

## BURLINGTON CITY COUNCIL REGULAR SESSION APRIL 6, 2016

City of Burlington Governing Body met in Regular Session at City Hall, 301 Neosho Street, Burlington, Kansas at 6:00 p.m. Wednesday, April 6, 2016. 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)

Doug Mast (Street)

**Also Present:**  Regina Kewley (City Clerk)

Anne Brown (Deputy City Clerk)  
 Tom Robrahn (City Attorney)

Jimmy Hugunin (Zoning/Grants Clerk)  
 Susan Stroh (Administrative Assistant)

**Media Present:** Mark Petterson

**VISITORS:** Mark Chesney (Kansas Power Pool), Rebecca Reeves

**AGENDA:** *Council Member Hall moved to approve the amended agenda. Council Member Curtiss, "Second." Motion unanimously carried.*

**MINUTES: March 16, 2016:** *Council Member Lenard moved to accept the Draft Minutes of regular session March 16, 2016 as presented. Council Member Scothorn, "I'll second." Motion unanimously carried.*

**APPOINTMENT: Mark Chesney, Kansas Power Pool - Update**

Mark Chesney (KPP's CEO/General Manager) addressed council, "Thank you, Mayor and members of the Council. Good to see you again. I know the Mayor keeps you well updated on KPP activities, but maybe in less than five minutes I can draw a couple of things to your attention, and will appreciate your help."

"In May, like we always do, we're having a KPP Member Appreciation Dinner. We do that in connection with the KMU Conference. This year on the 4th of May, 6:30 in the evening, our members will be gathering to have dinner with us and to enjoy a presentation. We'd be delighted to see each and every one of you if you'd care to be there. This year, our speaker is Jeremy Hill, Director of Economic Development Department in Wichita State University. I invited him because he's got some special expertise in analyzing and forecasting population. As I understand it, the 4th of May that department will be releasing a new forecast by county of population in Kansas, which really has my interest and I think it will be of general interest to everybody. That invitation is on our website, and the ability to RSVP is on our website. I just wanted to give you a personal invitation."

"One other thing, in September - as has become our tradition for the last couple of years, we'll be having our Fall Planning Retreat on September 9th and 10th at the Hotel at Old Town in downtown Wichita. It's in Wichita this year, which for some people is closer to home but not necessarily for you. It's been in Kansas City for the last two years. If you have topics that you would like to suggest for conversation, please pass those along. A couple of communities have asked me about renewable energy, distributed generation. A couple of communities have asked me about rooftop solar and community solar, inevitably, what that means to a city's budget. It's a darn good question; and I have a feeling that will get some discussion. There may be other topics - something that you want to see. Even if you're not personally going to be there, that information or reports will come back to you; so please let us know. We would love to see you. We're pretty generous really - lodging, meals, that kind of thing."

In conclusion, Mr. Chesney asked for questions. Mayor Luke jokingly said, "We'll all show up on the 4th and we'll have our council meeting there." Mr. Chesney replied, "We'll make a room for you. Well, I guess it won't work for everybody." He added, "I'll tell you one more time, we really appreciate your membership in Kansas Power Pool. We feel like we're doing some good things. Is there anything I can answer? Gina (City Clerk Kewley) has been very helpful. I've made several requests for documentary, and she's answered every one of them. Thank you very much." Mayor Luke, "Thanks for being here."

**PUBLIC COMMENTS: None**

**ELECTRIC DEPARTMENT: Distribution Updates**

**General:** Electric personnel have been doing daily work orders, line locates, and customer service requests. They have been repairing some streetlights, and changing the power poles as needed.

**Brush Pick-up:** Superintendent Schneider reported, "This week we did the brush pick-up. As always, there are some stragglers who put brush out behind us. We will go around and pick brush up again on Friday. So far, the men in the Electric Department have hauled twenty-four truckloads of brush."

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

**Reports:** Superintendent Schneider reported the production crew is still completing required reports. All but one of the annual Energy Information Agency Reports (EIA) is complete. That one is ninety percent complete and he is waiting for some data which Billing Supervisor Mast is working with Computer Information Concepts to pull the data out of the new computer system.

