

BURLINGTON CITY COUNCIL REGULAR SESSION 3-20-2019

City of Burlington Governing Body met in Regular Session at City Hall, 301 Neosho Street, Burlington, Kansas at 6:00 p.m. Wednesday, March 20, 2019. Mayor Stan Luke called the meeting to order.

ROLL CALL: Stan Luke, Mayor

Council Members present:

Lewis Lenard (President of Council) Dallas Scothorn (~6:05) Jerilyn Curtiss
 J.J. Jasper Thomas P. Tschantz Sharon Hall

Superintendents Present:

Kevin Boyce (Parks) Alan Schneider (Electric) Mark Davidson (Street)
 Doug Jones (Chief of Police) Danny Hawkins (Water/Wastewater)

Also Present:

Regina Kewley (City Clerk) Susan Stroh (Administrative Assistant)
 Tom Robrahn (City Attorney) Jimmy Hugunin (Zoning/Grants Clerk)
 Philip Wright (Assistant City Attorney) Anne Brown (Deputy City Clerk)

Media Present: Mark Petterson (Coffey County Republican)

VISITORS: Becky Richwine

AGENDA: *Council Member Lenard, "I move to approve the agenda as modified." Council Member Tschantz, "Second." Motion unanimously carried, 5:0. (Council Member Scothorn came in later.)*

MINUTES 3/6/2019: *Council Member Curtiss, "I move to approve the draft minutes of March 6, 2019 as presented." Council Member Hall, "Second." Motion unanimously carried, 5:0. (Council Member Scothorn came in later.)*

PUBLIC COMMENTS: There were none.

APPOINTMENTS: There were none.

ELECTRIC DEPARTMENT: DISTRIBUTION Update

Superintendent Schneider reported, "We've been doing a lot of line maintenance and lots of locates. We did remove a service in the 700 block of St. Lawrence for a structure demolition. We did some shut-offs on delinquent accounts."

Squirrel Prevention Upgrades: Superintendent Schneider, "With the weather improving, we are able to get our equipment upgrades out on the system to get us a little more protection from squirrels."

ELECTRIC DEPARTMENT: PRODUCTION Update

General: Superintendent Schneider reported that Power Plant personnel have been performing normal duties and routine maintenance. Referring to some pictures he provided, he said, "I think everybody has seen the pictures of what the men have been working on out in the field with the electric equipment protection."

Generator Maintenance: The men completed maintenance runs on generators #2, #4a, and #6.

Replace Lights on Poles with LEDs: Superintendent Schneider said, "The Electric Committee and I have been visiting a little bit. Generally out in the field after the lights go bad on the street corners, the men are putting new LEDs on there. So, I thought I'd ask to see just what it would take to complete that as one project. We still have roughly 233 lights on the system on the streetlight corners that are not LED lights. We have roughly 270 that we have converted over the last several years."

"I did some checking on cost versus savings. It looks like it would cost about \$22,000 to complete the system with LEDs. With the electric savings between the electric usage on the old high pressure sodium lights versus the LED (light emitting diode) lights, the savings in energy costs alone, it would take about 3.15 years to make that pay for itself. So, I don't know how everyone feels about completing that project – that's what we talked about as a committee. Any other thoughts? Since we're doing that, do we need approval to turn it into a project? Or do we just go through replacing old bulbs with LEDs, as needed, like we've been doing?"

Mayor Luke, "What's the (Electric) Committee's recommendation?" Council Member Lenard, "Let's back up a little bit, because this talks about projects and the payoff and the value of them; and if this was just a simple question – what is the value to the city, and how can we communicate to the public that there's value in it. There's obvious value in it; so I think it's normal duties, and it's something that's in your authority. If you think it's the right thing to do, I think the Committee is supporting it." Superintendent Schneider, "Okay, that's very good. I think it is important." Council Member Lenard, "It's more information for the council and the public, I think that this is a good solid approach."

