

## BURLINGTON CITY COUNCIL REGULAR SESSION JULY 19, 2017

City of Burlington Governing Body met in Regular Session at City Hall, 301 Neosho Street, Burlington, Kansas at 6:00 p.m. Wednesday, July 19, 2017. Mayor Stan Luke called the meeting to order.

**ROLL CALL:**  Stan Luke, Mayor

**Council Members present:**

|                                                                         |                                                        |                                                     |
|-------------------------------------------------------------------------|--------------------------------------------------------|-----------------------------------------------------|
| <input checked="" type="checkbox"/> Lewis Lenard (President of Council) | <input type="checkbox"/> Dallas Scothorn               | <input checked="" type="checkbox"/> Jerilyn Curtiss |
| <input checked="" type="checkbox"/> Jane M. Griffith                    | <input checked="" type="checkbox"/> Thomas P. Tschantz | <input checked="" type="checkbox"/> Sharon Hall     |

**Superintendents Present:**

|                                                                  |                                                                      |                                                        |
|------------------------------------------------------------------|----------------------------------------------------------------------|--------------------------------------------------------|
| <input checked="" type="checkbox"/> Kevin Boyce (Parks)          | <input checked="" type="checkbox"/> Alan Schneider (Electric)        | <input checked="" type="checkbox"/> Doug Mast (Street) |
| <input checked="" type="checkbox"/> Doug Jones (Chief of Police) | <input checked="" type="checkbox"/> Danny Hawkins (Water/Wastewater) |                                                        |

**Also Present:**

|                                                                  |                                                                            |
|------------------------------------------------------------------|----------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Regina Kewley (City Clerk)   | <input checked="" type="checkbox"/> Susan Stroh (Administrative Assistant) |
| <input checked="" type="checkbox"/> Tom Robrahn (City Attorney)  | <input type="checkbox"/> Jimmy Hugunin (Zoning/Grants Clerk)               |
| <input type="checkbox"/> Philip Wright (Assistant City Attorney) | <input type="checkbox"/> Anne Brown (Deputy City Clerk)                    |

**Media Present:** Mark Petterson (Coffey County Republican)

**VISITORS:** Vicki VanKooten, David Cooper, (EMC Attorney for City of Burlington), Bruce L. Stull, Stuart Symmonds (Symmonds & Symmonds LLC in Emporia), Jay Hale, Becky Richwine

**AGENDA:** *Council Member Tschantz, "I move to approve the agenda as modified." Council Member Curtiss, "I'll second." Motion unanimously carried, 5:0.*

**MINUTES 6-21-2017:** *Council Member Griffith stated, "I move to approve the minutes of June 21, 2017 as amended." Council Member Hall, "I'll second." Motion unanimously carried, 5:0.*

**MINUTES 7-5-2017:** *Council Member Griffith stated, "I move to approve the minutes of July 5, 2017 as presented." Council Member Curtiss, "Second." Motion unanimously carried, 5:0.*

**APPOINTMENT: Bruce Stull - Appeal Termination (June 7, 2017 Council meeting)**

Mayor Luke, "There has been a request for an Executive Session for Non-elected Personnel for up to twenty minutes, as we have a 6:25 p.m. hearing. This executive session will include Bruce Stull, Stuart Symmonds, David Cooper, Tom Robrahn, City Clerk, and all of the Governing Body - and will not exceed twenty minutes." I'd like to accept a motion to approve.