**Power Plant Maintenance:** Superintendent Schneider said, "We did conduct maintenance runs since last council. The men are pulling oil samples out of the generators, basically to be sure the oil is operating as it should and is not breaking down. In doing so, they do preventive maintenance by looking for contaminants, which gives us an advance warning should there be a mechanical issue that may have not surfaced yet, but maybe we can catch it before that happens and we have a bigger problem." (continued)

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He added, "Part of the R.I.C.E. NESHAP is another reason we test these oil samples. We keep records for compliances, because the alternative is to change oil in the generators yearly, which is several hundred gallons per generator. Testing oil samples to be sure we are staying in compliance is an economical thing to do." (*R.I.C.E. is Rules is Reciprocating Internal Combustion Engine; NESHPS is National Emission Standards for Hazardous Air Pollutants.*)

**WATER DEPARTMENT: Distribution Update**

**Waterline Replacement Project - Dressing up areas:** Superintendent Hawkins reported, "We have been installing water meter services on Niagara Street, along with leveling areas and dressing them up to make it look nice and so people can mow."

**Meter Installations:** Superintendent Hawkins reported, "We've been installing water meter services around town, along with a few sewer taps for new residences."

**General:** Water/Wastewater personnel helped with the brush clean-up this year; and did normal duties, line locates, work orders, and meter re-reads.

**Training:** Superintendent Hawkins reported, "We attended the Kansas Rural Water Convention this past week. Troy Payne and Justin King took their sewer examination while we were there, so we will soon know their scores."

**WATER DEPARTMENT: CNRBWAD #3 Water Rights File 39,826 - Appropriations:**

Superintendent Hawkins referred to the information on Cottonwood & Neosho River Basins Water Assurance District #3 [CNRBWAD #3] appropriations that City Clerk Kewley has passed out prior to the meeting. He said, "This is just for discussion tonight. This is the Appropriation of Water for City of Burlington File Number 39,825. It deals with the water rights above the City Dam on the northeast part of town. We've not drawn any water out of that appropriation at all since it was conceived in 1991. We did ask for a five-year extension on the two appropriations we have - the one above the City Dam, and the one we pull for the Water Treatment Plant. Obviously, the one we pull for the Water Treatment Plant was approved and we paid our \$100 fee. At that time, they denied the extension for appropriation of water above the City Dam. We have their response letter if you want to see it."

Superintendent Hawkins explained, "The State is basically saying the State has given us twenty-five years to develop/build infrastructure above the dam, and the City has not done that. We haven't even used half of the water right of our existing right. They want us to tell them what City of Burlington has planned for development - if we have a project that's coming down the line. I've asked Katie Tietsort with the Kansas Department of Agriculture, if we were to drop this water right, could we get it back if we should ever choose to; and she said we should be able to apply for it, file for it, and get it back if we do need it. It will be up to you as a council to decide whether you want to continue with this appropriation. We could write a letter for whatever you want to do with it. I can visit with Tom (City Attorney Robrahn), but at this time we're going to have to show the State what we have planned for development and what would be the purpose of keeping the water right."

Mayor Luke asked, "If that dam disappeared?" Superintendent Hawkins, "That water right would go away anyway." Mayor Luke, "It would go away, and we would have just the one we now have in use?" Superintendent Hawkins, "We would have the one we're using right now. Katie told me one thing we do need to consider - we did go through the drought. If we go into a drought and we go into a bad enough stage and water cannot make it over that dam, City of Burlington would be liable to make sure water is diverted over that dam. At this time, we don't have any means of doing that. We've looked into pumps; we've looked into building weirs; we've looked at building gates - and I don't know whether you want to see what that would cost. A drought is something to consider because, based upon water we purchased from the Cottonwood & Neosho River Basins Water Assurance District #3 when we went through the drought, all the water we pumped for those two years was all assurance water that we paid for; and if it had gotten bad enough - hopefully it will never happen - to where water was to not go over that dam, we would be liable to pump that water over that wall or divert it in some way."

