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"The big change that I want to point out to you is on the new agreement sheet two of three. If you look at the old agreement on sheet two of three, it says KDOT maintains the highway from the white line to the white line or from the lip of the curb and gutter to the lip of the curb and gutter. The city is responsible for maintaining everything beyond the driving lanes. In the 1998 agreement, these nine bullet points that spell out what we do not maintain, right, wrong, or indifferent, we interpreted those as these 15 bullet points that are now on the new agreement. Basically, what we are doing is that we are changing a little bit of the mileage, and we are trying to clarify what we are not going to maintain through on this city connecting lane. Clear as mud?"

Mayor Luke, "I have an idea of what it is, yes." Council Member Lenard, "We had the drain box down here a number of years ago, Mark, that when we got into it had collapsed. Was that us or the state?" Superintendent Davidson, "We worked together. We put the culvert in, and KDOT came, and we assisted at putting the hot mix back on the highway." Wayne Gudmonson, "KDOT helped you with that?" Superintendent Davidson, "They assisted some – we did most of the work, but yes, they assisted." Wayne Gudmonson, "I'm not going to say we should have or shouldn't have; we did so that, I'm going to leave it at that. I am just here to tell you what these agreements say. Our people are part of your communities, so I am just going to leave it at that." Superintendent Davidson, "So, where you brought that up, Lewis, we are responsible for the curb and gutter and the drainage." Wayne Gudmonson, "Correct."

Superintendent Davidson, "Okay, so if we get in and tear up the highway, then you guys are responsible to put the road surface back?" Wayne Gudmonson, "Yeah. Well, not if you get in and tear up the highway. If a pothole develops out there or severe rutting or something happens out there between the white lines in the lanes, then we are responsible for maintaining that." Superintendent Davidson, "Okay, so what you are saying as to what Lewis brought up where we had to replace the culvert, then replacing the asphalt should have been up to the city, not the state because we got into their driving lane?" Wayne Gudmonson, "If it was in the driving lane, then it was us. It should have been on us. It sounded like we helped or something. I don't know what we did." Superintendent Davidson, "Well, it's irrelevant now." Wayne Gudmonson, "But if it's in the driving lanes, then yes, it's our baby." Superintendent Davidson, "Okay."

Council Member VanHorn, "So, my question is, what was the reasoning behind the changes?" Wayne Gudmonson, "Basically clarification. As I said, right, wrong, or indifferent, we interpreted these nine bullet points as these 15 that they have here. Basically, what we've done is clarified. When it talks about drainage, it's spelled out more clearly in the new agreement. As a city connecting link, you can solicit or you can participate in different KDOT programs. We have ones on geometric improvement, pavement restoration programs, and different things on that. It's not free but based upon your population. It tells you how much or a percentage of how of it is barred by the city and the rest by KDOT. As a city connecting link, you do have that option. If you wanted to add another turning lane or something, then there is a program that can help you do something in that nature."

Mayor Luke, "Are there any plans in the future to resurface from Neosho Street to Cross Street? That was done in the early 1990s." Wayne Gudmonson, "I am not aware. I don't know. I haven't heard about it, but it's possible. I don't know." Mayor Luke, "We are also looking at the storm drains that are underneath the road. They were never relocated like they should have been when it was surfaced last time. I know Mark's question is because if we have to go in and overhaul that storm system, then we would have to eliminate one lane of traffic that entire time because it is out under that lane of traffic." Wayne Gudmonson, "That would not be an issue to do something like that. Let's see; I'm in Coffey County, okay, so you would have to get in touch with me. I am the area engineer as well for this area up here. I split Coffey County, but all you need to do if you have a situation like that is to contact myself or the other area engineer when we split up the county. I'd have to see where the split is at. Request a permit, and we would give you a permit to close off a set of lanes and do whatever repair work has to be done."

Mayor Luke, "Because we would basically be ripping out the entire surface of the road in that lane." Wayne Gudmonson, "For the whole thing?" Mayor Luke, "Yes." Wayne Gudmonson, "That might be something that one of these grant programs that I have mentioned maybe there would be some money involved in that. I don't know exactly what you have, but that could be something to look into as well. If you guys have to get out on 75 and replace a culvert and went across the road or do some drainage and stuff, all we need to do is get a permit from me or whoever the area engineer is where we split it, and then we would give you a permit to block off a lane. We would require a traffic control plan because we don't just want to throw stuff out there, but we can do that."

Mayor Luke, "We replaced south of Neosho Street a few years ago, and we relocated the storm drain and everything at that time." Wayne Gudmonson, "Okay. Was KDOT involved to help you with that?" Mayor Luke, "You were going to resurface the entire road, and we tied our project in with that, and the drain was installed at the same time and then resurfaced over that." Wayne Gudmonson, "Okay, I didn't know if one of those other programs might have helped you out." Mayor Luke, "I don't know how active those programs were at that time." Wayne Gudmonson, "Just a heads up with the new federal bill legislation that was passed, I have heard that KDOT and the bureau of local projects, which would be involved with you guys, they have upped some of their program funding and stuff. So, there is a little bit more money there that you might be able to look into and find and see if it would work for you."

