

BURLINGTON CITY COUNCIL REGULAR SESSION 6-17-2020

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, June 17, 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 (By Phone)
- 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 (City Prosecutor) Anne Brown (Deputy City Clerk)

Media Present: Mark Petterson (Coffey County Republican)

VISITORS: Steve Gifford, Kimberly Skillman Robrahn, Paul Abendroth

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

MINUTES 6/3/2020: Mayor Luke, “You have before you the draft minutes of our regular session of June 3, 2020, are there any additions or corrections?”

Council Member Curtiss, “I move to approve the draft minutes of June 3, 2020, as amended.” Council Member Tschantz, “Second.” Motion unanimously carried, 6:0.

APPOINTMENT: Steve Gifford: Street Closure - St. Lawrence Street between 8th-9th.-July 3rd.

Steve Gifford, “We are up to the 4th of July again. So, we are looking to close off our street. This year, we would like to do it on Friday, July 3. The reason for that is since the 4th is on a Saturday, that will allow us to clean up on Saturday instead of cleaning up on Sunday morning. We would like to close the street off between 7:00 pm and 10:30 p.m. as we usually do, except on the third.” Mayor Luke, “Mark, anything going on?” Superintendent Davidson, “No, that’s fine.”

Council Member Hall, “I move to approve Steve Gifford’s request to block St. Lawrence Street between 8th and 9th on July 3, 2020, from 7:00 p.m. to 10:30 p.m.” Council Member Tschantz, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

APPOINTMENT: Kim Robrahn – TrustPoint/ EMC Insurance – Present Dividend Check

Kimberly Robrahn, “I think everybody knows me. I’m Kimberly Robrahn. I work for TrustPoint Insurance and we are definitely your partners when it comes to insuring the City, it’s property, and liability issues. We want to thank Gina and her staff for all of their help as well. That really is beneficial to us to have those people in conjunction with us and informing us of what you guys are doing so we can protect you better. Our other partnership is with EMC; they are your carrier. They have a Kansas based office in Wichita and that is where a lot of your adjusters, loss control, and various assessments people come from, is Wichita. It is nice to have a Kansas location here. I am here to present you with a dividend check. The Kansas Municipalities Utilities Safety Group Program was started by EMC Insurance 37 years ago. Over 500 cities are participating in the state of Kansas. The success of that is the fact that not only as the City Council but your staff out here and in City Hall and their degree of safety, protocols, policies, all of that relates to fewer claims, and less work comp claims, injuries, and so on. Your policy, they take a percentage of that based on everyone in the pool, and you get money back for your excellent safety record. This year is the highest amount that the City has received to date from the 2019 – 2020 policy term of \$38,229.73. If you total up your dividends for the last seven years the City has received back \$223,990.00. Congratulations. Does anyone have any questions? I appreciate your time.” Mayor Luke, “Thank you for everything that Trust Point does.” Council Member Curtiss, “Thank you.”

PUBLIC COMMENTS:

Paul Abendroth, “Yes, trees being blown down in wind storms, what’s the policy about picking up branches and all that?” Mayor Luke, “On private property?” Paul Abendroth, “Yes.” Mayor Luke, “Normally, that’s whoever owns the property responsibility except for our two normal pickups that we have. If it is out in the street then we will take it off the street and take care of it. If it is on private property then that is their responsibility.”

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Paul Abendroth, "You mean if we get a tree blown down then you won't help pick it up or haul anything off if it is hauled to the street?" Mayor Luke, "If it is during the two pick up times, we do." Paul Abendroth, "If it is between the two pick up times, do you help pick up any storm branches that had fallen down?" Mayor Luke, "We haven't in the past, if we have a huge storm that there is stuff down all over, then we would consider that, but just a one-person thing then probably not." Paul Abendroth, "Okay then, I don't want to get someone in trouble, because some branches were picked up already that I know of for sure off of the individual's property that was in the ditch." Mayor Luke, "Was is causing a drainage problem?" Paul Abendroth, "Part of it was in the drainage ditch from what wasn't picked up from the original tree branch pick up. Well, I have a tree that was split. So, if I take everything down to the street, you won't pick it up, it will just sit there until fall clean up?" Mayor Luke, "Yes, but there are people that you could get to take it out to our burn pile."