Superintendent Hawkins encouraged everyone to read it over; and if they had any questions, to visit with him via email, telephone, or in person. He said, "At this point, unless we can figure out a way of keeping the water right and prove to the State we need it for the future, we will lose it."

Council Member Griffith asked, "So if we go along with them, we don't have to come up with a solution - is this what you're saying?" Superintendent Hawkins, "Absolutely not. Once we filed for the extension of the water right above the City Dam, they denied it because we did not develop it. They had given us twenty-five years to develop a plan, and we have not done that. We never used the water right and never did anything with it; so the State is saying that if we're not going to utilize it and we are not going to develop, they are going to drop that water right." He said, "We have the right to appeal their denial and request the extension for up to five years at a time. Whether they accept our request will depend largely on us having some justification - proof we need that water right."

Mayor Luke asked, "Can we tie it into Kevin's (Superintendent Boyce's) west bank project (to repair the wall of the City Dam)?" Superintendent Hawkins, "Well....." (continued)

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Council Member Griffith, "I have a question. We get our water from John Redmond Reservoir. It's very unlikely John Redmond's going to shut..... I mean, you know, they've got to have enough water in there for Wolf Creek." Superintendent Hawkins, "Yes, a lot of the assurance water that we went over at the time of the releases that came off of Council Grove and Marion Lake, which was upstream; but once they get below the threshold of the level, basically the water that is reserved - Wolf Creek has a water right much more than what we do; they have over a billion gallon water right, and our water right is only 330,000,000 gallons. So, they're going to be pulling five times more water."

Council Member Griffith, "I guess what I'm saying is they have to let so much water out for the people downstream, don't they?" Superintendent Hawkins, "Right, and that's what I'm saying. It's just worst case scenario. This discussion on whether to keep our water right above the City Dam is just food for thought. In other words, if we get into another drought, and hopefully with the dredging of Redmond Lake, you'll have storage; that you've planned for the future. If it comes to getting into a disastrous situation and water cannot get over the City Dam and there is no water left to release, then that water has to be diverted because we have that water right on that dam - meaning we take responsibility for it. We will either have to pump water over the dam to supply not only us, but everyone from here to Chetopa; so you're talking about a very large pump."

Superintendent Hawkins again requested, "Read it, go over it, and if you have questions or want to see the letters and documentation they have sent us, I'd be more than happy to talk with you." He added, "At this point, I really don't see any need for us to continue with it, but that's just my opinion. As a governing body, tell me what you want me to do."

Council Member Lenard stated, "Unfortunately, with the April 25th response date on the letter, we don't have a lot of time. Personally I look at this - it is a little liability should that scenario happen; but with everything that's happened with water rights around the country, I look at it as a potential asset to the city, as well. I think that is what we need to weigh out is the liability or asset; and if we didn't develop a plan, maybe that should be done. I just struggle a little bit about giving up water rights because over the years that's been a pretty valuable asset for different governments and ....." Council Member Griffith, "Well, you don't know how the laws are going to change either."

Council Member Curtiss, "What kind of a plan do you need to have?" Superintendent Hawkins, "You need to have a developmental plan - what your intention is of ever using the water right. There was talk years ago about us moving our river intake structure up above the dam for water purposes; but that kind of fell through and never materialized. What the State is saying is, they want us to develop a plan of what we perceive we will use the water right for in the next five years, how are we going to get it on the back side of that dam in order to utilize it."

Council Member Lenard, "Is there a way that we can ask for a delay in this date (April 25th) for us to make an educated decision? I'd like to know if there are other municipalities that have come up with a plan and what they look like. I don't know, but I just hate to give it up. We've got to do something with the timeline because it (the deadline) is April 25th, and there is no way we can have information and how we want to proceed. It's like when we got behind with some of our water contracts - they just self renew and we don't keep above this stuff." Superintendent Hawkins, "Yes, we can look into it."