*Council Member Lenard made the motion to enter into an Executive Session for Non-elected Personnel for twenty minutes with Bruce Stull; his attorney, Stuart Symmonds [Symmonds & Symmonds LLC (of Emporia)]; David Cooper (EMC Attorney for City of Burlington); Tom Robrahn (City Attorney); City Clerk (Regina Kewley); and the Governing Body (Mayor Luke and Council Members Lewis Lenard, Jerilyn Curtiss, Jane Griffith, Thomas Tschantz, Sharon Hall). Council Member Griffith, "Second." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0. Mayor Luke asked Chief Jones to make sure nobody comes in the front door, so Chief Jones locked the door. Council entered the Executive Session at 6:05 and exited at 6:25. No action was taken. Chief Jones unlocked the front door.*

**APPOINTMENT: Hearing - Street Assessments for Mohawk Street Improvements (between 14th & 15th)**

Mayor Luke, "We notified the public there would be an assessment hearing for the Mohawk Street Improvements between 14th Street and 15th Street. I would accept a motion to go into that hearing." [The Street Oil Project for 2015 Mohawk (14th - 15th) was petitioned by Lewis Lenard in 2015; authorized by Resolution 2015-02; done in 2016; and will be assessed in 2017.]

*Council Member Curtiss stated, "I move to open the Public Hearing for Assessments for the Mohawk Street Improvement between 14th Street and 15th Street." Council Member Hall, "I'll second." Motion unanimously carried, 5:0.*

Mayor Luke stated, "We're now open for discussion." Council Member Lenard said, "I'm going to need to abstain from this since this is on our street and I have financial interest in it." Mayor Luke, "Put that in the minutes, would you, that Council Member Lenard was financially involved with those improvements, and is therefore abstaining from all discussion."

Mayor Luke, "Does the public have any public comments you would care to make?" Hearing none he asked, "Is there any discussion from the Council with respect to improvements on Mohawk Street?" Council Member Tschantz, "What kind of improvements do they intend to make?" Mayor Luke, "It has been done, and this is how we allocated the costs." Hearing no further discussion, Mayor Luke requested a motion to close the hearing. Council Member Curtiss stated, "I move to close the hearing." Council Member Lenard, "Second." Motion unanimously carried, 5:0. Mayor Luke stated, "The Mohawk Street assessments have been accepted as presented." (See discussion on proposed Ordinance 848 later in minutes.)

**APPOINTMENT: Vicki VanKooten, Request to Reserve 4-H Building at no charge on 11/22 & 23**

Vicki VanKooten addressed Council, "I am with a committee doing a Thanksgiving Community Dinner on Thanksgiving. Diane Marshall is part of the committee. Brandon Stiner (Chamber of Commerce) is on the committee. I am the site manager for Meals On Wheels. We got together and feel there is a need for a community dinner because we do have a lot of Seniors, young families that are maybe not able to afford to go to mom's, dad's or grandma's house - or they don't have the money to buy the food; so we really feel this is a community need."

"I am here because we would like to rent the 4-H Building. We would need it on the Wednesday before Thanksgiving from about 3 to 7 p.m. to set up tables and decorate. We want to make it look very nice for the people that come in. Then we need to rent the building, of course, for the next day for Thanksgiving. I have checked on the cost of it. I admit it is a reasonable cost; but I thought I would approach the City Council to if there is a chance you could waive that fee because this is not for profit. We're doing this all on our own. We're getting funding from Wolf Creek and stuff to buy the food and everything; but it would be a big help if we could waive the fee for the building. Also, I know there is a 90-day wait before you can sign up for using the 4-H Building. *(It cannot be rented until 90 days prior to the date of use, unless approved by the City Council.)* I was wondering if there is a possibility we could go ahead and lock that in because I would need to be here on the 21st - the day I could sign up to use it, but I would have to be here before the doors open because I hear there are quite a few people that always want it. But I want to know if there is a way we could lock it in so we don't have to worry about where we will be having the dinner. It is a center area and people know where the 4-H Building is."

***Council Member Lenard, "I move to approve Vicki VanKooten's request to use the 4-H Building the evening of November 22, 2017 beginning at 3 o'clock in the afternoon. and all of November 23, 2017 for a non-profit Community Thanksgiving Dinner at no charge, and to waive the requirement to reserve the 4-H Building no more than 90-Days prior to use." Council Member Tschantz, "Second." Mayor Luke called for discussion.***

Superintendent Boyce said, "For whatever time they begin setting up and until they are finished, we will block it out (reserve it for them)." City Clerk Kewley said they were written in the reservation book for the two days, as discussed. Mayor Luke verified they would be using the building from 3 p.m. on Wednesday afternoon to set up through Thursday until they had completed cleanup that night.