Paul Abendroth, "Okay, that's what I want to get clarified. Like I said, some branches were picked up on 10th and Neosho; there were some picked up that was not in a drainage ditch also. That's why I want to get that clarified." Mayor Luke, "I don't know who picked that up." Paul Abendroth, "I don't either. All I know is that they are gone." Council Member Jasper, "So, could it have been the homeowner?" Paul Abendroth, "I don't know. The homeowner on 12th and Hudson, it wasn't the homeowner. I know that for sure." Mayor Luke, "I don't know who picked it up." Paul Abendroth, "It wasn't the homeowner. I helped put them out there to start with and it's gone." Mayor Luke, "Okay."

ELECTRIC DEPARTMENT: DISTRIBUTION Update

General: Electric personnel have been doing many line locates, customer service requests, trimming trees in the utility right of ways, shop maintenance, and vehicle and equipment maintenance.

Pole Replacement: Superintendent Schneider, "We are changing some power poles."

ELECTRIC DEPARTMENT: PRODUCTION Update

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

Painting: Superintendent Schneider, "There is always painting going on."

Weed Control: Superintendent Schneider, "We have been doing weed control at our substations."

Generator #4 Maintenance: Superintendent Schneider, "We had generator #4 out of service for a little while. Mid-States Energy Works came on Tuesday and Wednesday this week. The RPM gauge reads the speed, which controls the governor. It all goes through an electronic control panel which manages the engine operation and our generation load as we produce energy. That is back in service and running well. As it gets hotter, we need all of the capacity that we can get."

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.

Pump Station Cleaning: Superintendent Hawkins, "We have been going to the pump stations and using the power washer to clean the walls to make them look a little nicer; it gets the bugs and everything off of them."

Tilling and Seeding: Superintendent Hawkins, "We have also gone back around town tilling and seeding in the dig areas along Alleghany and all over town where we have had leaks or put in fire hydrants. We are trying to dress them up so the residents can go out and mow around everything."

Valve Box: Superintendent Hawkins, "They have also gone out to Niagara, Hudson, and St. Lawrence. All the valve boxes that were sticking up, we did go in to where they were recessed so they can mow over them."

Cleaning: Superintendent Hawkins, "We put the exhaust fans in the river intake, cleaned out the air conditioner condensers, and cleaned all the gutters at the water plant."

WATER/WASTEWATER: Production – Water Treatment Plant Update

Superintendent Hawkins, "The plant is running great. We have just been using a lot of water. We have increased the flow from 1,000 to 1,200. We noticed that we had a slight fish smell since the river has gone down. We increased the sodium permanganate and the carbon again."

STREET DEPARTMENT: Update

Salt Building Construction: Superintendent Davidson, "We finished pouring the walls for the salt building. We coated the inside with asphalt coating in hopes of protecting the concrete."

General: Superintendent Davidson said, "We have been ditch cleaning, cleaning drain boxes, and blading alleys. We installed a new drive culvert at 14th and Yuba. We extended a driveway culvert on 8th and Alleghany."

Sink Hole: Superintendent Davidson, "We had a report from the sheriff's office of a small sinkhole at 8th and Neosho. We investigated that and found the underground culvert that goes from one catch box to another catch box that drains around the school, the bottom, and the sides are rusted out. That will be replaced in the fall. We patched it with some concrete. When we get free time, we will go up there and repair it."

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Kennebec Bridge Project – Bowman Bridge: Superintendent Davidson, “We put the overlay on the Bowman Bridge Thursday. I called the engineer and asked them to get ahold of Seahawk, the sign company, to remove the signs. They were here Monday morning to remove those. We opened the bridge up to traffic about 10:00 a.m.”

County Club Heights Street Repair: Superintendent Davidson, “On Monday, we started at County Club Heights replacing about 140 feet of curb and gutter in preparation for rebuilding the street. We will finish that up tomorrow morning. I think we have another two yards of concrete to pour.”