Mayor Luke, "Any other questions for Alan?" Council Member Tschantz, "If we started this project, like say tomorrow while the weather is nice, how long would it take to complete it?" Superintendent Schneider, "I did some calculations, and I got together with Tom (Electric Line Leadman Hess) because he contemplates what he can work with with the men. Roughly two work weeks. It would not only be the lights on the street corners,

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it would be the rental lights that people are paying to have in their yards, as well.” Council Member Jasper, “Alley lights, too?” Superintendent Schneider, “Rental lights, yes.” Mayor Luke, “Any other questions?” There were none, so he moved on to the Water/Wastewater update.

WATER AND WASTEWATER: Distribution Update

General: Personnel have been doing normal duties, line locates, work orders, meter rereads, customer callouts. We completed our employee evaluations.

Plumbing Code Enforcement: Superintendent Hawkins said, “I’d like to thank Doug Jones (Police Chief) and Tom Robrahn (City Attorney) for helping me with some plumbing code enforcement that has been going on in the city. Thank you, guys, I appreciate that.”

6th & Alleghany – Waterline Project: Superintendent Hawkins reported, “I’ve been working with the engineers (Earles Engineering & Inspection, Inc.) on the waterline project for Alleghany Street. I am hoping to get the word back real soon so we can get the ball rolling on the new waterline this year.”

Automated Meter Infrastructure (AMI Meter Replacement With Sensus): Superintendent Hawkins reported, “We’re working on the AMI replacement of old water meters and putting in the new water meters. With the good weather we’ve been having, we are excited to get outside and work.” He added, “We’ve also been working with replacing old meters, and with new meter pits, as well.”

Council Member Lenard, “When you talk about the meters, these aren’t the ones we pulled out several years ago?” Superintendent Hawkins, “No, these are different meters. We are putting in Sensus meters, but they have the capability of reading remotely.” Council Member Lenard, “Has the technology come back around to where....” Superintendent Hawkins, “Oh, yes, the technology has come back around. This gives us the capability to where if we want to go forward with remote read, we can. We’ve got to replace the old meters; we have no choice. Even though we’re doing that, we’ve still got to go back and remove meters as we have been. We’re budgeting for that so we can continue to stay ahead – keep our revenue going and stuff like that.”

Unneeded Items – Sell on purplewave.com: Superintendent Hawkins has been talking with Zoning Clerk Hugunin about selling unused/unneeded items on purplewave.com.

WATER/WASTEWATER: Production – Water Treatment Plant Update

General: Superintendent Hawkins reported that Plant has been running good.

Valve Project: Superintendent Hawkins, “We have been working on the valve project, and that’s why I’m still using my city truck. If it’s okay, I’d like to leave as soon as I finish my report, to go help my guys with the project we’re working on right now – it will be another two to three hours before we’re done for the night.”

KDHE – Total Organic Carbon Violation: Superintendent Hawkins stated, “I want to let you know that we have a TOC violation. The State of Kansas last year asked us if we would volunteer to help them with their THMs/HA5s [Trihalomethanes (THMs) and Haloacetic Acids (HA5s)]. In the process, KDHE ended up putting our compliance samples (bottles) inside their special samples (bottles), so it would save them time and money in packaging. We took the samples, but they went to two separate laboratories – our compliance sample went to the special project laboratory and the special project sample went to our compliance laboratory. Neither laboratory called us; and when I asked for the results, I did not get them. Not getting our sample to the correct laboratory resulted in a Tier 3 violation, which is the lowest violation, and put us non-compliant for November of 2018. (We are required to notify all our customers on this Tier 3 violation within one year of the date on the letter.) We have notified our customer cities and rural water districts already. Sue (Administrative Assistant Stroh) will mail the notification letters before June 30th, when she sends the annual Water Quality Report (CCR/WQR).”

