

BURLINGTON CITY COUNCIL REGULAR SESSION 5-20-2020

City of Burlington Governing Body met in Regular Session at City Hall’s address, 1013 N. 4th Street, Burlington, Kansas at 6:00 p.m. Wednesday, May 20, 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:

- Regina Kewley (City Clerk) Mary Mader (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:

AGENDA: *Council Member Hall, “I move to approve the agenda as modified.” Council Member Scothorn, “Second.” Motion unanimously carried, 6:0.*

MINUTES 5/6/2020: Mayor Luke, “You have before you the draft minutes of our regular session of May 6, 2020, are there any additions or corrections?”

Council Member Hall, “I move to approve the draft minutes of May 6, 2020 as presented.” Council Member Lenard, “Second.” Motion unanimously carried, 6:0.

ELECTRIC DEPARTMENT: DISTRIBUTION Update

General: Electric personnel have been doing many line locates, customer service requests, shop maintenance and vehicle and equipment maintenance.

New Service: Superintendent Schneider, “We have a couple of new services we have been working on. There is a service upgrade for a house addition that someone is doing.”

Pole Replacement: Superintendent Schneider, “We have been replacing power poles that are no longer structurally sound. We are putting new ones in place of those.”

Tree Trimming: Superintendent Schneider, “We have been doing some tree trimming in the right of way in our power lines.”

Call Out: Superintendent Schneider, “Since last Council we did have one call out. The customer was not out of service. They had a branch on their service going to their home. It probably took longer to gather the crew than to fix it but we got it off the customer service. We made sure that they didn’t go out of service.”

ELECTRIC DEPARTMENT: PRODUCTION Update

General: Power personnel have been performing normal power plant and equipment maintenance.

Generator Maintenance: Superintendent Schneider, “We have generator #4 that is out of service momentarily. The software programming has a glitch in it. We have it at Drake Control Systems, they are out of Houston, and it should be back early next week. We do have the capacity to cover the town should something happen. Our system load is light with the cooler weather. As of 5:30pm this afternoon, we were pulling a 3.0 MW so that is light. We have 7.8 MW capacity, so we are covered there. For reference our peak last month was 3.5 MW. We are covered.

“The men also performed maintenance runs on generators #1, #2, and #6 this month since last Council. We also did maintenance on the generator that is sitting out here (at City Hall). It had sat long enough that there was rust in the tanks. We wanted to make sure that we didn’t get our fuel filters plugged up. We did that maintenance and we exercised it today to make sure that it would run, transfer the load, and go back how it should.”

[2] CONTINUATION: May 20, 2020 Burlington City Council Regular Session

QUESTIONS: Council Member Lenard, “On the pole replacements, what’s the equipment that KPP had, is that how we discovered the failures or was it some other....” Superintendent Schneider, “Lewis, we did not this time. It was physically visible, it was eating away at the ground line over the years, also of course lawn mowers and weed eaters. They are visible. We are doing pretty well on those. When we get caught up, we will grab either KMEA or KPP testing, and we will get it back like we did when we did Kelley Park, and we will go through that process. We are trying to get caught up with the obvious, which we know is going to be a real issue right now.”

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.

Exercising Valves: Superintendent Hawkins, “The guys have been going out and exercising all the valves in town and in the process of that we have been finding a few that are broken. We repaired the one on 14th and Penobscot. Another one at 10th and Des Moines. We got those taken care of without having to shut the water down so we didn’t have any customers without service. They are getting that done.”

Vehicle Maintenance: Superintendent Hawkins, “We did get to install a new carburetor in the dump truck for sludge at the water treatment plant. The guys did that themselves to try to save some money. I am very pleased with them.”

Generator: Superintendent Hawkins, “The generator did come in yesterday. It is sitting on the dock in Topeka. That is good news to hear there. I am talking with Don Wagner and Alan (Superintendent Schneider) here shortly. Krayton Cox is getting that processed to get it sitting at the water plant. The transfer switch is there and now the generator is here, so we are close to getting that done.”

