up. It's nothing out of the ordinary to us. It's just small things: graphing, reports we need to do to send in to the State, making sure the monitoring reports we do are accurate. There's a lot of software issues they are working internally within the SCADA system. The system is functional and is working. As far as giving us alarms and warnings, it calls my smart phone. Also, I can take my laptop home and see it. It is just not finished yet. We are still in conversation with Bartlett & West. I call Jeff Shamburg every week and push him to make sure we're still on the deadline because we're not going to allow him to go past the deadline. We were told this is it, so we will see it through."

[3] CONTINUATION: July 16, 2014 Burlington City Council Meeting

STREET DEPARTMENT: Update

Mayor Merry provided Superintendent Mast's update. The Street Department has been doing regular duties, trimming trees, and preparing for chip and seal of streets in late August.

STREET DEPARTMENT: Street Improvements 2014 Asphalt Project, Change Order #1

Mayor Merry presented Change Order #1 to the 2014 Asphalt Project. The Change Order is for Killough Construction's additional cost on Martindale Street due to not having been provided the correct width for the street, and for improvement on Kennedy Street. The amount of increase is \$25,856.93.

Council Member Curtiss stated, "I move to approve Change Order #1 for a net increase of \$25,856.93 on the Street Improvements 2014 Asphalt Project, which brings the total contract price to \$489,126.08." Council Member Rhodes, "I second it." Hearing no discussion, Mayor Merry called for a vote. Motion unanimously carried.

POLICE DEPARTMENT: Update

Chief Jones reported, "We have been dealing with juveniles and adults. We've been clearing up warrants issued by our courts, we've been clearing up cases by arrests, and we have been filling our mandate of spreading hate and discontent at the local, regional, and national levels. I got phone calls yesterday from the Associated Press, in addition to the Emporia Gazette; and of course our local paper, local radio station, and Emporia's. Last night it was pointed out to me that this was also picked up by the San Francisco Chronicle. I doubt there are too many people in San Francisco who even know where Kansas is, much less Burlington." Council Member Rhodes, "Is it Jeff (Freeman)?" Chief Jones added, "It has been making the news."

Nuisance-Hazard Structure 211 Neosho: Chief Jones reported, "Other than that we've been dealing with nuisance property. I did visit with Jeff Chandler Monday afternoon when we both happened to be on the same call. He is hopeful he has the building sold, so we will see where it goes. Jimmy (Zoning Clerk Hugunin) and I were talking earlier this week. At the City level, the only problem with him selling the building before the nuisance is abated, is the process starts over. However, the individual he is looking to sell it to would not waste any time getting it resolved."

Complaint - 6th and Yuba: Mayor Merry said he had received a complaint about 6th and Yuba - trailers out in the street and a brush pile all along the side. Chief Jones said, "The brush is piled up because of the trailers, they can't get to it. The trailers have a tendency to move; and they are sometimes parked correctly on the street and sometimes they are not parked correctly on the street. So, it is a matter that I have to catch them when they are parked incorrectly and they have been there long enough to become a hazard." Mayor Merry, "It's like a used car lot/a used trailer lot. Okay, I'm sure you're on it." Chief Jones, "I even know who the complaint came from."

PARKS DEPARTMENT: Update

General: Parks personnel have been doing normal duties, including cleaning public restrooms and buildings, and mowing, weedeating, spraying, watering trees and flowers, and maintaining equipment. Part of last week and most of this week, they have been working at Kelley Park getting it ready for the WildBlue BBQ and County Fair.

Kelley Park Playground - Repairs: Superintendent Boyce reported, "Today, Taylor Made Company did the reseal and rubber repair on the playground surface. The playground will be opened back up Friday morning."

PARKS DEPARTMENT: Hazard Tree Removal - Quotes

Superintendent Boyce presented three quotes for removal of sixteen hazard trees. He recommended accepting the quote from Trenary's Tree Care, the company that has been removing our hazard trees for the past few years.

Trenary's Tree Care \$5,125.00 Wellnitz Tree Care...\$5,520.00 WildHawk Tree Service...\$6,550.00.

Council Member Curtiss stated, "I move to accept the quote from Trenary's Tree Care for removal of 16 hazard trees, not to exceed \$5,125.00." Council Member Griffith, "I'll second." Hearing no discussion, Mayor Merry called for a vote. Motion unanimously carried.

FINANCE: Claims Ordinance & Payroll Ordinance

a.	Claims Ordinance	2014-13	<u>\$830,697.80</u>
b.	Payroll Ordinance	2014-15	<u>\$ 76,865.93</u>
	TOTAL		\$907,563.73

CLAIMS 2014-13: Council Member Luke, "I move City of Burlington pay Claims Ordinance 2014-13 in the amount of \$830,697.80 for payment of city bills." Council Member Scott, "Second." Mayor Merry called for discussion. City Clerk Kewley explained, "We have a couple big items: Kansas Power Pool for \$228,933.15; and Killough Construction for \$489,126.08." **Hearing no further discussion, Mayor Merry directed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Merry declared Claims Ordinance 2014-13 unanimously approved by a 5:0 vote.**

[4] CONTINUATION: July 16, 2014 Burlington City Council Meeting

PAYROLL 2014-15: Council Member Scott stated, "I move City of Burlington pay Payroll Ordinance 2014-15 in the amount of \$76,865.93." Council Member Rhodes, "I Second it." Hearing no discussion, Mayor Merry directed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Merry declared Payroll Ordinance 2014-15 unanimously approved by a 5:0 vote.