WATER/WASTEWATER: Storage Building for Dirt – Bids for materials

On February 20, 2019, council authorized going out for quotes for materials to build a storage building to keep dirt dry. The dry dirt will also benefit the other departments. Superintendent Hawkins, “In the council packets are the three quotes received for materials for the storage building for dirt.”

	Burlington Building Materials	Gridley Lumber	Waverly Lumber
Total Quote For Materials:	\$2,789.61	\$3,489.96	\$3,600.00

Quotes do not need to be bona fide as bids do. Superintendent Hawkins requested council to accept the quote from Burlington Building Materials for \$2,789.61 as being in the best interest of the city. City personnel will construct the building.

Council Member Hall stated, “I move to accept the quote from Burlington Building Materials for materials to build a storage building for dirt storage, not to exceed \$2,789.61, as being in the best interest of the city.” Council Member Tschantz, “Second.” Mayor Luke called for discussion; and hearing none, called for a vote. Council Members Hall, Tschantz, Curtiss, and Lenard voted, ‘Aye’. Council Members Scothorn and Jasper voted, ‘Nay’. Mayor Luke declared the motion passed 4:2.

STREET DEPARTMENT: Update

General: Superintendent Davidson reported, “With all the rain, we have been working in the shop, basically doing some re-facing of stop signs and yield signs. We’ve been cleaning drain boxes; and a little sweeping curb and gutters around town. Now that it’s dried up a little, we’ve started replacing some driveway culverts. We’ve had a lot of requests for alley work, and have started rocking some alleys. Employee evaluations are finished.”

Hydraulic Breaker for 2017 Kubota SSV75HRC – delivered: Superintendent Davidson, “We took delivery of our concrete breaker today from Victor L. Phillips. Hopefully, we’ll have an opportunity to work with it within the next couple of weeks.”

POLICE DEPARTMENT: Update

General: Chief Jones reported, “It seems like this week has been our week for mental health issues. We’ve been getting a lot of calls from people that are needing assistance in that respect. We did work a couple of fight calls, animal calls – the usual calls basically. City court last Thursday, no issues – it went smoothly.”

POLICE DEPARTMENT: Personnel – Officer Jessica Stice – Resignation / Advertise for Officer

Resignation: Chief Jones, “On Monday afternoon, Jessica Stice came in and gave me her two-week notice. The Sheriff recruited her hard; and he has offered her the School Resource Officer position, which would be a perfect fit for Jessica. I hate to see her go, but it’s an opportunity for her and I’m not going to stand in her way. I think she will do a fantastic job at that.”

Advertise for Police Officer: Chief Jones, “I’ve got advertising out already for one position; and I would like to simply extend that to a second position, open until filled. As of today, I have received five applications. I will probably run through the end of next week, and then we’ll start setting up interviews and see what we’ve got to work with.”

Council Member Lenard stated, “I move to authorize Chief Jones to continue advertising for a police officer, with the option to hire two applicants from the application pool, and with applications accepted until both positions are filled.” Council member Tschantz, “Second.” Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

PARKS DEPARTMENT: Update

General: Parks Department personnel have been cleaning public buildings and restrooms; doing building and equipment maintenance; and due to high winds, have been picking up trash and tree limbs in the parks. The employee evaluations were completed.

Rock Restroom at Kelley Park: Superintendent Boyce reported, “The rock bathroom by the playground in Kelley Park – we had an issue with sewer backup last fall. We got the camera from the Water/Wastewater Department and videoed that, and found a broken sewerline in there. We jack-hammered out the area where that was at, which was in the shower. The sewerline is back in. We’re waiting on a few things, basically getting the concrete back in.”

Turning on Seasonal Water - Timeframe: Superintendent Boyce said, “We are going to wait as long as we can to turn water on this year for seasonal restrooms – probably to the second week of April. If you remember last year, the weather changes caused us to turn them on, turn them off, turn them on. I don’t want to do that; if we forget something, it’s going to be costly, so I think we’re better off just leaving them off and keep the porta pots. I did talk with the Recreation Center. I believe they are getting a porta pot for over at the ballfields at Kelley Park because they started tonight with ball.”

