

BURLINGTON CITY COUNCIL REGULAR SESSION 4-6-2022

City of Burlington Governing Body met in Regular Session at City Hall’s address, 1013 N. 4th Street, Burlington, Kansas, at 6:00 p.m. Wednesday, April 6, 2022. Mayor Stan Luke called the meeting to order.

THE PLEDGE OF ALLEGIANCE

ROLL CALL: Stan Luke, Mayor

Council Members present:

- | | | |
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| <input checked="" type="checkbox"/> Jerilyn Curtiss | <input checked="" type="checkbox"/> Maxi Berryman | <input checked="" type="checkbox"/> Lewis Lenard (President of Council) |
| <input type="checkbox"/> J.J. Jasper | <input checked="" type="checkbox"/> Thomas P. Tschantz | <input checked="" type="checkbox"/> Martin Ernst |

Superintendents Present:

- | | | |
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| <input checked="" type="checkbox"/> Kevin Boyce (Parks) | <input checked="" type="checkbox"/> Alan Schneider (Electric) | <input checked="" type="checkbox"/> Mark Davidson (Street) |
| <input checked="" type="checkbox"/> Doug Jones (Chief of Police) | <input checked="" type="checkbox"/> Danny Hawkins (Water/Wastewater) | |

Also Present:

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| <input checked="" type="checkbox"/> Anne Brown (City Clerk) | <input checked="" type="checkbox"/> Mary Mader (Administrative Assistant) |
| <input checked="" type="checkbox"/> Philip Wright (City Attorney) | <input checked="" type="checkbox"/> Jimmy Hugunin (Zoning/Grants Clerk) |
| <input type="checkbox"/> Kerri Weltha (Deputy City Clerk) | |

Media Present: Mark Petterson (Coffey County Republican)

VISITORS: Paul Abendroth, Jay Hale, Tracy Campbell, Greg Holmquist

CHANGE OF GOVERNING BODY: Oaths of Elected Officials

Mayor Luke, "Before we move forward with anything else. We have an open position in ward three, position two, as J.J. Jasper submitted his resignation. Due to that, at this time, I would like to make a recommendation to move Maxi Berryman from her position on ward one, which is not the ward that she lives in, to ward three, position two, which is her home ward."

Council Member Lenard, "I move to accept the recommendation to move Maxi Berryman into the position of ward three, position two." Council Member Curtiss, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

Council Member Lenard, "So, then the term?" Mayor Luke, "Is the same. Now we have an open position in ward one, position one. I have spoken with George Shove, and he has expressed interest that he would like to fill that position. At this time, I would accept a recommendation to fill ward one, position one with George Shove."

Council Member Curtiss, "I move to accept the recommendation to fill ward one position one with George Shove." Council Member Tschantz, "I second the motion."

Council Member Lenard, "I am just going to ask just to make sure that we cover our bases. We had a vacancy, we moved, I think this is all the right things, but I don't recall in the twelve years that I have been on that we have filled it so quickly. Do we have the obligation to put it out?" Attorney Wright, "No." Council Member Lenard, "Okay." **Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.**

City Clerk Brown swore in Maxi Berryman as ward three, position two, and George Shove as ward one, position one council members. Maxi and George took their place at the council table.

AGENDA:

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

MINUTES 3/16/2022: Mayor Luke, "You have before you the draft minutes of our regular session of March 16, 2022. Are there any additions or corrections?"

Council Member Curtiss, "I move to approve the draft minutes of March 16, 2022, as presented." Council Member Tschantz, "Second." Motion unanimously carried, 6:0.

APPOINTMENT: Tracy Campbell – Coffey County Hospital Community Blood Testing

Tracy Campbell, "Thank you for allowing us to visit with you today. On behalf of the hospital, we are very excited to announce that we are bringing back our community blood tests that we do every year, usually at the end of April. This is an event where people can come to any of our clinics. We have a designated morning for each clinic. They can get a comprehensive blood panel for \$40 with an option of prostate screening for \$20. This is something that we have done for years and years; we usually have about 500 people in Coffey and Woodson County that participate. With COVID, we were not able to do it the last couple of years. We have run into a little glitch and are coming to ask for your help today.