Sewer Tap Install: Superintendent Hawkins, “We did an install of a sewer tap north of 12th and Hudson.”

WATER/WASTEWATER: Production – Water Treatment Plant Update

Superintendent Hawkins, “I am very pleased with the plant. It is running very well.”

Sodium Permanganate: Superintendent Hawkins, “We started noticing that a couple of weeks ago, the water started to get a stench smell of fish and dirt. When we notice that, we figure that the lake is getting ready to turn over as it always does between the 17 and 19 degrees. So, we have really popped the sodium permanganate and carbon to it. We are trying to hit it hard. We know what it smells like. We are trying to hit it so we can get rid of the taste and odor of the water.” (*Sodium Permanganate is used for control of High TOCs, bad taste, odor, etc.; and as a preventative measure against zebra mussels.*)

Sludge Press Issues: Superintendent Hawkins, “The sludge press went out of alignment. We spent half a day working on it, trying to get it realigned. We had to do some tweaking with it but we finally got that done.”

Kansas Department of Health and Environment- Blue Green Algae: Superintendent Hawkins, “We have received several of our new state samplings for the algae toxin. They are all good. We have passed with flying colors so far. The way I understand it is that if the KDHE sees a 0.3 UGL of this toxin then that will trigger multiple samplings internally within the city. So far, we have not even had any detection of that. We are doing a great job at the plant. We are going to continue with that and hopefully we won’t even have to mess with that.”

STREET DEPARTMENT: Update

Road Maintenance: Superintendent Davidson, “We have had some holes develop down on the concrete street on Housatonic down by the Ford dealership. We took the AMC machine down and patched them the best we could. That is going to be an upcoming project at some point in time. We went ahead and used the rest of the oil on the pot holes on Des Moines and Cross.”

Salt Building Construction: Superintendent Davidson, “We started working on constructing the salt building the first of the week. We got footers poured. The guys got the walls set today and we are going to pour concrete for the walls tomorrow morning. We couldn’t get enough forms from the County to do it all in one pour. We are doing one third at a time so it is going to take another week and a half to have all that done. Then we will be able to move our material from Payless Concrete Plant to our yard and get that out of their way.”

General: Superintendent Davidson said, “We have been sweeping curb and gutter, ditch cleaning, resetting drive way culverts, and equipment maintenance. We bladed gravel roads and have been trying to dress up some alleys around town.”

Kennebec Bridge Project: Superintendent Davidson reported, “Kennebec Street is now closed down for the Bowman Bridge. They started on it Monday. They have the outside beams painted. They were waiting for Koss Construction to come from Topeka to do the grinding. They should be starting first thing in the morning. They were doing the three bridges for the County on Emmer, so they thought that they would move in to Kennebec tomorrow. Then they can go ahead and start doing the jackhammering on the bridge deck. Their estimated time was seven days but they have been put back because of the wait on Koss so it could be a ten-day repair. Then they will seal it and open it up for us.”

[3] CONTINUATION: May 20, 2020 Burlington City Council Regular Session

POLICE DEPARTMENT: Update

General: Chief Jones, “Usual calls for us. We are seeing some cabin fever. We are taking more domestics or domestic related, criminal damage to property, deprivation of property.”

Cases: Chief Jones, “We are dealing with some juvenile issues. We have had one possible porch pirate. A package from Amazon, according to their website was delivered on the front porch at a certain time and when they got home it wasn’t there. It wasn’t anywhere to be found and no one took it inside. It was around a \$15 item so they didn’t get a lot.”

New Officer: Chief Jones, “Our new officer Brian has been on duty with us. He is working out well.”

