

## BURLINGTON CITY COUNCIL REGULAR SESSION 11-4-2020

City of Burlington Governing Body met in Regular Session at City Hall's address, 1013 N. 4<sup>th</sup> Street, Burlington, Kansas, at 6:00 p.m. Wednesday, November 4, 2020. Mayor Stan Luke called the meeting to order.

**ROLL CALL:**  Stan Luke, Mayor

Council Members present:

Jerilyn Curtiss (President of Council)                       Dallas Scothorn                       Lewis Lenard  
 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:

Anne Brown (City Clerk)     Mary Mader (Administrative Assistant)  
 Philip Wright (City Attorney)     Jimmy Hugunin (Zoning/Grants Clerk)  
 Kerri Weltha (Deputy City Clerk)

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

**VISITORS:** Jim Schuessler, Jay Hale, Wayne Blackburn

### **AGENDA:**

*Council Member Lenard, "I move to approve the agenda as modified." Council Member Tschantz, "Second." Motion unanimously carried, 6:0.*

**MINUTES 10/21/2020:** Mayor Luke, "You have before you the draft minutes of our regular session of October 21, 2020. Are there any additions or corrections?"

Attorney Wright, "Yes, there is. We need to amend the minutes. It has to do with the resolution to start condemnation proceedings on 216 Hudson Street. At the last meeting, erroneously had the wrong resolution number on it. We were referring to it as 2020-03, and we need to correct that to 2020-04 in minutes. That is why I'd entertain that motion right now to get that fixed."

*Council Member Curtiss, "I move to approve the correction of the Resolution number of the Resolution discussed on October 21, 2020, regarding the condemnation proceedings for 216 Hudson Street and erroneously referred to as Resolution 2020-03, to correct the Resolution number to be 2020-04. I additionally move that the minutes of the meeting held on October 21, 2020, be amended to reflect the correction of the Resolution number to 2020-04." Council Member Hall, "I second the motion." Motion unanimously carried, 6:0.*

*Council Member Curtiss, "I move to approve the draft minutes of October 21, 2020, as amended." Council Member Lenard, "Second." Motion unanimously carried, 6:0.*

### **APPOINTMENT: Coffey County Comprehensive Plans**

Jim Schuessler, "I'm going to do a few things as I get started. Again, my name is Jim Schuessler and Coffey County hired my firm through a selection process a year ago to begin the capital improvement plan for your county. I am going to your six cities represented to have a conversation about what is the needs of the county over the next six to nine months. Mayor Luke was at the kick-off meeting last Friday, where I asked a lot of similar questions and got some initial input from him. The process really is the start of envisioning, of what Burlington would like to achieve over the midterm, short-term, and long-term, really starts tonight. Early in the new year, we will have a town hall meeting of some kind, depending on how we are allowed to do that. We will ask for input based on some of the things that we have heard Friday, today, and anything that we received. Then I will come back to you a little bit later, maybe in the spring, to lay out what I have heard from your community as well as other communities. I have 22 meetings; it is very meeting intensive trying to get as much information. So, what's great for your community is that your kind of 70% completed capital improvement plan for your City. We have heard three different kinds of what is needed, short-term, mid-term, and long-term. That all, in essence, is fed through the County to help them understand how they can support you later on. My work is to look for leverage dollars, how can we leverage dollars through grants or federal programs and others to really grow the projects. To move things further and faster into implementation. So, it is really kind of matching needs and wants with opportunities for funding to really create a game plan moving forward.

"I am going to try to move as fast as I can. It's not that I am a fast talker; I just want to be mindful of your time. When I did this on Monday, it took me 45 minutes because there was a lot of discussion. I tried to kick start this with Stan. So, understanding your community, I've been driving around this evening trying to understand and see some of that on my own. We are going to move through six topics in no particular order. Those topics include community identity, livable built environment, harmony with nature, resilient economy healthy community, and community design. I like to write things down on these sticky pads and put them on the wall.

**[2] CONTINUATION: November 4, 2020 Burlington City Council Regular Session**

I can then add things on the wall and try to facilitate in a graphic way your ideas as opposed to sitting in front of you taking notes. I like to draw on these big pieces of paper. Are there any questions as to what we are trying to achieve in a short period of time or why I am here?

“In no particular order, community identity is really preserving your history through cultural resources. What about Burlington is worth enhancing or preserving as a special thing, specifically this is related to culture history. Why did Burlington form? What can we look to emphasize as projects in the short, mid, and long term? Does anyone have any thoughts for me? Council Member Lenard, “City Dam.” Jim Schuessler, “Is there anything currently.... it’s a built structure; clearly, you’re referring to the Redmond Reservoir Dam?” Council Member Tschantz, “The City Dam out here.” Mayor Luke, “The one that we talked about the other day with the contractor rebuilding the end.” Wayne Blackburn, “It is downstream of the John Redmond.” Jim Schuessler, “Okay. I’m an outsider, that is on purpose so I can bring new ideas from the outside in. What specifically about the City Dam?” Council Member Jasper, “It brings people in for spoonbill fishing and just fishing in general.” Jim Schuessler, “Okay.” Wayne Blackburn, “Wasn’t it also a works project?” Mayor Luke, “Yes, during the depression time.” Wayne Blackburn, “So, there is the history behind it.”

Mayor Luke, “There is also camping facilities there.” Council Member Curtiss, “Picnics.” Council Member Lenard, “There is a mural down there too.” Council Member Curtiss, “Right.” Mayor Luke, “On the restrooms.” Jim Schuessler, “Okay, what else? What else makes Burlington special? Why did you come to exist here?” Council Member Lenard, “So we do have a number of murals through the City and the County, some arts.” Jim Schuessler, “Public art.” Chief Jones, “More in the nature of historical art.” Jim Schuessler, “Okay.” Council Member Curtiss, “Yes, because it includes founding fathers and all of that historical information.” Jim Schuessler, “Where is that at right now?” Council Member Curtiss, “Various buildings.” Jim Schuessler, “Oh, yes, sure I’ve seen a lot of that.” Wayne Blackburn, “Contact Mr. Stukey, Jim Stukey.” Council Member Lenard, “I think there are maps down at the caboose of all of the murals.” Council Member Curtiss, “There is.”