PARKS DEPARTMENT: Flower Quotes for Flower Pots and Hanging Baskets

Superintendent Boyce, “I have the flower quote from Arnold’s Greenhouse to do the hanging baskets. Eight of the 6 gallon Bloomaster hanging baskets for the Downtown and eight of the three gallon ones for the Gazebo in Kelley Park. We will also get flowering plants for the eighteen concrete pots we put out downtown. Arnold’s quote is \$2,230.00. My recommendation is to go with Arnold’s Greenhouse.”

Council member Hall stated, “I move to accept the quote from Arnold’s Greenhouse for flowers for the Parks Department’s Beautification Project, not to exceed \$2,230.00, as being in the best interest of the city.” Council Member Scothorn, “Second.” Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0. Superintendent Boyce said, “The flower planting date I have now is May 8th. We will meet at the Caboose at 5 p.m.”

FINANCE: DMA Building Restoration Loan – Michael Abendroth for 204 S. 4th Street (\$10,000)

Mayor Luke, “We have a Building Restoration Loan Application for Mike Abendroth for 204 S. 4th Street for \$10,000. It has been reviewed by the Decision Making Authority’s Board of Directors, and they have approved the application. We need a motion to support the approval of the Decision Making Authority.”

Council Member Lenard, “It’s a business?” Mayor Luke, “Yes, that’s across from Central National Bank where Sheepdog Firearms used to be, before that Radio Shack. Mike owns the building, and it is rented. Effectively the rent starts on the 1st of April. He will not be through with renovations. She will not be moving her business in until about the 10th of May.”

Council Member Scothorn, “Payback on those at 5 years?” City Clerk Kewley, “Yes. The first year is with no interest, and then they pay every six months, and it is one percent below prime. Anything over \$5,000 has to have a mortgage on it; and this loan will require that, so we have it prepared.”

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Council Member Jasper, “How many of these loans do we have out?” City Clerk Kewley, “This will be the third of this type of loan. We can only loan out \$60,000, but we’re well within our bounds on that; so we’re good.” Council Member Jasper, “How are the other two panning out for us?” City Clerk Kewley, “Good on this particular type of loan. We do have one CDBG (Community Development Block Grant) loan that we’re getting payments on – it’s a separate style loan. This loan will be the third loan of this type (Building Restoration Loan) and the other two are working out well.”

Council Member Scothorn stated, "I move to accept the Decision Making Authority's recommendation and approve Michael Abendroth's Building Restoration Loan Application for 204 S. 4th Street in the amount of \$10,000, with a five-year payback." "Council Member Curtiss, "I second it." Mayor Luke, "Is there any other discussion?"

Council Member Tschantz, “Yes. Have we had any problem with him (Michael Abendroth) doing his own plumbing work and stuff over there?” City Clerk Kewley mentioned that Superintendent Hawkins was not here to talk about that, and said, “This Business Restoration Loan application is a separate thing. It doesn’t have anything to do with that.” Council Member Lenard, “It’s a building application for improvement.” Council Member Jasper, “That’s still a valid question.” Mayor Luke, “There has been nobody in the building, and this is the application. We have a job description of what is being done, and at this date, that’s all we know.”

Hearing no other discussion, Mayor Luke called for a vote on the motion, which was: Council Member Scothorn stated, "I move to accept the Decision Making Authority's recommendation and approve Michael Abendroth's Building Restoration Loan Application for 204 S. 4th Street in the amount of \$10,000, with a five-year payback." "Council Member Curtiss, "I second it." Mayor Luke, "All those in favor say 'Aye'. Council Members Hall, Curtiss, Lenard and Scothorn voted in favor (Aye). Mayor Luke stated, "All those opposed, same sign." Council Members Jasper said, 'Nay' and Tschantz said, 'Aye' meaning he was not in favor. After clarifying there were two 'Nay' votes, Mayor Luke declared the motion passed 4:2."