POLICE DEPARTMENT: Personnel Resignation

Chief Jones, “May 7th Devin Haines turned in his two week notice. His last day on payroll with us is Friday the 22nd. He has accepted a position with Bel Aire Police Department. They are actually moving to Benton which is towards the area where Stacy’s family and his family are at.”

POLICE DEPARTMENT: Advertise Police Officer

Chief Jones, “I would like to request permission to post that position (Officer Devin Haines’).”

Council Member Lenard, “I move to authorize Chief Jones to advertise for a police officer until the position is filled.” Council Member Hall, “I’ll second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

POLICE DEPARTMENT- Personnel Evaluation – Kyle Black

Chief Jones, “Officer Kyle Black, his first year evaluation. I am very very happy with Kyle. He has done a solid job. His professional development has been outstanding. He has passed all of his benchmark training, field training here, and the academy KLETC. He is a very solid officer and he has been assigned additional duties. Following our last Council meeting he is our point of contact for nuisances and he has hit the ground running. I am recommending a 5% merit. 5% is what I have traditionally done for completion of the first year officer. I have been doing that for several years and he understands that this is probably the only time in his career here that he will ever see that big of a jump.”

Council Member Lenard, “I move to accept Kyle Black’s personnel evaluation as presented, and to grant a pay increase to \$18.20 per hour, effective May 23, 2020.” Council Member Curtiss, “I’ll second the motion.” Council Member Lenard, “I think he will be a good nuisance officer. He has helped us with a couple of them so far.” Chief Jones, “He has been coordinating with the other officers on getting them to help him. He is definitely taking charge and going forward.” ***Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.*** Mayor Luke, “Let Kyle know and thank him for his first year.”

PARKS DEPARTMENT: Update

General: Superintendent Boyce, “Parks Department personnel have been cleaning public restrooms. The Caboose is still the only one that we have open. We have been checking the 4-H Building and Kelley Hall weekly, doing building and equipment maintenance, and mowing grass in the parks. Mowing has been taking up most of our time. We also have been spraying weeds and grass in gravel areas.”

Thank You’s: Superintendent Boyce, “I’d like to thank the Street Department for adding rock in Kelley Park around the Saddle Club Arena. There were a couple of spots there that were getting pretty soft, we were worried that the trash truck was going to fall through.”

Fire Extinguishers: Superintendent Boyce, “This week I worked with the Kansas Fire and Safety to get all the City fire extinguishers checked and up to date. I’d like to thank all the departments for getting the extinguishers out and available which made the process a lot quicker.”

Flowers – Beautification Project: Superintendent Boyce, “The cement flower pots along highway 75 and placed downtown along Neosho have been worked up and ready for planting. Today we did plant some flowers. We were planning on doing that last week but the rain made them all a big mud ball.”

PARKS DEPARTMENT – 2020 Senior Banners

Superintendent Boyce, “The only other thing I have is the 2020 Senior Banners and putting them up along Highway 75.” Council Member Scothorn, “Who asked you to do that?” Mayor Luke, “I did because they approached me with it and I asked Kevin and Alan with respect to what it would take time wise. They have the banners on hand.” Council Member Scothorn, “Can’t they put them up at the school?” Mayor Luke, “The banners are the same size as the Veterans Banners that we have.” Council Member Lenard, “Oh, so they are individual?” Mayor Luke, “Yes.” Council Member Lenard, “It is not one. Oh, okay.”

[4] CONTINUATION: May 20, 2020 Burlington City Council Regular Session

Mayor Luke, "They are individuals. They would go up sometime next week, weather permitting, and they would come down between the 17th and the 19th of June. That way they can physically have them on the 20th at graduation. It would be on the empty hangers that the veterans and the Floyd Lewis Foundation purchased and had us install." Council Member Scothorn, "So, is the school paying us something to do some of this?" Mayor Luke, "There is no payment for doing the installation. They bought the banners...somebody did. I don't know who." Council Member Lenard, "Are you asking what our estimated labor costs are for supporting this?" Council Member Scothorn, "I know we are going to have labor costs. I'm not against the banners but I think it is the school's thing and they should be paying for it or putting it on school grounds. I don't think that should be us paying to do it. That's all."