Jim Schuessler, “Any specific projects that come to mind related to community identity, preservation, culture resources? We can come back. We will keep going, and we can still come up with something that goes in the other category. So, livable built environment. We are going to break this into two categories; mobility and utility and infrastructure. We will start with mobility. It will be an easy one for you guys to think about. It is bikes, trails, transit, roads, bridges, walking, it’s moving of all different ages and abilities. I could speculate, like sidewalks, I’ve heard a lot of ideas, and Stan got me started but let’s hear from you all. What are some projects to enhance mobility connectivity within your community?”

Council Member Lenard, “We do have some walking trails and exercise trails throughout the city.” Jim Schuessler, “You would like some?” Council Member Lenard, “We have some.” Council Member Curtiss, “We have some that the Parks Department is responsible for.” Jim Schuessler, “Okay, so it is well received and more would be appropriate?” Council Member Curtiss, “I would think so. I think it is used quite a bit.” Jim Schuessler, “Okay, what else do you have for me?” Council Member Jasper, “I think one thing that our town misses that a lot of littler towns have is a city pond.” Jim Schuessler, “Okay.” Council Member Jasper, “A fishing pond or recreational pond, lake, whatever you want to call it.” Jim Schuessler, “For recreation, okay, that would be good. Okay, so let’s talk about the river. How is our access to the river?” Chief Jones, “Limited.” Jim Schuessler, “Does it need to be more...” Chief Jones, “Legally limited. The City only has access to a couple of small chunks of it; it is otherwise private property.” Jim Schuessler, “Limited access, alright. What else? Everything else is good? Your roads are good?” Council Member Lenard, “We have a street plan.” Council Member Curtiss, “I’d like to see bike trails. I think that would be something really beneficial.” Jim Schuessler, “Off-road bike trails.”

Council Member Lenard, “We do have a comprehensive street plan but more emphasis on that.” Jim Schuessler, “And that’s to improve roads, create more roads, the maintenance, what does more emphasis mean to you? Council Member Lenard, “So, we are limited annually with our budget. We have a plan to chip and seal and pave and some of them coming up are going to have to be replaced because they are concrete.” Jim Schuessler, “So, being able to focus more or quicker as opposed to being five years out. So, leveraging dollars to move projects further, excellent.”

Jim Schuessler, “Transit is good? No needs for transit? Obviously, bus service comes out of Burlington; I’ve heard it is top-notch. Well served by LeRoy for sure, they were very pleased with it. Sidewalks? You are going to be the first community that doesn’t say sidewalks.” Council Member Curtiss, “They can always be improved.” Wayne Blackburn, “On your sidewalks, are they ADA?” Council Member Jasper, “I would say if anything we need to look at ADA at our crosswalks, more handicap ramps, more accessibility there. To get them away from the four foot and to the five foot.” Wayne Blackburn, “There are grants available for that.” Jim Schuessler, “Okay, so bridges, I hear you are pretty good with bridges.” Mayor Luke, “Yes, we are under contract.” Jim Schuessler, “Okay, so bridges are taken care of.” Wayne Blackburn, “What about the bridge north of the school? Council Member Curtiss, “The one on 6<sup>th</sup>, what about that one?” Mayor Luke, “That is the only one that we haven’t done.” Council Member Curtiss, “Right, but that is one that has been discussed.” Jim Schuessler, “Is that on the name of a street?” Mayor Luke, “It is on 6<sup>th</sup> street, north of the main street.”

Jim Schuessler, “Alright, we will move onto infrastructure and utilities. Here you guys have been doing very well with your infrastructure, water, sewer. But I am curious gas, cable, fiber, cell, all of the infrastructure is there any old areas crumbling infrastructure?” Council Member Lenard, “So, we do have limitations on our gas, if we do anything, generation wise, we are limited with our gas pressure coming into town.” Jim Schuessler, “Who is your provider?”

**[3] CONTINUATION: November 4, 2020 Burlington City Council Regular Session**

Council Member Lenard, "Atmos." Jim Schuessler, "Excellent, I haven't heard that yet. What else? What about Wi-Fi, internet connectivity, big topics nationwide, because you are the County seat are you well served here?" Mayor Luke, "MT Networks does the 5G that serves the majority of the city." Jim Schuessler, "Okay, so 5G within the City is pretty good." Jim Schuessler, "Okay, water, water pressure, fire systems... fire is good? Okay. Very impressive about that for sure."

Jim Schuessler, "Then we have a few harder topics, harmony with nature. I'm trying to look at this that maybe there is no emphasis or you are rural or whatever you want to call yourselves, like you have nature everywhere. You have plenty of deer. What this topic is really about is natural resources and sustainability. A lot of times what this means is that we need better stream bank buffers, or we have erosion issues or flooding issues. I'm trying to think of nature or natural resources that we are going to play. So, are there flooding issues in the city that are needing to be considered?" Mayor Luke, "Well, we talked about the drainage for Country Club Heights when we had rain." Jim Schuessler, "Is there any other flooding or studies that need to be done?" Mayor Luke, "I think most everything else is covered. Nature wise we have plenty of trees, we are tree city, U.S.A. With that, we have too many squirrels, not much we can do there." Council Member Lenard, "We are working on them." Mayor Luke, "We do have the river with the dam and the fishing which is basically city limits on the east side of town." Jim Schuessler, "Is there contamination associated with agriculture that we have environmental people that are....? No? I'm just checking?"

Jim Schuessler, "The next topic is economic development, economic activity, are there any other ideas, projects, tasks that are coming up. We'd like to see things we are lacking in which we had figured out related to economics developments, economy, jobs." Council Member Curtiss, "Attract more businesses downtown." Mayor Luke, "Daycare." Council Member Lenard, "We don't have a formal or semi-formal economic development program I think is probably still there." Jim Schuessler, "Is there a Chamber of Commerce?" Mayor Luke, "Yes." Jim Schuessler, "So, you are referring to a staff person to focus on?" Council Member Lenard, "The county did have an economic development and there is a person in the office, but I do not think it has been emphasized or had a strong strategic plan for years." Jim Schuessler, "Is that to say that we are not communicating well to the outside world then benefits of living or working in Burlington?" Mayor Luke, "It's not just not communicating well; I'm not sure we are communicating at all." Council Member Curtiss, "Right, no communication from them." Jim Schuessler, "That is one of my observations from an outsider. Alright, we can be thinking about all of these things."

Jim Schuessler, "We will keep going. The next one is public safety. Public safety is everything from police, fire, hospitals, health care, ADA, walkability, connectivity' there is a little bit of overlap. Are there any near short-term long-term ideas to improve safety? Street lights? Crimes in an area that we need to be working on a little bit better? It is excellent that you are saying no to all of these, by the way." Council Member Lenard, "I think we are sitting in a very good place as far as protective services and things like that. We had the LED project a couple of years ago. We are pretty proactive in a lot of those areas. I don't know how many years we have had our ladder truck." Council Member Curtiss, "We have an excellent volunteer fire department."