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2019-05	\$	315,301.88
b. Payroll Ordinance	2019-06	\$	89,348.00
	TOTAL	\$	404,649.88

CLAIMS 2019-05: Council Member Lenard moved to approve City of Burlington Claims Ordinance 2019-05 for the amount of \$315,301.88 for payment of city bills. Council Member Hall gave the second. City Clerk Kewley said, “We have payments tonight for Brenntag, \$3,712.40; Kansas Power Pool, \$187,045.31; Michael Abendroth (Building Restoration Loan), \$10,000; and Moridge Manufacturing, \$12,637.70.” **Hearing no additional discussion, Mayor Luke instructed City Clerk Kewley to poll Council. All votes were in favor. Mayor Luke declared, “Claims Ordinance 2019-05 passed unanimously, 6:0.”**

PAYROLL 2019-06: Council Member Lenard moved to approve City of Burlington Payroll Ordinance 2019-06 in the amount of \$89,348.00, as presented. Council Member Scothorn gave the 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 2019-06 passed unanimously, 6:0.**

PLANNING & ZONING: Update

General: Zoning Clerk Hugunin, “Normal duties. I’ve been pretty busy with permits. The weather is warming up and people are wanting to do stuff. I got permits submitted to the County Appraiser.”

Spring Cleanup – Brush Pickup: Zoning Clerk Hugunin, “I passed out flyers for the spring cleanup to everybody. The County just announced the free landfill. Brush pickup will start Monday, May 6th, and everything else (junk) will be the following week on May 13, a Monday.”

Arbor Day: Zoning Clerk Hugunin, “Arbor Day celebration in Burlington will be April 24th (Wednesday) at 5:30 at Oak Park. We’ll have rain date as the 30th of April.”

Nuisance at Barrett Trailer Park: Zoning Clerk Hugunin, “A letter has been sent to Matt Barrett about the nuisance trailer in his trailer park.”

Cyber Security Assessment Training – completed: Zoning Clerk Hugunin reported, “Today, I finished the Cyber Security Class Assessment Training at the Cyber Security Academy in McPherson.”

OTHER COUNCIL BUSINESS: City Officials up for Election in 2019

On March 11, 2019, a letter was sent to Coffey County Elections Officer listing the positions that will be up for election in 2019 for a four-year term.

Mayor Incumbent: Robert S. Luke
Council Member, All Wards, Position 1

Incumbents: Ward 1, Dallas D. Scothorn; Ward 2, Thomas P. Tschantz; Ward 3, Lewis Lenard

PERMITS: Permits issued by Zoning Clerk Hugunin:

2019-004 Edgar Pitts 425 Yuba - Fence

2019-005 Mike Brown 605 S. 10th - Shed

2019-006 Brian Troutman 702 N. 4th - Garage Addition

LEGAL DEPARTMENT: Update

Plumbing Issue: Attorney Robrahn reported, "I met with Danny (Superintendent Hawkins) regarding a plumbing issue."

LEGAL DEPARTMENT: Ordinance 862, Regulating CMB & Beer with Not more than 6% Alcohol

Discussion: Attorney Robrahn said, "Since your last council meeting, I think everybody has had a chance to review the Cereal Malt Beverage ordinance. A couple of typos caught by a different set of eyes have been corrected on the proposed Ordinance 862 presented tonight for consideration. I think it is in real good shape and ready to consider."

