

[2] CONTINUATION: November 2, 2022 Burlington City Council Regular Session

“We are going to encourage the people cooking the chili when I approach them to make a party out of it. I don't know if any of you have seen; I live downtown, and during the weekends, when everybody is off doing other things, the people that live downtown, we always, or sometimes every weekend, get out on the sidewalk and cookout. It started with just one or two of us with a grill tucked away so nobody would see us around the corner of a building. It has gotten to the point where people pull up, they are congregating, and fellowshiping, and it is a neat thing now. That kind of is the impetus behind having a –I hate to call it a party but a gathering downtown where people enjoy themselves. So, if I do invite these businesses to, try to make it an invite your friends and family and try to make it a big deal. When people do start to come up to watch the Christmas parade, it adds to the flavor of the event happening downtown.

So, these yellow dots are proposed locations of where these teams might set up. They aren't going to be selling chili. Again, they are going to give the chili back to the Rotary Club, and we will sell the chili. They can cook other stuff too if they want to cook other stuff, just have a good time, have friends and family come out and enjoy. In addition, we are possibly talking about putting Santa Clause in one of the businesses; you can see the Santa Clause face on this map. Ronda is going to negotiate that, but that would be where Santa Clause would be, and kids can go to have their pictures with Santa. Some of the businesses, you hear the same thing I do all the time; there is nothing that ever benefits their business. It's really hard logistically to benefit all the businesses in downtown; it's just hard. So, creatively, and I am going to ask some of the businesses to do other things than cook chili, like if they want to host an event like a concert. I was thinking something different like that last band that we had, something like a barber shop quartette that does Christmas music. Just something different that people might enjoy.

That is still yet to be determined. If anybody has any ideas, we are open for suggestions. I have at least one business that's wanting to throw money at it. For the right event, I could go raise some more money to try to make it happen. If we do that, that red line is a possible closure for barricades. That is one of the permissions, along with the others, that I would need from the city if we do have that. It is kind of an enclosed area if a band does perform there, so cars won't be trying to pull through. The other thing I might ask from the city regarding the chili cook-off is if we could have some park tables set up. I have seen the city do it before for different downtown events, but I would say we probably need six of them. That little blue box on the left would be the positioning of where the tables would sit because there are no businesses right there. So they wouldn't interfere with a storefront of the businesses. I am asking for permission.”

Council Member Lenard, "So, would we close off, after the parade, these four points to keep traffic out?" Bobby Skipper, "I think you would keep it open until the last minute of where the parade starts to cross. I haven't seen it in years past. It's the same path as last year. I don't know how the police prefer." Chief Jones, "So, you are talking about the alley on north third and do that half block?" Bobby Skipper, "Yes." Council Member Lenard, "After the parade, if you have people down here milling around." Bobby Skipper, "Well, that is an option." Chief Jones, "We have had that half block on North 3rd Street blocked off, and it has worked out okay in the past with different things." Bobby Skipper, "I don't think there is going to be much happening right after the parade. I am trying to plan everything before the parade.”

Mayor Luke, "If you want to take pictures, you have to take pictures after the parade. So, you are going to have all the kids that want pictures down there, and they might be in the street." Council Member Ernst, "When is the music going to be playing?" Bobby Skipper, "We would try to do it somewhere around 4:00 p.m., and the parade is at 6:00 p.m. so that people have a good hour or two to listen to that music." Council Member Berryman, "Bobby, do you provide the food for the people cooking the chili, or do they have to provide their own, and then they give it to the Rotary?" Bobby Skipper, "Yes, ma'am. We are going to ask specifically if you're interested in two crock pots worth of chili, \$20 - \$30 a pot." Council Member Curtiss, "Not from her; she doesn't cook." Council Member Berryman, "If it's not fast food, I don't eat it, and you don't want me cooking for this, trust me.”

Mayor Luke, "I think there are still some logistics that need to be worked out on it." Council Member Lenard, "Conceptually, I think we can support it." Council Member Curtiss, "Yes, it sounds like a great idea." Bobby Skipper, "We will try to build on what works year after year and not do again what doesn't work. Thank you, I think that is good enough.”

