

## BURLINGTON CITY COUNCIL REGULAR SESSION OCTOBER 7, 2015

City of Burlington Governing Body met in Regular Session at City Hall, 301 Neosho Street, Burlington, Kansas at 6:00 p.m. Wednesday, October 7, 2015. Mayor Stan Luke called the meeting to order.

**ROLL CALL:**  Stan Luke, Mayor

**Council Members present:**

Lewis Lenard  
 Jane M. Griffith

Dallas Scothorn  
 Thomas P. Tschantz

Jerilyn Curtiss  
 Sharon Hall

**Superintendents Present:**

Kevin Boyce (Parks)  
 Doug Jones Chief of Police)

Alan Schneider (Electric)  
 Danny Hawkins (Water/Wastewater)(Present until after his

update)

Doug Mast (Street)

**Also Present:**

Regina Kewley (City Clerk)

Jimmy Hugunin (Zoning & Grants Clerk)

Philip Wright (Assistant City Attorney)

Susan Stroh (Administrative Assistant)

Thomas Robrahn (City Attorney) (Present from 6:20 to 6:26)

**Media Present:** Mark Petterson (Coffey County Republican), J. Lyndon Blackwell, Larry Hargreaves, DDS

**VISITORS:** Stacy Haines (Coffey County Economic Development)

**AGENDA:** *Council Member Curtiss stated, "I move to approve the amended agenda." Council Member Griffith, "Second." Motion unanimously carried.*

**MINUTES: September 16, 2015:** *Council Member Scothorn, "I move to accept the Draft Minutes of Council's regular session of September 16, 2015 as presented." Council Member Griffith, "Second it." Motion unanimously carried.*

**APPOINTMENT: Lyndon Blackwell, First Assembly of God Church, Street Closing for Harvest Hoedown**

J. Lyndon Blackwell addressed Council, "First Assembly of God in Burlington wishes to request closure of a portion of one street on the 31st of October. This year we are asking for the street south of our church, Yuba Street, to be closed from the west side of 10th Street to our neighbor to the west on Yuba. That way the neighbor can access their house from 10th Street; so about a 200 foot stretch of Yuba would be closed from about four o'clock in the afternoon to about nine o'clock in the evening, so we could hold our annual get together there for our celebration of the Halloween season." Chief Jones had no issues with the request. Mr. Blackwell stated, "Also, the Pastor, the Board, and myself would like to express our pleasure to have Chief Jones back."

*Council Member Curtiss stated, "I move to allow First Assembly of God Church to close Yuba between 9th and 10th Streets on Saturday, October 31, 2015 from 4 p.m. to 10 p.m. for their annual Harvest Hoedown." Council Member Scothorn, "Second." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried.* Mr. Blackwell left some information.

**MAYOR'S STATEMENT: KG&E Bond Refunding/Proposed Ordinance 840**

Mayor Luke stated, "Tom Robrahn (City Attorney) is at another meeting at this time. When he does arrive, he will be here for a period of time, but we will stop where we're at and will go to Ordinance 840 for the execution of a Lease and Sublease with KG&E and Issuance of Pollution Control Refunding Revenue Bonds Series 2016 for \$50,000,000. When he arrives, we will go directly to that, and then we'll go back to wherever we were when he came in."

**PUBLIC COMMENTS: None**

**ELECTRIC DEPARTMENT: Distribution Updates**

**General:** Electric personnel are still doing daily work orders, many locates, and customer service requests. They have been doing line maintenance and fixing a few street lights.

**Automated Meter Infrastructure - Meter Update:** Superintendent Schneider reported, "We have been installing some AMI meters. A big shipment is on its way now for the year."

**Fall Brush Pickup:** Personnel have been picking up brush for the annual fall cleanup.

**Kelley Park - Victorian Lights:** The Victorian lights in Kelley Park that were damaged by lightning in August were repaired shortly after the September 16 meeting of Council and are working.