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Superintendent Davidson, "Is there anything in the near future of overlaying 75?" Wayne Gudmonson, "I don't know. I could ask my construction engineer and get word back to you. I don't get that involved in it. I'm from the south. I am from the Independence area, so I am pretty familiar with those roads; up here, I am not so familiar." Superintendent Davidson, "Who I usually deal with are the ones in Garnett." Wayne Gudmonson, "Right, and Donna used to be me, and she has moved over to the local projects dealing with bridges. I don't have an area engineer up here yet. So, I am wearing two hats; my area engineer hat for Garnett and my district engineer hat for Chanute. I will be working with Ian Stringham and Shawn Denny. We will be reviewing roads and making recommendations, but we have not done that yet. That is coming up; they were going to look at my calendar and try to find a date that I would be able to make it."

Superintendent Davidson, "Thank you." Mayor Luke, "Okay, what we will do with this is we will pass it through our attorney, have him look at it, and then upon his recommendation, we will look at any issues." Wayne Gudmonson, "That's all I ask for. I appreciate you guys just listening to me." Council Member Lenard, "Is there any relationship between us executing this and us being a part of any of these other programs simultaneously? You mentioned some of these other programs." Mayor Luke, "The grants?" Council Member Lenard, "Yeah." Wayne Gudmonson, "You are a city connecting link already. So, we signed that in 1998 I think it was, so you are eligible for those other programs. I don't have his phone number, but the contact person, if you have any questions about those local programs, would be Hugh Bogle. I could call the clerk and give you Hugh's phone number tomorrow."

Mayor Luke, "Thank you. We appreciate you coming through and giving us this. We will pass it through our legal side." Wayne Gudmonson, "I appreciate you just listening to me. It takes me 15 minutes just to spit my name out. If you have any questions ...." Mayor Luke, "We are not shy and bashful." Wayne Gudmonson, "Sounds good to me. I'm not, either. I call a spade a spade." Mayor Luke, "Have a safe trip back to Chanute."

**APPOINTMENT: Cancer Support Group – Carla Hoch**

Carla Hoch, "Hello, I'm Carla Hoch, and I also have Sherri O'Keefe back there with me. We are with the Coffey County Cancer Support group. First of all, we would like to say thank you for all of your past support and financial assistance that you gave our group. I really appreciate it. We couldn't do it without you. We are here tonight to explain where we would like to go in the future. We have supplies related to our fundraisers spread out in different members' homes and different locations. We would like to bring them all into one location. So, what we have discussed is getting a building like a storage building to put everything in so it would all be together. It would be organized, labeled, and all that good stuff. So, why we are coming to the city council is to see if there is any land that the city owns that we could set this building on. We would be responsible for it. We would have insurance on it. We are just looking to see if there is any land that the city owns that would allow us to put the building there. What we have looked at so far is like down south at Jade Seed Company, one of those storage buildings. I think it's called a garden shed. It has a loft in it. We are not really set on our size yet but moving forward; we will determine that. Probably the building would sit on skids unless you guys felt like it needed to be otherwise."

Mayor Luke, "We have talked. So, the only two spots that we feel would be a secure location would be if it were inside the fence here at city hall, and I didn't get a chance to check with Kevin to see about over by the parks offices if there was a spot in there. This is with the full understanding that if it were in one of those locations, the availability would only be during the city's normal work hours. At any other period of time, access would not be provided." Carla Hoch, "Not at all?" Mayor Luke, "Not at all. So, if you're doing a Saturday thing, then you have to make sure you get everything out by Friday. With your soup dinners, those would be a normal workday." Carla Hoch, "We totally understand that. Mentioning the soup lunch that is most of our supplies, but we also have signs in one person's house and roasters in other people's houses. We are just trying to bring it all together and get it organized so we know what we have."

Mayor Luke, "And you indicated you would not need electricity or water or anything hooked up to it? It is just a stand-alone structure with your lock and key on it behind our locked fences." Carla Hoch, "That is correct. Of course, we would work with you guys to say how we need to set the building. I think those buildings down there are on skids or something." Zoning Clerk Hugunin, "That is fine too. They don't have to be on a pad or anything. Out there, it's mostly rock. We would just have to find a good place where it's not soft, but we have plenty of area out there." Carla Hoch, "Here?" Zoning Clerk Hugunin, "Yes. In my opinion, I think this would be the better location just because of our longer hours because the Parks Department closes at 3:30 p.m. If they needed in, we would still have to get someone from here to go over there to unlock the gates, or Kevin would have to hang around. I think here would be a better option."

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Mayor Luke, "It's up to the governing body. We would probably put a document together with what would be required, like insurance and your accepting liability, not us so on and so forth." Carla Hoch, "Of course, this is all new to us; we will work with whoever or whatever to make it happen." Mayor Luke, "If we choose to do something, then we can let Philip know, and we can put the document together for your review." Carla Hoch, "Okay. I did tell Stan that we plan to go to the county commissioners and ask if they would be interested in helping us fund the building. We aren't there yet, and we will touch base with you." Mayor Luke, "Well, the key thing was to know if you had a spot to put it." Carla Hoch, "That's right. Are there any questions for me?"