Bobby Skipper, "The 2nd thing, if I could really quick, is something we have been going back and forth with the commissioners on is the idea that the elected officials in our communities, not that you're not accessible, obviously any citizen has access to you at any time—call you on your phones or even come to council meetings or commission meetings but to have an event where the citizens in the community participate in an event with the elected officials. I have one of these in each community. Again, this is a fundraiser-based activity, but it is with emphasis on community engagement, I guess is a good word. This is something again not done, at least to my understanding, around here on any frequency are turkey shoots. So, the turkey shoot would be a family event where people come out with shotguns to a site. We control access to the site and do safety checks when people come in to make sure they don't have loaded guns or that kind of thing.

[3] CONTINUATION: November 2, 2022 Burlington City Council Regular Session

We will do a firearms check. We will have officers there, sheriff's deputies but specifically, somebody that is certified with the NRA range master training. That is a requirement for insurance to cover it. We are still talking with the insurance carrier to make sure that they are going to cover every piece of what this would be. The idea is that there will be hay bales sitting off in the distance, and there are a line people will walk up to in groups and shoot targets against those hay bales. Whoever puts the most pellets within the radius of the target wins that round. They win a frozen turkey or a frozen ham. That's the turkey shoot. The way that money is raised is that they buy shells from us; we guarantee every shell is the same shot and consistency. It's \$5 or \$10 a shell."

Council Member Berryman, "Is there an age limit on the youth that are allowed?" Bobby Skipper, "No, ma'am." Council Member Ernst, "They just have to be with an adult, right?" Bobby Skipper, "Yes, sir. This is not set in stone yet. This, again, is just a concept. I would like buy-in from the council to participate and bless it." Mayor Luke, "Jimmy, is that corner inside the city limits?" Zoning Clerk Hugunin, "What corner?" Mayor Luke, "16th and Cross southeast corner, behind the Christian Church." City Clerk Brown, "This says 12th and Lynx." Zoning Clerk Hugunin, "No. It's County zoned." Bobby Skipper, "Well, I'm asking for your support and participation. It could just as well, if it's not violating any ordinances, be inside the city limits." Mayor Luke, "That would require council action for approval, but this is outside the city limits, so that is whatever the county controls."

Bobby Skipper, "The dates are not fixed again. It's just conceptual, but this would be a date. I think if the city were to generally say you were on board with participating and being at this event, I would make the effort to make it happen. Again, no heavy lifting from anybody; everything will be handled. I will even get the people there." Council Member Curtiss, "But you have to shoot a shotgun which I have never done." Council Member Ernst, "You should try it. I think it sounds interesting." Chief Jones, "Jerilyn, we have done shotgun shooting out at OK Kids for 21 or 22 years now." Council Member Curtiss, "I don't have a shotgun to bring." Chief Jones, "We don't require you to bring one to OK Kids." Mayor Luke, "I'll loan you one." Council Member Curtiss, "I thought it said I had to bring my own shotgun." Mayor Luke, "You have to walk in with a gun. They aren't going to provide one."

Council Member Curtiss, "Does Larry have one? I don't know. I'm sure he does. But then you get a sore arm, I think, right?" Bobby Skipper, "Sometimes." Council Member Curtiss, "Okay, I'll do it." Bobby Skipper, "A general consensus is what I'm asking for on this for me to continue to plan, and I'll come back and officially ask once I firm up the date." The council's general consensus was yes. Chief Jones, "As long as they have all the NRA suggested things in play, it should be fine." Council Member Ernst, "Sounds good." Bobby Skipper, "That's all I have. Thank you, council." Council Member Shove, "Thank you."

PUBLIC COMMENTS

Paul Abendroth, "This refers back to the last meeting since our attorney was just brought into the fold last week by a change in ordinances. How much stuff that he signed before is legal?" Mayor Luke, "All of it." Paul Abendroth, "Does this change the legality of it?" Mayor Luke, "No, everything before is still in place and still is good. It's just that there was a change in statutes that says we have to do this." Paul Abendroth, "So, you can bring in anybody that you want and then change the ordinance later?" Mayor Luke, "We didn't change the statutes." Paul Abendroth, "Well, you said he had to be inside the city limits, and now he is allowed to be outside to be an attorney for the city." Mayor Luke, "He is outside the voting precincts of the county." Paul Abendroth, "Are you going to let a new mayor be outside the city limits?"