Council Member Jasper, "My biggest concern with something like this is, and I understand it is because of everything that is going on --." Council Member Scothorn, "Yes, me too." Council Member Jasper, "The chain of command that was taken, not communicating with Kevin to know dimensions and to know the quality; I'm afraid what the trickle down from this will be. Looking forward we can't always do that but.... It is a non-profit organization. They already have the banners. I guess my biggest thing is that if the banners tear and stuff and they are out flopping in the wind, then we go take them down and that's that." Council Member Hall, "How long are they going to be up for, 3 or 4 weeks?" Mayor Luke, "At the most." Council Member Curtiss, "Do you have to take the banners down that you already have up?" Superintendent Boyce, "I don't believe so." Mayor Luke, "There should only be the banner hooks that are empty that are the ones that the Floyd Lewis Foundation paid for that we installed." Council Member Jasper, "That's the concern. Did any body contact Kevin to know what the dimensions were between brackets? It is not a simple task of moving a bracket for the banner, just stuff like that going forward. Our citizens need to know. They need to coordinate from our chain of command which starts with our superintendents and then work down to the Council. I think that's fair." Mayor Luke, "All I know is that they contacted Steve Lewis to get all of the dimensions. I don't know who did the banners."

City Clerk Kewley, "She originally called me. I told her what we have done in the past, then I said that she needed to reach out to Kevin because he is instrumental on our banners. I told her there was a process of what she needs to do." Council Member Scothorn, "Who was it that called you?" City Clerk Kewley, "Tonya Riley." Council Member Scothorn, "So, the school superintendent or principal hasn't been contacted?" City Clerk Kewley, "No." Council Member Hall, "I think it's nice they are doing it for the seniors." Council Member Lenard, "I don't think anyone would dispute that. I think it's just the way that it all transpired. We had the ones rip a couple of years ago that Kevin had to deal with." City Clerk Kewley, "I did explain that to her about what we have had in the past because she was telling me the price. I told her the ones that they have had to put back up there are pricey and they had to take the original ones down, repair them, and put them back up because they didn't last. I did inform her of that." Council Member Lenard, "Did they buy them locally?" Mayor Luke, "I think whoever supplies the veteran banners, I think it was the same people who did these." Superintendent Boyce, "With the Veteran's Banners since we have started with them, the quality has gone up. The first ones were the problem. What we have now are a lot better quality."

Council Member Curtiss, "How many seniors?" Mayor Luke, "I think there are 54." Council Member Lenard, "How long will it take to put those up and take them down?" Superintendent Schneider, "Probably about a morning, Kevin?" Superintendent Boyce, "It depends on how they fit. Depending on how they fit is the major issue." Council Member Jasper, "That's where I'm going back to our chain of command of you guys and them presenting it to us. I think it's fair." Superintendent Boyce, "I visited with Alan last week about it, I also talked with Mark, because this is the time of year that the Parks Department is the busiest with mowing. In the fall when we do the Veterans Banners, our mowing has pretty much come to an end, so the Parks Department can get it in our schedule. Right now, it puts us in a bind. Last week we had one day we were able to mow. Now this week if we are not mowing then over the weekend it's not going to look good. Then next week we are still catching up. That puts us in a bind. That is why I contacted Mark and he said that he could have a couple guys available if needed. Alan said he could probably handle it all without the Parks Department."