Mayor Luke, "What is the governing body's pleasure?" Council Member Curtiss, "I'd say here." Council Member Tschantz, "Here." Council Member Curtiss, "I think the cancer support group is so worthwhile that I think it's in our best interest to give them that place to put it."

**Council Member Curtiss, "I move to allow the cancer support group to provide a storage structure in the fenced lot behind city hall for the storage of their equipment for their fundraising activities at no liability to the city." Council Member Ernst, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.**

Carla Hoch, "One other question, once we get all of our ducks in the row, do we come back here?" Mayor Luke, "No, you don't need to come back here to a council meeting. We will get the documents to you. You then will pass it through whoever you need to, get the signature, and then staff here will say here is where you can set it." Zoning Clerk Hugunin, "Let me know, and I will make sure it's unlocked." Carla Hoch, "Okay, thank you very much."

**PUBLIC COMMENTS**

None.

**ELECTRIC DEPARTMENT: DISTRIBUTION Update**

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

**Inventory:** Superintendent Schneider, "We have completed our annual department inventory."

**Goals and Accomplishments:** Superintendent Schneider, "I am working on the goals and accomplishments for next year."

**Personnel Training:** Superintendent Schneider, "Bill Cole has been working on his apprenticeship books. He is near completion. He is preparing to test for his final for the year. He will be ready to move to his 3<sup>rd</sup>-year apprentice."

**Tree Trimming:** Superintendent Schneider, "We have been tree trimming."

**KPP Meeting:** Superintendent Schneider, "I attended the KPP financial health meeting. A couple of their staff members came here and met with the finance committee last Thursday."

**Thank You's:** Superintendent Schneider, "I would like to thank the Street Department; they came out to help us on the north end of the power plant with some grade and cleanup where the catalyst and the new air intake, and the new cooling tower will sit. So, a big thank you to those guys."

**ELECTRIC DEPARTMENT: PRODUCTION Update**

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

**Generator Project:** Superintendent Schneider, "We are observing, learning, and assisting where we can with the project."

**Reports:** Superintendent Schneider, "We are completing plant reports. We are preparing and updating information for our annual Energy Information Agency reporting period, which will begin mid-January through mid-May roughly. We are getting ready for that."

**Generator Project:** Superintendent Schneider, "On the generation project, I think most everyone knows the generator is in the plant. They are lining the outboard bearings and the generator with the motor. They are well within 1/1000<sup>th</sup> of an inch now. Farabee should be returning on-site to bring in the generator and the outboard-bearing pedestal. Everything is going really well over there. Wheeler's crew is working on the pads for the catalyst and the air intake, and the cooling tower. They are preparing that, and they will be pouring concrete as soon as the weather is a little bit more favorable than it has been in the last couple of days."

**KPP Rate Forum:** Superintendent Schneider, "I attended the annual KPP rate forum."

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**Generator Reporting Guidelines:** Superintendent Schneider, "There were also some generator reporting guidelines on outages. I visited with KPP about that. James, the other day talked about how everything would flow. They are not even sure on the reporting guidelines yet. They are trying their best to make it a little less cumbersome than what it is with the groups in putting this policy in place. Once that happens, KPP will have a meeting with a standardized reporting format for all the generation cities within KPP to follow, and we will have a training day with that as well."

**QUESTIONS/COMMENTS**

Mayor Luke, "The only item I have is that KPP (Kansas Power Pool), KMEA (Kansas Municipal Energy Agency), and KMU (Kansas Municipal Utilities Inc.) are looking at compositely going together and looking at a package of electric vehicle chargers. They have asked a question of the city of Burlington as to whether or not we wanted to be part of that particular survey and investigation to see when or where, and what we should do with respect to chargers. We can answer yes, or we can answer no. No means we don't want to be involved with it, or yes means we do."

Council Member Curtiss, "We've talked about this before." Council Member Tschantz, "How many chargers would that involve?" Mayor Luke, "I have no idea, and neither do they." Council Member Lenard, "So, previously, we had two allocated to us. We met, and we talked about it. We talked about putting them downtown, at the school, or at the courthouse. I would say yes without talking with the committee because this hasn't been brought before the committee, but I would recommend that at least we say yes for now." Council Member Curtiss, "We aren't held to anything." Mayor Luke, "No. We are not held to anything at all." Council Member Lenard, "We had good dialogue. Just putting them in without conduit and probably fiber because I think that is where they are going. If these include that, then who is going to pay for the service to get them in?"