Mayor Luke, "No, they specifically defined that as they have to live inside the city limits." Paul Abendroth, "Why wasn't he asked to be inside the city limits to start with also, then?" Attorney Wright, "I can answer that question if you want. It's because there is not an attorney that qualifies that is willing to do the job that would be considered elect within Coffey County." Paul Abendroth, "So, we just change whatever we want to do to suit the fact." Mayor Luke, "We are required by law to have a city attorney." Paul Abendroth, "I understand." Attorney Wright, "Go to law school." Paul Abendroth, "This was your job; you should have known this to start with." Council Member Lenard, "Okay."

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.

KMU Safety Training: Superintendent Schneider, "We attended KMU safety training on Tuesday."

New Employees: Superintendent Schneider, "RJ Breeze has started work in the department. Both new apprentice linemen are doing well and fitting in well."

Tree Trimming: Superintendent Schneider, "We have spent a big part of our time trimming trees in the utility right of ways."

[4] CONTINUATION: November 2, 2022 Burlington City Council Regular Session

Call-Out: Superintendent Schneider, "We worked a call out. It was last Tuesday, I believe, in the 500 block of Heather Street. The underground electric service to one of the service conductors became damaged, which allowed water and corrosion to get in. Luckily that was in conduit, which we did repair. They searched for the fault, dug it out, fixed the conduit, then pulled in a new piece of triplex URD conductor for the customer and got them in service."

Service Requests: Superintendent Schneider, "We de-energized the 480-volt service at the hospital. They are doing some service upgrades in preparation for some new equipment that they will be installing. We had that down for four or five hours. The only thing affected was their MRI machine, I believe, and their x-ray machine. That was all coordinated with hospital staff."

Substation Maintenance: Superintendent Schneider, "Yesterday afternoon, a squirrel got in our industrial park substation and got into some of the grid work. It was a non-fused cut-out that was a circuit feeder for the industrial park. We were able to isolate that section, bypass it and get our customers back in service fairly quickly. I looked at the time stamp on our metering system that was right at 30 minutes to get everything put back in place to get that back in service. All repairs are complete, and we were able to switch back to normal operation without any interruption to the customer."

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.

Reports: Superintendent Schneider, "We are completing plant reports. We are keeping our records caught up."

Generator Project: Superintendent Schneider, "There is a lot that is happening there now. They are assembling parts and pouring concrete pads for equipment motors and relays. Farabee's crew is in from Nebraska. They are moving in our generator. The generator is actually in the building with the exciter motor. Tomorrow they will move in the flywheel, and weather permitting, they should be moving the main motor in. Hopefully, the preparation is done. They worked on that yesterday. I am hoping that Saturday or Sunday, possibly, they will start moving the engine over to where it will enter the north end of the power plant so they can get that in the building. Farabee's crew is on site until the job is complete. They are moving very well. I would encourage anybody who has the time to come out and look at it and see what is going on. It really is interesting with as large equipment that they are moving; they are making it look easy. If anybody would like to come, please give me a call, or you can just stop in and come in the south door of the power plant. If you would, that way, we can get you checked in with some of the personnel in there. They will be able to give you all the tour if I am not available. That way, we can keep you in a safe area and out of the way of the crews moving the heavy equipment. Please, anybody that has time, come see us."

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.

Water Leaks: Superintendent Hawkins, "We have had three water leaks since the last meeting. One was near 9th and St. Lawrence, 6th and Niagara, and one at 5th and Lamoille. They have been fairly, I don't want to say simple, but they have been services, and we had had one main break. We were able to put a stainless-steel wrap around on it."

AMI Meters: Superintendent Hawkins, "We received a few more AMI meters. The guys have been out installing those as well. It's just as they come in; we put them in."

Scrap Metal: Superintendent Hawkins, "We got the scrap metal hauled off, and we got a little bit of money with that."

Cleaning Sewer Lines: Superintendent Hawkins, "We cleaned sewer lines around the Jones Park area and down at 4th and Alleghany. It's the same as what it always is the non-disposable rags, but we got that taken care of."

WATER AND WASTEWATER: Production Update

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

Water Usage: Superintendent Hawkins, "We slowed the water plant down from 1200 gallons to 1000 gallons a minute which is normal for this time of the year. The guys have done a good job with getting it back on and where it needs to be."