STREET DEPARTMENT: Personnel Kyle Dauber – Evaluation

Superintendent Davidson, “This is Kyle Dauber’s 2nd-year evaluation. Kyle has done very well for the City. He is very good with his fabrication and is becoming a very good equipment operator. I want to ask to give him a 4% raise, a little over, from \$17.25 to \$18.00.”

Council Member Jasper, “I move to accept Kyle Dauber’s annual evaluation as presented, and to grant a pay increase to \$18.00 per hour, effective June 27, 2020.” Council Member Scothorn, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

QUESTIONS:

Council Member Scothorn, “What was it when we have a street graveled, and they want to go to asphalt, what is the process again?” Mayor Luke, “They get a petition of the landowners along that street and 51% of the landowners make the request.” Council Member Scothorn, “So they don’t have to own a home there, they just have to own property?” Mayor Luke, “Yes.” Council Member Jasper, “Depending on the intersection, it could be from 80 feet to 120 feet from the intersection. The City covers the intersection.” Council Member Scothorn, “Okay, I was asked that, and I wanted to make sure I wasn’t lying.”

UPDATE FROM MAYOR:

Mayor Luke, “Monday, it was in the paper today that I was at the County Commissioners meeting requesting support financially in respect to some of our projects. They have agreed they would address the additional cost to the bridge once we have a final contract so that we knew exactly what the incremental cost increase would be. At that point, I will meet with them again and we would discuss the contribution that they would be making. It was generically said that they would do a lot towards it. I don’t know if they will do everything, but they did commit to financially supporting that particular project. It looks like we will be able to move forward without a lot of additional costs associated with it. We also got a verbal discussion concerning the upcoming infrastructure funds. It appears that those are going to be coming forth on July 1, as always. At that point in our meeting on July 1, we will decide if we move forward officially with Heather Street, since that was put on hold because of not knowing what our income would be. We should know pretty much everything by that point in time. We will be back up there looking at getting confirmation exact amount of infrastructure dollars that they are going to be putting forth.”

Council Member Lenard, “Stan, that is awesome. As far as we know, at this point, that will keep us with our street plan.” Mayor Luke, “Yes, everything will still be caught up. We will not be behind other than one cul-de-sac.” Council Member Lenard, “Okay, so then did you also communicate information on our street plan and that we are trying to stay current with it?” Mayor Luke, “Yes. Mark was at the meeting, and he knows I asked for \$300,000 a year for three years. I went through 2.2 million dollars worth of projects. That is what we had on the agenda for the next three years.” Council Member Lenard, “Thank you.” Council Member Jasper, “So with that being said, until we know a dollar amount for the change order on the bridge, we are still on hold with Heather, right?” Mayor Luke, “Mark has some other information on that. One of their crews has COVID-19, so some of their milling crews are off for two weeks. It will be late summer or early fall for Heather Street. The bridge, I told the commissioners, we anticipate being able to get back to them by the end of July with firm prices.” Superintendent Davidson, “I can’t guarantee that. I spoke with Rhonda Willard with B&G Consultants and they are still working with KDOT. She is not giving me a definite date other than when they get started it will be approximately four to six weeks on the design of the bridge. I’ve explained to her that we want to combine the two. So, I don’t have a definite date.” Mayor Luke, “We will see if we can move that forward.” Council Member Jasper, “What I’m saying is that we don’t want to start stacking things. Let’s have this bridge project and knock it out, and then we look at Heather Street.” Mayor Luke, “Yes. We have it at least under contract with the schedule.”

POLICE DEPARTMENT: Update

General: Chief Jones, “Normal calls.”

Cases: Chief Jones, “We still are dealing with juvenile cases, and domestics. Both verbal and physical battery cases, we have made some arrests there. We had a few traffic complaints, a few arrests on city warrants.”

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City Court: Chief Jones, “We had City court last Thursday. It’s the first time in the new facility so we have a couple of growing pains that we have to address. It went well. We started at 4:30 pm for the payment reviews, and we were done by 6:00 pm. We thought that worked out quite well. The docket for July is already massive. I think it is 17 pages is what Laura (Court Clerk Riccobono) gave us today. It is about 127 cases. We hope that we can get some of that cut down between now and then.”