Superintendent Schneider, "She did call me as well. I explained to her that she needed to visit with you all and get everything set up. I did tell her that whatever you all decided we would be happy to do whatever you would like. But we are not doing anything until something had come through because I felt it needed to as well." City Clerk Kewley, "I told her that originally. That she needed to come to Council and present what she was looking at doing with the banners." Superintendent Schneider, "I explained as well that what it takes to move these and we would have to move them back again if the brackets weren't right, I explained that we weren't touching the brackets. We have to make sure that they were good. She had said that she got a hold of Steve Lewis I believe." Council Member Jasper, "It puts us in a pickle, the City as a whole. They raised the money and they have the banners in hand." Council Member Scothorn, "The school hasn't said boo to us." Council Member Jasper, "I'm with you Dallas." Council Member Scothorn, "There is no chain of command through the school either. To me the school superintendent or the building principal should have been contacting us." Zoning Clerk Hugunin, "This is all done privately on Go-Fund Me to get the money by donation. She didn't involve the school."

[5] CONTINUATION: May 20, 2020 Burlington City Council Regular Session

Council Member Jasper, "I'm just saying out to the public going forward before money is raised and spent, I would say we need to get a chain of command involved and City Council approval. I know it is what it is right now but I think going forward, if the message isn't out there then people won't get it and we have an obligation next time." Mayor Luke, "Well it's..." Council Member Jasper, "Well, I'm not saying obligation but come on." Council Member Lenard, "Hopefully, there is a learning process." Council Member Jasper, "That is what I'm saying. Let's just learn from this as a community."

Council Member Jasper, "I move to approve to hang the 2020 Senior Banners along the highway, with the coordination with the Parks Department and the Electric Department." Council Member Hall, "I second the motion." Hearing no discussion, Mayor Luke called for a vote. Council Members Lenard, Curtiss, Hall, Jasper, and Tschantz voted, 'Yea' and Council Member Scothorn voted 'Nay'. Mayor Luke declared the motion passed, 5:1.

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2020-09	\$	<u>267,892.30</u>
b. Payroll Ordinance	2020-10	\$	<u>90,851.63</u>
	TOTAL	\$	358,743.93

CLAIMS 2020-09: Council Member Lenard moved to approve City of Burlington Claims Ordinance 2020-09 for the amount of \$267,892.30 for payment of city bills. Council Member Hall gave the second. City Clerk Kewley, "The larger expenses of the whole ordinance tonight are to Anixter, Inc \$15,120.47, Core & Main \$12,511.92, and Kansas Power Pool \$132,828.36." Hearing no additional discussion, Mayor Luke instructed City Clerk Kewley to poll Council. All votes were in favor. Mayor Luke declared, "Claims Ordinance 2020-09 passed unanimously, 6:0."

PAYROLL 2020-10: Council Member Tschantz moved to approve City of Burlington Payroll Ordinance 2020-10 in the amount of \$90,851.63, 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 2020-10 passed unanimously, 6:0."

PLANNING & ZONING: Update

General: Zoning Clerk Hugunin, "Normal duties. I issued a few building permits; they will be on the next agenda."

Flood Meeting: Zoning Clerk Hugunin, "Last Tuesday, the 12th, I did attend the Zoom Coffey County flood meeting. They went over a few things. Basically, what they are looking at doing is having public hearings. They are going to run some notifications in the local newspaper about having the preliminary hearings. I don't know any dates of when they are looking at doing that, they will let us know. They are looking at having this done and flood maps approved by September 2021. They will have more contact with us and let us know when they are going to do this. To me it looked like it is the same thing that was already proposed for the flood plain, they haven't changed much. Did you hear anything different?" Mayor Luke, "No. It was pretty much just what we heard last year and they now have officially coming out to us and going to have more meetings and hearings."

Computer Upgrade: Zoning Clerk Hugunin, "Our new computers are in and installed. I've been busy with that."

Nuisance Properties: Mayor Luke, "We had that one building on Alleghany that is down flat. There is a concrete slab or something there and that is it." Chief Jones, "It looks like an actual slab and they have it cleaned off." Zoning Clerk Hugunin, "When I drove by last it wasn't, there was still some stuff on there. Then the one on first street they have started removing that." Council Member Curtiss, "Still waiting on Hudson?" Zoning Clerk Hugunin, "Yes, we have Rhonda with the Housing Authority working with us on that one."