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“With our COVID restrictions still in place in the hospital where we can’t bring large groups in and we have other things going on, we are asking if we could use the 4-H building the week of April 25 – 29 from 7:30 a.m. to 10:30 a.m. We would be doing that in the conference room of the hospital, but we just don’t have the availability for the whole week. We don’t want to juggle back and forth locations. When we do it there, we will have a couple of lab staff, my assistant will be there, and usually, we have an ambulance crew there doing blood tests and running people in and out. It is quick and easy. We just wanted to ask if the city would be willing to let us use that building for that week.” Mayor Luke, “Is it booked for anything?” City Clerk Brown, “I penciled them in; it was open.”

Council Member Lenard, “I move to allow Coffey County Hospital to use the 4-H building April 25-29 at a minimum timeframe of 7: 30a.m to 10:30 a.m.” Council Member Curtiss, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Tracy Campbell, “Thank you all very much. We are excited to start offering events again, so this is a big help.”

PUBLIC COMMENTS

Jay Hale, “A credit to our crews. The ministerial alliance hosted some folks this past weekend from Kansas City and Wichita that came in. As part of their time here, we took them downtown and showed them the city, around our community, and they were very impressed with how clean the town was and how nice it looked. I’d just like to compliment our crews that work in this town. They do a great job and have a good impression for these folks around town.” Mayor Luke, “It should have been after trash pick-up instead of before. We will have to schedule that a little differently.”

Paul Abendroth, “I asked earlier when you were going to be picking up tree branches.” Mayor Luke, “We will decide that tonight.”

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.

2009 Digger Truck: Superintendent Schneider, “We finally got our digger truck back from repair. It was a little more intense than what I was hoping. It is fixed and performing as it should.”

Electric Services: Superintendent Schneider, “We installed a temporary electric service for new construction in the 1000 block of Potomac Street. At the car wash over here, they are adding an additional wash bay, so we moved a 3-phase power pole and upgraded the service because they are going to pull double the amperage of what they originally were. We are waiting on the concrete crews to get their job complete, so we can go in and get our transformers mounted and ready for them. We are ahead of schedule.

“We upgraded an electric service in the 1300 block of Cumberland. We replaced two down guys that failed due to electrolysis in the 900 block of Housatonic Street. We tensioned that line to get the clearance into their driveway as it should. We also removed the electric service to the old U-Do store on South 4th Street. That was at the county’s request for demolition of that building.”

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 still completing plant reports.”

Generation Project: Superintendent Schneider, “The generator is out of the power plant in Rensselaer, Indiana, and is being loaded on the trailer. Some of the pictures that I passed out show them getting it ready to load on the trailer. There were two units ahead of ours that were heading to Washington, Kansas, that had to be removed from the building first. Our unit should be here at the latest Monday or Tuesday of next week. Today we started receiving some control panels and some other parts and materials. I think we will see some more tomorrow and we should see more next week. Larry Wheeler was in town today. Our turbocharger will be delivered to Burlington, and then Turbo Specialties out of Salina will pick it up from our plant to inspect it and ensure that it is in good shape. We have a meeting next Tuesday with Larry Wheeler, Bart Nichols, and Nathan Arnold from Allgeier Martin and Associates, Inc. to discuss the project. Allgeier Martin is currently working on a fault study to make sure our grounding grid is sufficient with the addition of this unit we are putting in. With generator #5 out of service, they didn’t seem too concerned about that.”

“Larry Holloway from Kansas Power Pool did come to visit with me today. He wanted to get updated on the project. He is still communicating with Southwest Power Pool about the generator project and discussing when and if an aggregate study will be needed.”

ELECTRIC DEPARTMENT: Bucket Truck – Present Bids

Superintendent Schneider, “As you’ll see in front of you have the results of the bid opening on March 23 for the bucket truck. There is a considerable price difference between the two vehicles. The warranty on the trucks is almost identical.”

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Council Member Curtiss, "I move to accept the bids as bona fide." Council Member Lenard, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Superintendent Schneider, "Just so you know, the last bucket truck we received was from Palfinger. It is a very good unit, and the one we are looking to trade in is a Terex model, and it has been a good truck as well. I would recommend the unit from Palfinger North American, LLC."