Wayne Blackburn, "If I may jump in on that, I think if there is anything is its lack of exposure. I don't think people know of the excellent service that we have for public safety." Council Member Curtiss, "That might be true." Wayne Blackburn, "I think that might be one of the things that we are lacking. We are always looking at communities to grow but one of the things they are looking at is actually safety. I don't think people understand what we have here in Coffey County."

Jim Schuessler, "Parks and Recreation, leisure, we have talked a little bit about that. Parks and Rec is anything from walking trails, pools, and splash pad. Do you have a Parks & Rec staff person that runs...?" Superintendent Boyce, "Parks and Rec are separate. Parks is under the City; Rec is under the School Board." Jim Schuessler, "Okay. So, programming....so it is kind of like facility and programming are separated. Maybe we will tackle both because I want to see if something is there. On the facility side do you have something in your head that you think you don't have funding for? It will be 10 years out? If through this process, I can find that funding for that then we can elevate that to be a sooner project. Do you have anything long term? It seems like you guys are great short term. Is there something long term you wish you had and don't have?"

Superintendent Boyce, "I think as far as parks, we are sitting pretty good." Mayor Luke, "That would be where the city lake or pond would fit into. The trail along the river." Jim Schuessler, "Okay, a trail along the river, I heard that last Friday, and now I get to hear that from you guys." Superintendent Boyce, "The only other thing that I have been hit about is an indoor big event center." Jim Schuessler, "Do you have gymnasiums?" Superintendent Boyce, "That would be under the Rec or school." Jim Schuessler, "Okay, I call that a facility, not a program. So, the gym is under the school and the Rec Center." Council Member Curtiss, "And the pools are, the indoor and the outdoor pools are." Jim Schuessler, "We have an outdoor pool. Do you have an indoor pool?" Council Member Curtiss, "Yes, at the Rec Center." Jim Schuessler, "I saw the outdoor pool and heard that it is quite popular. Where is the Rec Center at?" Mayor Luke, "Right across from the Middle School."

**[4] CONTINUATION: November 4, 2020 Burlington City Council Regular Session**

Jim Schuessler, "I probably thought it was part of the school. On the programming side of Parks and Rec. are there soccer programs, softball, or baseball? Is there someone actually facilitating some of the programming?" Mayor Luke, "That's the Rec Center." Jim Schuessler, "Festivals? Fireworks is that all...?" Mayor Luke, "Burlington Promotions takes care of that which is part of the school." Jim Schuessler, "Part of the school, okay."

Jim Schuessler, "We are moving really fast. Really the last topic we have is county design, county land uses. Are there county land.... or.... What I'm trying to find is if there is County land within the City that is underutilized or dilapidated or something. There is a plan or an idea that we can have a better idea for. I'm normally hearing no. It is really the land uses of Burlington that are projects. We've heard burn piles by other cities. Land uses that we don't have or wish we've had." Mayor Luke, "We have unutilized industrial parks." Council Member Lenard, "Which goes back to economic development." Council Member Curtiss, "Right." Jim Schuessler, "You have two industrial parks I understand, right?" Mayor Luke, "Yes." Jim Schuessler, "So is one better than the other?" Mayor Luke, "They are right next to each other." Jim Schuessler, "Really? Okay, makes sense but aren't they really one instead of two?" Mayor Luke, "They were incorporated at different times." Jim Schuessler, "Okay." Zoning Clerk Hugunin, "Actually four, but they are all right there together."

Jim Schuessler, "Alright, well from the meeting on Friday and I have a bunch of notes with me from this meeting. I am finding that as the County seat, as the main city in Coffey, you have done an excellent job with a lot of these things. There are some things that we can try to help leverage. Definitely routes to school, safe routes to school as a program, I'm sure you are very familiar with KDOT, and using access to some of their money for trails is very popular as well. You have to roads and the bridges somewhat taken care of; there is always KDOT money for that. We have talked a little bit about the CDBG money, and it is hard to get that kind of money, the block grant money, because of in the past. I'm going to dive into that, why that might be perceived as the case or not. Then on the economic, the housing side, last couple minutes, is there anything else? Housing? Seems to be short in a couple of the smaller cities. Is housing affordable or available for new families?"

Mayor Luke, "I would say there is probably always that in every community in Coffey County. They are not affordable or need more of it or what is there needs to be better maintained." Council Member Lenard, "Sustainability, do you have a topic for that?" Jim Schuessler, "I did have sustainability just overall. Sustainability is a lot of things, a lot of people on the infrastructure side. I helped rebuild Greensburg, Kansas, after the tornado. They rebuilt around the idea of sustainability. Windfarms at the high school, solar panels on multiple buildings, it was a theme of that city to market to the outside world. Come here; we are focused on sustainability. So, sustainably could be different initiatives that you guys are interested in. You have wind, but you could bring it into the city right now it is out of the city. There are ways to bring it in as a visibility thing, literally. The hospital of Greensburg Kansas has a wind turbine and the high school has a wind turbine on the actual properties to showcase some of that. So those are obvious; the solar and the wind kind of things."

Jim Schuessler, "Sustainability could also be, do you have recycling programs?" Council Member Lenard, "That is one thing that we do have, a local landfill, and the County has a pretty good recycling program which that could always be expanded." Jim Schuessler, "Well, I will close and say this is just the first or second meeting with you. We are going to come back and do a public meeting. I will work with Anne to schedule more of a public environment. We will try to do this again, but, in that case, we will have a questionnaire and some boards. I recommend an open house environment so people can come and go. Try to find an environment where there is good social spacing. We will spread over a few hours so that people can kind of come and go in your community. Hopefully, COVID allows us to do that and be able to create an environment where we can gain information again. They could have something that they could take home and send it to us and not have to actually be present. Whatever we can work through different tools that are appropriate for your community, again gather more information. Maps. This is where I live and this is the problem, I don't like this neighbor, whatever—we will get to some level and our team will kind of work through that. Then we will come back to you again with kind of an understanding after I have done this with all of the cities, kind of what we have heard. You will have a document or a draft document of some of these thoughts. You might say that you like what so and so is doing and we add that and start to prioritize that and try to create our lists and stuff like that. No idea is a bad idea but it might not be one that is easily funded in a period of time."