POLICE DEPARTMENT: Personnel: Police Officer – Authorize employment and compensation

Chief Jones, “A week ago, Monday, June 8, the police committee, Gina, and myself interviewed an applicant for a police officer. She very favorably impressed us. Rachel Hale has three years in the prison system in Tennessee, a part-time officer at Hugoton for a year, a part-time certified officer. However, she will still have to go through the full academy, and she has a bachelor’s degree in criminal justice. So, based on all of her experience and training so far with the consensus of the police committee, I would make a recommendation that we hire Rachel Hale as a full-time police officer with a starting pay of \$18.00 an hour and a start date of Tuesday, June 23.”

Council Member Curtiss, “I move to authorize employment of Rachel Hale as a Burlington Police Officer, and to approve compensation at the rate of \$18.00 per hour, effective June 23, 2020.” Council Member Hall, “I second the motion.” Council Member Curtiss, “We were very impressed.” Council Member Hall, “Yes.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

PARKS DEPARTMENT: Update

Sanitizing Restrooms and Playgrounds: Superintendent Boyce, “Parks Department personnel have been cleaning public restrooms. As I stated at the last Council meeting, we do have all of the public restrooms open at this time. We are disinfecting them daily, including Saturday and Sunday.”

4-H Building and Kelley Hall: Superintendent Boyce, “We are still checking the 4-H Building and Kelley Hall weekly. As everything stands now, those buildings will come open next weekend for the people that have them scheduled. We will start back up on cleaning them on the weekends.”

General: Superintendent Boyce, “We have been doing building and equipment maintenance. We have been mowing grass and the parks. We did get the sewer lagoons mowed last week. We also have been spraying weeds and grass in gravel areas and watering flowers.”

Mosquito Fogging: Superintendent Boyce, “John Hegg and I attended a mosquito control workshop in Salina today. Van Diest Supply Company tested the droplet size and the flow rate on our mosquito fogging machine. That has to be done once a year for the state. I did have him bump it up from 10mph to 20mph. Hopefully, that will cut down on the time that it takes us to do it; overtime will be cut down too. You really won’t use any more chemicals. You are putting more chemicals out, but you are traveling faster, so we won’t use any more chemicals. We will be starting to fog next week. A couple of weeks ago I thought that they were getting bad and was going to get started then. Then this workshop came up to get the machine tested, so I put it off. We are going to start next week fogging once a week. We will see what the rain does this coming weekend.”

PARKS DEPARTMENT: City Dam Retaining Wall Repair (West)

Superintendent Boyce, “We have all of our permits for that now. In the past meetings, it was just the Council, and we were putting our updates in; I reported on that. Now I am asking, do we want to move forward with that this year, getting the bid process started and everything? The estimated cost from the engineer is \$344,093, and at this time in the City/County fund, I am at \$424,173.” Council Member Scothorn, “That is what we have been saving up for, isn’t it?” Council Member Curtiss, “I’d say we go ahead. It needs to be done.” Mayor Luke, “What type of timeline do they anticipate it to take once they start?” Superintendent Boyce, “I don’t know that. The river elevation will be a part of that. The reason I’m asking now is because normally in the fall/winter time, it runs low. So hopefully we will have a mellow winter and they can get it and get it done.” Council Member Jasper, “So, your recommendation is to go ahead?” Superintendent Boyce, “Yes. Next Council meeting, I will bring more information.” Council Member Jasper, “You feel good with budgeting and money and everything?” Superintendent Boyce, “Yes, as long as the numbers stay and we don’t get a surprise here in the next few months. This is the money we have so...” Council Member Jasper, “Right.” City Clerk Kewley, “Over five years of saving.”

PARKS DEPARTMENT: July 4

Superintendent Boyce asked Mayor Luke if the stage would need to be set up for the 4th of July. Mayor Luke, “Roger is going to get in touch with you for the location of the tubes, the stage, the extra tables, and trash barrels.”