PERMITS: Building Permits issued by Zoning Clerk Hugunin:

None.

RESOLUTION: 2020-02 Certifying Legal Authority and Authorization to apply for the CDBG-CV

City Clerk Kewley, "I will go over a brief overview of this. You have in your packet an overview of the grant. We also have been working with the Chamber on what memberships they have and our customer list for utilities and we have come up with 116 businesses in Burlington. This is a grant that is from the CARES (Coronavirus Aid, Relief, and Economic Security Act) money. They have put it in Kansas Department of Commerce's hands to divvy out to cities under 50,000 population. You have to have a public hearing. You have to do the resolution tonight or we can do it at the public hearing, but I would recommend that you do the resolution tonight to have it done."

[6] CONTINUATION: May 20, 2020 Burlington City Council Regular Session

“We do have the public hearing scheduled for the next Council Meeting June 3rd at 6:30 p.m. for the public if they want to come in and make comments. In order to even apply for the grant, we have to have the requirements of our hearing with the affidavit to go with it. Then a narrative of why we want to apply for the grant. I was going to start working on that as soon as we get all of this complete. Going through all of the businesses they want us to justify why we want the money we want for the grant. The max is \$300,000 for our city that can apply. So of course, I’m asking for \$300,000. With 116 businesses that justifies our max grant. This is the start of the process so I recommend going forward with it to help our local businesses all that we can.”

Council Member Lenard, “I move to approve Resolution 2020-02, Certifying Legal Authority and Authorization to apply for the CDBG-CV from the Kansas Department of Commerce.” Council Member Tschantz, “I second the motion.” City Clerk Kewley, “I would like to add one more thing. If you get any businesses asking to apply for the grant, they cannot apply themselves. It has to go through the City or the County. The County can do their own grant, but we are doing ours for the City, of course. If you get people that ask and they want to know why, those are the requirements, it has to be run through a government City or a County. I have had one business reach out and inquire on it.” Council Member Lenard, “We are doing this on our own?” City Clerk Kewley, “Yes.” Mayor Luke, “I think they recommend to get a grant writer person to do this. They have a list of them and you can use no more than 10% of the grant money to pay that individual, so it doesn’t come out of our pocket.” City Clerk Kewley, “I have been back and forth with Debbie Beck from the State, and I questioned that because in the meeting, she was advising that it was required if you get the grant that you have to get a grant administrator. Then, in some questions and answers it came back that no, you can do it yourselves. So, I talked to her, and she said that if we don’t deal with grants on a daily basis, then it is required that we get a grant administrator. There is a lot of red tape once we get the grant awarded, so that will come later.”

Council Member Lenard, “I might throw this out here. I know we have had a commissioner in here before offer up some assistance. Maybe we could go to the County and ask for some assistance to compensate for a grant writer.” Mayor Luke, “The administrator is coming right out of the \$300,000.” Council Member Lenard, “If it’s there why not keep that extra \$30,000 to inject into our local businesses? If it’s coming from the tax dollars that we have and they will allocate to us, every dollar that we can pump into the community, if we can use those allocations, it’s just something to....” Mayor Luke, “Maybe some of the other towns in the county might apply also, then we can utilize the same person. I don’t know. We can check with the others.” Council Member Lenard, “It’s kind of what we did with the engineering.” Council Member Scothorn, “Especially if the other cities are putting in for it.” **Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.**

LEGAL DEPARTMENT: Update

Mayor Luke, “Philip, do you have anything under legal?” Attorney Wright, “No, I don’t.” Mayor Luke, “Are you still looking at court starting in June?” Chief Jones, “June 11th.” Attorney Wright, “We are probably going to have a discussion in the next week or two about how to go about that. Whether we do it by Zoom for the appearances, but I don’t know what that is going to look like yet.” Chief Jones, “Judge Campbell and I did talk some about it yesterday.”