Wayne Blackburn, "If I may, you have a lot of county support from the commission. They made a special effort to sign the contract for Cook, Flatt & Strobel. That's how important it was. Each one of them wanted to sign and be part of that. Tom had planned to be here, but he was not able to attend. To pass on that too is to say..... You know there are things on 75 Highway, I know we didn't talk about it here, but there are things on 75 Highway that comes through the city that could be addressed. Some of it is basically drainage, and I think at one point something was discussed. Actually, the other is the north end where actually the road terminates and comes in too soon at the Dollar General. That is something that I have tried, I'm not getting it at this point with cost-share money because the state just doesn't have enough to spread around. I have tried that application several times, but there is going to be some of that that is part of this. The comments I've heard from the last meeting that we had down in LeRoy, and this is people from the council, is basically that they didn't think about that or it made them start thinking about other things that are going on in their city."

"So, what I would do, unless the city attorney objects, is I would ask that when the public meetings are being held in Burlington, is to allow the city council to come in as a resident, as a person. You are not coming in as the city council but you can still come in with new ideas that you may not be thinking about today and still be able to present those ideas. That's what this is about. It's a sounding board."

***[5] CONTINUATION: November 4, 2020 Burlington City Council Regular Session***

“The best thing I can say is don’t limit yourself to say this is all that I can afford. The one thing I keep coming back to is, the whole idea on this, is think of what President Kennedy said, let’s shoot for the moon, let’s go land on the moon. I’m saying the next question wasn’t how much would it cost; it was going to say, well, what is it going to take to get there? That’s what we are asking here, what is it going to take to get there. He is going to provide that mechanism, that tool, that transportation, to allow us to get there. So, that’s what I’m asking. So, thank you.”

**PUBLIC COMMENTS:**

Jay Hale, “In the past several years, we have had our Fall Fest on Halloween night in our building and the families have loved it. It’s warm, it’s lit, it’s safe, and the children can come in and play all the games and things. This year the County Health Department recommended that we go outside, and so we did that. We downsized by 2/3, went outside on the south side of the building. Our chief concern was how we can keep the kids safe. In the building we have control, but out in the parking lot, we were a little worried about it. I just wanted to commend the City Street Department and specifically the department head (Mark Davidson) for helping us out. We put a barrier up there, and it worked very well. I sure appreciate the City coming on board and being a good neighbor. Thank you.”

**ELECTRIC DEPARTMENT: DISTRIBUTION Update**

***General:*** Electric personnel have been doing many line locates, customer service requests, tree trimming, shop maintenance, preventative line maintenance, changing power poles, and vehicle and equipment maintenance.

***Power Line Maintenance:*** Superintendent Schneider, “We did have to re-sag a section of line that was drooping a little bit.”

***Demo Derby (Danny Main):*** Superintendent Schneider, “We did go down after the demo derby and remove the cable that helped tie down the blocks.”

***Veterans Day – Veterans Banners:*** Superintendent Schneider, “Assisted the Parks Department to hang to Veteran Banners on Monday.”

***City Hall Business Sign –(CARES / SPARKS Program):*** Superintendent Schneider, “We are working on completing the City Hall sign. It is in its place now. There are a few little items to finish up there, but for the most part, it is done. I’d like to thank Austin Birk and Denny Noonan. They took charge on it, did the design and all of the fabrication of it. Everything was done in house on that. They did a great job, and we pulled some of the linemen as needed when the work got a little bit heavy.”

**ELECTRIC DEPARTMENT: PRODUCTION Update**

***General:*** Power personnel have been performing normal power plant and equipment maintenance, over current relay maintenance, DC power supply maintenance, and substation maintenance.

***City Hall - Generator:*** Superintendent Schneider, “Here in the next couple of days we will be up, and we will exercise the generator that is right out here to make sure it is ready for winter. We will make sure all of the oils and fluids are ready to go so we don’t have any trouble.”

**ELECTRIC DEPARTMENT: Personnel: Austin Birk**

Superintendent Schneider, “Austin Birk has completed his apprenticeship program. He did score 96% on his final; he did very well. He is doing a very good job out in the field. I would like to recommend that Austin advance to journeyman lineman at the salary of \$24.27 per hour.”

***Council Member Lenard, “I make a motion to move Austin Birk from Fourth Year Apprentice Lineman to Journeyman Lineman at the hourly rate of \$24.27, effective November 7, 2020.” Council Member Curtiss, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.***

**ELECTRIC DEPARTMENT: Personnel: Bryson Olson**

Superintendent Schneider, “Bryson Olson has requested a leave of absence from work for personal reasons. I have a letter up there for you all to look at. I would ask the Governing Body approve his time needed off with a leave of absence to be from November 5<sup>th</sup> through the 25<sup>th</sup> of November. I would like with permission that he is able to return to work on or before the 25<sup>th</sup> providing he does have a letter from his physician stating he is able to return to work and perform his normal duties. Should he need anything other than what is approved outside of what is approved tonight, I would ask that I could work with the electric committee to discuss and resolve any issues that may come about.” Mayor Luke, “What is the Governing body’s pleasure?”

**[6] CONTINUATION: November 4, 2020 Burlington City Council Regular Session**

Council Member Lenard, "So, we have a motion here which I am kind of okay with. I'm wondering if we ought to edit that and take the end-date out or add until released to work normal duties instead of the end date. He has to have a release for full duties?" City Clerk Brown, "Yes." Council Member Lenard, "Okay."

**Council Member Lenard, "I move to approve a Leave-of-Absence for Bryson Olson from November 5, 2020 until acceptable release to work by a physician for full duties to resume." Council Member Curtiss, "I second the motion."**

Council Member Scothorn, "What if the doctor is like two months, he is out for two months. I don't know of anything that is going on." City Clerk Brown, "In the past, the time frame is how long they think they will be out. We have not had to do this very often. The ones that we looked at before were a start date and an end date." Council Member Tschantz, "So, the end date can be expanded if it needs to be." City Clerk Brown, "It could be." Mayor Luke, "Or we could leave it open as the motion says. If the doctor has given him written approval to come back to work in a week, then he could come back in a week. If he needs three days past the 25<sup>th</sup>..." Council Member Curtiss, "But what your saying is, what if it is two months?" Council Member Lenard, "We still have to have that release." City Clerk Brown, "We will still hold his job."

Council Member Scothorn, "Do you want to wait two months?" Superintendent Schneider, "Going into winter short of a storm, we would be okay. A lot of the outdoor activities will slow down and then we will get into vehicle maintenance."

**Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.**

**WATER AND WASTEWATER: Distribution Update**

**General:** Personnel have been doing the normal duties: line locates, work orders, reading meters, meter rereads, maintenance on trucks and equipment, customer call-outs, and concerns.

**Water Leak:** Superintendent Hawkins, "We did repair a water leak between 1<sup>st</sup> and 2<sup>nd</sup> on Kennebec Street. Because of some valve issues where we would have had to isolate a large portion of town. That would have had the downtown restaurants and businesses down, we decided to fix it live. That was an interesting fix but we did it without any trouble. I want to thank my guys for that."

**Water Meter Replacements:** Superintendent Hawkins, "We completed the water service at the old Bowling Alley. That is completed."

**9th- 12th of Alleghany Waterline Project:** Superintendent Hawkins, "We have been spending a lot of time on Alleghany Street. I'm very pleased with how that went even with the snows and the rains that we have had. Riley's was able to help work around the weather with us. Today we completed the main tie in on 12<sup>th</sup> and Alleghany. I am very pleased with my guys. We sent out a notice Monday and Tuesday to the public that would have the entire southwest part of town out of water. The water was only off for two hours and 20 minutes. We did a major tie in to an eight-inch line on three valves and three fittings on the other end. I am very pleased that they worked quickly and safely. It went really well. Our intention is to go in to charge the line with heavy chlorine on Friday, let it burn over the weekend, and follow up with flushing. I will be taking a bacteriological samples to KDHE Monday and Tuesday. The state requires that we have back to back negatives on that line. So, as soon as we get that accomplished then we will be able to start hooking up the new main to the customers and I think they are going to really enjoy that."

**Pump Station #1 – Transfer Switch Repair:** Superintendent Hawkins, "We had Foley Equipment come down. They did a repair on our transfer switch at the generator on pump station #1. Something inside the transfer switch went out; I believe he said it was mud daubers that got in and caused issues. They came down really quickly. I was really pleased with Foley."

**WATER/WASTEWATER: Production – Water Treatment Plant Update**

Superintendent Hawkins, "The plant is running fine. We did slow it down to 1,000 gallons a minute for winter and it helped that we have had some moisture. We have also shut the sodium permanganate off that we have been using for zebra mussel's control."

**Water Leak:** Superintendent Hawkins, "We did get in our new Moyno pump for the recycle at the plant. We will get that installed on a rainy day."

**STREET DEPARTMENT: Update**

**General:** Superintendent Davidson, "We have been doing our normal duties. We have been cleaning ditches, sweeping curb and gutter, repairing and re-rocking a few alleys, and servicing equipment."

**Winterizing/Salting:** Superintendent Davidson, "We sent one truck out Monday morning to do some salting. There were a few slick spots around town. We were out a few hours to do that."

**Drainage Issue – 5<sup>th</sup> and Yuba:** Superintendent Davidson, "We started cleaning the ditch on Rohr's property on 4<sup>th</sup> and Potomac. I spoke several meetings ago about getting ahold of Joe and we proceeded to do that. Hopefully it is going to make a tremendous difference for the property owner upstream to the west. Hopefully, their garage won't flood now. The guys had done a very, very nice job on the ditch. If you are out and about then drive by and look at it. We did take some before and after pictures to cover ourselves later on if it comes to that. We do have some documentation on that."

**[7] CONTINUATION: November 4, 2020 Burlington City Council Regular Session**

**Safety Meeting:** Superintendent Davidson, "We did attend the safety meeting Tuesday."

**STREET DEPARTMENT: Street Oiling Petition- Resolution 2020-05**

Superintendent Davidson, "In your packets, we have a street oiling petition. That is for Des Moines between 15<sup>th</sup> and 16<sup>th</sup>. That will be put on next year's project. I will be meeting with Norm Bowers tomorrow to do our yearly projects. I know we had a schedule on that, but you had asked earlier for us to go ahead and get everything lined up so we can try to bid on projects in January. That way, we can get Heather Street done a little earlier towards the end of the year."

Mayor Luke, "You will see that there is a resolution for street improvement on Des Moines between 15<sup>th</sup> and 16<sup>th</sup>, that is resolution 2020-05 authorizing and directing the street improvement. We have the necessary signatures on the petition to do the work from the landowners." Council Member Curtiss, "How many landowners does there have to be in favor?" Mayor Luke, "51%." Council Member Curtiss, "Okay." Council Member Scothorn, "What do they want, just oil?" Mayor Luke, "No, they want to be--." Council Member Jasper & Council Member Scothorn (simultaneously), "Gravel?" Mayor Luke, "They have gravel now but they want it to be chip seal or asphalt." Superintendent Davidson, "We have found that it is cheaper to do the hot mix than it is to do a double chip seal; we get a lot more longevity out of it." Council Member Scothorn, "And one less dirt road, perfect."

***Council Member Jasper, "I move to approve Resolution 2020-05, Authorizing and Directing Street Improvements of Des Moines Street between the intersections of 15<sup>th</sup> Street and 16<sup>th</sup> Street." Council Member Scothorn, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.***

**QUESTIONS/COMMENTS:**

Council Member Lenard, "I have one question Stan. So, we had our guy in here tonight on the Comprehensive Plan. As Mark and Norm get together, what is the timing on this if maybe we wanted to accelerate some of this?" Mayor Luke, "From the discussion we had they were looking at somewhere near a year before they had the finalized stuff back." Council Member Jasper, "But that doesn't mean that we don't have to go forward without the deal, maybe the dealership road or something." Mayor Luke, "Yes, at the end of everything if they come up with funds for us, and we can move forward the following year to do three projects instead of two." Council Member Lenard, "But the ultimate goal is hopefully you take some of the city funding, get some from the county, then maybe get some grants, so we have kind of a three-legged stool?" Mayor Luke, "Yes." Council Member Lenard, "Okay, thank you."

**POLICE DEPARTMENT: Update**

**General:** Chief Jones, "We had our normal calls."

**Cases:** Chief Jones, "They gave us kind of a typecasting call about 3:00 this afternoon, they sent us out to round up some potbellied pigs."

**Academy Training: KLETC (Kansas Law Enforcement Training Center):** Chief Jones, "Brian graduated from the academy last Friday. We got to watch it online; we didn't actually get to go. He graduated on the 30<sup>th</sup>. Rachel will start the Academy next Monday, November. 9<sup>th</sup>. She's nervous, looking forward to it, scared, worried, hopeful, all of the usual stuff."