Council Member Lenard, "I move to award the Articulated/Telescopic Bucket Truck to Palfinger North American, LLC as presented, not to exceed \$105, 120.68; as being in the best interest of the City of Burlington." Council Member Ernst, "I second the motion."

Council Member Lenard, "I know when Danny had ordered one time, we had delays and delays. Is there a payment schedule set up?" Superintendent Schneider, "We won't pay until the truck is delivered." Council Member Lenard, "Perfect, thank you."

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

Mayor Luke, "Second quarter of next year, so it's over a year away?" Superintendent Schneider, "Yes, it's not good, but that's how it is." Council Member Lenard, "If we had it in this year's budget, do we just accrue that?" Mayor Luke, "Yes." City Clerk Brown, "I'll move it over to next year." Council Member Lenard, "Okay."

Generation Project: Superintendent Schneider, "The last thing I have if anyone would like me to hang around after council to explain some of these pictures I have printed off of the project, I would be happy to stick around and talk about it with anybody that would like to."

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 Meter Installs: Superintendent Hawkins, "We installed a few more AMI meters around town."

Kansas Rural Water Conference: Lead and Copper Sampling: Superintendent Hawkins, "I attended the Kansas Rural Water Conference in Wichita. There are new regulations from the EPA coming down the pipe with lead and copper sampling. It looks like it is going to be pretty in-depth. They want us to go out and literally check every line in town. I am understanding that there is grant money that they are dying to get rid of, they said. We will see where that ends up going. I want to see all the regulations and see if we would even qualify for the grant money to help us in that process. If what I listened to and what I heard, that is going to be huge going out and finding every lead joint. They are also requiring that we send a letter to each resident and have them go through all of their faucets and lines. It is almost unbelievable. That is what I learned, and I will keep you posted as I learn more."

SCADA System: Superintendent Hawkins, "I finally got a final date from R.W. Vaught with our SCADA system that we have been budgeting for since 2020. He got behind due to COVID and everything. June 6th is when he is going to be coming to the water treatment plant to start on our new SCADA system. We are really looking forward to getting that headache behind us."

Fire Hydrant Replacement – Southern Coffey County Without Water: Superintendent Hawkins, "I'd like to thank the mayor, he talked to the county commissions on behalf of the city and my department because we have a project coming up in front of the road and bridge building there on 6th Street. We are going to have to replace that fire hydrant. I am talking with Gridley, Rural Water District #2, and LeRoy because once we take the fire hydrant and that line out, all of southern Coffey County will not have water. So, we will have to work very diligently with them and with fire protection as well; we are going to have to organize. I will be talking with them so we can try to plan a day that we can do this, whether it's in the middle of the night or a weekend, whatever will be the least impact. This is that time of the year that you have brush, and guys are out burning pastures. We have to get it done. We have all the parts, we have the valve and the hydrant on the back of the trailer, and it is ready to go. It is just a matter of letting everybody know when; what time we are doing it; that way, their towers are full, wet wells and clear wells are full before we cut the line. It is not going to be easy, so we are working very diligently. I want to thank Alan. I asked him if we could use the digger truck that he just got fixed and have a couple of guys come to help us. That will speed the process up a little as well."

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WATER AND WASTEWATER: Production Update

Blue Water Tower Maintenance: Superintendent Hawkins, "Cunningham Tank Service is working on the blue water tower on the south end of town. They welded in the new ladder today. They will sandblast internally and then repaint. I visited with Jason Shultz with KDHE, and we still have to do a bacteria sample on the tower before it's ready to go. Roughly it's going to take about 14 days. I want to thank my guys. We are running only on the gray tower, so we have had to change our schedules. So, what I am doing to try to help my guys is I am coming in at 2:00 in the morning and running the clear well until 4:00 to help minimize that. The other guys are coming in at 2:00 and working until 10:00. We are trying to make sure that we have enough water in the clear well and in our tower for fire protection. I want to thank them for that. This is going to be several days of doing this."