Mayor Luke, "I am going to make a guess here. Since it is a joint function, I think they are tying into the Volkswagen settlement case to obtain the funds. That is the program that is all-encompassing that includes all the things that we just talked about." Council Member Lenard, "So, it will be turn-key, installation, and then we will have it hooked up. I don't want to put one in, and five years later, we have to tear sidewalks out to put in conduit." Mayor Luke, "And if it's not that, we don't have to do it. That was my understanding of what they were initially doing." Council Member Lenard, "So, does this replace what the KPP had?" Superintendent Schneider, "I hadn't really heard anything about it. What little bit I did see, it sounds that way since they are combining together; that's my understanding." Council Member Lenard, "I recommend that we at least throw our name in the hat." Mayor Luke, "Okay, I'll check yes and send it back to them. I just needed to get input from everybody as to whether or not we wanted to do that."

**WATER AND WASTEWATER: Distribution Update**

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

**AMI Meters:** Superintendent Hawkins, "We are still installing a few water meters out in the field."

**Water Leak Cleanup:** Superintendent Hawkins, "We also went around and knocked down some of the dirt in areas where we have had water leaks and worked on those. We are not completed with those yet. We still have to go back and do a little tilling and cleaning up a little better."

**Blue Water Tower Maintenance:** Superintendent Hawkins, "Cunningham Tower Service came in today. They are going to finish up the job of painting and epoxy inside the blue water tower out there. We had good news. They are going to use a different style of epoxy. The epoxy that they used in the past depended on temperatures. It would take anywhere from 10 to 14 days for it to cure, and then we had to disinfect it and do bacteriological samples on it and then put it back online. The new product that they have that they told us is that the federal government is requiring this new epoxy. This new epoxy cures theoretically in 24 hours, so the turnaround time is super-fast. That is a big benefit for us. I want to thank my guys because we sat down with scheduling with us not being able to know exactly how long this is going to be with the holidays, and everyone works so well together with filling in gaps and who's doing the work and how we are going to make this happen. It was good to hear the new hire and the veterans in there wanting to fill in the gaps. I am grateful for them, and I want to thank them for that. I am really pleased with that. Hopefully, we will get it done today and tomorrow, then paint on Friday, come back in on Monday to disinfect it, and get flushing done; then, we will run two bacteriological samples to Topeka. Theoretically, we could be ready if they pass by Wednesday. This does help with the turnaround time with the epoxy. So, that is a good thing for us."

**New Employee Training:** Superintendent Hawkins, "We are still doing a lot of training with the new hires as well."

**Sludge Pit Motor Replacement:** Superintendent Hawkins, "JCI came down. Our mixer motor went out in the sludge pit. It was all under warranty; we didn't have to pay anything. They put in a new motor, and that is installed."

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**SCADA System Maintenance:** Superintendent Hawkins, "We got an email from RW Vaught for our SCADA system. He is finishing up a railroad project right now. As soon as he is done with that, he is going to be in the water plant putting in our new SCADA system."

**WATER AND WASTEWATER: Production Update**

**General:** Superintendent Hawkins, "The plant is running well."

**Water Rights Permit:** Mayor Luke, "You have in your packet of information the application for a permit through the water rights program through the state. This is what we have to do to obtain the water for the industrial park up by Beto Junction. It will take approximately, being optimistic, six months, but it may take as long as a year to get this all hashed out and back to us and know exactly what kind of water we can take and divert out of the Neosho River. We have had the state help us get this filled out correctly so that when we ship it to them, they will not have any reason to ship it back to us and say you messed up. We will be looking for the information for the consortium is a five million gallons a day is what they anticipate that they will be in need of. We can phase that in over a five-year period of time, so if they are only using a million gallons the first year per day, and five years from now, they are using five million gallons, then that's fine as far as the permit is concerned. We need to have this approved. Basically, the approval is for my signature to go on it. Also, there is a resolution that we are making this application for that particular purpose."

Council Member Lenard, "So, what do we currently pull out for a year?" Mayor Luke, "We currently have a permit for like 3.1 million." Superintendent Hawkins, "341 million gallons a year right now." Council Member Lenard, "Does this build in margins?" Mayor Luke, "We are looking at what, 20 or 30 %?" Superintendent Hawkins, "Yes, we are working on it. So, it's asking for 5600-acre feet. At 1,825,000,000 gallons per year, but under the function part of it, the engineers should allocate around 30% more, meaning with an estimated 4,000 gallons a minute depending on engineer design, so we just don't build a plant to run just the maximum. You have to have allocations for above and beyond, and you still engineer that in, and they recommend that we have 4,000 gallons per minute." Mayor Luke, "And if we get more plants there in the future, then we can just change the total and utilize the same permit." Council Member Lenard, "You can amend to it fairly easily?" Superintendent Hawkins, "You can amend to it, and it also doubles up to. So anytime that you want to perfect the water right, it's just an attachment to the water right to request more. The application is going to fire up a module that is going to look at all the reservoirs like Marion, John Redmond, Council Grove, and the whole Neosho Cottonwood Basin. It's going to give a module for how much water is available out there. Even though you are requesting it, there is going to be a maximum that you can request, and those are the things we don't know. We are not going to know until we apply." Mayor Luke, "And they make their study."