**Training:** J.J. Jasper and Eric Gifford attended the KMU Overhead Line School in McPherson last week.

**ELECTRIC DEPARTMENT: Power Plant/Production Update**

**General:** Personnel are still doing required paperwork and general Power Plant maintenance.

**KPP - Dogwood Power Plant:** Mayor Luke stated, "I don't know if you all received it or not, but Alan and I received an email that Kansas Power Pool has purchased an additional twenty megawatts of the Dogwood combined cycle generating facility; and there has been a tour scheduled. If anybody would like to attend, on Wednesday, October 28th from 11:00 a.m. to basically 1:00 p.m., we will make arrangements for transportation to meet places so everybody can kind of go there together. The facility is in Pleasant Hill, Missouri, and lunch will be provided onsite. I have been there; and if you've never been inside of a power plant, you will see all kinds of things. It is a combined cycle facility and is pretty well maintained. The Pool owns now just over ten percent of the output of that facility. If you would like to go, just let Gina, Alan, or myself know by the 23rd of October and

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we'll make arrangements." Superintendent Schneider commented, "I would guess from looking at the travel schedule, they could pick us up at BETO on their way by." Mayor Luke, "Yes. The last time, we picked up a couple people and used our van, met them at BETO and went from there."

**ELECTRIC PERSONNEL: Advancement, First Year Apprentice Lineman to Second Year Apprentice Lineman**

Superintendent Schneider stated, "Bryson Olson, our First Year Apprentice, has completed his first year. He had a final score of 93% on his testing. Bryson is doing a fantastic job, picking up quick, and learning well. It's time to move him into year two of the Apprenticeship Program, at the entry level wage of \$17.07 per hour. It is my recommendation to move him forward. Like I said, he is doing a great job."

***Council Member Scothorn stated, "I make a motion to move Bryson Olson from First Year Apprentice Lineman to Second Year Apprentice Lineman at the entry level hourly rate of \$17.07." Council Member Griffith, "I'll second." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried.*** Mayor Luke stated, "Bryson is now in the apprentice two position, the second phase of the program."

**WATER DEPARTMENT: Distribution Update**

**Waterline Replacement Project:** Superintendent Hawkins reported, "We've been working on the waterline replacement between 9th and 10th Streets on Niagara. So far we've laid 280 feet of line in there. We've been bouncing between that and putting services in, so we have everything from 6th Street to 9th Street completed. All the water services in that area have been turned on, and everyone is on the new waterline."

**Tilling & Seeding worked areas/Sidewalk Repairs:** Superintendent Hawkins stated, "We have also been going around town tilling and seeding areas where we tore up or destroyed. Again, we've been doing the Fall Brush Pickup, and we know there are areas where we probably scarred a few yards. I've already got a list started, and we will fix them." Council Member Griffith asked, "Are you talking about the sidewalks you've gone through? Have you started fixing those yet?" Superintendent Hawkins answered, "We are. In fact, we're scheduling October 19th to the 23rd to stop what we're doing and repair all sidewalks that we've destroyed and taken out. We're still progressively trying to move forward, but we still need to go back to clean up and dress up damaged areas as we go and make things look nice. I want to thank Doug (Street Superintendent Mast) for letting me borrow one of his crew to help us."

**General:** Personnel have been doing normal duties - rereads, line locates, etc - in between the other work they have been doing.

**WATER DEPARTMENT: Water Production Update**

**Backwash Basin - Transducer:** Superintendent Hawkins reported, "The Water Plant has been running great. We had a transducer in our backwash holding basin go out. Craton Cox is coming in tomorrow to fix that."

**Brush Pickup:** Council Member Curtiss stated, "I do appreciate the brush cleanup, guys." Mayor Luke commented, "Apparently a lot of people around town are appreciating the brush cleanup this fall because there is a lot of it out there."