Council Member Tschantz, "Is there a plan to build any more new houses in Burlington, development like they were going to do on the southeast and west part of town?" Zoning Clerk Hugunin, "I haven't heard anything." Council Member Tschantz, "I agree with Lewis (Council Member Lenard) about giving up water rights; I don't think it's a good idea." Council Member Lenard, "When Fanestil (in Emporia) needed a ton of water, they were looking at Lebo; and if you had one industry potentially come in it could....."

Superintendent Hawkins, "Our thinking is, perspective-wise, the water right that we deal with from the Neosho River right now at the Water Treatment Plant is a 330,000,000 gallon a year water right. In the last twenty-five years, we've not in any one physical year pumped over 200,000,000 gallons; so we haven't even touched close to what our maximum would be on even that water right - not including the water right above the City Dam, which we never utilized. That's all they're telling us." He added, "We did try to extend the water right above the dam. We filled out and submitted the application to extend it another five years, but the State wrote us the letter saying they denied our request for the water right, and that we would need a plan of what City of Burlington is going to do to move forward for development. So that means you're either going to have to run an intake line from the Water Treatment Plant to above the dam; and then you're going to have to build an intake structure. Sadly, you're already looking at \$2,000,000 right there for that process. Those are just things to think about."

**Mayor Luke asked, "Tom, can we send them a letter requesting ninety days to make a decision and see if they will accept that, since we don't have another council meeting except one between now and April 25th to give us time to further investigate? See if they'll give us that ninety days?" City Attorney Robrahn replied, "We could." Mayor Luke, "That ought to give us time to find something out."**

Council Member Lenard, "Is there some way we can find out if there are state laws or something on other municipalities that may have been in this same situation and what they're....." Superintendent Hawkins, "We can ask. I'm sure we're probably not alone in this. I'm sure there are other examples they've done." Council Member Lenard, "In the end, giving up the water right - I say this because we're the local government, but states and feds - states are fighting over this stuff." Mayor Luke, "Kansas and Nebraska have been fighting it for years."

Council Member Griffith asked, "Where are we on this?" **Mayor Luke stated, "We will write a letter to request a ninety-day extension (until July 25th), and wait for the State to respond."** City Attorney Robrahn, "Mayor, do you want Danny or me to write the letter?" Mayor Luke, "You."

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**WATER DEPARTMENT: Production Update**

**Water Treatment Plant:** Superintendent Hawkins said, "Speaking of conservation of water, at the Water Treatment Plant we are now working on the recycling of our Backwash Holding Basin's water - bringing in the water instead of releasing it to the river. It is roughly an average of about 6,000,000 a year. We're working with the State as far as being able to recycle that water to the front of the Plant. We want to conserve water that we pump into the Water Plant, so that is a goal we are working on now."

**Filter Media Replacement Project by ECS:** Superintendent Hawkins stated, "Right now ECS (Energy Construction Solutions, Inc.) is at the Water Plant, and when I'm done here I am heading back there. They're sucking out all the filter media (sand, etc.) and everything out of Filter #1, and hopefully, we will have it done tonight. Tomorrow, we will put the diffusers in, put the sand in, wash the media, have all the anthracite back in by Friday, burn it out over the weekend, sample it on Monday, hopefully have a negative on Tuesday, and then start the process on Filter #2. We will do this filter after filter until we are done."

**Chlorine Room - Repairs:** Superintendent Hawkins reported, "We did have Shane Newland (of Shane Newland Repair, LLC) come in, and he replaced all the chlorine yokes and valves inside the Chlorine Room at the Water Treatment Plant."

**River Intake Structure - Valves, etc.:** Superintendent Hawkins said, "I did have Tom Miller (Mid-America Valve Company) give us some budgetary numbers on the valves I've been talking about over the last couple of council meetings, for 2017, to replace the air filters and the check valves in the river intake structure." He concluded, "We are working on the Water Treatment Plant and will continue with that sort of stuff."

**STREET DEPARTMENT: Update**

**C&G on East Hudson:** Street personnel finished the concrete work by Avalon Salon on east Hudson Street. They replaced some curb and gutter to get it done prior to doing a two-inch overlay on that street later this year.