Evoqua J Press: Superintendent Hawkins, "We did have Evoqua come in. They flew in from the east coast, and they showed us a lot of things that we learned. We found that power washing the sludge clothes makes a huge difference in how the press runs; that was a big job that we need to do a little better job of. We also had a lot of major air leaks. The mainboard that is on the panel had a lot of things that, as it ages, it's out of sequence, so as it presses, it's just part of its nature. He got us up and going; we are making good cake now. We aren't having any issues. He is going to give us an itemized list of the paneling, the brains in it, and things that he is recommending to us that I can budget for and put it on the list to do. That way, we aren't having to come up with the money for it."

QUESTIONS/COMMENTS

Council Member Lenard, "That equipment is not under warranty, is it?" Superintendent Hawkins, "No. That press has been in there since 2005."

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.

City-Wide Clean-up: Superintendent Davidson, "We put boards on one of the trucks for trash clean-up."

Laser Transit: Superintendent Davidson, "We had to take our laser transit to Kansas City; we started receiving some false readings. We are taking it to be repaired. We have a spare that is doing what we need it to do for the time being."

Road Scholar Class: Superintendent Davidson, "We had several guys that started back on the road scholar classes."

Safety Training: Superintendent Davidson, "We attended the safety meeting."

Thank You: Superintendent Davidson, "We prepared a pad for the electric department to put their carport on."

6th Street Bridge Project: Superintendent Davidson, "We did get approved from the state for the 6th Street bridge project. Anne is going to go ahead and get in touch with Brady Headstrom with B&G Consultants; they are going to work together to proceed with the application. Brady will go ahead with the design of the bridge." City Clerk Brown, "They have requested that we get letters of support for that. I already have three from the school district, the sheriff's office, and the fire department. They want those submitted along with the application." Council Member Ernst, "Do we need more?" City Clerk Brown, "It probably would be good. We will be getting with others to get more."

STREET DEPARTMENT: 2022 Street Improvement Projects –Present Bids

Superintendent Davidson, "The other thing I have is that we opened bids for the 2022 asphalt project. I'd like to submit the bids to be bona fide."

Council Member Curtiss, "I move to accept the bids as bona fide." Council Member Tschantz, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Superintendent Davidson, "As you can see, they came in a bit more than I expected. When Norm Bowers had done our work for this year, he contacted Killough Construction just to get an idea of the price hike in the oil, and they suggested adding 10%. We did that. Last year's prices were \$83 for hot mix per ton, so we budgeted for \$93. As you can see, Killough came in at \$107 per ton, and APAC was \$132 per ton. Killough was able to do that because they locked in their oil prices early this year. I would like to ask you to accept the bid from Killough Construction for \$572,068.15."

Council Member Tschantz, "I move to award the Street Improvements Project 2022 to Killough Construction as presented, not to exceed \$572,068.15; as being in the best interest of the City of Burlington." Council Member Lenard, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Superintendent Davidson, "We would have an approximate start date of August, maybe sooner if they can work us in."

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POLICE DEPARTMENT: Update

General: Normal Duties. Chief Jones, "We have been staying busy."

Activities/ Cases: Chief Jones, "We had a couple of unattended deaths over the last week. We arrested an individual on an out-of-county warrant for \$15,000 cash or surety. I have been either sick or in training. The way I am feeling right now, it's marginal if I should have gone to training today, but it is part of the 40 hours I have to have."

City Court: Chief Jones, "We have city court a week from Thursday on the 14th."

Nuisance: Properties/Vehicles Update:

1303 Yuba: Chief Jones, "I went by 1303 Yuba on my way to the council meeting, and again there has been nothing happened. There is no equipment over there. When I talked to Gene Earnest last time, he told me that one of the Skillman boys, I think he said Kurt, had been over there picking up some metal, but that has been it. I haven't seen him over there. Officially we did not have a bid on the condemnation proceedings. We don't have anybody that we can hold in violation of breach of contract or anything like that. The mayor indicated that he was going to talk to you, Philip."

