

[2] CONTINUATION: June 15, 2022 Burlington City Council Regular Session

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 reports."

Termination Stand: Superintendent Schneider, "We had our termination stand show up that we make our high side terminations there in the substation. We are going to install that in the next couple of weeks."

Generator Project: Superintendent Schneider, "They are finally pouring some concrete tomorrow morning. The pump truck is supposed to be there between 5:00 a.m. and 5:30 a.m. It will be the floor and the footing base for the generator."

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.

Safety Training: Superintendent Hawkins, "We attended the employee safety training."

Lift Station Maintenance: Superintendent Hawkins, "Our lift station #1 went down on us in the early hours of Monday morning, about 4:30. All of the programming on our PLC just went away. We don't know why it did. I got a hold of Jim with RW Vaught. He came in that same day, had his laptop plugged into the PLC, and said all the programming was gone. All he had to do was upload the programming back on it, and away it went. That is done. We do have backup floats on it, so we weren't in dire straits."

Cleaning Sewers and Exercising Valves: Superintendent Hawkins, "We have been cleaning sewers, and we will continue to clean sewers until we get a quarter of the town done. That is what the state requires that we do. I'd like to thank Alan and Bill Cole for helping us block traffic on the highway. We are also going to start to exercise valves. Our plan is Mondays, Tuesdays, and Wednesdays, we are going to clean sewers, and Thursdays and Fridays, we are going to exercise valves. Trying to kill two birds with one stone."

Dirt Replenishing: Superintendent Hawkins, "We have been getting dirt from the sewer lagoon to replenish our pile for our building over here. The guys went out today to do dirt work around town that people needed for sunken valves. We are about to go out to where the county barn is and start dressing that up and get it cleaned up because we can get in there now. It is a little clumpy still from the clay, but we are going to try to dress it up and make it look nice."

Thanks – Concrete Work: Superintendent Hawkins, "I want to thank Mark and his guys. They went to the library where we did a dig, and they poured concrete back in for us. I just wanted to thank them for that."

WATER AND WASTEWATER: Production Update

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

LED Lights: Superintendent Hawkins, "I want to thank Alan and his guys. They got the lights put up on the south side of the building. They are LED and look really nice."

Lead and Copper Sampling: Superintendent Hawkins, "I have been working on the lead and copper sampling, getting ready for that. That is going to be an intense situation. We have a deadline of October the 16th of 2024 that the EPA is requiring that we go to every service in town and determine what that service line material consists of from the main clear to the house. Even though I have asked why the city would want to get on private property, but the EPA says that we have to supply that information. We are going to be savvy. We are trying to get that done, but that is going to take some serious time to do some of that work. I am working on that."

Water Usage: Superintendent Hawkins, "We are expecting with the heat coming on that we are going to have to increase the speed of the plant and start increasing the flow. I am sure that people are going to start watering their lawns, gardens, and stuff like that."

QUESTIONS/COMMENTS

Lead and Copper Sampling: Council Member Tschantz, "Does that entail having the customer give you water samples, or do you have to physically go in the house?" Superintendent Hawkins, "It's like back in 2016, we sent a survey out. The EPA wanted to know what material is in the homes internally. In a nutshell, it's from Flint, Michigan, where all this information is coming from. What they are wanting to know is how corrosive the water is, that's why we watch the baylis curve; we keep our water very soft, so we don't keep it corrosive. We have a history of over 30 plus years that we have never exceeded the lead and copper sampling. We have been very proactive in taking out cast iron because every joint is lead. We removed over 55 blocks of cast iron so far. We have a program set up that if we are out in the field and we find a lead joint or service, we will take it out regardless if we are there to fix it or not. Back to your question, the EPA is requiring that we know what the material is. So, when we set up the programming to go out to know where we are going to sample from, they want us to use the worst-case scenarios. If you have copper lines, then they want you to go in and sample in those places."

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Lift Station Maintenance: Council Member Lenard, “Also, on the lift station issue, is there any further investigation on the root cause?” Superintendent Hawkins, “That is what Jim is doing right now. In fact, he just text me, and he is in town. He is coming by to pull the data off of it to see what the fault was. He is going to see if it is the PLC or something internal; we don’t know. I should know in the morning.” Council Member Lenard, “Is there two-way communications than to that as well?” Superintendent Hawkins, “I am hoping it is not like the others because the issues that we have had with the other PLCs is that they just went down. We don’t know why. We replaced the PLC. This one has gone down on us a couple of times, and then it just gives us a fault. We have never had one where it loses all of its programming before. It is different than the others. I don’t know why. He is wanting to find out why also and what the corrective action to fix it is. I am hoping tomorrow I’ll know more.” 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.