**STREET DEPARTMENT: Update**

**Rebuild Streets Project:** Superintendent Mast reported, "We completed all of our rebuilds on all of our streets that we are going to rebuild this year. Those will sit over the winter time and next year we will go back in and pave them. We started our tilling and seeding of areas we disturbed, as well."

**2015 Asphalt Project:** Superintendent Mast reported, "We did quite a bit of prep work prior to the Asphalt Project. We worked with Danny's crew (W/W Department) to try to get some of the manholes up to where they need to be before they come in an asphalt, and we will be doing that as they go as well."

**Expenses for Rebuild Project and Asphalt Project:** Superintendent Mast stated, "With the rebuilds being completed, our milling bill came in; and it came in considerably lower than we had projected. We got that guy in and out pretty fast. They worked very well with us. Killough Construction only charged us for the his time when he was here. They didn't charge travel time or anything, which I was surprised; so we did pretty good there."

Superintendent Mast continued, "Now, whether we will do well with the asphalt - we're already running into some overruns. When we milled the parking lot out (4th & Neosho Municipal Parking Lot), we found some considerable bad spots that we had to patch. So, what we saved on the milling, we may end up spending on the asphalt. APAC is getting started. Today is the first day of actually doing any asphalt for us. They brought a milling crew in and did some milling. It's a totally separate crew. Its different - they do all their milling ahead of schedule; so we have some messes in places until they get there with hot-mix. They did the patchwork today, and they will try to get the whole parking lot done tomorrow, and then start on getting the streets done." He explained, "From what I understand, their biggest holdup is their plant is providing hot-mix for Bettis Asphalt on one project which is taking up most of their plant capacity. They don't have a whole lot of plant capacity to bring to Burlington at this moment. Hopefully, it will be just a few days. When I originally talked to him, he talked like Friday they would be able to get more production here because Bettis would be on their top course of what they're doing and they would be able to provide more hot-mix for Burlington at that point."

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**POLICE DEPARTMENT: Update**

**2014 Dodge Charger:** Council authorized purchase of a 2014 Dodge Charger from Kansas Highway Patrol on September 2nd. KHP sent an invoice, but it is always problematic to get action from the KHP when the Kansas State Fair is going on. Chief Jones is hopeful the Police Department can pick the Charger up later this week or early next week.

**Officer Hanson - Kansas Law Enforcement Center:** Chief Jones reported, "We found out when our new hire, rookie Blake Hanson. Policy, state regulations say next available class. The next available class is in April, with Blake graduating July 29th, 2016. That may change if they have openings, but for right now we're looking at six months before we can send him to the Academy; and he will be at the Academy for three months. There are two classes in between now and April - that's how many people they are running through Academy classes right now."

**Drug Program/Drive-in Flu Clinic:** Chief Jones stated, "We helped with the Flu Clinic at the hospital last Friday. The numbers I was given was that about 255 people were inoculated. We've been doing the Drive-in Flu Clinic for nine years."

**Police Department Open House - update:** Chief Jones reported, "We did our Open House on Saturday, October 3rd. It was very well attended. We had well over a hundred people come in for that. The vast majority were very complimentary and very much in favor of what we have there. It went well."

**POLICE DEPARTMENT: Nuisance Properties**

**Hess Property Demolition (718 S. 5th), Update:** Chief Jones reported, "I am still waiting for Mike Skillman (Skillman Construction) to tear down the Max Hess house. Max has surrendered. He gave up trying to fight me on it. It's ready to be torn down; all we need now is for Mike Skillman to get a crew here to do it."

**Nuisance Property: Larry Hargreaves, DDS/Burlington Dental Center (neighbors nuisance affect on 314 Neosho):** Mayor Luke asked Larry Hargreaves if he had a nuisance item. Mr. Hargreaves said, "Yes. I would like to bring to everyone's attention the deterioration of the building just east of my office. I have been dealing with it for some time, trying to be a good neighbor and making phone calls to Mrs. Birk, but she just simply won't repair the building. I did get the complaint to the Police Department and nothing happened there either. I don't know what the ordinances require, but the appearance of our downtown has always been something of pride of, I think, everyone. Right now, that building is a detriment to us. She won't put windows in; it's boarded up on one side; there's plastic on the other; and the back of it is dumping water into my basement. I need to make repairs to my side; but I can't do it until she gets her drainage and everything fixed. I don't really know where to go from here. Can you give me some guidance."