**Demo Derby (Danny Main):** Chief Jones, "The demo derby was on the 25<sup>th</sup>. It was bitterly cold out there. They had 97 entries. I was impressed with how quickly they ran each heat. They were late getting started, just a little after 1:00p.m., and we were done by 7:00p.m. So. That went quite well. I would like to drop an idea on you to keep in mind if we have something like this come up in the future. If someone needs to put a security deposit down and show insurance, I would ask that you put a hard-cutoff date that they have to have their paperwork into us. Because we were sitting here on Friday, still wondering if we need to do this or not. It would be beneficial if we had a definite cutoff date."

Council Member Lenard, "What are you proposing?" Chief Jones, "I would say at least a week ahead of the proposed date. We were coming down to it. These guys were doing work out there Friday afternoon because we had no idea." Council Member Lenard, "So kind of like when we had the banners and the other stuff, I would say a week in advance on a lot of things, that is appropriate." Council Member Jasper, "I was going to ask for some feedback on how that all went." Chief Jones, "They were very rapid running through it. They had some extremely aggressive drivers out there. The officiating crew was not hesitant at all to stop the heat and pull drivers sticks off of their cars eliminating them. They were pretty harsh. It turned out that there was added money for any particular heat. If a car got a spectacular hit on then they were worth \$500 right on the spot. They had a lot of aggressive drivers. The spectators were extremely light. I bet we didn't have 200 people in the stands, which for as cold as it was it doesn't surprise me. We didn't have any kind of problems out of it."

**[8] CONTINUATION: November 4, 2020 Burlington City Council Regular Session**

Council Member Jasper, "Clean up and everything was good?" Superintendent Boyce, "Yes. Actually, with the rain and snow, I stayed in contact with them about that. They were coming to do it but I told them to hold off because it is muddy down there, and water is standing. Yesterday they came and cleaned everything, stacked the blocks, and cleaned up the area. It looks very nice. The day after they were in town picking up trash down there. Because of the temperatures, I went down late Sunday night after the event to make sure water was trickling in the stadium for freeze protection. They had already gone through the stands to pick up trash. Like Doug said there were maybe 200 people in the stands, not very many, so there probably wasn't a lot of trash, but it was all cleaned up. Then the next day, they were back and walked the grass area for trash as well."

Chief Jones, "They obviously wanted their security deposit back." Superintendent Boyce, "Visiting with them yesterday, they are probably going to be back to ask to do another event this coming spring." Council Member Japer, "That's fine, just remind us to give them that week." Chief Jones, "Anne and I talked about it this week. It is on her things to do list down the road." Superintendent Boyce, "Since we are on the subject of timeframes with the stadium and the livestock barns, with the freezing temperatures, we drain the water on everything to winterize them. Then we had to bring them back up for an event this past weekend. Same with the livestock barn. I would ask no later than October 15<sup>th</sup> that we allow events involving the stadium and livestock barns. The ballfields, the Rec Center maintains those bathrooms over there. The only thing I have to do with that is when they want it off, they let me know, I shut the meter off and separate the meter. That is all there is to it. Outside of that, if it goes to freezing temperatures, they put electric heaters in and take care of it that way. There is no way I could heat the stadium to keep it from freezing. I have to drain it and winterize it; the livestock barn is the same way."

Mayor Luke, "Isn't the middle of October the normal time that you do that?" Superintendent Boyce, "Normally, yes." Mayor Luke, "Okay." Superintendent Boyce, "What I'm saying is maybe we need to look at a shut off time on that." Mayor Luke, "I understand. Are there any other questions?"

**PARKS DEPARTMENT: Update**

**Veterans Day – Veterans Banners:** Superintendent Boyce, "I would like to thank the Electric Department and also Jimmy (Zoning Clerk Hugunin) for helping with the banners. Those are now up."

**General:** Superintendent Boyce, "We have been cleaning public restrooms and buildings. We have been doing building and equipment maintenance."

**Winterizing:** Superintendent Boyce, "We have finished closing down the seasonal restrooms and winterizing them."

**Demo Derby (Danny Main):** Superintendent Boyce, "We have already discussed the demo derby. If they do come, I would recommend working with them again this spring. They were very considerate."

**Hazardous Tree Removal:** Superintendent Boyce, "We have been working on cleaning up the stump grindings where we had the hazard trees removed."

**PARKS DEPARTMENT: City Dam Retaining Wall Repair (West)**

Superintendent Boyce, "We have been working with the B&B Bridge Company at the City Dam. I know we were expecting some numbers. The holdup there is that they have COVID going through their workforce. The dirt crew is pretty much done; the concrete crew is in now. They are going to start with the footings and then start getting to the wall after that. He did tell me that he is going to have numbers by the next council meeting. I told him if I didn't have them by this meeting it would be basically two weeks before we had another meeting. That is where we are at on that." Council Member Curtiss, "Is that going to hold anything up?" Superintendent Boyce, "No." Council Member Curtiss, "We had discussed we could have a special meeting if we need it." Superintendent Boyce, "He didn't think we would because of COVID being in their work place."

**FINANCE: Claims Ordinance & Payroll Ordinance**

a. Claims Ordinance	2020-20	\$	<u>175,985.74</u>
b. Payroll Ordinance	2020-22	\$	<u>86,208.84</u>
	TOTAL	\$	262,194.58

**CLAIMS 2020-20:** Council Member Lenard moved to approve City of Burlington Claims Ordinance 2020-20 for the amount of \$175,985.74 for payment of city bills. Council Member Hall gave the second. City Clerk Brown, "The larger expenses we have tonight are Core and Main \$17,667.94, which that is for part of the AMI's and the waterline replacement on Alleghany street, Schmidt Excavating, which is for the sewer lagoon riprap, \$75,100.00, and Wheeler World \$8,957.50, which was at the electric plant." Superintendent Schneider, "That is back when we talked previously about the issue with generator #6 switching to gas, so that was repairs for that." **Hearing no additional discussion, Mayor Luke instructed City Clerk Anne Brown to poll Council. All votes were in favor. Mayor Luke declared, "Claims Ordinance 2020-20 passed unanimously, 6:0."**

**PAYROLL 2020-22:** Council Member Hall moved to approve City of Burlington Payroll Ordinance 2020-22 in the amount of \$86,208.84, as presented. Council Member Jasper gave the second. Hearing no discussion, Mayor Luke instructed City Clerk Anne Brown to poll Council for a vote. All votes were in favor. Mayor Luke declared, "Payroll Ordinance 2020-22 passed unanimously, 6:0."