City Hall – Parking Lot Maintenance: Superintendent Davidson, “When we poured the concrete out here south of City Hall, we had trouble with our grade. It left a big water spot out there. We came up with our grinder and started grinding toward the east to eliminate that. We have done 85% of that and have gotten it to drain. It is hard to get it any further east because we have a transformer and other things there. It seems to be working alright.”

City Street Tree Limb Damage: Superintendent Davidson, “Over the last five days, we have had three tree limbs fall. All three were storm-related. One fell on a car down on Niagara Street between 3rd and 4th. They declared it an act of God, from what I understand. I was off that day. The property and car owner was going to go ahead and turn it into the insurance company. They weren’t going to pursue anything through the city. It was one of our street trees; all three were street trees. Kevin has them on a removal list, so they will be taken care of in the near future.”

Bind Weed Spraying: Superintendent Davidson, “We have been spraying bindweed.”

Safety Meeting: Superintendent Davidson, “We attended the safety meeting.”

Burlingwood Maintenance: Superintendent Davidson, “We finally got Burlingwoods concrete poured today, so we are done with that project.”

2022 Street Improvements: Superintendent Davidson, “We are going to start a replacement of a culvert at 10th and St. Lawrence in preparation for our asphalt project. Killough had indicated that they wanted to be here in the first part of June to start the project. I haven’t heard anything from them. I assume they are way behind due to the weather.”

STREET DEPARTMENT – Sidewalk Cost-Share Application 2022-02

Superintendent Davidson, “I have one sidewalk application for Debra Allen at 715 N. 2nd. She wants 103 linear feet of sidewalk. I spoke to her on the phone, and she was told it needs to be put in at 5 feet to comply with ADA. She has two driveways, and it has to be put in at six inches, and she is aware of that. When I talked to her, she was going to have Burlington Construction do it. I talked with Jerame (Huginin), and he said that he was not aware that they were going to do that job. I guess I need to get back in touch with her and see what is actually going on. She does have the application, and she does have 103 feet of sidewalk that has been removed, so something needs to be put back.”

Council Member Tschantz, “I move to approve Sidewalk Replacement Cost-Share Application 2022-02, Debra Allen for 715 N. 2nd Street.” Council Member Ernst, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Council Member Lenard, “Is there a timeline then to get the sidewalk back in once the....?” Superintendent Davidson, “After you have approved the application, it’s by the end of the year. At the end of the year, then we just start over.” Council Member Lenard, “Not the funding but bringing it back. You said that they removed the sidewalk.” Superintendent Davidson, “Yes, there is nothing in writing that says it has to be replaced in a certain amount of time.” Mayor Luke, “Other than the end of the year.” Superintendent Davidson, “Yes, if they do the application.” Council Member Lenard, “For funding.”

POLICE DEPARTMENT: Update

General: Normal Duties.

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Activities/ Cases: Chief Jones, "We have had pretty much normal calls for us. We have been working on domestics, mental health cases, and violations of protection orders. We have made some arrests on both city and district court warrants."

"Kevin got a hold of me the other day for some damage to restrooms at one of the parks. That has been under investigation. The juveniles have been identified, and we are preparing paperwork to go to the county attorney."

City Court: Chief Jones, "City court was last week. We got out of there in a timely fashion."

CVSA Training in Missouri: Chief Jones, "I visited with the Police committee just before council. I have had an opportunity come up to send an officer to CVSA training. That is Computer Voice Stress Analysis; it's a lie detector thing. I had sent an email to Philip at about 4:00 p.m. asking his thoughts on paying for it. He and I still need to talk about that. The only kicker on this one is, if I can send an officer, it is right across the river into Missouri, and I have to have councils' permission to go out of state for this training. That training would be July 25 through 29 in Kansas City."

Council Member Curtiss, "I move to allow Chief Jones to send an officer to CVSA training in Kansas City, Missouri on July 25-29, 2022." Council Member Tschantz, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Nuisance: Properties/Vehicles Update: Chief Jones, "I have one house that I sent a courtesy letter to the property owner, or at least who the county has listed as one of two property owners, who is here in town. The neighbors have expressed concerns about open or missing windows and raccoons, and other critters going in and out of the house. I have gotten a hold of him to make sure he is aware of the issue and see if he will simply take care of it before it gets official. That is the one that I am working on right now. The other trailers on Alleghany, we are just waiting on the public hearing."

Council Member Berryman, "I have a question on that first trailer. They have a washer-dryer sitting outside, and the dryer door is open. Does that present the same problem a refrigerator door would present?" Chief Jones, "No, those are only refrigerators and freezers that we have that issue." Council Member Berryman, "Okay, with the dryer even though the door is there?" Chief Jones, "No. It should be okay."

PARKS DEPARTMENT: Update

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

Mowing: Superintendent Boyce, "Mowing has been taking most of our time right now."

Watering: Superintendent Boyce, "This week, the watering of flowers and trees has picked up due to the lack of rain."