Blue Water Tower Maintenance: Superintendent Hawkins, "I have been in contact with Brent with Cunningham Services. I am trying to get him in here to finish up the blue water tower before the snow starts flying. He is supposed to get back to me tomorrow or Friday. He is on a job in Arkansas."

[5] CONTINUATION: November 2, 2022 Burlington City Council Regular Session

New Employee: Superintendent Hawkins, "I am very pleased with Noah Hollinger. He is already in the lineup. He has already started his first weekend, and that is the quickest we have ever had an operator catch on so fast. He is in the lineup, and I am very pleased with what Noah is doing."

WATER AND WASTEWATER: Personnel – Recommendation to Hire

Superintendent Hawkins, "I'd like to thank Jerilyn for helping with the interviews. We had a couple here last week. I would really like the opportunity to extend a job opportunity to Dan Mays with the council's blessing."

Council Member Curtiss, "I move to extend an offer of employment as a non-certified operator to Dan Mays at the starting hourly salary of \$18.42, effective November 7, 2022." Council Member Shove, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

RESOLUTION 2022-10 END WATER EMERGENCY – WATER WARNING

Mayor Luke, "Also, I'd like to move resolution 2022-10 to this portion of the meeting. Last meeting, we implemented a water emergency – water warning. We followed the same process as we did in 2012. However, at the state level, the water office and the assurance district in 2012 required us to do things even with just a governor's executive order. The current office and the current assurance district head do not want the resolution in place. They are not requiring it. Their comment is that they didn't issue it, so they don't want the resolution. We can do what we want to with it, but they don't want anything to do with it. The previous water office chastised a whole group of cities because we didn't do it in 2012. Now this time, they don't want to do it."

Council Member Lenard, "I move to approve Resolution 2022-10, ending the stage 2 water emergency – water warning." Council Member Ernst, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

QUESTIONS/COMMENTS

Council Member Lenard, "How are we looking with our chemicals? Any changes to the lead times?" Superintendent Hawkins, "I am still staying ahead of it by almost three months with the conditions that are going on right now. Fortunately, with carbon, which it was really tough here about four months ago but for whatever reason, they got a shipment in from Georgia, and they have been really good with me. I try to keep at least two pallets ahead, so I don't run into a shortage. That is one good thing to have. The polymers they do in-house. So, as long as they have the materials to mix together, we won't have an issue." Council Member Lenard, "Thank you."

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.

Drain Box Maintenance: Superintendent Davidson, "We have been cleaning and checking drain boxes."

Equipment Maintenance: Superintendent Davidson, "We installed new lights in our wash bay area."

City Hall - Repairs: Superintendent Davidson, "Richard Mason came up and did some work here at city hall to redirect heat to the conference room."

Drainage Issues – County New Parking Lot – 6th and Neosho: Superintendent Davidson, "We spent about three-quarters of the day at 6th and Neosho trying to find some drain tile to try to figure out the drainage in that area. So far, we haven't been really successful. We are going to wait to see what the county comes up with on their drainage study."

Fire Department Assistance: Superintendent Davidson, "We used the vac trailer to suck out a sump pit for the Burlington Fire Department."

Ditch Maintenance: Superintendent Davidson, "We have been tilling and seeding ditches."

Street Maintenance: Superintendent Davidson, "We have been crack-filling the southwest part of town."

Town Events Assistance: Superintendent Davidson, "We set out barricades for the Halloween events around town. We also helped with traffic control for the Halloween parade."

Drainage Issues – County New Parking Lot – 6th and Neosho: Superintendent Davidson, "I would like to bring to your attention that there is a map I believe Anne or Mary passed out. I met with Craig Marshall (USD #244 Superintendent), Margarito Solano (USD #244 Maintenance Director), Tom Johnson (Coffey County Sheriff), and Eric Smith (Coffey County Undersheriff) about parking for the school. Their concern is when they start construction for the new jail."

[6] CONTINUATION: November 2, 2022 Burlington City Council Regular Session

“They are going to be in the – basically 7th Street south of Neosho, which that is not of any property of the city; as far as we can tell, it belongs to the school. To shorten this up, they have come up with a parking idea of where they want to put parking for the school; they want it from 7th to 8th Street on the south side of Neosho, which will be angle parking. They also want to continue that from 7th to 6th, angle parking, and 6th street from Neosho to Des Moines, and also on the east side of 6th Street. Initially, when they had the plans for the parking on Neosho Street, where we now have parallel parking, the way they were going to have that for angle parking, so they were going to be on the roadway.