Attorney Wright, "I had a conversation with the landowner as well on Monday or Tuesday. He told me that he would get with the Skillman and work on it. He was going to work on getting the trash picked up also. I think there is a dumpster over there. He was going to pick up some of the stuff that was blowing around over there and start getting that picked up. I will follow up again with him." Council Member Tschantz, "So, I have a question. How much longer are we going to have to wait to get this mess cleaned up?" Attorney Wright, "Well, I have to think about what we have to do in the process. We didn't have any bids. We would have to put it out to bid again and see if we get any because right now, no one wants to touch it. I think that might have been because it was advertised that it was being taken care of. We have to figure that one out." Chief Jones, "The last communication I had from Skillman was that he would have equipment there as soon as it stopped raining and the ground firmed up."

Council Member Lenard, "So there is a dumpster next door, it appears, but not on that property?" Chief Jones, "I haven't seen the dumpster." Attorney Wright, "Gene said there was a dumpster over there and--." Council Member Lenard, "To the west at 1315. So, does he own both of those properties?" Attorney Wright, "I don't think so, but I am not really sure." Chief Jones, "I'd have to look it up. We have worked a case where people were squatting in that trailer, and that was not Skillman that was the owner then, but I don't know if anything has changed since then." Attorney Wright, "I will follow up with the homeowner again and see. I can call Skillman too and try to push a little bit. If they don't get it taken care of pretty quick, we will have to--."

Mayor Luke, "Can we issue a ten-day notice to the owner?" Attorney Wright, "You can do that, but what are we going to do in ten days when he doesn't do anything? We have already gone through the condemnation proceeding. What we would have to do is put it out to bid again to see if we can get someone willing to come in." Council Member Lenard, "So, should we start that process then?" Attorney Wright, "I think so, probably. If nothing has happened by the next council, then that's what I would recommend that we do." Council Member Lenard, "I'm not sure I want to wait." Council Member Tschantz, "I agree." Chief Jones, "To start that process again, though, you have to advertise it for two weeks." Mayor Luke, "But the advertisement would be done by the next council meeting." Council Member Curtiss, "Right." Attorney Wright, "If you guys want to go ahead and put it out, I wouldn't object to that at all."

Chief Jones, "How much of a time frame are you wanting to look at Lewis?" Mayor Luke, "Well, we start the process; it takes two weeks to advertise and give them another week to answer." Chief Jones, "The next council would be April 20, then the one after that would be May 4th." Mayor Luke, "So, we would need to have the bids prior to May 4th." Council Member Tschantz, "What happens in the meantime if they go over there and start cleaning stuff up?" Chief Jones, "We can always withdraw the bids." Council Member Lenard, "You don't have to act on them."

Council Member Lenard, "I move to initiate the demolition process for 1303 Yuba with bids to be opened prior to May 4, 2022." Council Member Ernst, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

812 Des Moines: Chief Jones, "812 Des Moines, the fire from January, Jerry Brockelman's place. I talked to him last week. He is supposed to be down here to sign an abstract on the 17th to turn all of the legalities over to the new owner. We should see at least a change of ownership in about two more weeks."

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POLICE DEPARTMENT: Personnel: Richard Messerly – Evaluation

Chief Jones, “On Richard Messerly’s evaluation, I got it into the city clerk, but I neglected to give the information to the police committee that I had it done. I went down sick and then went to training. Lewis got a hold of me this morning, and I completely forgot that I hadn’t done that. I apologize for not passing that information along.”

Council Member Lenard, “I move to accept Richard Messerly’s personnel evaluation as presented, and to grant a pay increase to \$20.00 per hour, effective April 9, 2022.” Council Member Tschantz, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

QUESTIONS/COMMENTS

Nuisance: Properties/Vehicles Update: Council Member Berryman, “Can I ask what progress has been made on the three trailers on Alleghany?” Chief Jones, “We have been so busy, Maxi. We have had officers make contact. The bagged trash was picked up, and they have been working around the property just doing a little bit of straightening up. I just haven’t had time to get over there. I have my officers with flyers going around and making contact with people. We have been so busy we haven’t had a whole lot of time to do stuff.” Council Member Berryman, “Are there squatters living in that middle trailer?” Chief Jones, “I don’t think there is anyone actually living in the middle trailer. The last time I talked to Henry and them, that trailer was supposed to be demolished and removed completely. I don’t believe anyone is living in there.” Council Member Berryman, “Thank you.”