Mayor Luke said, "I know we've tried to reach her through Jimmy on our zoning side." Zoning Clerk Hugunin said, "And I believe Chief Jones has talked to her also." Mayor Luke continued, "The only thing I can say now is we'll take it up with our legal counsel and see what legal rights we have for 'enforcing' any ordinances that she may be violating." Mr. Hargreaves asked, "It's been going on for about two years. Would that include doing something about the windows? Because, I'm worried about our main street anyway with the empty buildings; and I just don't think that is in the best interest of anybody in the community for her to not replace the broken windows." Mayor Luke said, "We will include that in with what we look at." Mr. Hargreaves, "Okay. Will I get a report back on this? Will someone contact me?" Mayor Luke said, "Yes."

**POLICE DEPARTMENT: Personnel - Resignation, Quillan Houser**

Chief Jones reported Quillan Houser submitted his resignation and his last day to work for the City was Sunday, October 4, 2015. He started working with the Washburn University Police Department in Topeka on Monday, October 5th. Chief Jones stated, "It was a quick turn-a-round on his part. We were very sorry to lose him."

**POLICE DEPARTMENT: Personnel - Reserve Officer**

Chief Jones stated, "I've got a Reserve Officer who has been with us a little over two and a half years, Kale Schankie. We would like to put him on the schedule to fill in where we need him to help us. Because we are looking at twelve-hour shifts and because of some other obligations, I can't expect him to continue to donate his time when he's actually filling a spot for a full-time officer. I think it would be fair and appropriate for the City to bring him in as a part-time employee. Regulations on that is an employee who works less than 1,000 hours in a year's time is classified as part-time. I will at some point send him to the part-time Academy training (KLETC), which is a two-week Academy. He has everything he needs to do the Academy without any trouble, but I would like be able to offer Kale some compensation for the time he puts in helping us out."

***Council Member Lenard stated, "I move to authorize employment of Kale Schankie as a Burlington Reserve Police Officer, and to approve compensation at the rate of \$16.00 per hour until all current vacancies in the Police Department have been filled, effective October 3, 2015." Council Member Hall, "I'll second." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried.***

**POLICE DEPARTMENT: Personnel - Offer of Employment to Devin Haines**

Chief Jones stated, "Last Monday, Lewis Lenard, Dallas Scothorn, and I interviewed a candidate, Devin Haines, for one of the Police Officer positions. Devin is someone we know. I hired him initially thirteen years ago and sent him to KLETC. He worked for us for eight years (8/2002 - 11/2010). November of 2010, Devin

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moved over to the Coffey County Sheriff's Office, has been there since, and he would like to come back. We had a good interview with him, and I would like to offer a patrol officer position to Devin Haines, at the starting rate of \$19.50 an hour."

**Council Member Lenard stated, "I move to extend an offer of employment as Burlington Police Officer to Devin Haines at an hourly wage of \$19.50, with the start date of October 17, 2015. Council Member Scothorn, "Second." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried.**

Chief Jones stated, "This still leaves me with one position open that we are still actively trying to fill."

**PARKS DEPARTMENT: Update**

**General:** Superintendent Boyce reported, "We have been doing normal duties: cleaning public buildings and restrooms, mowing, weed eating, spraying weeds, watering flowers and trees, and watering new grass at the Parks Department and the Police Department. "

**Taste of Fall/Kelley Park:** Parks personnel did quite a bit of work in Kelley Park to prepare for the Taste of Fall Festival. Thursday and Friday, they set up for it - set the stage, moved in bleachers and picnic tables, and did some other preparations. On Monday, they moved all that back where it belongs.