Vicki VanKooten said, "Yes. That is why I wanted to - one of you is a Boy Scout, Lewis, is it you?" Council Member Lenard said, "Yes." Ms. VanKooten, "I want to see if your Boy Scout troop - I know it is Thanksgiving Day and the day before and families are going out of town and this-and-that, but I wanted to see if we could get some Boy Scouts in to help get set up; and if there are some Scouts around after the dinner, to help tear down. Then, of course, we'll have to mop the floors and clean up real good." Council Member Lenard, "Doug Jones and I are on the committees (Boy Scout). We'll talk to the Scout Master and see if they're available. I can't promise you anything." Ms. VanKooten, "I know, but that's fine."

Ms. VanKooten asked, "Do I still need to come down on the 21st and sign?" If we approve this, no." Mayor Luke, "Is there a time that the dinner will be served?" Ms. VanKooten, "The dinner is going to be served between 12:00 and 2:00." Mayor Luke, "Is it by invitation, or is it first-come/first-served?" Ms. VanKooten, "No, not by invitation. Like I said, it is a community dinner - there will be no charge, no nothing. We're going to be doing a lot of advertising. People from LeRoy, Gridley, Lebo - anybody can come in. We want to make sure the Police Officers, EMTs know about it so they can have a Thanksgiving dinner. I will be up there with flyers when Harvesters comes in on the first Tuesday of the month, and hand out flyers so they are aware of it. I am working with the Ministerial Alliance. I have a meeting with them next month to kind of divvy out to the churches some responsibility for the food and volunteers. This is our first time."

Council Member Griffith asked, "Would it be possible to get that on our Facebook or our webpage?" City Clerk Kewley, "I can talk with Jimmy (Zoning Clerk Hugunin) about it." Ms. VanKooten, "Oh, that would be nice." Mayor Luke, "You could talk to the Chamber to see what they will do on theirs, as well." Ms. VanKooten, "Brandon (Chamber Director) is on the committee, so he is on top of everything. I will have flyers around town. Yes, we really really want to promote this. We're going to see also, if we can get somebody from transportation (Coffey County Transportation) to help out on Thanksgiving Day and bring people that aren't able to drive and get around very well. I haven't met with the lady that manages the transportation here in town, but I'd like to see if she can help us out because we do have some elderly who don't drive and if by themselves they wouldn't have a way to get there."

***Hearing no further discussion, Mayor Luke called for a vote on the motion, which is: Council Member Lenard, "I move to approve Vicki VanKooten's request to use the 4-H Building the evening of November 22, 2017 beginning at 3 o'clock in the afternoon and all of November 23, 2017 for a non-profit Community Thanksgiving Dinner at no charge, and to waive the requirement to reserve the 4-H Building no more than 90-Days prior to use." Council Member Tschantz, "Second." Motion unanimously carried 5:0.*** Mayor Luke said, "You have the facility for the 22nd and 23rd of November; and we waived the ninety day notice and there will be no charge." Vicki VanKooten, "Thank you all."

**PUBLIC COMMENTS: Jay Hale on Fireworks Display**

Jay Hale said, "There wasn't a great turnout at the fireworks show, but do it again. It was lousy weather and people didn't want to get out in the rain." Council Member Griffith, "It was wonderful." Mayor Luke, "A lot of people were sitting in their cars; but not a lot of people in the park, as many as last year. We've already got

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things in place. We'll even order your watermelon. We've already started: we have the band; we have the concessions; we're all set - and the fireworks."

**ELECTRIC DEPARTMENT: Distribution Updates**

**General:** Electric personnel have been doing line locates, customer service requests, and quite a bit of power line maintenance.