“I wouldn’t accept that. If they are going to do that, they need to take it completely up to the sidewalk and make it like it is from 6th to 5th on Neosho Street. I requested that it be all the way through to 8th Street. They batted that back and forth several times. There are some current concerns about the removal of the trees. It would be across from the lumber yard. I finally got tired of dealing with them. They are city trees. If they need to come out, then we will take them out. They were considering them their trees, and I told them they were actually city trees and we will do with them what we needed to. I spoke with Tom Hugunin this afternoon. Apparently, the commissioners are now in agreement that they will move the parking into the sidewalk and remove the trees. All of this will be done at the county’s expense. I have a meeting with one or two of the commissioners, Jeff Beyer, Jimmy Hugunin, Richard Mason, and the architect. We are going to try to figure out the drainage of the parking lots and the rest of this, so I can give you more information at the next council meeting. I also requested from Tom Hugunin that himself, being in our district, or Jesse Knight being president of the commission, they come to the city council and make a formal request to do this; remove the parking on Neosho and 6th Street. That is all city right of way there. I just wanted to give you a little advanced notice of what could be happening.”

Mayor Luke, “Are they proposing this as a permanent change with the angle parking?” Superintendent Davidson, “Yes, it will be to their discretion if it’s concrete or asphalt. I kind of indicated to Tom Hugunin that, as far as I’m concerned, the city shouldn’t have any involvement in the process other than we give them permission to do it. That is all that we should have. There shouldn’t be any expenditures with any of our city money into that.” Mayor Luke, “Do we have any electrical or water underground or anything in that area?” Superintendent Schneider, “Our street lights run right through where they are proposing this.” Mayor Luke, “On Neosho or 6th?” Superintendent Schneider, “It would be in front of the courthouse on the east side of the courthouse, and from 6th Street west, all of that would come into play in that.” Mayor Luke, “And they understand that the cost to relocate that is at their cost.” Superintendent Schneider, “I haven’t had any discussion.” Superintendent Davidson, “Yes, I indicated that it would be at their expense.”

Superintendent Hawkins, “Basically, with water is that we have an eight-inch cast iron line that runs on the south side of Neosho Street. In replacement of that, we would just do a bore as we have done before. So even if they concrete it in, we would just bore underneath and replace it.” Council Member Lenard, “So the only thing, and hopefully you flushed this out, Mark, is if there are any downstream effects to the drainage that this project puts on us, then I’m guessing you’re going to look at that.” Superintendent Davidson, “That is going to be addressed tomorrow. They are indicating that there is not going to be that much water runoff from the new jail. I do agree with that. The jail roof will actually act as somewhat of a retention, and it won’t be like it is now with all the water running off the concrete. In essence, that will help us, but we are still going to have some runoff from the parking lot that they are going to keep, and then we also have the drainage from around the schools already in place. My main concern tomorrow will be the parking lot where the church was.

“Nobody seems to have a set set of plans. There are a lot of drawings, but nobody has the plans for the elevation and surface. They think the entrance will be off of Neosho Street, the entrance and exit. Regardless it is going to be a hard surface, so it’s going to put more water into our ditches, and that is what we are going to address tomorrow. I have indicated to the commissioners that I feel that this is a county project and they are creating a problem for our stormwater, so maybe they need to be considering paying for all of it to Rock Creek. I didn’t get any resistance from him, but I don’t know if that is the feeling of the entire commission or not. We really can’t do anything until we get an idea of the culvert sizes. What is there now will suffice, but if we have to upsize several sizes in diameter, that all should be in this drainage study that, hopefully, we will get in the next month or so. I can’t tell you anymore until I visit with them tomorrow.”

POLICE DEPARTMENT: Update

General: Normal Duties.

Personal Health: Chief Jones, “Well, I did have my hip replaced on the 17th. I talked the doctor into letting me return to work on light duty. I was going absolutely stir crazy.”