**Happy Tails Dog Park:** Superintendent Boyce, "We did get the signage up and the dog waste can set at the Dog Park; and the 'Happy Tails Park' is open. We do have plans to put a water hydrant there and gravel parking for now. Eventually, I plan to put in some asphalt parking." Mayor Luke asked Zoning Clerk Hugunin if he got notification put on Facebook that the Dog Park is open. He did put a photo of the sign and the regulations on Facebook.

Council Member Lenard, "I was rather proud of this, and somebody asked me a question: Is the City going to spray or treat the area for fleas and ticks. I had no response." Superintendent Boyce replied, "Probably not. It's the same as any of the other parks." Chief Jones, "I know they're (dogs) are in all the other parks, and they're not sprayed."

**KDOT Highway 75 Project - Grass Damage:** Superintendent Boyce reported, "Today, we removed small areas of grass that was damaged from the contractors that did the concrete job in the main intersection at 4th and Neosho. We put new sod in there, so we will be generating a bill to them for that."

**FINANCE: Claims Ordinance & Payroll Ordinance**

a.	Claims Ordinance	2015-19	<u>\$169,451.23</u>
b.	Payroll Ordinance	2015-20	<u>\$ 74,913.44</u>
c.	Payroll Ordinance	2015-21	<u>\$ 74,418.31</u>
	TOTAL		\$318,782.98

**CLAIMS 2015-19:** Council Member Lenard, "I move City of Burlington pay Claims Ordinance 2015-19 in the amount of \$169,451.23 for payment of city bills." Council Member Griffith, "Second." Mayor Luke called for discussion. City Clerk Kewley stated, "Some of our larger expenditures tonight are: Stanion Wholesale Electric Company, \$8,472.80; Midland Fence, \$15,275.43; Killough Construction, \$10,800; HG Supply Waterworks, \$5,630.52. Hearing no further discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Claims Ordinance 2015-19 approved by unanimous vote, 6:0.

**PAYROLL 2015-20:** Council Member Lenard, "I move City of Burlington pay Claims Ordinance 2015-20 in the amount of \$74,913.44." Council Member Hall, "Second." Hearing no discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Payroll Ordinance 2015-20 approved by unanimous vote, 6:0.

**PAYROLL 2015-21:** Council Member Lenard stated, "I move City of Burlington pay Payroll Ordinance 2015-21 in the amount of \$74,418.31." Council Member Tschantz, "Second." Hearing no discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Payroll Ordinance 2015-21 approved by unanimous vote, 6:0.

**PLANNING & ZONING: Update**

**General:** Zoning Clerk Hugunin reported, "I have been updating Facebook and the webpage. I have also been updating permits. Sue (Administrative Assistant Stroh) brought it to my attention that the Excel index for the permits is missing a year or more. I had updated it, but for some reason the updates are not showing. I issued a few permits last week and got old ones finished up.

**Employee CPR/First Aid Training:** Zoning Clerk Hugunin is working with the Coffey County Emergency Medical Services to get CPR and First Aid training scheduled for employees. They cannot do the training while they are on duty, so it needs to be scheduled on their days off.

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**Land in Industrial Park - Potential Buyer:** Zoning Clerk Hugunin said, "I was talking to the Mayor today about some of the land down south at the industrial parks around the lift station alongside Highway 75. (LS#2). We've had someone request to buy that. Tomorrow, Danny (Superintendent Hawkins) and I are going to flag off the area, and what we are requesting for easement. Then I'm going to get the surveyor's estimate for the cost of a survey."

**Strategic Planning Meeting:** Zoning Clerk Hugunin will attend a Strategic Planning meeting on October 16th.

**Computer Information Concepts:** Zoning Clerk Hugunin reported, "Today, I started working with CIC to set it up so they can access our system at any time. Basically, they need our IP address and a few other things. They will be able to log on any time night or day and fix any issues we might have. It will be better than having to be here to do a web meeting with them."