Council Member Lenard, "So, then if we were to add on a rural water district, then that would just be an amendment?" Mayor Luke, "The water districts are their own thing." Council Member Lenard, "They would permit the river for us to pull out to make the water. If we would send up north or beyond there." Superintendent Hawkins, "Well, we are looking at two different deals. This is an industrial application for water to be shipped up there. For the municipal, let's say hypothetically, it grows; we can still maintain the water distributions to that area. We just may have to go into our municipal water right and ask for a little bit additional. Then we have 40 years to perfect the water right." Council Member Lenard, "Okay, thank you."

Superintendent Boyce, "Do we have to pay for these water rights?" Superintendent Hawkins, "The initial application we do have to pay for." Superintendent Boyce, "Just the application?" Superintendent Hawkins, "Just the application, not the water that we pull out of the river." Mayor Luke, "No, it's just like what we do today." Superintendent Hawkins, "We are just applying for the water right so we can utilize the water."

***Council Member Lenard, "I move to authorize Mayor Luke to sign the application for a permit for the appropriation of water for the state." Council Member Ernst, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.***

Mayor Luke, "Attached to that would be Resolution 2022-11. Philip says that we need to have a resolution on file that is approved. It also ties up to the same thing. It's just documentation that we need to have here at the city." Council Member Curtiss, "Okay, so when I read the paper, they are not calling it the Silicon Prairie Military Microchip Company anymore, right?" Mark Petterson, "That's right." Mayor Luke, "When did they change the name?" Mark Petterson, "Monday. Kansas Semiconductor Manufacturing Consortium." Mayor Luke, "Okay, well, we can change the name." Superintendent Hawkins, "Well, that is what was publicly out there at the time." Council Member Curtiss, "That was my question on this."

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Superintendent Hawkins, "They aren't concerned with the name because until the water rights are perfected, you aren't going to know until you know the individual companies. It's like the same water right that we have that we sell to LeRoy, Gridley, and New Strawn. The water right will be perfected until we actually get water pumped, and then we will know the parameters. It's just a generic name of where it's going. Just a location." Council Member Curtiss, "So, it doesn't have to be the silicon prairie military – that's okay still for now?" Mayor Luke, "Yes, we can change since they just changed the name on us." Superintendent Hawkins, "Inside the application, you will see because they request the location of where it is, and that's where we used the county mapping to be able to go in and identify where it's going. Whatever you want to call it, it will be whatever they decide later. They just want to know where it's going." Mayor Luke, "Basically, what this does is give us the documentation, and if they ever ask for it, then we would have it in place that it was a document done in our open session."

**Council Member Curtiss, "I move to approve resolution 2022-11." Council Member Ernst, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.**

**ANNEXATION**

Mayor Luke, "We have an annexation request from Aubrea Baker for the waiver of annexation so that they can have city water at 1330 Lynx Road. This is not a new concept. It's the same as we have done in the past."

**Council Member Lenard, "I move to approve Waiver of Annexation (Application and Permit for Water Service Outside the Corporate Limits of City of Burlington, Kansas) for Aubrea Baker for 1330 Lynx Road, Burlington, Kansas." Council Member Curtiss, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.**

**STREET DEPARTMENT: Update**

**General:** Personnel have been doing the normal duties: cleaning ditches, sweeping curb and gutter, fixing potholes and ruts, blading rock roads, repairing and re-rocking alleys, tree trimming, fixing and replacing street signs, and truck and equipment maintenance.

**Ice Chips Supply:** Superintendent Davidson, "We have been hauling in some ice control chips. We have spent several days doing that."

**2023 Street Improvements:** Superintendent Davidson, "Harold Reiling, and I met with Norm Bowers to go over our 2023 Street Projects. We've added and removed some streets, and he will be getting a final draft to us probably about the middle part of December. Probably the biggest thing we will be doing next year is I think we will be doing an overlay on Jarboe Street from Kennebec to Cross. We also spoke about Cross Street from the Rec Center to Cleveland. We've realized it's about 11 years old and it's in need of repair. I am kind of torn. I'd like to maybe redo the curb and gutter up there, so we might put that on hold until next year. We also spoke about doing South 6th Street from Niagara to Housatonic. It's going to be a mill and overlay. At the same time yesterday, we spoke with Schwab Eaton, with Danny, about the 6th and Alleghany project. That's going to be a problem if we do a mill and overlay and come back in and tear up the intersection, so we will probably put that off a year or so. Norm would like to come down and speak with council, maybe the first of January somewhere in there, and explain what we have done in the past and where we are headed."

**Street Maintenance:** Superintendent Davidson, "We have been sweeping streets, curb, and gutter."

**Equipment Maintenance:** Superintendent Davidson, "We had one of our newer dump trucks leaking oil. We came in Monday morning, and there were two puddles of oil under the rear end. We hadn't driven it for over a week, and the seals just started leaking. The guys thought that they could do it in-house instead of taking it to Emporia. It's torn down in the shop right now. They picked up the parts today. We will go back together with it tomorrow."

**Thank you / Gutter Clean Out:** Superintendent Davidson, "Thank you to John Hegg. He came out Friday when we were off after the rain to unplug gutters. I got a call from a downtown business about a gutter plugged. So, he and I spent a couple hours unplugging the drains from all the leaves down the highway and around town. So, thank you to John."