**Sidewalks on 9th Street:** Superintendent Mast reported, "We started on 9th Street sidewalks. When we rebuilt 9th Street last year, that raised the level of the road considerably; so we had to go back and make everything compliant with ADA (Americans with Disability Act). We've got the majority of those done. We probably have two more corners to take care of early next week, but we're getting close to getting that done."

**Concrete for Parks and Water Departments:** Street personnel also helped to get some concrete for the Parks Department and the Water Department.

**Skidsteer problems:** Superintendent Mast reported, "Our skidsteer has been lifting the bucket completely to the top all by itself. Thank God it did it while they were sitting still and were not loaded - it could have been somewhat scary for the person in there. We've taken it to Chanute to try to get it fixed. Chanute is having a hard time trying to find out what is going on. They've never seen this happen or heard of it. They've contacted the factory." He added, "If it gets us to where we're in a bind, we'll probably end up renting a machine short-term; but right now, we're fine. We've been borrowing equipment from other departments, and I appreciate that."

**American Public Works Association National Conference:** Superintendent Mast stated, "I am asking for permission to travel to the APWA National Conference in Minneapolis, Minnesota on August 28th through the 31st. This is the one I usually go to. This year, I wouldn't need to fly, I could drive to Minneapolis - it's not that big of a deal; but I need to get permission from the Council because it is out of state."

***Council Member Curtiss stated, "I move to allow Doug Mast, Street Superintendent, to attend the American Public Works Association National Conference in Minneapolis, Minnesota on August 28th through the 31st." Council Member Lenard, "Second." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.***

**Spring Clean-up - Not for Demolished Structures :** Superintendent Mast stated, "I sent an email to the Street Committee and the Mayor. Apparently, I got the Mayor's wrong email address, so I'll fix that tomorrow. We have an individual here in town who decided to push a complete trailer and a complete garage to the side of the road, wanting us to pick it up during spring trash clean-up. That's not what this program was set up for. If they want to do those kind of things, they can go directly to the County; and I've never seen the County not waive the landfill fees for demolition of structures. I wanted to bring this to the Council to get your feedback. Personally, I don't believe that's what we should be picking up. If you tell me that we should, we will; but if you tell me we won't, I will get ahold of the individual and let him know that he needs to take it to the landfill himself."

Mayor Luke said, "My suggestion is that he do it himself. We only have three piles of stuff that we allow: 1) Clean wood/Clean lumber; 2) Bagged trash (not garbage); 3) Appliances; and this does not qualify for any of the three piles. If there is any asbestos, disposal for that has to be arranged for with the Coffey County Landfill - not through us." **Mayor Luke stated, "My recommendation to Council is that it not be allowed to happen."**

Council Member Griffith, "Can you pick that up with your equipment? I mean, is that one of our rules?" Superintendent Mast replied, "We could, but it's just...." Council Member Curtiss, "I drove by there today, and I would say it is just extreme." Council Member Tschantz, "It will take three very large dump trucks to haul it off,

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and that takes time off of what city personnel need to be doing." Council Member Griffith, "I'm not saying we should, I was just looking for another...." Council Member Hall, "Do we need a motion?" Council Member Lenard stated, "I believe Doug (Superintendent Mast) should be allowed..... To kind of expand on what the Mayor said, the Spring Clean-up Flyer was *out (published in the newspaper and on our website, and on the counter at City Hall)*. The intent of this program is a clean-up; it is not for a structure removal or anything like that. The other thing is, are we to put our employees' safety in jeopardy? No. I would leave it up to you, Doug, to coordinate with them and interpret this." Superintendent Mast, "That's fine. I'm not asking for a motion or anything. I'm just asking for a consensus of the Council because this sort of thing happens sometimes and I don't want to get into where people tear their houses down and push them to the edge of the road. It just seems extreme to me."

Council Member Lenard stated, "I think we want to keep this program. I don't want to see it go away because it has a lot of value." Council Member Tschantz, "If you do it for one, you'll have to do it for everybody. Your correct. I drove by there today, and I just can't see it happening." Superintendent Mast stated, "I will contact the gentleman tomorrow and let him know he's responsible to take it to the landfill."