Council Member Lenard asked, "What would they actually log in to?" Zoning Clerk Hugunin, "They will actually log into the server and then get into their program. They will just have access to that program." Council Member Lenard, "How do we approach Cyber Security?" Zoning Clerk Hugunin, "They have to get permission from NexTech to get in through the firewall. It will be limited permission access; they won't have administrative capabilities."

**PERMITS: Permits issued by Zoning Clerk Hugunin:**

2015-037 Mandy Thomsen, 712 Conger Ave., Garage

2015-032 Abendroth Builders, 1015 Merrimac, Single Family Dwelling

**ORDINANCE 840, Execution of a Lease and Sublease with KG&E and Issuance of Pollution Control Revenue Bonds Series 2016 (\$50,000,000.00)**

City Attorney Robrahn arrived from another meeting at 6:20 p.m. Mayor Luke called for discussion on Ordinance 840. Attorney Robrahn stated, "Mayor, I have examined the materials regarding the KG&E Revenue Bonds, and I find everything to be in order. As you can see, it is a lot of material. I tried to tab what I thought the Council and the Mayor could have questions on. Of course, we are the issuer of the bonds, so I think our concern would be with our liability, which the Lease, the Sublease, the Indenture Agreement, and the Certificate of Tax Agreement indicate that we would be indemnified or else held harmless from liability. There would still be some hoops and hurdles as us being the issuer of these bonds, but other than that, I think we're fine to proceed."

The draft of proposed Ordinance 840 was included in the council packets that were given everyone at the council table and the superintendents. Mayor Luke gave some time for everyone to read it before calling for a motion. Attorney Robrahn stated, "I should also clarify that as far as the ordinance in form, it is legally acceptable." Mayor Luke explained, "It is basically a reissuance. We have done this for twenty years?" Attorney Robrahn, "At least; and this is the sixty-third time that KG&E has done it."

***Council Member Lenard made the motion to adopt as presented Ordinance 840, 'An Ordinance Approving And Authorizing The Execution Of A Lease Between Kansas Gas And Electric Company And The City Of Burlington, Kansas; Approving And Authorizing The Execution Of A Sublease Between The City And Said Company; Approving And Authorizing The Execution Of A Tax Exemption Certificate And Agreement Among The City, Said Company And The Trustee Herein Referred To; Approving And Authorizing The Execution Of An Indenture Of Trust Between The City And The Trustee; Authorizing \$50,000,000 Pollution Control Refunding Revenue Bonds (Kansas Gas And Electric Company Project) Series 2016 Of The City For The Purpose Of Refunding A Prior Issue Of Pollution Control Refunding Revenue Bonds Of The City; Approving And Authorizing The Sale Of Said Bonds And The Execution Of A Bond Purchase Agreement Therefor; Approving And Authorizing The Filing Of Certain Documents With The Board Of Tax Appeals Of The State Of Kansas; Approving And Authorizing The Redemption Of Outstanding Bonds, And Authorizing The Execution And Delivery Of Certain Related Instruments.'*** Council Member Curtiss, "Second the Motion." Mayor Luke called for discussion and asked if there were any questions for City Attorney Robrahn. City Clerk Kewley stated, "I will add that Tom, the Mayor, and I were in discussion with Kutak Rock (our bond counsel) and KG&E; and they will be compensating City of Burlington with some funds for the work we did to help make this happen - \$20,000. **Hearing no further discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. Council Members Lewis Lenard, Jerilyn Curtiss, Jane Griffith, Thomas Tschantz, Sharon Hall, and Dallas Scothorn voted 'Aye'.** Mayor Luke declared Ordinance 840 to be adopted by a unanimous vote of 6:0.

City Attorney Robrahn said, "I think Philip (Assistant City Attorney Wright) will be making a very interesting presentation about the Municipal Court situation." At 6:26, He left to go back to his other meeting.