**Drainage Issues – County New Parking Lot – 6<sup>th</sup> and Neosho:** Superintendent Davidson, "Richard Mason, and I met with Tom Hugunin and Jeff Beyer, and several others. We went ahead and looked over the parking area. They really couldn't make a decision. The engineering firm is going to bring down the survey crew, which they were down the first part of the week, taking elevation shots. They will go ahead and do the parking on Neosho from the 8th to the 6th. They have now decided to try to put islands in to save some of the trees. The same thing will be done on 6<sup>th</sup> Street in front of the courthouse. Until I get their drainage study and elevation shots, I really can't give you any more details other than that. The county people were about as unfamiliar with the courthouse as I was. We took them around and showed them what we do with the drainage areas at the courthouse. We will just have to wait and see what they come up with."

Council Member Lenard, "Speaking of drainage, I've provided a report to Mark that we got from our project deal, and to me, it appeared that there were errors in it. He obviously found a lot. I don't know where we are going to go with that, but I invited Mark to the next meeting."

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**POLICE DEPARTMENT: Update**

**General:** Normal Duties.

**Activities/ Cases:** Chief Jones, "The officers have been staying busy. We have been working on some theft cases. We had an interesting one. We had a couple of shoplifters at the Dollar General store caught in the act. Officer gets the evidence takes them to jail, and books them in for misdemeanor theft. They get all that paperwork done. They are county residents, so they got released on an O.R. (own recognizance) bond. He goes back up the Dollar General to get the video from the surveillance cameras, and they looked back an extra couple of days and found them doing the same thing a couple of days before. So, he goes back later to get that video, and they looked back a couple of more days, and they found them doing it a third time. So, an affidavit and application for an arrest warrant were sent to Judge Campbell, and he signed off on them. We are waiting to arrest them because the jail had a heat pump go out, and they have no heat in the jail. They spent the earlier morning hours transporting inmates to other counties because they had no heat back there. So, we are holding off on making any arrests until they get their stuff fixed. Yet another example of the jail being obsolete and unavailable parts. They did finally find the heat pump Modern Air is working on doing."

"We had a till tap right next door over here at the Family Dollar. They managed to distract the clerk, and when he turned around, they knew exactly what button to push, got the cash drawer open, grabbed the cash, shut the cash drawer, and he never even knew it happened. Apparently, this outfit is part of a crew. This crew has been working in Kansas, Nebraska, Iowa, and up into Montana. They got arrested over in Wyoming for doing the exact same thing. We are thinking if we can get the FBI's attention, then hopefully, they will treat this like the cell phone thefts that we worked here a couple of years ago, which was also an interstate deal. We will see about that.

"We made some other arrests and worked noninjury accidents."

**City Court:** Chief Jones, "We had city court last week. That went well. We got out of there quite timely."

**New Police Vehicle:** Chief Jones, "I have been keeping the police committee up on the City of LeRoy. They have basically disbanded their police department. They haven't had police officers for a year. They have decided, and their city council voted to dispose of their police vehicle. This is a 2019 Ford Explorer that they had purchased used from Highway Patrol. It has the interceptor package, has 50,900 miles on it, is fully equipped with lights, sirens, push bumper, has radar in it, and has a cage in it with part of it installed and part not. I went down to look at it Monday; there is a set of pictures on each table. It is not a bad-looking rig. As I said, it is a used Highway Patrol, and it has just under 51,000 miles on it. They were not able to give me a solid price for what they are looking at. We are guessing based on my knowledge of what KHP was selling these for during that time frame; we are guessing around \$27,500. They were thinking probably around \$25,000. I do know, having looked on Kelley Blue Book, if you get just a stock civilian model explorer with that mileage on it with that year, you are going to average around \$35,000 to \$36,000 as value. So, we have a potential opportunity, but I wanted to know how you all felt about this. A couple of the questions that came up we are supposed to be getting some money from EMC on the one that was totaled out that went to some auto auction in Kansas City. Anne says that could be applied to this as well. We were budgeted for a vehicle this year, and we are budgeted for a vehicle next year. There are no guarantees that we will get a vehicle next year. This would be a stopgap. It would be a 2019."

Council Member Curtiss, "Did you drive this one?" Chief Jones, "I did. It needed air in the tires and probably needed some valves, but it drove okay. It has quite a bit of room in it as compared to a Dodge Durango. It's relatively comfortable to drive. I would not be unhappy with it putting it out on patrol. It would need a little bit of work on our end. Obviously, the LeRoy would have to come off, and Burlington would have to go on. I am not happy with at all KHP's homemade peg board console and their less-than-professional wiring job. I would probably want our outfitter to fix that, but it's an option." Council Member Curtiss, "But we don't have a price yet, for sure?" Chief Jones, "We do not. They were going to have to wait on their city clerk to be able to pull records to see what they paid for it. I am guessing she is at the city clerk's conference, and she won't be available until Monday. It's going to be next week before I can get an answer on what they would be looking at. Part of what I am looking at tonight is what the feeling for the council is. What direction would you be comfortable looking at, or do you want me to drop this one entirely?"