PARKS DEPARTMENT: Update

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

Mowing: Superintendent Boyce, “We have started mowing in the parks.”

Water Restoration from winterization: Superintendent Boyce, “We started turning on the water in the restrooms. City Dam and the rock bathroom in Kelley Park near the playgrounds are turned on. After this weekend, we will get everything else turned on. They are calling for 30 degrees Friday or Saturday night. So, I opted not to turn the open stuff on yet.”

Mosquito Fogging / Spraying: Superintendent Boyce, “Tomorrow, we will be taking the mosquito fogging machine to Ottawa for the yearly calibration, which is mandated by the state. That will take up half of the day. They also do a short class for that.”

PARKS DEPARTMENT: Street Improvement - City Dam/ Drake Park

Superintendent Boyce, “I would ask that you approve the bids as bona fide.”

Council Member Curtiss, “I move to accept the bids as bona fide.” Council Member Tschantz, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Superintendent Boyce, “Normally, I just piggyback off of the street department on asphalt projects. This time we actually put it out for bid instead of piggybacking. I would recommend going with Killough Construction.”

Council Member Curtiss, “I move to award the City Dam / Drake Park Project to Killough Construction as presented, not to exceed \$28,816.55; as being in the best interest of the City of Burlington.” Council Member Ernst, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

QUESTIONS/COMMENTS

Council Member Tschantz, “Do you have to reserve shelters down there at Kelley Park?” Superintendent Boyce, “No, they are not available for reservation, only the buildings” Council Member Tschantz, “Okay, thank you.”

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2022-07	\$	<u>401,453.98</u>
b. Payroll Ordinance	2022-07	\$	<u>87,316.66</u>
c. Ordinance #	2022-06HC	\$	<u>36,627.83</u>
	TOTAL	\$	525,398.47

CLAIMS 2022-07: Council Member Curtiss moved to approve City of Burlington Claims Ordinance 2022-07 for the amount of \$429,754.41 for payment of city bills. Council Member Tschantz gave the second. City Clerk Brown, “The larger expenses we have tonight are Allgeier Martin \$3,063.05, Annexster \$4113.28, Border State Industries \$6,996.08, Core and Main \$18,322.48, and TrustPoint \$243,299.00.” **Hearing no additional discussion, Mayor Luke instructed City Clerk Brown to poll Council. All votes were in favor. Mayor Luke declared, “Claims Ordinance 2022-07 passed unanimously, 6:0.”**

PAYROLL 2022-07: Council Member Tschantz moved to approve City of Burlington Payroll Ordinance 2022-07 in the amount of \$87,316.66, 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 2022-07 passed unanimously, 6:0.”

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ORDINANCE 2022-06HC (Handwritten Checks): Council Member Curtiss moved to approve City of Burlington Ordinance 2022-06HC in the amount of \$36,627.83, as presented. Council Member Ernst gave the second.

Council Member Lenard, "How do we know –is this a fixed value? Is this it?" Attorney Wright, "Those are the claims that we paid out." City Clerk Brown, "The total came from MT Networks; they had all the people together and the amounts that we owed. So, that should be the final." Council Member Lenard, "This is it?" City Clerk Brown, "Yes." Council Member Lenard, "Okay, thank you."

Hearing no discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. All votes were in favor. Mayor Luke declared, "Ordinance 2022-06HC passed unanimously, 6:0."

PLANNING & ZONING: Update

General: Zoning Clerk Hugunin, "Normal duties."

Tree City U.S.A.: Zoning Clerk Hugunin, "A couple of weeks ago, Kevin and I attended Tree City U.S.A. recognition event in Salina. It was our 29th year, and that certificate is in the packet."

Planning Board: Zoning Clerk Hugunin, "Since you stole George from me on my Planning Board. I would like to make the recommendation to have Andy Lawrence added to that position."