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.

Audit: City Clerk Kewley, “The auditors were here last Thursday. There were four of them that were here. They lasted a full day, and got everything done in a day, but we continue to send information back and forth for whatever they need. He thought everything looked good.”

CDBG-CV: City Clerk Kewley, “I have been busy working with the Kansas Department of Commerce on setting up for the CDBG-CV grant for the businesses.”

Budget 2021: City Clerk Kewley, “I started working on the budget for 2021. I have scheduled a finance meeting for June 11th at 9:00a.m. here at City Hall. We can start the first phase of the budget.”

Kansas Army National Guard: City Clerk Kewley, “I received an email from Russel at Coffey County Emergency Management that due to the COVID-19 unfortunately the Kansas Army National Guard will be postponing this year’s training event that was scheduled for this summer. They are reassessing the possibility of a training event for next year.”

COVID-19 Update: City Clerk Kewley, “I have continued to stay busy with COVID-19 updates, information, communications, and CCMFOA & LKM conference calls.”

Closed: City Clerk Kewley, “We will be closed Monday May 25th for Memorial Day.”

[7] CONTINUATION: May 20, 2020 Burlington City Council Regular Session

LEGAL DEPARTMENT – Executive Session

Council Member Lenard made the motion to enter into an Executive Session for consultation of the city attorney for the City Attorney, Assistant City Attorney, Mayor, Governing Body, City Council, on matters which would be deemed privilege attorney client relationship, for twenty minutes; against claims against City.” Council Member Scothorn, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Council entered Executive Session at 6:40 p.m. and exited at 7:00 p.m. The following action was taken:

Council Member Lenard made the motion to enter into another Executive Session for twenty minutes. Council Member Curtiss seconded. Motion carried.

Council entered Executive Session at 7:00 p.m. and exited at 7:20 p.m. The following action was taken:

Mayor Luke made a motion to recommend to look at appointments to remove outside personnel from the electric and plumbing boards and to have Superintendents and Governing Body members only. Council Member Curtiss seconded the motion. Motion carried.

Council Member Lenard made the motion to have a work session in the near future. Council Member Curtiss seconded the motion. Motion carried.

Council Member Curtiss made the motion to request that all standing committees prior to May 6th still stand in place. Council Member Lenard seconded the motion. Motion carried

Council Member Lenard, “I feel good about it all.”

FUTURE AGENDA ITEMS:

GENERAL: 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.
ELECTRIC DEPARTMENT: Power Plant - Additional Generation	<i>R.I.C.E. N.E.S.H.A.P. Compliance</i>
PARKS DEPARTMENT: 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
LEGAL DEPARTMENT: Municipal Court Updates Misc. Legal - Documents, Cases, Contracts, etc.	Park Agreements: 1) Agr of 12-2018 - City & Rec. Com. – <i>Review in Spring 2019</i> 2) Committee – Review and Update Park Contracts
PLANNING AND ZONING Industrial Park Lots for Sale, etc. Work with Advantage Computers and City Departments to improve Cyber Security Nuisance Structure & Properties: Work with PD F.I.R.M. 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.
POLICE DEPARTMENT Nuisances (Work with Zoning Clerk) Voice Stress Analyzer Project	Department Activities and Cases
STREET DEPARTMENT: 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 th & Alleghany Project Street Improvements 2020 Asphalt Project
WATER & WASTEWATER DEPARTMENT: Fire Hydrant – 3 rd & Neosho Storage Building for Dirt -Construction Flooding	Sensus Water Meter Replacement 6 th and Alleghany Waterline Project Sewer Liftstations –Flushing Rags, etc. Sewer Lagoons - Analysis (KRW A/funds for dredging) Sewer Lagoon Maintenance/Updates

Mayor Luke declared the meeting adjourned.

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