Council Member Ernst, "If we purchase this vehicle, would we still be looking to get the vehicle next year?" Chief Jones, "Yes, because what I would then be looking at after the last council meeting, I sent the purchase order in that night to get our name on it. If we got it or when it came in, then I would use the other 2014 Dodge, which is the last of the highway patrol vehicles we had purchased, to use that as a trade-in against the new car, which historically that's been about \$6,000 - \$6,500 worth on trade-in. Also, it would let me get rid of a car without having to go through a Purple Wave auction or anything like that."

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Council Member Lenard, "I'd defer it to the committee. Let the committee make the recommendation. Keep the rotation program alive. If it's a reasonable value --." Chief Jones, "I don't know, and I wouldn't want it to get back to LeRoy too quickly, but they could probably make more off of selling it on Purplewave or using them as a trade-in themselves." Council Member Curtiss, "Don't put that in the newspaper." Mayor Luke, "Okay, work with your committee."

**Nuisance: Properties/Vehicles Update:** Chief Jones, "I don't have anything on the nuisance updates. We have been dealing with some nuisance animals. Bonnie (Animal Control Officer Foster) has been working on those. We have people complaining about dogs barking." Mayor Luke, "Are they barking because of the foxes that are running around?" Chief Jones, "And the possums, raccoons, squirrels, other dogs, people, cars going down the street, and the list goes on. We are working on that one."

**Personnel – Resignation:** Chief Jones, "After the last council meeting, I came in, I think, the next day or the day after to receive a letter of resignation from Brian Siedschlag. Tonight is actually his last shift to cover for us, and his official last day will be Friday. I turned in the resignation letter to Anne. I would like to request councils' permission to advertise and leave it open until filled."

***Council Member Curtiss, "I move to authorize Chief Jones to advertise for a police officer until filled." Council Member Ernst, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.***

Council Member Lenard, "So, on this, is there an exit interview or not?" Chief Jones, "I can if I can. If I can get them in. He has to come in to turn in his equipment, and I will try to get an exit interview with him then. I know what's going on, and I know why and where, but I'll see if I can get some answers out of him. I don't think it has anything to do with the city or with the Police Department. I think you are aware of what has happened previously."

**PARKS DEPARTMENT: Update**

**General:** Personnel have been doing the normal duties: cleaning public restrooms and buildings, tree trimming, and building and equipment maintenance.

**Kelley Park Leaves:** We have been mulching leaves in Kelley Park and trimming trees."

**Veterans Banners:** Superintendent Boyce, "We got the rest of the veterans' banners up on November 7<sup>th</sup>. They were late coming in."

**Vehicle Snow Removal:** Superintendent Boyce, "We got the tractor, and the ATV changed over for snow removal though I hope we don't need them."

**Disc Golf Course:** Superintendent Boyce, "The disc golf course install has started on that. The concrete pads are poured the sockets that go in the ground for baskets to sit into are installed. When the weather straightens back out, we will get the side posts installed. Hopefully, by the end of the year, they will be ready."

**FINANCE: Claims Ordinance & Payroll Ordinance**

a.	Claims Ordinance	2022-22	\$	<u>467,021.52</u>
b.	Payroll Ordinance	2022-23	\$	<u>96,459.36</u>
	TOTAL		\$	563,480.88

***CLAIMS 2022-22: Council Member Lenard moved to approve City of Burlington Claims Ordinance 2022-22 for the amount of \$467,021.52 for payment of city bills. Council Member Curtiss gave the second. City Clerk Brown, "The larger expenses we have tonight are Bowers Civil Engineering \$1,700.00, C Allen for your Doors LLC \$1,869.78, Kansas Power Pool \$235,978.03, Wheeler World \$150,000.00." Hearing no additional discussion, Mayor Luke instructed City Clerk Brown to poll Council. All votes were in favor. Mayor Luke declared, "Claims Ordinance 2022-22 passed unanimously, 5:0."***

***PAYROLL 2022-23: Council Member Tschantz moved to approve City of Burlington Payroll Ordinance 2022-23 in the amount of \$96,459.36, as presented. Council Member Ernst gave the second. Hearing no discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. All votes were in favor. Mayor Luke declared, "Payroll Ordinance 2022-23 passed unanimously, 5:0."***

**PLANNING & ZONING: Update**

**General:** Zoning Clerk Hugunin, "Normal duties."

**KASE Training:** Zoning Clerk Hugunin, "I attended training last week at the KASE conference."

**Drainage Issues – County New Parking Lot – 6<sup>th</sup> and Neosho:** Zoning Clerk Hugunin, "I attended the meeting that Mark was talking about with the county for the parking. I suggested that they get a survey. They had already talked about it, and they agreed. They don't know what they own there for sure."