Activities/ Cases: Chief Jones, “Officers have been making arrests on city warrants, worked a couple of hit and runs, noninjury accidents, and a couple of arrests for DUIs.”

City Court: Chief Jones, “We have city court a week from tomorrow.”

Radar Sign: Chief Jones, “I did get contacted by Jeff Beyer from the County Road and Bridge. They would like to borrow the radar trailer to use out on the autobahn for outage traffic since it was purchased with diversion money through the city attorney, and it is on the city inventory.

[7] CONTINUATION: November 2, 2022 Burlington City Council Regular Session

“I talked with Anne about it, and I don’t have any problem with loaning them the trailer and teaching them how to use it. I did talk to Anne about it, and we felt that the council needed to be made aware of the request from the county department and make sure you all were okay with the idea.”

Council Member Lenard, “Were you thinking about purchasing another one?” Chief Jones, “I think they are testing the waters and seeing how it helps. For outage purposes, it’s only once every 18 months, anyway. I don’t know. They may decide that they like having it as an option. Obviously, I haven’t put it out in the last month because I haven’t been able to. It’s a formal request from a county entity to the city. I’m okay with it. I just wanted you all to be okay with it.” Council Member Lenard, “Yes.” Council Member Curtiss, “I support it.” Attorney Wright, “I don’t have any issues at all. I think that helps us too. I think it gives us a synergy there too.” Chief Jones, “I think so.”

New Police Vehicle: Chief Jones, “The order bank for the 2023 Dodge Chargers opened at 10:30 this morning. I have been in contact with our contact through Davis Moore - Jack Pulley. We have a solid number. This will be identical to the last car we purchased which the price was \$35,060.19, with the very minimal additions that we want to put on it. I would be looking at sending them a purchase order of \$36,160.55. That is not a commitment to buy. That gets our name in the hat to get us a vehicle. The vehicle will be produced in December, and even if we get a vehicle, it’s very possible we wouldn’t see this thing until March, April, or May of next year. So, obviously, it would be after the first of the year before we would come back if we get approved. If we get a car, it would be after January 1st before we come back and ask the council for permission to expend the funds. I would like councils’ permission to send a purchase order to Davis Moore and get us on the list.”

Council Member Curtiss, “I say we go ahead with this. It’s not making any definite decision saying that we are going to purchase.” Council Member Lenard, “We have done this before. Sometimes waiting longer and it keeps us in the rotation for our car program, so I think it is a good idea.” Council Member Curtiss, “Do you need a motion or just...” Chief Jones, “I just need council’s go-ahead to do it.” Mayor Luke, “Then go ahead and do it.” Chief Jones, “Alright.”

Nuisance: Properties/Vehicles Update: Chief Jones, “Other than what Jerilyn read off my report from the last council meeting, I don’t have any updates on nuisance properties that we are working on. I will comment that where the mobile home was at 8th and Alleghany after they got that torn town and got the pad poured, they have a structure with most of a roof on it now. It is going up quickly, and it looks good over there.

“On the nuisance structure 1014 Alleghany, city hall did not receive any bids, period. We were talking about what to do there. We are looking at reopening the process of accepting bids and, this time, putting it on Facebook and sending out letters inviting local contractors plus, we have at least one out-of-town that had expressed interest in us, specifically us sending them a letter requesting them to submit a bid.”

Council Member Lenard, “Our bids don’t dictate a time period, do they?” Chief Jones, “No. This last one just had that the bids were to be by this date.” Council Member Lenard, “So, is there any feedback?” Chief Jones, “We didn’t get anything at all.” Council Member Lenard, “Did they receive them?” Chief Jones, “We just did it like we normally do. We publish it, and we didn’t send out specific invitation requests to bids or anything like that. This time we will go the extra step and send out requests to local contractors to bid.” Mayor Luke, “I spoke with one that normally would have submitted a bid. The hydraulics are out on his trailer. He does not know when he will get the parts. He hopes to have them in and installed and operational in another two to three weeks. Unless he has that functionally then there is no way that he can do the demolition.” Council Member Lenard, “I would say even if they submit it with some contingencies, we can work with them. To me, it ought to be a best practice that we do take that extra step and send something, not just put it in the paper.”