**Event - WildBlue BBQ and Responsibility to hang banner:** Superintendent Schneider said, "We worked at Kelley Park last week getting ready for the WildBlue BBQ." Council Member Lenard commented, "Last weekend at WildBlue, there was some discussion on who used to put up the banner across Highway 75 at the entrance to town north of Cross Street. Did we do that or did the Coop do that?" Chief Jones, "The Lyon/Coffey Coop did that." Council Member Lenard, "Does that need to be coordinated with the City if that's done again in the future?" Mayor Luke, "The posts/poles out there have been donated to the City from Lyon/Coffey. They are now our poles. So, it will be our responsibility if the request comes and we approve it." Superintendent Schneider, "Yes. All they need to do is ask, and we're happy to help."

**Coffey County Fair:** Superintendent Schneider reported, "We've been at Kelley Park most of this week getting ready for the Coffey County Fair. We did a few electrical things, hung the banners on the Grandstands for the Fair Board, and got the anchors down for the demolition derby."

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

**General:** Power Plant personnel are doing general power plant maintenance. They are still working on reports that will be sent to Kansas Power Pool.

**Annual Generator Capability Testing:** Superintendent Schneider reported, "The annual generator capability testing is complete."

**Maintenance:** Personnel did some generator maintenance and some substation repairs. They have also been spraying the substation for weeds.

**WATER/WASTEWATER DEPARTMENT: Distribution Update**

**General:** Water/Wastewater personnel have been doing normal duties, reading meters, doing rereads, work orders, line locates, handling customer requests, etc.

**Waterline Replacement Project - Hudson Street (6th to 12th):** Superintendent Hawkins reported, "We do have the waterline completed and tied in on 12th Street. We went up today and charged the line (with chlorine) so it's going to be burning until next Monday (July 24th). We will flush it on Monday, and will also start pulling bacterial samples on it on Monday."

"On the main line, we should not have any more disruptions, until we tie the water services to the individual houses. So, if we are at your house, we will be shutting your water off temporarily to tie your water onto the main. That will be the only interruptions we will have there."

**WATER DEPARTMENT: Production**

**New Water Valve for Water Treatment Plant - Update:** Superintendent Hawkins reported, "We did have Tom Miller (of Pratt Valves) come down. We did go through and do an assessment of all the water valves at the Water Treatment Plant. He is working on that and said it will take him eight weeks to get all those valves ordered and back to us; so we're preparing a plan of attack on how to get those installed while continuing the production of the Plant. We're looking at starting somewhere around mid-fall; so we need the production to go down so we can get in there to do some work."

**Plant - Water Use:** Superintendent Hawkins said, "The Plant has been running fine. Water use is up a little due to the warm weather. We are still getting a few rains."

**Chlorine Burnout of Waterlines and Hydrant Flushing:** Superintendent Hawkins informed Council, "We will be doing a chlorine burnout starting on Monday. We've contacted Rural Water Districts #2 and #3, and the municipalities (Gridley, LeRoy, and New Strawn) as well. We will start on July the 24th and we will run until August 7th; so the water will have a chlorine taste in it. We just noticed that our residuals are starting to trend down a little bit. We're getting calls from the Rural Water Districts, so we will get that taken care of. While we are doing the chlorine burnout, we're going to be doing hydrant flushing around town, as well."

**STREET DEPARTMENT: Update**

**General:** Superintendent Mast said, "We've been doing normal duties, worked on some alleys, put up signs and replaced a few signs. We poured concrete at Sagebrush Court - got that completed; and started our crack filling program for the year - we will be doing that for a while."

**POLICE DEPARTMENT: Update**

**General:** Chief Jones reported, "We have been staying quite busy the last few weeks with many many juvenile calls, making arrests on warrants, handling domestic disputes/disturbances, arrests for DUI, arrests for narcotics possession, arrests for driving while suspended, working traffic accidents, working animal calls, assisting with ambulance calls. We did work a burglary and theft call. We had what turned out to be a fight call - a carney employee apparently got the wrong end of the encounter and was wondering around in the bank parking lot this morning and nobody knew what was wrong with him. Apparently he got his rear-end handed to him."