Council Member Lenard "I move to appoint Andy Lawrence as a member of the Planning Commission." Council Member Tschantz, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Arbor Day: Zoning Clerk Hugunin, "Arbor Day will be May 3rd at Oak Park at 5:30 p.m."

Fence Quotes: Zoning Clerk Hugunin, "I received two quotes for the fence here on the south side. We have one that doesn't want to do the scope of work that we want, and the other will. That is that we will have the concrete poured out here, and we will sleeve, so that way we have the concrete poured first with the pipes in the ground. This company has a driver that is made for those posts, so they will be able to drive them in. The other company wanted us to leave concrete squares and pour them back later. That defeats the purpose of doing it early. I talked to Anne, and we were looking at Hardy Fence to come in, and that is going to be \$7,600 for the fence on that."

Mayor Luke, "Is it going to be four foot or six foot?" Zoning Clerk Hugunin, "It's going to be a four-foot galvanized chain link with a seven-foot post on this end for a sign to go on there and then another seven-foot post on the other end instead of tying it into the existing fence. That way, it doesn't pull everything too much. That will be the nice divider to keep trash from blowing over." Council Member Tschantz, "That is right out here, right?" Zoning Clerk Hugunin, "Yes, right at the edge where the street department came up and did that saw cut and got everything straightened up."

Council Member Ernst, "What kind of fence is it?" Zoning Clerk Hugunin, "Galvanized chain-link, but it's commercial grade." City Clerk Brown, "It will look like what is out there already." Council Member Lenard, "It is on the property line or on our side?" Zoning Clerk Hugunin, "It's on our side, and there will be about six inches left over." Council Member Tschantz, "So, who is going to clean the fence up when trash gets all piled up?" Zoning Clerk Hugunin, "Either way, I'm cleaning up trash every day now. If it's on that side, the majority of it will be their property. At least it will stop it from blowing over here. I'm picking it up in the mornings and then also in the afternoons."

City Hall - Renovations: Zoning Clerk Hugunin, "Thweat Electric was up here. They put a light above the dropbox so people can actually see to get in here now to pay their bill."

CASE Training: Zoning Clerk Hugunin, "Also, April 19th – 22nd. I have my CASE Training in Hays."

Floodplain Map Ordinance: Zoning Clerk Hugunin, "I talked to Philp tonight about the ordinance for the flood plain maps to go into effect. It is a 26-page ordinance, and I'm sure Philip can get that condensed down to one." Attorney Wright, "We just make the print really small."

City-Wide Brush Pick-up: Zoning Clerk Hugunin, "Mayor Luke, "The only other issue is establishing the brush pick-up. Danny and Alan, is there a specific week, end of April or beginning of May, that would be the best?" Superintendent Schneider, "I spoke with Danny this morning, and he has these two big projects going on. As soon as he can get free, my department will make it work. We are happy to work around that. We are in good shape out in the field as far as projects." Superintendent Hawkins, "If we start the first of May, that would get us past. I really want to get that project out at the road and bridge by the end of the month." Mayor Luke, "Okay, so the first week of May?" Superintendent Hawkins, "If we don't get it right there at the beginning, because that is also our meter reading time, if we can have a little allowance there if we don't pick it all up the first week, then we can follow up the next week." Mayor Luke, "We will tentatively schedule it for the first week of May."

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City-Wide Clean-Up: Zoning Clerk Hugunin, "I would like to add on the junk clean-up week. The girls did a great job getting them mailed out with the utility bills. We have people that aren't in city limits that got those because they have electricity or water with us, and they think we are going to that area. I just want to say it is for Burlington city limit residents only." City Clerk Brown, "That was on the flyer too." Zoning Clerk Hugunin, "It's on the flyer but driving around town today and looking at the piles, it's obvious that they aren't reading the flyer. They are just looking at the dates."

OTHER COMMITTEE OR COUNCIL BUSINESS:

LEGAL DEPARTMENT: Update

General: Attorney Wright, "Normal duties. I have been reviewing documents for people."

City Court: Attorney Wright, "I have also been responding to inquires with regards to defendants in municipal court. We are still a week out."