**POLICE DEPARTMENT: Update**

**General:** Chief Jones reported the Police Department has been having problems with their computer network again this week. Everything was working fine this morning until about 9:30. They contacted NexTech and the tech has figured out part of the problem, put a temporary solution in place, and will send a technician to the Police Department to do some major reconfiguration on the mishmash system the Police Department has. The technician that is coming is not the one who came last week. He will check his schedule and let the Police Department know when he will be here. City Clerk Kewley asked if the City could hold back the check. Chief Jones said, "We might have to. I really think the tech that was here last week should have caught some of this while he was here."

**KLETC - Training:** Chief Jones reported Officer Blake Hanson graduated from Kansas Law Enforcement Training Center on March 18th. Reserve Officer Kale Schankie graduated from Part-time Basic last Friday, April 1st. They don't hold any graduation ceremony for part-timers.

Officer Devin Haines is at the KLETC academy helping as Guest Instructor for Emergency Vehicle Operation training for one of the recruit classes. He was there through today and will be back on duty at the Police Department tomorrow.

**SADD Mock Disaster on April 12th:** On Monday, Chief Jones had a meeting with the Burlington High School Students Against Destructive Decisions. He said, "I showed them what the area in front of the grandstands at Kelley Park looks like - nice clean and level dirt. It has been seeded, but it's dirt; and depending on what the weather conditions are between now and next Tuesday (April 12th), we may need to hold the Mock Disaster at an alternate location other than the park, with Council's permission. We're looking at possibly doing it where the concession stand usually is, and we'll just have the kids up on top of the hill behind the chainlink fence, or that swell straight east of the Fair Board office (back side of the Kelley Building), where they could sit on the west edge of that swell where the rise is - kind of making it a natural amphitheater; hold it at one of those two locations if needed because the long-range forecast is showing more rain. We'll wait and play that one by ear."

Mayor Luke inquired, "It doesn't tear up anything when they do the Mock Disaster, does it?" Chief Jones replied, "No, because the tow company will set the cars in place, and then it's just vehicles driving on the area. The fire department uses the jaws to chop tops off the vehicles - or whatever; but we're not really dragging, scraping, or anything, so it shouldn't do any damage to the asphalt or the grass." Mayor Luke, "Considering just east of the old Police station?" Chief Jones, "Yes. The impact speaker will be at the High School theater; so once the physical part of the mock injury accident is completed, the kids will be bused back to the High School. If the Council doesn't have any objections with us possibly using another part of the park instead of the Grandstands, it's a go." Superintendent Boyce, "If you need bleachers and stuff moved, give me a holler and I can do it." Chief Jones didn't think that would be necessary - the kids should be able to stand still for thirty minutes. Council had no objections to Chief Jones request.

**PARKS DEPARTMENT: Update**

**General:** Superintendent Boyce reported that Parks Department personnel have been doing normal duties, cleaning public buildings and public restrooms, mowing, spraying weeds. We have been getting the seasonal restrooms opened up. The Stadium water was turned on for the spring demolition derby; and the sprinklers are turned on at 4th & Neosho (Veterans Park). Personnel washed the stadium out - the bleacher seating area - for the demolition derby. The night of the derby, the area was left in very good shape and everything was put away. Superintendent Boyce was happy with that.

**Kelley Hall - Polymer Flooring Repair:** Superintendent Boyce reported, "I am working on getting quotes for polymer flooring repair in Kelley Hall. Twenty years ago the polymer flooring was put in throughout the building. Since then, we replaced the concrete floor in the Hall area, and a piece of polymer flooring was chipped out in the doorway between the Hall and the Kitchen; and when you come in the south door into the kitchen, moisture has gotten in under there and it is broken up. You can't just go in and fix the one spot because it won't match the rest of the flooring, so I'm looking at replacing the flooring in the kitchen and the two restrooms so everything will match. Like I said, we got twenty-some years out of it. By the next council meeting, I should have the quotes."

**RV Parking Collection/Self-Pay Stations:** The RV parking fee collection stations in Kelley Park and Drake Park should be complete by the end of this week.