**LEGAL DEPARTMENT: Update**

**General:** Assistant City Attorney Wright said, "Despite Tom's assertions, I don't have anything that great. I hope the Council has been presented with a Waiver of Potential or Actual Conflicts of Interest. I just want to explain that and to answer your questions as to what that is about. Essentially, Tom Robrahn and myself represented Jeff and Donna Chandler regarding violations of city ordinances of the City of New Strawn. We were unaware of the contract that exists between City of New Strawn and City of Burlington at the time, or we would

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not have undertaken the representation. It was a conflict that required us to totally withdraw from that representation, from New Strawn and from the Chandlers. By imputation of a contract between Burlington and New Strawn, in order for us to be able to represent City of New Strawn from here on out, the rules of professional conduct require a written Waiver Of Potential or Actual Conflicts Of Interest. This document, when executed by City of New Strawn and City of Burlington - and this form has already been approved by City of New Strawn's city attorney, will allow Tom Robrahn and myself to represent cases brought by New Strawn in the Burlington Municipal Court. The last paragraph, as you can see, waives and consents for Tom Robrahn and myself to represent Burlington and New Strawn with regard to those cases in Municipal Court; and if there are any conflicts that may exist between Burlington and New Strawn, that may exist between Burlington and the Chandlers, and that may exist between New Strawn and the Chandlers. If anybody has any questions, I'd be more than happy to answer." There were no questions asked.

**Council Member Curtiss stated, "I move to approve the Attorney 'Waiver of Potential or Actual Conflicts of Interest' with the City of New Strawn, as presented." Council Member Lenard, "Second." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried with a vote of 6:0.**

**Attorney Welcomed Chief Jones back:** Assistant Attorney Wright stated, "I want to publicly welcome Doug back. I'm glad he is back. He makes my job really easy, so I appreciate that. I think things have been running a lot smoother the last couple months."

**Domestic Cases Increase:** Assistant Attorney Wright said, "I personally have some concern with regards with the rise in domestic battery cases being filed in Municipal Court this year. It seems it is pretty high compared to other years I've been here. I think it is usually the same people; but I think we're pretty high on those types of cases for whatever reason."

**CITY CLERK: Update**

**General:** City Clerk Kewley reported City Hall Staff has been busy with the Computer Information Concepts financial software conversion, customers paying utility bills, preparing work orders, vouchers for bill paying, fielding calls, and other regular duties. City Clerk Kewley stated, "We are continuing to work through the software conversion. We're making progress, but it is a slow process."

**Delinquent Utility Accounts - Set-off:** For September, City of Burlington will be sending \$2,543.69 to the Kansas Set-off Program for collection.

**Utility Level Pay Plan - Sign up:** City Clerk Kewley reported that a notice has been put on the city's website and on Facebook, that all customers who are currently on the Utility Level Pay Program must sign a new agreement this year to update our records. Anyone who wants to be on the program is encouraged to contact City Hall by October 20.

**Municipal Court Clerk - Training:** Burlington Municipal Court Clerk, Kerri West attended the Municipal Court Clerk's Conference in Newton on October 1st and 2nd.

**Kutak Rock - EMMA Disclosure Filing:** City Clerk Kewley has been working with Bond Counsel Dotty Riley (Kutak Rock) regarding submission of the annual disclosure filing of City of Burlington's general obligation bonds. The Securities Exchange Commission is focusing on making sure the bond issuers comply with their continuing disclosure obligations. This was done on the Municipal Securities Rulemaking Board (MSRB) Electronic Municipal Market Access (EMMA) website. It was filed by the October 1st deadline.

**KG&E Pollution Control Bonds:** City Clerk Kewley has been working with City Attorney Robrahn and the Mayor on the refunding of the KG&E Pollution Control Bonds for tonight's meeting.

**2015 Annual League Conference:** This weekend is the 2015 Annual League Conference will be in Topeka on Saturday, Sunday, and Monday.