Mayor Luke, "Any questions for Tom (Attorney Robrahn) with respect to Ordinance 862?" Council Member Jasper asked, "For Sunday sales, is it official that the owner has to come to get approval for his Sunday sales?" Attorney Robrahn, "Our ordinance doesn't provide for that. We just followed what is in our City Codes – what we've previously been doing. The City of New Strawn does provide for Sunday sales, but Burlington doesn't." Council Member Jasper, "How does the Council feel about that?" Mayor Luke explained that several years ago Sunday sales came up; there was a petition; it was put on the ballot; and it was not approved. That doesn't say it can't be done again, but that is how it was." Superintendent Boyce, "Didn't we have a special election for that, and it cost the City quite a bit of money?" City Clerk Kewley, "Yes."

(On 9/7/2005, proposed Ordinance 738 to allow Sunday Sales of alcohol in original package was voted down by Council.) (2007: New Request for Sunday Liquor Sales: 7/18.2007Adopted Ord. 759; Petitioned & had to go on Election Ballot; Official Results reported 12/19/2007: Voters Denied Ordinance 759; the Cost to the City was \$3,816.15.)

Mayor Luke, hearing no additional questions, called for a motion. Council Member Lenard stated, "I move to adopt Ordinance 862, an ordinance regulating the sale of cereal malt beverage and beer containing not more than 6% alcohol by volume within the city of Burlington, Kansas per Kansas State Statutes; hereby replacing in its entirety Chapter III, Beverages, of the Code of City of Burlington, Kansas, and repealing any ordinances in conflict, to be effective on and after April 1, 2019." Council Member Hall, "I'll second." Hearing no discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. Mayor Luke declared Ordinance 862 to be adopted by unanimous vote of 6:0.

CITY CLERK: Update

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

Ordinance 862 preparation: City Clerk Kewley stated, "Sue (Administrative Assistant Stroh) has worked diligently with Tom Robrahn on the cereal malt beverage ordinance; and did a really good job with that."

KACM Conference: City Clerk Kewley said, "Laura Riccobono, our Municipal Court Clerk, attended the Kansas Association of Court Management Spring Conference in Wichita on March 7th and 8th."

TrustPoint Annual Insurance Policy: Anne Brown, our Deputy City Clerk, met with Angela Trimble from TrustPoint Insurance on Thursday, March 7th in regards to the City's annual insurance policy. The policy encompasses insurance for our property, commercial auto, workman's compensation, and crime. We do have a 2.5% increase this year. Coverage for our property, commercial auto, and workman's compensation increased a little; but then our general liability and crime had decreases; so we do have a slight increase this year. I am working up the policy for payment, so I will have that at the next meeting."

Annual Employee Evaluations: City Clerk Kewley reported she completed the annual employee evaluations.

Other: City Hall Staff have been really busy with handling a lot calls and inquiries.

CITY CLERK: Susan Stroh, Administrative Assistant – Retirement effective July 1, 2019

City Clerk Kewley stated, "The next thing I have is a retirement letter – sadly, though I am happy for Sue, but she has turned in her letter of retirement with the City. She will be retiring effective July 1st and her last work day will be June 28th. I wish her the best, as she has been a great employee; and we're going to miss her." Council Member Curtiss, "Yes." Council Member Jasper, "Congratulations, Sue." City Clerk Kewley, "We will have some plans later on about what she wants to do for her retirement, and we will let everybody know at that time."

CITY CLERK: Advertise for an Administrative Assistant

City Clerk Kewley, "With Sue's retirement coming, I would like to get permission to advertise for an Administrative Assistant; so I would need a motion to do that."

Council Member Hall stated, "I move to advertise until filled the position of Administrative Assistant, with internal applications to be considered first; and with the option that if an employee is hired from within the City of Burlington, and a second applicant is qualified to fill that vacated position, he/she may be hired to fill the newly vacated position." Council Member Lenard, "Second." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

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CITY CLERK: Executive Session for Non-Elected Personnel Evaluations