QUESTIONS:

Council Member Curtiss, “Are the senior banners coming down? Aren’t they supposed to be? Graduation is on Saturday.” Superintendent Schneider, “Is it this week? Are they having it?” Council Member Curtiss, “Yes.” Superintendent Schneider, “From what I understood then is that we will take them down the following Monday.” Council Member Curtiss, “I thought they had to be down to be at the football field.” Superintendent Schneider, “Well, you know how this all went.” Council Member Curtiss, “I know.” Council Member Scothorn, “I voted no.” Superintendent Boyce, “I’m supposed to be in California, Oregon, and Washington this week, so I don’t know.” Council Member Curtiss, “Well, I was just wondering because I kept looking at them and kept thinking that they should be coming down.” Superintendent Schneider, “Nobody has called me.” Mayor Luke, “I would give her a call to make sure.” Superintendent Schneider, “I will, absolutely.” Council Member Curtiss, “That should not be our responsibility.” Council Member Jasper, “This is why...we just need to remember this.” Council Member Curtiss, “Just a whole fiasco.”

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FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2020-11	\$ 283,026.91
b. Payroll Ordinance	2020-12	\$ 90,171.72
	TOTAL	\$ 373,198.63

CLAIMS 2020-11: Council Member Tschantz moved to approve City of Burlington Claims Ordinance 2020-11 for the amount of \$283,026.91 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. \$7,740.52, B&G Consultants \$4,579, Brenntag Southwest \$8,263.55, KPP \$129,386.11, and PbX Cooperation \$38,825.66.” **Hearing no additional discussion, Mayor Luke instructed City Clerk Kewley to poll Council. All votes were in favor. Mayor Luke declared, “Claims Ordinance 2020-11 passed unanimously, 6:0.”**

PAYROLL 2020-12: Council Member Scothorn moved to approve City of Burlington Payroll Ordinance 2020-12 in the amount of \$90,171.72, as presented. Council Member Curtiss 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 2020-12 passed unanimously, 6:0.”**

PLANNING & ZONING: Update

General: Zoning Clerk Hugunin, “Normal duties. I have issued a couple of permits this week.”

City Hall Updates: Zoning Clerk Hugunin, “I have been fixing the walls in the vault and the supply room to get those ready for paint. I did get the phone installed in here and the conference room in the back.”

Nuisances: Zoning Clerk Hugunin, “I received a nuisance list from Kyle (Officer Black). He sent it over. He has been hitting them pretty hard. There are 26 properties on here, and he has had contact with over half of them. This is from the 14th of last month. Many of these have been taken care of since then.” Chief Jones, “About an hour ago, a guy flagged me down on my way to this meeting and explained what his plans were for dealing with his nuisances too. He is on the list.” Council Member Curtiss, “That is wonderful.”

PERMITS: Building Permits issued by Zoning Clerk Hugunin:

None.

LEGAL DEPARTMENT: Update

Mayor Luke, “Doug talked about City court. I wanted to give you highlights on my investigation with respect to the replacement of the City Attorney. I have contacted the League. They have over 400 attorneys that are in their mailing list that is associated in some form with cities. I deleted all of those that were class 1 cities because those are full contracts for the city, and they are running 40-hour weeks. I deleted those from the list. That put me down to looking in southeastern Kansas, and that left me with 38 legal firms, 80 different cities, all within 100 miles of Burlington. I have spoken with nine mayors and 14 of the firms and three municipal judges for the individual companies. I had two phone calls this afternoon. Most of the firms recommend that it be a separate civil, which are necessary day to day contract things, and a separate litigation attorney. Most of the firms do not do both. Most of the class 3 cities utilize a class 2 or class 1 legal system for the municipal courts. It is just like Burlington, New Strawn, Leroy, Gridley, Waverly, and all. Those have an hourly rate for their legal counsel. That hourly rate runs from \$200 to \$350 an hour, plus any and all filing fees, mileage, that they have to do. Most want a limited contact point, the mayor, city clerk, city administrators, city managers, would be the key type of contact points that they have. Most of them have encrypted communication capabilities except for the regular day to day public documents that would be coming forth.