Ratify Fair Board Motion from 3-2-2022 Council Meeting: Attorney Wright, "When the Fair Board was in here asking whether or not they could do the beer garden. The ordinance didn't allow that. So, we fixed that, and we have a proper ordinance now. So, we need to go ahead and ratify what we did in the city council meeting on March 2."

Council Member Tschantz, "I move to ratify the motion passed on March 2, 2022, that authorized the Coffey County Fair Board to have a beer garden at Kelley Park during the County Fair." Council Member Lenard, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Council Members Lenard, Ernst, Curtiss, and Tschantz, voted, 'Yea' and Council Members Berryman and Shove, voted 'Nay'. Mayor Luke declared the motion passed, 4:2.

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.

Items added in billing: City Clerk Brown, "The girls were very busy stuffing bills this month. We had three different letters that were put in with the bills this time. We had the spring clean-up, the water quality report, and then we also put in for the housing authority. I want to thank the water department for letting a couple of guys come up; they helped fold letters for a little bit one afternoon."

Sewer Rates: City Clerk Brown, "Laura has finished the new sewer rates. The calculation is based on the water usage in December, January, and February. This is to set the new sewer rates for the year."

Insurance Policy: City Clerk Brown, "Deputy City Clerk Kerri Weltha, and I met with Kimberly Robrahn from TrustPoint Insurance on March 25th in regards to the city's annual insurance policy. The Linebacker had a decrease, crime stayed the same, and everything else had an 8% increase overall."

2022 Street Bid Opening: City Clerk Brown, "I sat in on the bid opening for the 2022 Street projects."

League Training: City Clerk Brown, "I attended a League training zoom meeting today for Personnel Management & Policy Manual checklist."

REPORT BY CITY OFFICERS:

Council Member Lenard, "We had our Coffey County focus group meeting last week. There are still talks about the trail and about drainage and sidewalks. It didn't go very far. A lot of the cities don't have the infrastructure we have. We also pointed out that we have a lot of that GIS information, and we don't need to pay to have that done again. Most of the studies, they have the five topics, and they are looking at \$30,000-\$50,000 for planning for each one of those. I think we are trying to scale that down. Hopefully, the county will fund some of that, and then we will find a way to back that up."

"I also wanted to ask; we had that Border States presentation. Did that ever come in?" Superintendent Schneider, "I meant to ask you about that. I received mine the other day." Council Member Lenard, "I haven't seen that yet." Superintendent Schneider, "I'll get that forwarded to you. I knew you asked on the conference call if you'd like a copy of it, or you had sent one to Brooke, I believe. If you didn't get it, I am happy to pass it on." Council Member Lenard, "I'd share it with the other superintendents and the council because it's good stuff." Superintendent Schneider, "I will do that." Council Member Lenard, "Thank you."

MAYOR'S COMMENTS:

City Inspector/ Code Enforcer: Mayor Luke, "Jimmy and I attended a meeting after the last council with respect to city inspectors and zoning and code enforcers. I am not sure how far or how fast that will move. There are things once again that we have with respect to ordinances, etc., that other cities don't. It is going to be a long process. I don't anticipate even them coming forward with another meeting until maybe June." Zoning Clerk Hugunin, "And it sounds like it stalled a little at the commissioners' meeting after that."

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Mayor Luke, "I don't know where that is going to go. I do know that we said there are certain parts with our ordinances that we don't have in the city. They should be looking at doing a series of different things. I don't know if it fell on deaf ears, but I know it's going to be at least June before they have another meeting to even discuss it. We gave them direction to talk to other counties. They have them to talk to and see what they come up with and what the costs are going to be and what direction the counties took, but it is in their ballpark. It is not in ours."

FUTURE AGENDA ITEMS:

GENERAL: City Debt - How to fund projects Expense Tracking on Projects Budget 2022	GAAP - Infrastructure Capitalization City/County Grant Funds – Discussion on Matched Funding Council Discussions on Evaluations, Succession Planning, etc.
ELECTRIC DEPARTMENT: Power Plant - Additional Generation PARKS DEPARTMENT: Events in Parks (Updates)	<i>RICE NESHAP Compliance</i>
LEGAL DEPARTMENT: Municipal Court Updates PLANNING AND ZONING 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)
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