Mayor Luke requested a motion to enter into executive session for non-elected personnel evaluations. **Council Member Scothorn stated, I make the motion to enter a 30-minute Executive Session for Non-Elected Personnel Evaluations with the Governing Body and Personnel Officer Kewley present. Council Member Curtiss, “Second.” Motion unanimously carried, 6:0. Mayor Luke called for discussion.** Council Member Lenard asked, “We’ve always run out of time and had to come back and ask for more time. Should we just ask for more time, or just come in and go out? I’m open either way.” Council Member Scothorn, “Can we ask for more time, and just not use it all?” Mayor Luke, “We have to stay in executive session the whole time.” Council Member Lenard, “Let’s do the thirty minutes, and then.” Council Member Jasper, “We can add some more.” Mayor Luke, “The motion stands with 30 minutes.” **Hearing no additional discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0. Council entered executive session at 6:35, and exited at 7:05 p.m.**

Action Taken: At 7:05, Mayor Luke declared Council back in session. Council Member Lenard stated, “I make a motion that the personnel evaluations and pay increases be approved as presented.” Council Member Tschantz, “Second.” Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

REPORT BY CITY OFFICERS: None

FUTURE AGENDA ITEMS:

GENERAL: City Debt - How to fund projects Promote Businesses/Economic Development-Revitalization Expense Tracking on Projects Election 2019 – Mayor and Council All Wards, Position 1	GAAP - Infrastructure Capitalization City/County Grant Funds – Discussion on Matched Funding Advertise to Hire an Administrative Assistant Mayor’s Annual Appointments
ELECTRIC DEPARTMENT: Power Pant - Additional Generation Squirrel Prevention - Update	Christmas Lights/Decorations – Change to LED Lights Light Poles - LED Replacement Project
PARKS DEPARTMENT: Events in Parks (Updates)	Kelley Park Light Poles – Repair/Replace (also see Legal) City Dam - West Wall Repair – Engineering Services Proposals
LEGAL DEPARTMENT: Municipal Court Misc. Legal - Documents, Cases, Contracts, etc.	Park Agreements: 1) Agr of 12-2018 - City & Rec. Com. – Review in Spring 2019 2) Form a Committee – Review and Update Park Contracts
PLANNING AND ZONING Industrial Park Lots for Sale, etc. Work with NexTech and City Departments to improve Cyber Security Nuisance Structure & Properties: Work with PD Old Equipment & Misc. – Sell on purplewave.com F.I.R.M. Floodplain Map Changes – Updates Burlington Corporate Boundary Updates on Map (Work with State) Barrett Trailer Park – Nuisance Trailer Arbor Day Celebration 2019	Quarterly Construction Valuation Report Prepare Easements for any City-owned property without one City Hall - Awning Replacement (switch to metal) Permits - Building/Zoning/etc. 415 S. 6 th (Theda Darnell Property) – Demolition-Hire Contractor Addition Nuisance Structures for Possible Condemn/Demolish Spring Cleanup/Brush Pickup
POLICE DEPARTMENT Nuisances (Work with Zoning Clerk) Voice Stress Analyzer Project	Department Activities and Cases Advertise to Hire a Police Officers
STREET DEPARTMENT: Sidewalk Repairs on City Rights-of-Way Concrete Street Repairs/Free State Ct. Replacement/Repair Excess Hot-Mix from APAC Litigation/Redo S 3 rd St. Municipal Parking Lot in 2019 Preparator/Grinder (SPS10) - Policy to rent with use of operator to businesses	Pavement Management System/Asset Management System Street improvement Plan, Paving Gravel Streets, Crack Filling, Street Improvement Projects – 6 th & Alleghany Project
WATER & WASTEWATER DEPARTMENT: TTHMs - KDHE Survey Updates Storage Building for Dirt WQR/CCR and TOC Violation – Distribution by June 30, 2019	Sensus Water Meter Replacement 6 th and Alleghany Waterline Project Polymer System Upgrades Sewer Lagoons - Analysis (KRWA/funds for dredging) Sewer Lagoon Maintenance/Updates Personnel – Hiring a W/W Non-Cert. Operator

Mayor Luke declared the meeting adjourned.

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