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**FINANCE: Claims Ordinance & Payroll Ordinance**

a.	Claims Ordinance	2016-07	<u>\$171,688.68</u>
b.	Payroll Ordinance	2016-06	<u>\$ 78,574.15</u>
c.	Payroll Ordinance	2016-07	<u>\$ 77,935.21</u>
	TOTAL		\$328,198.04

**CLAIMS 2016-07:** Council Member Lenard, "I move City of Burlington pay Claims Ordinance 2016-07 in the amount of \$171,688.68 for payment of city bills, as presented." Council Member Hall, "Second." Mayor Luke called for discussion. City Clerk Kewley stated, "We have Builders Choice of New Strawn, \$2,085.50; Foley Equipment Company, \$3,257.62; Lewis Oil Company, \$2,821.46; American Valve, \$7,800." Mayor Luke called for discussion. Council Member Lenard asked what the charge was for in New Strawn. City Clerk Kewley said it was for concrete. **Hearing no additional discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Claims Ordinance 2016-07 approved by unanimous vote, 6:0.**

**PAYROLL 2016-06:** Council Member Tschantz stated, "I move City of Burlington pay Payroll Ordinance 2016-06 in the amount of \$78,574.15." Council Member Griffith, "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 2016-06 approved by unanimous vote, 6:0.

**PAYROLL 2016-07:** Council Member Hall stated, "I move City of Burlington pay Payroll Ordinance 2016-07 in the amount of \$77,935.21." Council Member Scothorn, "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 2016-07 approved by unanimous vote, 6:0.

**PLANNING & ZONING: Update**

**General:** Zoning Clerk Hugunin updated Facebook and the webpage, did normal duties including issuing a few permits, did another census update, and has been working on updating the permit log.

**Tree City USA Recognition:** Zoning Clerk Hugunin reported that he and Kevin Boyce (Parks Superintendent) attended Tree City USA Recognition Day on March 23rd and 24th in Newton. They also traveled to Hesston to look at what they had.

**Computers issues:** Zoning Clerk Hugunin corrected issues with the City Hall network and computers.

**Arbor Day Celebration:** Zoning Clerk Hugunin has been working to get everything in place for Burlington's Arbor Day Celebration, which will be Wednesday, April 27th at 5:30 p.m. at Kelley Park just west of the main playground - right across the street from the Police Department. In the packet, there are copies of the proclamation and a letter from the Arbor Day Foundation for us getting recognized as Tree City USA for the 23rd consecutive year.

**OTHER BUSINESS - Arbor Day Proclamation**

Mayor Luke, with the signing of the Arbor Day Proclamation, proclaimed Wednesday, April 27, 2016 as Arbor Day in the City of Burlington.

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

2016-006 Ralph Plott - 209 N.7th - Addition  
2016-007 Steven Anderson - 607 Kansas St. - Shed  
2016-008 Paul Bober - 703 Conger Ave. - Shed  
2016-009 Edwin McCoy - 1301 Neosho St. - Garage Addition

**LEGAL DEPARTMENT: Update**

City Attorney Robrahn reported, "I visited with our Assistant City Attorney, Philip Wright, on Monday; and he indicated to me that domestic violence cases still seem to be dominating the types of cases in the City's Municipal Court.

**CITY CLERK: Update**

**General:** City Hall personnel have been busy with customers paying their utility bills. They have been preparing work orders, vouchers for bill paying, payroll, and council meeting minutes; and have been handling normal calls and inquiries.

**Delinquent Utility Accounts - Set-off:** This month we will be sending delinquent utility accounts in the amount of \$516.80 to the Kansas Set-off Program for collection.

**Sewer Charge Recalculated:** City Clerk Kewley reported, "Also this month, we will be recalculating the sewer charge. Each year, the sewer charge is calculated using the customer's water usage during the months of December, January, and February. The new sewer charge for the next twelve months will be on the next bill we send out."

**[7] CONTINUATION: April 6, 2016 Burlington City Council Meeting**

**Audit of 2015:** Our auditors, Mize Houser and Company, are scheduled to be onsite May 5th and 6th to do the City's 2015 Audit, so we are getting everything prepared for them.