**REPORTS BY CITY OFFICERS: Police Department Open House**

**Police Department Open House:** Council Member Lenard stated, "I'd like to thank Doug (Chief Jones) for facilitating the Open House. When I went through, there were quite a few other people there - very appreciative of the building and the cinnamon rolls. I think it was a positive thing."

**Municipal Court Improvements, etc.:** Concerning Assistant City Attorney Wright's comments, Council Member Lenard stated, "Phil doesn't have an easy job as I think most of us have been to Municipal Court know. I think we are making improvements there on our processes and procedures, so I appreciate what our Police Department and Attorneys have done to improve those functions. You see a lot of the same people there, which is kind of amazing."

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**FUTURE AGENDA ITEMS:**

<b>GENERAL</b> City Debt – How to fund projects City Code Recodification Service/Allied Waste Agreement Renewal Mayor’s Volunteer Program Downtown Revitalization (Committee) Utility Level Pay Program Signup by October 20th	GAAP – Infrastructure Capitalization Actuaries – GASB-45 Financial Program Software (CIC) MT Wireless - Fiberoptics to City Buildings Police Officer Vacancies - Advertise until filled (8-6/2015 through ?) LKM Fall Conference
<b>ELECTRIC DEPARTMENT:</b> GIS system Emissions Standards Compliance/EPA Fill Vacancy (Leadman)	Automatic Meter Infrastructure for Electric (AMI) Natural Gas - 2nd Supplier Industrial Park Substation - DC Power Supply
<b>PARKS DEPARTMENT:</b> Dog Park - Hydrant, Parking Improvements WildBlue BBQ and Taste of Fall Festival 2016 Kelley Park - Victorian Lights (repair from lightning strike)	RV Parking Pay Stations for Kelley Park and Drake Park Cancer Support Group - 4-H Building 4-23-2016 Jones Park Restrooms Closed
<b>LEGAL DEPARTMENT:</b> Municipal Court	
<b>PLANNING AND ZONING</b> Quarterly Construction Valuation Report Comprehensive Development Plan – Update by end 2015 Industrial Park Lots - for Sale, etc. Work w/PD on Nuisance Structure regulations City Hall Computer - replace Front Windows CPU	Grant for City Dam/Drake Park to Kelley Park Walking Trail Carport for behind City Hall MT Networks Fiberoptics - updates Planning Commission Members (Advertise for 3) CPR/First Aid Training for Employees - Schedule
<b>POLICE DEPARTMENT</b> Nuisance Updates Personnel – Training Updates Nuisance - Burlington Dental Center's Neighbor to the west	Nuisance Structures Demolition - Update on 718 S. 5th (Hess) Bike Patrol Program (update) Reserve Officer Schankie compensation (update)
<b>STREET DEPARTMENT:</b> Heather Street - Concrete Panels Sidewalk Replacement Repairs on City Rights-of-Way Equipment - Purchase Small Milling Machine for Sidewalks, etc. Street Sweeper in 2016 2015 Asphalt Project Grinding of Streets in 2015 and Plans/Machine for 2016	Rebuild/Repair Kennedy Street and 14 <sup>th</sup> Street Pavement Management System/Asset Management System 2015 Curb & Gutter Project (Yuba between 6th & 7th) Mohawk Street Improvements between 14th & 15th) KDOT's N.Hwy 75 Project Fall Cleanup 2015 - Junk pickup (update)
<b>WATER &amp; WASTEWATER DEPARTMENT:</b> Neosho Riverbank Stabilization Waterline Replacement Project Pump Repairs in 2016 (Clearwell/River Intake) Sewer Lagoons - Analysis by KRWA/funding for dredging KDHE L2 Monitoring	Clean Sewers Southwest Sewer Project SCADA System Fire Hydrant Static Testing Plumbing Violations Filter Pit - Actuators Water Plant Improvements–Efficiency John Redmond Reservoir – Dredging Filters/Anthracite/Bacterial Testing Fire Hydrant Flushing

**Mayor Luke declared the meeting adjourned.**

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