City Clerk Brown, “We have not typically in the past sent out bid invitations for demolitions. So that is why we are trying to move to that now.” Chief Jones, “That’s the only thing that we could come up with to try.” Council Member Berryman, “Can I just drive my car through it?” Chief Jones, “It would damage your car because it has a steel frame underneath it.” Council Member Berryman, “Darn it.” Chief Jones, “I haven’t looked at a calendar yet, Anne. I don’t know what kind of dates we would be looking at.” Mayor Luke, “Are you thinking 30 days?” Chief Jones, “I hope so.” Mayor Luke, “Then opening bids on the 7th of December. That is council day. So, we will do it then at 10:00 a.m. at City Hall. That is a little over 30 days.”

PARKS DEPARTMENT: Update

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

Restroom/Sprinkler Winterization: Council Member Berryman, “All seasonal buildings and restrooms and the livestock barns have been winterized.”

[8] CONTINUATION: November 2, 2022 Burlington City Council Regular Session

Kelley Park Leaves: Council Member Berryman, "They have been mulching tree leaves in Kelley Park."

Veterans Banners/ Thank yous: Council Member Berryman, "The parks department would like to thank the other departments that helped put up the veteran's banners on Monday. They still have nine more to put up as soon as they arrive."

Council Member Lenard, "The banners look great." Council Member Curtiss, "They always do." Mayor Luke, "They are all brand new this year." Zoning Clerk Hugunin, "Not all of them; there are still some old ones there." Council Member Lenard, "How long have those lasted?" Council Member Curtiss, "They are up for three years." Zoning Clerk Hugunin, "Some of the older ones, they were the original, so five years." Mayor Luke, "They were initially for three years, but this would have been the fifth year that they were up." Zoning Clerk Hugunin, "The new ones were a little different. They are more cloth than the plastic, so we will see how they work out."

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2022-21	\$	<u>85,663.70</u>
b. Payroll Ordinance	2022-22	\$	<u>93,196.94</u>
	TOTAL	\$	178,860.64

CLAIMS 2022-21: Council Member Curtiss moved to approve City of Burlington Claims Ordinance 2022-21 for the amount of \$85,663.70 for payment of city bills. Council Member Lenard gave the second. City Clerk Brown, "The larger expenses we have tonight are Air Compressor Engineering LLC \$1,877.15, Allgeier Martin \$1,097.50, Border State Industries \$4,193.78, Brenntag Southwest \$3,075.40, and Core and Main \$4,620.08." **Hearing no additional discussion, Mayor Luke instructed City Clerk Brown to poll Council. All votes were in favor. Mayor Luke declared, "Claims Ordinance 2022-21 passed unanimously, 5:0."**

PAYROLL 2022-22: Council Member Curtiss moved to approve City of Burlington Payroll Ordinance 2022-22 in the amount of \$93,196.94, 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 2022-22 passed unanimously, 5:0."**

PLANNING & ZONING: Update

General: Zoning Clerk Hugunin, "Normal duties."

Veterans Banners: Zoning Clerk Hugunin, "I went out Monday and helped put out the banners with Kevin."

Drainage Issues – County New Parking Lot – 6th and Neosho: Zoning Clerk Hugunin, "As Mark said, I am going to be going to the meeting tomorrow with the commissioners. There are some other little issues that I have talked with them about, and I am going to highly recommend that they get the courthouse property surveyed and also where the church was. That way, there is no question. I think it will benefit the school also a little bit because they are going to know how far that road that goes through there and behind the courthouse and between the daycare and how much they own. I think it is going to solve a lot of issues that can happen. Also, we will know exactly where the curb needs to go for the parking. That way, if the sidewalks aren't where they should be because back in the day, things were done differently."

Nuisance: Grass/Weeds: Zoning Clerk Hugunin, "Last meeting, I said I sent out some ten-day letters. They are working on the properties. I have one letter that keeps bouncing around; we are trying to find the landowner. Someone has been deceased, and I didn't know that, and that makes it a little more difficult. Two of them have been taken care of, and a third one that hasn't yet."

LEGAL DEPARTMENT: Update

General: Attorney Wright, "Normal duties."

EXECUTIVE SESSION:

Attorney Wright, "We need to enter into an executive session to discuss some security issues. I would ask that we add my legal assistant Greg Holmquist to that as well."