PLANNING & ZONING: Update

General: Zoning Clerk Hugunin said he has done quite a few permits, and has continued to update the City webpage and Facebook page.

Planning Commission: Burlington Planning Commission's meeting was rescheduled from July 9th to July 17th at 7:00 p.m. at City Hall.

Police Building Construction Project: Zoning Clerk Hugunin provided an update on construction of the new Police Department building. He talked with Mike Abendroth (Abendroth Builders) and Mike is hoping to have the plumbers do plumbing in the basement next week.

Wal-Mart Express: Zoning Clerk Hugunin reported, "Wal-Mart says they are going to have a pre-construction meeting sometime next week. They are awarding contracts. That's all I know."

OTHER COUNCIL BUSINESS: None

PERMITS: Zoning permits issued by Zoning Clerk Hugunin

2014-032 Ruth Hayes - 118 N. 8th - Deck 2014-033 Dallas Saueressig - 1048 Planter Rd. - Hay Barn
2014-034 Jerry Mast - 600 Kennebec St. - Shed

LEGAL DEPARTMENT: Update None

CITY CLERK'S OFFICE: Update

General: City Hall Staff have been busy with preparing meter readings for utility billing, handling calls and inquiries, handling work orders, and preparing meeting minutes, reports, vouchers for paying bills, and payroll.

Interviews: City Clerk Kewley participated in the Water/Wastewater interviews on Monday.

City/County Infrastructure Funds: City Clerk Kewley reported, "The City received the second half of the City/County Infrastructure Funds. We're very appreciative of that."

Financials: City Clerk Kewley handed out the second quarter Financials and will answer any questions.

Finance Meeting: The Finance Committee meeting for the budget is on Tuesday, July 22, 2014 at 10 a.m., at 303 Neosho. City Clerk Kewley has been spending most of her time working on the budget for 2015.

2015 Spring Elections: City Clerk Kewley informed Council, "I did receive a filing for Mayor by Stan Luke, and it was filed with the County Clerk today."

MAYOR'S COMMENTS: 1) Downtown Loan Program 2) Multi & Single-Family Residences Construction

Mayor Merry stated, "A couple of things I would like to review. One is the Downtown Loan Program. Maybe we could scrub it up a little bit, maybe change the program around a little, maybe extend the term a little longer - it's a two-year program, maybe extend it to a four-year program. Whatever the Decision Making Authority thinks. I think it's running a little short."

Mayor Merry continued, "Another thing I want to bring to your attention. I've been getting several calls on contractors interested in building multi-family and single-family residences in new areas. They are asking questions about what it is going to take to do that."

FUTURE AGENDA ITEMS:

GENERAL City Debt – How to fund projects City Code Re-codification Service/Allied Waste Agreement Renewal Mayor's Volunteer Program Cyber Security -- KPP System Test/Training	GAAP – Infrastructure Capitalization Actuaries – GASB-45 2015 Budget Downtown Loan Program - revamp Housing Areas for multi and single family
ELECTRIC DEPARTMENT: GIS system Emissions Standards Compliance/EPA	Automatic Meter Infrastructure for Electric & Water (AMI) Natural Gas
PARKS DEPARTMENT: Fair Board's new Building UHCA Event in Kelley Park - October 2014 (Jim Ochs) Scout Jamboree in September 2014	City Dam West Wall Project (sidewalk/steps, etc.) Hazard Tree Removal
LEGAL DEPARTMENT:	
PLANNING AND ZONING Quarterly Construction Valuation Report Comprehensive Development Plan – Update Industrial Park Lots MT Wireless/MT Networks Relocation to N 4th St.	Work w/Chief on Nuisance Structure regulations Zoning Inquiries Wal-Mart Express in Commerce Park
POLICE DEPARTMENT Nuisance Updates New PD Building-Construction Update	Personnel – Training Updates Nuisance- 211 Neosho (Chandler) and at 6th & Yuba (Trailers)
STREET DEPARTMENT: Heather Street - Concrete Panels Sidewalk Replacement Repairs on City Rights-of-Way Pavement Management System/Asset Management System	Rebuild/Repair Kennedy Street and 14 th Street Barricades 9/27/2014 for Pink-It-Out Municipal Parking Lot
WATER & WASTEWATER DEPARTMENT: Sewer Improvement Project--Lift Station Replacements Neosho Riverbank Stabilization Southwest Sewer Project Water Pressure Study Water Plant Improvements--Efficiency Waterline Replacement Project SCADA System 10 th & Housatonic Water Improvements- John Redmond Reservoir – Dredging Water Emergency - Warning (Update)	

Mayor Merry declared the meeting adjourned.

Approved by the Governing Body and signed by Regina R. Kewley, City Clerk