**[9] CONTINUATION: November 4, 2020 Burlington City Council Regular Session**

**PLANNING & ZONING: Update**

**General:** Zoning Clerk Hugunin, “Normal duties.”

**CDBG-CV Grant:** Zoning Clerk Hugunin, “I am still communicating with Becky with Thrive Allen County. We did have somebody come in yesterday to get an application. I gave them the application and her information. They will be getting ahold of her.”

**Veterans Day – Veterans Banners:** Zoning Clerk Hugunin, “I helped Kevin with the banners Monday.”

**CARES / SPARKS Program:** Zoning Clerk Hugunin, “We are still waiting on things to come in for or COVID relief stuff.”

**OTHER COMMITTEE OR COUNCIL BUSINESS:**

Mayor Luke, “You have a letter of support for the Coffey County Transportation for the 2022 Grant program. It is a standard letter that we provide every year for them.”

**LEGAL DEPARTMENT: Update**

City Attorney Wright, “I just wanted to give an update on the Hudson Street property. I was able to get ahold of Mike Powell and talk to him briefly in regards to what his plans were. He is telling me that he has talked to an attorney to help him with the probate process and that attorney kind of dropped the ball on him. He wants to move forward with that. He is telling me that he has money or his brother had money that would help pay to get that taken care of. He wants to do that. I kind of prodded him a little bit and I also referred him to another attorney that does that type of work so that maybe we can get that moving a little bit faster. I will keep in touch with him. I think we still need to move forward and using that as a push to get him to do something.”

**ORDINANCE:**

**RESOLUTION: 2020-05** Street Improvements of Des Moines Street between the intersections of 15th Street and 16th Street.

**CITY CLERK: Update**

**General:** City Hall Staff have been busy with customers paying utility bills, many calls and inquiries, preparing work orders, vouchers for bill paying, payroll, and council meeting minutes. For October we have will be sending in \$1,082.24 to the Kansas State Setoff program.

**Licenses:** City Clerk Brown, “We have sent out the renewal reminders to the businesses in regards to the cereal malt beverage, amusement and trailer licenses for 2021. We have received a few of those back.”

**Coffey County Transportation Support Letter:** City Clerk Brown, “Of course the letter of support for the Coffey County Transportation, which was mentioned earlier.”

**City Hall – Closing:** City Clerk Brown, “I wanted to remind everyone that we will be closed next Wednesday, November 11, for Veterans Day. Also, the City will be closed on Thanksgiving Day on Thursday the 26<sup>th</sup>. In the past, the Council has also allowed the employees to choose to take the Friday off as vacation, comp, or without pay. There is no motion needed for that; it was approved at the time it was brought up.”

**REPORT BY CITY OFFICERS:**

**City Hall – Business Sign:** Council Member Curtiss, “I want to thank the departments for hanging the banners. Also, when I was reading through the minutes, I got to the sign outside. It said that the digital part of the sign was covered by COVID money. Is that right?” Zoning Clerk Hugunin, “CARES/SPARKS money, yes.” Council Member Curtiss, “So, then later on Lewis had asked what that has to do with COVID, and we said that we could put information out about the virus on that sign. Is that the only thing that we can put on that sign?” Zoning Clerk Hugunin, “We can do all of our normal information. If emergency preparedness needs to put something out, then we can put that on there.” Council Member Curtiss, “Can we promote the City as far as various types of events and things like that?” City Clerk Brown, “Yes.” Council Member Curtiss, “So, we are not just limited to...” Zoning Clerk Hugunin, “We are not limited on the information that we put on there.” City Clerk Brown, “Any kind of information that the City needs to put out, we can put it out on that sign.” Council Member Curtiss, “Okay, so that is determined by people coming in and requesting things to be put on that sign or...?” City Clerk Brown, “It’s usually just general information like if we have closings.”

Zoning Clerk Hugunin, “We can put the due dates for bills on there and stuff like that. It’s not going to be something that is can be requested by the public.” Mayor Luke, “If you wanted to do any...like voting we could say make sure you vote on there.” Council Member Curtiss, “I would like it to be anything that would be beneficial to the people of the City.” Zoning Clerk Hugunin, “Yes.” Mayor Luke, “We can promote the 4<sup>th</sup> of July program, the week of the city-wide clean up, closed Veterans Day, have a good holiday, all of those things.”

**[10] CONTINUATION: November 4, 2020 Burlington City Council Regular Session**

Council Member Curtiss, "Well, I was just wondering because I read that, and I didn't know if that was the only thing that could be put on it or not." Zoning Clerk Hugunin, "Anything we want to promote for the City." City Clerk Brown, "Anything that we put on our Facebook page or on our webpage, we can put on that sign as well. There are people that don't use social media. We can put it out there for people to see as well." Zoning Clerk Hugunin, "Like with Danny when we had the water outage, I put that on Facebook, now we can put that on that sign."

Council Member Jasper, "So, the COVID money covered the entirety of the sign?" City Clerk Brown, "No." Mayor Luke, "Just the digital part of the sign that is not working yet because we don't have the software." Council Member Jasper, "What kind of money? I don't remember ever discussing what budget or what are we talking here? I haven't seen any quotes." City Clerk Brown, "It was a repair or replace. This was before me, so I don't know what was there." Zoning Clerk Hugunin, "The digital part of the sign was \$9,800 or \$9,865, something like that." Superintendent Schneider, "No. Give me a second. No. Keep in mind when I give you a number there was the CARES/ SPARKS Program. The digital sign was \$11,060.00; that was the total cost of that." Council Member Scothorn, "That was covered by COVID money?" Superintendent Schneider, "\$10,000.00 of it was. The rest of that, Anne dealt with where the money was coming from. Total investment after that \$10,000.00 was \$3,590.08; that's a pretty close number. That is for the raw materials to put the sign together. The letters that was raw materials and Kan-Seal cut those out for us. We kept it everything as local as possible that we could."

Council Member Curtiss, "Good." Superintendent Schneider, "We did use local vendors. We couldn't get everything local so we had to reach out a little bit, but we tried to stay local as much as possible." City Clerk Brown, "That went through the Electric Department since they were the ones that fabricated the sign. So, that is where that's coming from. They are the ones that designed it and laid it out as he said earlier. Austin Birk and Denny Noonan were the ones that put that together." Superintendent Schneider, "Yes, they were the ones that designed it and fabricated it, correct." Council Member Curtiss, "Well, thank you for clarifying that for me because the way I read it I just thought that's all that can be on there."