Council Member Lenard, "I make a motion to enter a 10-minute Executive Session for matters relating to the security of a public body or agency, public building or facility, or the information system of a public body or agency, per K.S.A. 75-4319(b); with the Governing Body, Mayor Luke, City Clerk Brown, Chief Jones, Greg Holmquist, and Attorney Wright." Council Member Ernst, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0. Entered 6:56 p.m. Exited 7:06 p.m.

Action Taken: Council Member Lenard, "I move to approve Mayor Luke to sign an informed consent with regard to a potential conflict that the city attorney potentially would have representing a city employee in district court with a PFA (protection from abuse)." Council Member Ernst, "I second the motion." **Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.**

Council Member Curtiss, "I move to allow the city attorney to seek a restraining order with regards to a certain individual that would prohibit this individual from stepping foot within the grounds of the city building and with certain city employees." Council Member Lenard, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

[9] CONTINUATION: November 2, 2022 Burlington City Council Regular Session

Attorney Wright, "I think with regards to the other security concerns that we had, I think we are good. I don't think we need to have city action on that. That is all I have. Thank you."

CITY CLERK: Update

General: City Hall Staff have been busy with customers paying utility bills, many calls and inquiries, preparing work orders, vouchers for bill paying, payroll, and council meeting minutes. For September, we will be sending \$4,281.72 in delinquent accounts to the Kansas set-off program for collections.

Reports: City Clerk Brown, "In your packets, you have the utility revenue and sales tax reports."

Coffey County Transportation Letter: City Clerk Brown, "Also, in your packet, there is a letter of support that is already signed for the fiscal year 2023 – 2024 grant for the Coffey County Transportation System that we do every year."

Veteran's Day Closing: City Clerk Brown, "Just a reminder that city hall will be closed November 11th for Veterans Day."

Billing Changes: City Clerk Brown, "Next month, we are going to start using paper statement billing for our utility bills due to cost and supply issues we have been having. We will start doing paper billing next month."

Day Light Savings: City Clerk Brown, "Also a reminder to set back your clocks on Sunday for daylight savings."

QUESTIONS/COMMENTS

Billing Changes: Council Member Lenard, "So, when you say paper, is that in lieu of cardstock?" City Clerk Brown, "Yes." Council Member Lenard, "Okay." Zoning Clerk Hugunin, "It will also allow for more information on it." City Clerk Brown, "Yes, we will be able to put more information on it. It will be perforated so they can tear that off and return that with their bill as well."

REPORT BY CITY OFFICERS:

Work Session: Council Member Lenard, "I was going to ask on the work session, you mentioned job descriptions, I know we talked about work policies, but can you give me a little bit more narrative for what we are thinking about for the job descriptions." Mayor Luke, "There are some outdated things, but plus, there is a change in how we do the CDLs. There is an issue with the time, the 90 days, depending on scheduling with outside sources. It's nothing major it's just that we have to get it current." Council Member Lenard, "Some portions of this work session will be executive or not?" Attorney Wright, "As long as you're not talking about specific employees or individuals, then it cannot be an executive session unless there is some other, like a security issue that needs to be discussed with regards to employees or something like that then you can go into the executive session. If it's just job descriptions and generals, then no, does that make sense?" Council Member Lenard, "Yes." Council Member Shove, "What was the date again?" Mayor Luke, "That was the 30th which is the last Wednesday of the month at 6:00 p.m. right here."

MAYOR'S COMMENTS

FUTURE AGENDA ITEMS:

GENERAL: 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.
ELECTRIC DEPARTMENT: Power Plant - Additional Generation	<i>RICE NESHAP Compliance</i>
PARKS DEPARTMENT: Events in Parks (Updates)	
LEGAL DEPARTMENT: Municipal Court Updates	Misc. Legal - Documents, Cases, Contracts, etc.
PLANNING AND ZONING Work with Advantage Computers and City Departments to improve Cyber Security Nuisance Grass: Work with PD FIRM Floodplain Map Changes – Updates	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)
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 2022 Asphalt Project
WATER & WASTEWATER DEPARTMENT: Sewer Lagoon Maintenance/	Sensus Water Meter Replacement Sewer Liftstations –Flushing Rags, etc. Sewer Lagoons - Analysis (KRWa/funds for dredging)

Mayor Luke declared the meeting adjourned.

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