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**City Hall – Camera System / TV:** Zoning Clerk Hugunin, “I have been working on getting some quotes for a camera system here at city hall. I also installed a TV in the conference room in the back. We have a couple more coming here, so we don’t have to mess with the projector.” Mayor Luke, “The one in the back is mainly for CDL training?” Zoning Clerk Hugunin, “CDL training or if someone has a zoom training or anything, we can use it back there. We can plug a laptop in, and it has a camera; just use the TV as a monitor. It will work for any training any department has.”

**Nuisance: Grass/Weeds:** None.

**OTHER COMMITTEE OR COUNCIL BUSINESS**

Mayor Luke, “We will go to the Christmas gift certificates for board members, city attorney, city treasurer, council members, and the mayor. The question is, is this still good, and what do you want to do? It is a \$20 gift certificate.” Council Member Curtiss, “We did that last year” Mayor Luke, “We have done it for a long time. As long as I have been here, and that’s 15 years.” Council Member Curtiss, “I know we talked about not doing it.” Mayor Luke, “That is up to you.” Council Member Curtiss, “We can always donate it to something else, which I do.” Mayor Luke, “Yes, then we will continue that.”

***Council Member Curtiss, “I move to give a \$20 Chamber of Commerce Christmas gift certificate to each Board Member, City Attorney, City Council Member, City Treasurer, and the Mayor.” Council Member VanHorn, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.***

Mayor Luke, “We also in the past have given an additional paid day off at Christmas time for our employees. This year it would be Friday, December 23<sup>rd</sup> since Christmas is on a Sunday, and it will be recognized on Monday.”

***Council Member Ernst, “I move to give each City of Burlington employee the gift of an additional paid day off for Christmas, with the day off for this year to be Friday, December 23rd, with the option that if an employee is on duty that day, the employee can arrange for another day off in lieu of the 23rd of December.” Council Member Tschantz, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.***

**LEGAL DEPARTMENT: Update**

None.

**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.

**Goals & Accomplishments:** City Clerk Brown, “Mary handed out the goals and accomplishments to the department heads to be returned by January 10<sup>th</sup>.”

**Staff Training:** City Clerk Brown, “Kerri is attending the City Clerk Training this week in Wichita.”

**Trash Exemption:** City Clerk Brown, “Trash exemption renewal letters have been sent out for next year.”

**Billing Changes:** City Clerk Brown, “Just a reminder, in your packets, you have a sample. We will be switching to paper utility billing statements this month due to supply issues. We can no longer get the heavier postcard stock, and the post office machine does not like the lighter-weight stuff. It is destroying them, and a lot of people are getting pieces of them or not at all. It is more cost-effective for us to go with paper anyway. This is a sample of what they will possibly look like. We are able to put more information in here as far as what our codes are. There will also be more room for general information for us to put on.”

**Council Meeting Schedule:** City Clerk Brown, “In October, I asked you to consider whether or not you wanted to have the last council meeting of the year, which is December 21<sup>st</sup>. We can still pay bills. They will just be approved on the first council in January, which is January 4<sup>th</sup>.”

Council Member Lenard, “I’d say if we have a quorum, we continue.” Council Member Curtiss, “I’ll be here.” Council Member Tschantz, “I’ll be here.” Council Member Ernst, “I’m not going anywhere that I know of.”

**Closed – Thanksgiving:** City Clerk Brown, “Another reminder that the city will be closed Thursday, November 24<sup>th</sup> for Thanksgiving. As we have also done in the past, the council has allowed the employees to take the Friday following as a vacation, comp time, or time without payoff. So, the city will also be closed on the 25<sup>th</sup>. We don’t need a motion because it was passed years ago.”

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**REPORT BY CITY OFFICERS:**

**MAYOR’S COMMENTS**

**Work Session:** Mayor Luke, "We have our work session scheduled for November 30<sup>th</sup>. Right now, we have job descriptions, personnel policy, and committee review on the agenda. I have a feeling that that will be a pretty full work session, especially with the personnel policy." Council Member Lenard, "Yeah, we might want to hit that one at a high level. That could consume the whole thing." Mayor Luke, "We can do the others first and then do that last and set a time limit."

**FUTURE AGENDA ITEMS:**

<b>GENERAL:</b> City Debt - How to fund projects Expense Tracking on Projects Budget 2023	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 <b>PARKS DEPARTMENT:</b> Events in Parks (Updates)	<i>RICE NESHAP Compliance</i>
<b>LEGAL DEPARTMENT:</b> Municipal Court Updates <b>PLANNING AND ZONING</b> Work with Advantage Computers and City Departments to improve Cyber Security Nuisance Grass: Work with PD FIRM Floodplain Map Changes – Updates	Misc. Legal - Documents, Cases, Contracts, etc. Quarterly Construction Valuation Report Prepare Easements for any City-owned property without one Permits - Building/Zoning/etc. Burlington Corporate Boundary Updates on Map (Work with State)
<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 2022 Asphalt Project
<b>WATER &amp; WASTEWATER DEPARTMENT:</b> Sewer Lagoon Maintenance/	Sensus Water Meter Replacement Sewer Liftstations –Flushing Rags, etc. Sewer Lagoons - Analysis (KRW A/funds for dredging)

Mayor Luke declared the meeting adjourned.

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