**REPORTS BY CITY OFFICERS; none**

Mayor Luke said, "Everyone but Jerilyn knows, the last time I gave them a book I said there would be a quiz. There are two questions in the quiz - you can't pick up and look at Jerilyn's book: What's the name on the book? (No one knew.) It's the EPA Legislative Update. I'll give you until next meeting to come up with those five sections that actually have meaning with some important issues with some respective cities. It's important. I'll give you one, the U.S. Waters - that impacts our lagoons for our water plant. There are five things in there that impact the city." Council Member Curtiss stated, "It's Waters of the United States, not U.S. Waters." Mayor Luke, "If you see any of the five items in the newspaper or hear it on the news, pay attention to it, it impacts the city - all cities."

**FUTURE AGENDA ITEMS:**

<b>GENERAL</b> City Debt – How to fund projects City Code Recodification Service/Allied Waste Agreement Renewal Downtown Revitalization (Committee) Independence Day Celebration/Fireworks Display 2016	Actuaries – GASB-45 Financial Program Software (CIC) MT Wireless - Fiberoptics to City Buildings GAAP – Infrastructure Capitalization Mayor's Appointments for 2016
<b>ELECTRIC DEPARTMENT:</b> Emissions Standards Compliance/EPA KPP Operating Agreement/Contract Amendment (updates) Power Plant - Add Generator (Research) Parallel Generation/Net Metering Power Generation f/Renewable Energy	Automatic Meter Infrastructure for Electric (AMI)-updates Conger Addition - Underground utility damages/MT Networks Ark Flash Study - Mapping Update
<b>PARKS DEPARTMENT:</b> Dog Park - Parking Improvements WildBlue BBQ Taste of Fall Festival and UHCA (Horsemen's Challenge) - Fall 2016 Cancer Support Group - 4-H Building 4-23-2016	RV Parking New Signage for Kelley Park and Drake Park CF County Fair Association - Raze and Replace Poultry Barn Spring Demolition Derby Coffey County Fair/Demolition Derby/etc.
<b>LEGAL DEPARTMENT:</b> Municipal Court	Land Swap - Property by Electric Plant (1116 St. Lawrence)
<b>PLANNING AND ZONING</b> MT Networks Fiberoptics - updates Comprehensive Development Plan – Extend in 2-2016 for three years Industrial Park Lots - for Sale, etc. Tree City USA - Recognition Work with NexTech and City Departments to improve Cyber Security	Planning Commission Members (Advertise for 3) Work w/PD on Nuisance Structure regulations Arbor Day 2016 Celebration Prepare Easements for any City-owned property without one
<b>POLICE DEPARTMENT</b> Nuisance Updates Personnel – Vacancy and Training Updates Nuisance - Window covering (Businesses)	Bike Patrol Program (update) Reserve Officer Schankie - Temporary compensation (update)
<b>STREET DEPARTMENT:</b> Heather Street - Concrete Panels Sidewalk Replacement Cost-Share Applications; Sidewalk Repairs on City Rights-of-Way Street Sweeper - Purchased/Delivery (update) Asphalt Grinding Machine for 2016 Trackhoe Repairs - update	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 Elementary School - Resolve traffic issues Sidewalk Replacement Cost-Share Program - Update Pricing
<b>WATER &amp; WASTEWATER DEPARTMENT:</b> Southwest Sewer Project Waterline Replacement Project Pump Repairs in 2016 (Clearwell/River Intake) Sewer Lagoons - Analysis (KRWA/funds for dredging) Water Plant 10 Year Evaluation of the Filters	Clean Sewers SCADA System-updates Fire Hydrant Testing Plumbing Violations KDHE L2 Monitoring Meter installations Neosho Riverbank Stabilization Water Plant Improvements–Efficiency John Redmond Reservoir – Dredging Filters - Replace Media/Anthracite/Sand High Service Pump Repair Grease Trap Inspections

**Mayor Luke declared the meeting adjourned.**

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