**Municipal Court:** Chief Jones said, "I believe we set a record for city court last week. We started promptly at 4:30 p.m. and finished up at 5 minutes to 6."

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**Training:** Chief Jones, "Yesterday, we sent Bonnie (Animal Control Officer Foster) to a one-day training on animal control in Topeka. She said there was some good information came out of that."

**POLICE DEPARTMENT: Nuisances**

**General:** Chief Jones said, "Some of our perennials have been getting their properties taken care of. I've made contacts with some property owners and business owners. We've had some non-contacts, so some of them actually got the formal ten-day letter certified mailed to them. It's just part of the process - we give them time and then we've got to give them the time to actually respond."

**404 Neosho, The Music Box Theatre- Update:** Council Member Curtiss asked, "Anything on the theatre yet?" Chief Jones replied, "Not a word. I did talk to the school superintendent this afternoon. The school is interested in maybe trying to do something. As far as anything out of Mr. Oliver, not a word." Council Member Curtiss, "I just wonder how long we wait." Council Member Lenard, "It's an interesting thing with nuisances is there is a process we have to follow." Chief Jones, "Not only our process that is set in City Code, but processes that are based on state statutes - we have to follow the state law process." Council Member Curtiss, "I understand that - it's historical."

**PARKS DEPARTMENT: Update**

**General:** Superintendent Boyce reported, "We have been doing normal duties, cleaning public buildings and restrooms, mowing, weedeating, spraying weeds, and watering trees and flowers. The flowers in the hanging baskets were looking much better, so they were hung back up."

**Cedars/Bagworms - update:** Superintendent Boyce reported, "We did our final spraying of bagworms in the Industrial Park Cedar trees. We had a real bad infestation for some reason this year."

**Kelley Park - Events:** Superintendent Boyce said, "We worked with the WildBlue BBQ committee; and are now working with the Fair Board on things for the Fair."

**Veterans Park - Sprinkler System:** Superintendent Boyce reported, "In Veteran's Park an electric line that feeds our sprinkler system burned in two. Thanks to the electric guys for helping me out and getting that repaired in a short time."

**FINANCE: Claims Ordinance & Payroll Ordinance**

|    |                   |         |                     |
|----|-------------------|---------|---------------------|
| a. | Claims Ordinance  | 2017-13 | <u>\$357,017.14</u> |
| b. | Payroll Ordinance | 2017-14 | <u>\$ 81,014.25</u> |
|    | TOTAL             |         | \$438,031.39        |

**CLAIMS 2017-13:** Mayor Luke said, "We have before you Claims Ordinance 2017-13 with \$357,017.14. Gina, do we have some large items there." City Clerk Kewley said, "Tonight we have Hach Co. for \$7,902.10; Kansas Power Pool for \$227,221.58; and Welborn Sales for \$12,124.25. Council Member Lenard, "I move City of Burlington pay Claims Ordinance 2017-13 in the amount of \$357,017.14 for payment of city bills, as presented." Council Member Tschantz said, "I second it." Hearing no discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Claims Ordinance 2017-13 approved by unanimous vote, 5:0.

**PAYROLL 2017-14:** Council Member Lenard, "I move City of Burlington pay Payroll Ordinance 2017-14 in the amount of \$81,014.25 as presented." Council Member Hall, "I'll 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 2017-14 approved by unanimous vote, 5:0.

**PLANNING & ZONING: Update**

City Clerk Kewley provided Zoning Clerk Hugunin's update because he was on vacation.

**General:** Zoning Clerk Hugunin did normal duties, updating Facebook and the City's webpage. He has been setting up new emails for employees.