Council Member Lenard, "I don't recall seeing that ever referenced in the weekly reports that your organization was doing that Alan." Superintendent Schneider, "Yes, maybe that last month. I did say something on my last update but you're right, until we got into it, I didn't."

**City Hall Sign Expenses**

**Coffelt Signs**

Digital Display:	\$ 9,860.00 (Paid for by CARES/SPARKS Program)	
Data Plan:	\$ 1,200.00	
Total for Sign	\$11,060.00	
LED Light around lettering	\$ 433.53	GSG
Raw Materials/ Letter Cutting	\$ 1,696.55	Kan-Seal
Lettering Materials	\$ 400.00	Burlington Building Materials
Total Cost	\$13,590.08	

**Total City Cost \$3,3730.08**

**City Hall –Landscaping and Parking Lots:** Mayor Luke, "Anything else?" Superintendent Boyce, "Since we are on the subject, the next thing is going to be landscaping and parking lots. Do you guys want to draw it up or us? Where are we at?" Council Member Scothorn, "Is that covered by COVID?" Council Member Curtiss, "That would be the Parks Committee, I would think." Superintendent Boyce, "My plan was to have Steve Strawder come in with landscaping and probably Arnold's. They are two local--" Council Member Curtiss, "The bid?" Superintendent Boyce, "Yes and recommendation because I don't know what they have." Council Member Curtiss, "Right." Council Member Scothorn, "It's not that much room to play with out there, is there?" Superintendent Boyce, "No, I would just assume to not have grass out here that we have to mow." Council Member Curtiss, "Jimmy can mow it." (Inaudible/Everyone talking amongst themselves) Superintendent Boyce, "Shrubs, trees, or something like that and decorative rock." Council Member Curtiss, "Like you do with the planting and the flowers and everything. Okay, good." Superintendent Boyce, "Just touching base."

**Questions on CARES / SPARKS Program Money:** Mayor Luke, "The whole 1.7 million or just the city's?" Council Member Jasper, "The city's." Mayor Luke, "You set up a different account for that, correct?" City Clerk Brown, "Correct." Mayor Luke, "Some of it we have and some of it went to things before with the hand sanitizer and the other stuff. They paid for that too." Zoning Clerk Hugunin, "Some of it was the wages for the people who were quarantined." Council Member Curtiss, "When are your doors coming in?" Zoning Clerk Hugunin, "When I get somebody to get someone to come down to take a look." Mayor Luke, "We haven't gotten any of the faucets in yet or the hands-free front door." Council Member Lenard, "Talk to me about what is left as far as funding, available funding." Council Member Curtiss, "I thought they spent it all?" Zoning Clerk Hugunin, "The city side I think it is all small business now. We have a meeting on the 10<sup>th</sup> to go through that. There is a request of \$75,000, but there is only \$48,000 left. Everything we had requested we got; that is what that money is for. The only thing they did turn down was the automated defibrillators."

**[11] CONTINUATION: November 4, 2020 Burlington City Council Regular Session**

Council Member Lenard, “If there is anything left, any funds available, I’d like to throw out you know I see at other cities that they provide Surface’s, the laptop. Then all of your Zoom meetings will be done on that. All of your paper, you could go paperless; you do files instead of hardcopies.” Mayor Luke, “For the Governing Body?” Council Member Lenard, “Yes. I just think going paperless would be a tremendous savings over time.” Mayor Luke, “The Kansas Power Pool does that. They send out an email with all of the information, then everything is done on a laptop or tablet.” Council Member Lenard, “If we get back to where we are sequestered again or whatever then we could have certain things on there, Zoom or whatever. Then Jimmy doesn’t have to go to anybody’s house.” Zoning Clerk Hugunin, “I don’t mind going to houses.” Council Member Curtiss, “He liked vising me and figuring out how to get in.”

Mayor Luke, “That is something to look at.” Zoning Clerk Hugunin, “They are talking like there could be another round of funds coming. That is something that we can request. It will be approved or denied.” Council Member Lenard, “It might be worth looking at the feasibility of doing it without the COVID funds. If it was a cost savings.” Council Member Jasper, “Another thing would be to video our meetings to keep our public safe.” Mayor Luke, “I’ll add that to the list.” Council Member Curtiss, “I don’t have a problem with it.”

**MAYOR’S COMMENTS:**

**FUTURE AGENDA ITEMS:**

<b>GENERAL:</b> City Debt - How to fund projects Expense Tracking on Projects Budget 2021 Flooding 5-2019 – Updates	GAAP - Infrastructure Capitalization City/County Grant Funds – Discussion on Matched Funding Council Discussions on Evaluations, Succession Planning, etc.
<b>ELECTRIC DEPARTMENT:</b> Power Plant - Additional Generation	<i>RICE NESHAP Compliance</i>
<b>PARKS DEPARTMENT:</b> Events in Parks (Updates) City Dam - West Wall Repair – Engineering Services Proposals	Kelley Park Light Poles – Repair/Replace (also see Legal) Girl Scout Rock Garden - Updates
<b>LEGAL DEPARTMENT:</b> Municipal Court Updates	Misc. Legal - Documents, Cases, Contracts, etc.
<b>PLANNING AND ZONING</b> Work with Advantage Computers and City Departments to improve Cyber Security Nuisance Structure & Properties: Work with PD FIRM Floodplain Map Changes – Updates Burlington Corporate Boundary Updates on Map (Work with State)	Quarterly Construction Valuation Report Prepare Easements for any City-owned property without one Addition Nuisance Structures for Possible Condemn/Demolish Permits - Building/Zoning/etc.
<b>POLICE DEPARTMENT</b> Nuisances (Work with Zoning Clerk) Voice Stress Analyzer Project	Department Activities and Cases
<b>STREET DEPARTMENT:</b> Concrete St. Repairs/Free State Ct. Replacement/Repair Pavement Management System/Asset Management System	Street improvement Plan, Paving Gravel Streets, Crack Filling, Street Improvements 2020 6 <sup>th</sup> & Alleghany Project Street Improvements 2020 Asphalt Project
<b>WATER &amp; WASTEWATER DEPARTMENT:</b> Sewer Lagoon Maintenance/	Sensus Water Meter Replacement Updates Storage Building for Dirt -Construction Sewer Lagoons - Analysis (KRWA/funds for dredging) Sewer Liftstations –Flushing Rags, etc.

Mayor Luke declared the meeting adjourned.

Approved by the Governing Body and signed by Anne C. Brown, City Clerk