“All cities with all firms that I talked with; the city will have the same priority as all of their other clients. Municipal court retainers for class 2 cities, if you have 1 court a month, then you are looking at \$1,000 to \$1,300 for all of the time associated on a retainer; if it’s out of town, then it’s plus mileage. They try not to do an hourly rate for that. Most will give a slight discount to municipal clients and they all desire a minimal drive time. They are receptive to electronic meetings; they are receptive to attending meetings when required. The retaining would also require an additional expense for special cases as we had with APAC. Any time they have to hire a witness, filing fee, or any other types of documents that need to be transmitted, they would have fees associated with that. If they are on an hourly rate, if they are on retainer, any fees will still need to be paid by the City. Most retainers run from \$2,000 - \$3,000 a month and special litigation fees run from \$225 to \$400 an hour. With having a local attorney, we basically had a really sweet deal with what legal fees are today in the market. I have two firms that I want to reevaluate and talk with again. They are both relatively close, less than 45 minutes away. Also, I would be talking with Philip with respect to continuing the legal side of the court cases. Hopefully, by the next meeting, I will be able to bring back to you a recommendation as to the civil contract and the municipal court contract.”

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Council Member Curtiss, "Nobody in Burlington?" Mayor Luke, "No. Bryan Joy is retiring." Council Member Curtiss, "I heard he was getting a younger attorney." Mayor Luke, "He has not gotten a young attorney at this point." Council Member Curtiss, "Oh, okay." Mayor Luke, "McMurray does municipal court and she also represents the County in the indigent type cases, they can't afford an attorney. That is the only thing she is going to be doing. She is one of our defense attorneys for city court. I took recommendations from not only Tom but James Campbell, Philip, and J.T. Klaus, who also does cities but is also the Kansas Power Pool attorney. I talked with the attorney, who does Marian and Hillsborough. So, I have a pretty good base, and they know most of the people that I have gone out to talk to on a regular basis. The recommendation from them is not to get the county attorney involved. There is too much conflict of interest in all the things that the County and the city do together. We are looking at something in the neighborhood of \$3,000 to \$4,000 a month instead of \$1,500. That falls in line with pretty much most of the firms from Topeka, to Emporia, to Erie, to Overbook, to Iola, to Neodesha, to Burlington, to New Strawn, to all of the different ones. It is what the market carries. We are required by state statute to have an attorney. It's not something we can go without. We are required to do that. I will bring that back to you next time once I get a better feel for all of the nuts and bolts that they want in a potential contract and what their responses will be."

Council Member Scothorn, "Is Tom done for sure?" Mayor Luke, "Yes." Council Member Curtiss, "How long do we have Tom?" Council Member Lenard, "Is Philip still in play or not?" Mayor Luke, "Yes, we will see where it goes." Council Member Lenard, "That's good. I just want to make the comment that we are obviously going to be paying the market when we had a local attorney. Regardless of who we have as an attorney, they are our legal advice, and we need to adhere to that legal advice." Mayor Luke, "Yes."

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.

CDBG-CV: City Clerk Kewley, "I submitted the CDBG-CV grant application to the Kansas Department of Commerce the day after Council that we had our hearing on June 3. I did talk with Debbie from the Department of Commerce last week and the grant monies are used up. There were 32 million dollars worth of grants that people applied for. 106 cities and more are coming in. She said there is going to be a second wave of CARES money of 7 million and ours is sitting there waiting. That is all I know. I have been checking it every couple of days. It says that it is received and to check back. That is what I have been doing."

Police Officer Interview: City Clerk Kewley, "I participated in the police officer position interview last Monday."

Finance Meeting: City Clerk Kewley, "I attended the finance meeting last Thursday. The timeline for the 2021 budget is as followed: authorize publication July 15, in the newspaper July 23, budget hearing August 5, and to the county clerk the week of August 25. Also, the finance committee has scheduled another meeting for July 16 at 3:00 pm here at City Hall."

COVID-19 Update: City Clerk Kewley, "We have continued with COVID-19 updating by League conference calls, emails, and correspondence coming from other agencies."

Closed: City Clerk Kewley, "I wanted to remind you that City Hall will be closed July 3 for Independence Day."

MAYOR'S COMMENTS:

Mayor Luke, "For those of you who haven't seen this, you have the Kansas Power Pool report in front of you. They took a picture of our electric department staff in front of their sign and that is all included in the annual report. They framed the front cover and that page was made available to the City. Alan and Gina can fight over where it is going to be located."

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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 (KRWA/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