**Permits:** Zoning Clerk Hugunin issued a couple building permits; and City Clerk Kewley has issued a couple. He has been in contact with Clint Belcher who will be applying for a fence permit to put a fence up along the south side of The Appliance Store to fence off the appliances stored outside of the building.

**Planning Commission Meeting scheduled;** Zoning Clerk Hugunin has a Planning Commission meeting scheduled for 7 p.m. July 27th at City Hall.

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

2017-012 Mary Ellen Paul 824 Jarboe - Fence

2017-015 Lyndon Blackwell 1125 Alleghany - Carport

2017-020 Methodist Church, 207 S. 6th St. - Carport

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**ORDINANCE 848, Assessments for Mohawk Street Improvements (14th & 15th)**

*[This ordinance is to assess the cost of the Street Oil Project for Mohawk (14th - 15th), which was petitioned by Lewis Lenard in 2015; done in 2016; and will be assessed in 2017.]*

Mayor Luke, "We have Ordinance 848, which is the authorization for the street assessments discussed earlier. This is an Ordinance levying special assessments to pay the cost of certain street improvements within the City of Burlington, Coffey County, Kansas, under the authority of K.S.A. 12-6a101, Et Seq., and any amendments thereto."

Mayor Luke explained, "This is the owners - and their allocation of funds along the street - that requested this, and a portion of this which the City will absorb. The total cost of the project is \$22,327.24, with the amount of \$15,112.24 for materials to be allocated to the property owners along 14th and 15th on Mohawk. City of Burlington will absorb the amount \$6,215.00 of equipment and labor costs. We will need a motion to authorize these assessments."

*Council Member Tschantz stated, "I move to adopt Ordinance 848, An Ordinance Assessing Costs for Mohawk Street Improvements between 14th Street and 15th Street, with the amount of \$15,112.24 for materials being assessed the property owners, and the City of Burlington absorbing the amount of \$6,215.00 for equipment and labor." Council Member Curtiss, "I'll second." Hearing no discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. Council Member Lenard was financially involved with those improvements, and is therefore abstaining. Council Members Curtiss, Griffith, Tschantz, and Hall voted in favor. Mayor Luke declared Ordinance 848 adopted by unanimous vote, 4:0 with one abstention.*

**LEGAL DEPARTMENT: Update**

City Attorney Robrahn reported, "Continuing to work on some legal matters, and reviewed Ordinance 848 for Sue (Administrative Assistant Stroh). Also talked with Philip (Assistant Attorney Wright), and he agreed with Doug (Chief Jones) that Municipal Court was very streamlined and I thought maybe that was a record speed of getting done."

**CITY CLERK: Update**

**General:** City Hall Staff have been busy preparing meter readings for utility billing. They have also been preparing work orders, vouchers for bill paying tonight, payroll, and minutes for the council meeting.

**LEPC Meeting:** City Clerk Kewley attended the Local Emergency Planning Commission meeting last Wednesday, July 12th.

**Kelley Park Ballfields:** On July 13th, City Clerk Kewley attended a meeting with the Recreation Center, Burlington Park Committee, and Superintendent Boyce regarding policies with the ballfields.

**Budget 2018:** City Clerk Kewley reported she attended the Finance Committee meeting on Friday, July 14th in preparation for the budget hearing scheduled for the August 2nd council meeting. The budget summary will be in the July 20th issue of the Coffey County Republican.

**Financials:** City Clerk Kewley handed out the second quarter financials for 2017. She asked that anyone having questions contact her.

**Other:** City Hall personnel have been handling normal calls and inquires.

**REPORT/COMMENT OF CITY OFFICERS: Fireworks appreciated**

Council Member Tschantz said, "I really appreciate the 4th of July fireworks the city had. My wife and I both enjoyed it. What little bit of rain we had wasn't too bad to stop the festivities. Thank you."

**FUTURE AGENDA ITEMS:**

|                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>GENERAL</b> City Debt – How to fund projects<br>City Code Recodification (LKM and American Legal Publishing)<br>Service/Allied Waste Agreement Renewal<br>Water Rate Study for 2018 rates / increase for 2018<br>Actuaries – GASB-45<br>Budget 2018                                                                                       | Financial Program Software (CIC) - updates<br>MT Wireless - Fiberoptics to City Buildings<br>GAAP – Infrastructure Capitalization<br>Audit 2016<br>LED Bulb Sales to Public (begun 1/2017)<br>Mohawk Street (14th - 15th) Assessments per Ord. 848 |
| <b>ELECTRIC DEPARTMENT:</b> Emissions Standards Compliance/EPA<br>Conger Addition - Underground utility damages/MT Networks<br>Arc Flash Study - Mapping Update<br>Parallel Generation/Net Metering Power Generation f/Renewable Energy<br>Rebuild Line on Lynx Road<br>Generator #2 Shutdown: Maintenance for OIL/Shut down (Appx. 2-3 wks) | Automatic Meter Infrastructure for Electric (AMI)-updates<br>KPP Power Purchase Contract - Update<br>Power Plant - Life Cycle Study<br>Power Plant - Add Generator<br>Vacancy (5-17-2017)                                                          |
| <b>PARKS DEPARTMENT:</b> Riverbank Fill Permit - Application for new site/update<br>Kelley Park - Christian Motorcyclists Assoc. 9/2017<br>Community Thanksgiving Dinner at 4-H Bldg 11/22-23 (reserved/Vicki VanKooten)                                                                                                                     | Taste of Fall Festival 10/2017<br>Ultimate Horsemanship Challenge 10/2017                                                                                                                                                                          |
| <b>LEGAL DEPARTMENT:</b> Municipal Court                                                                                                                                                                                                                                                                                                     | Misc. Legal - Documents, Cases, Contracts, etc.                                                                                                                                                                                                    |
| <b>PLANNING AND ZONING</b> Industrial Park Lots - for Sale, etc.<br>Work with NexTech and City Departments to improve Cyber Security<br>Work w/PD on Nuisance Structure regulations<br>Randall Brown - Vacate/Reduce Right-of-Way to 20ft. - Hearing, Survey, Etc.                                                                           | Quarterly Construction Valuation Report<br>Prepare Easements for any City-owned property without one<br>City Hall - Awning Replacement (switch to metal)                                                                                           |
| <b>POLICE DEPARTMENT</b> Nuisance Updates                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                    |

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|                                                            |                                       |                                                    |
|------------------------------------------------------------|---------------------------------------|----------------------------------------------------|
| <b>STREET DEPARTMENT:</b> Heather Street - Concrete Panels |                                       | Pavement Management System/Asset Management System |
| Sidewalk Repairs on City Rights-of-Way                     |                                       | Street Project Testing by PSI - updates            |
| APWA Conference in Florida (August 2017)                   |                                       | 2015 Asphalt Project - APAC used Faulty Materials  |
| Street Improvements: 2017 Asphalt Project                  |                                       |                                                    |
| <b>WATER &amp; WASTEWATER DEPARTMENT:</b>                  | Water Taste/Odor                      | Water Plant Improvements-Efficiency                |
| Southwest Sewer Project                                    | SCADA System-updates                  | Testing/Chemical Updates                           |
| Waterline Replacement Project - Continuation/Updates       | Water Meter installations             | Valve Exercise Program - Annually in Fall          |
| Pump Repairs (Clearwell/River Intake)                      | John Redmond Reservoir – Dredging     | Lead & Copper Monitoring - Survey Update           |
| Neosho River - Riverbank Erosion/Dike/Gravel Bar/etc.      | Plumbing Violations / Grease Traps    | Sewer Lagoon - Maintenance/Updates                 |
| Sewer Lagoons - Analysis (KRW/funds for dredging)          | Middle School Water Meter Replacement | Vacant Position (6-2017)                           |

**Mayor Luke declared the meeting adjourned.**

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

*\*\*\*Council Approved\*\*\**