Jones Park – Vandalism: Superintendent Boyce, "As Chief had said, there was vandalism in Jones Park. I am working on getting sinks for the replacements for the bathrooms out there. One sink was iron with a porcelain cover, and the other was just porcelain. They have been thrown away. I am going to replace them with stainless steel sinks. The sinks we started with when I put the order in it was going to be around a six-month delivery on them, so we canceled that order. We started looking at others. Hopefully, the middle of next week, we will have sinks back in the restrooms at Jones Park."

Nuisance: Mowing: Superintendent Boyce, "We mowed 302 S. 10th, the 6th, and 1110 Lamoille today. The lot to the east of Bomgaars will be mowed probably next week."

Mosquito Fogging / Spraying: Superintendent Boyce, "On the 8th, we started fogging for mosquitoes. Tomorrow night, weather permitting, we will fog again. Wednesday or Thursday night of every week from now until probably the 1st of October, we will be fogging."

QUESTIONS/COMMENTS

Nuisance: Mowing: Council Member Tschantz, "Is that property east of Bomgaars city property?" Chief Jones, "That's nuisance property." Superintendent Boyce, "It is mowed as a nuisance property, but the realtor company, from what I understand, has been paying the bill from mowing. I don't want to be in the mowing business like that, but it appears the only way that it is going to be mowed." Council Member Tschantz, "I understand."

Mosquito Fogging / Spraying: Council Member Shove, "Fogging each week, what days were that?" Superintendent Boyce, "Wednesday or Thursday. We picked two evenings so we can watch the weather and determine which evening we want to do. There are stipulations on that. The wind must be above one mph, below ten mph, and no rain." Council Member Curtiss, "Good luck with the wind."

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2022-12	\$	<u>424,039.72</u>
b. Payroll Ordinance	2022-12	\$	<u>95,286.62</u>
	TOTAL	\$	519,326.34

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CLAIMS 2022-12: Council Member Lenard moved to approve City of Burlington Claims Ordinance 2022-12 for the amount of \$424,039.72 for payment of city bills. Council Member Curtiss gave the second. City Clerk Brown, “The larger expenses we have tonight are Atlantic Signals \$3,075.35, B&B Services \$1,557.92, Stanion Wholesale \$3,994.23, and 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 2022-12 passed unanimously, 6:0.”**

PAYROLL 2022-12: Council Member Tschantz moved to approve City of Burlington Payroll Ordinance 2022-12 in the amount of \$95,286.62, as presented. Council Member Lenard 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 2022-12 passed unanimously, 6:0.”**

PLANNING & ZONING: Update

General: Zoning Clerk Hugunin, “Normal duties.”

Permits: Zoning Clerk Hugunin, “I have been updating permits and getting those up to the county appraiser's office.”

Census Bureau: Zoning Clerk Hugunin, “I had to do an update with the census bureau. They started this year with quarterly reporting on new residential and commercial construction. We are caught up now. That was fairly easy to do this time.”

Nuisance: Grass/Weeds: Zoning Clerk Hugunin, “People are getting caught up on mowing with the few days that we have had without rain. I made contact with the property owner of 11th and Merrimac today. They were told if it was not mowed tonight, we would be doing a ten-day letter. That yard is finally dry enough, I believe, to mow. The standing water is gone. We will see what happens in the morning.”

City Hall - Fence: Zoning Clerk Hugunin, “I got a call today just about 5:05 that they are going to show up tomorrow morning to start putting the fence up out here. They had a job that they were on in Chanute or somewhere that they can't finish right now because utilities are in the way or something. So, they are coming here to work on that.”

OTHER COMMITTEE OR COUNCIL BUSINESS:

LEGAL DEPARTMENT: Update

General: Attorney Wright, “Normal duties.”

Floodplain Management Ordinance: Attorney Wright, “I just wanted to bring everybody's attention to the floodplain management ordinance. I think you all have a copy of it. That was approved by the state, so we are all set for the special meeting on June 30th.”

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.

Annual League Conference: City Clerk Brown, “I have handed out to all of you a flyer for the fall annual league conference. I encourage you all, especially the new ones, to sign up for that. It does fall on Saturday, Sunday, and Monday. I cannot make reservations until July 1st but let me know as soon as possible if you want to go so I can get you signed up for it. The attorney's conference is on Friday, October 7th.” Attorney Wright, “Where is it at?” City Clerk Brown, “It is in Overland Park.” Mayor Luke, “In your backyard.” Attorney Wright, “Literally.”

Closed: City Clerk Brown, “City Hall will be closed Monday, July 4th for Independence Day.”

Special Council Meeting: City Clerk Brown, “I just wanted to make a reminder for the special council meeting and public hearing on Thursday, June 30 at 6:00 p.m. here at city hall for the flood plain management ordinance.”

REPORT BY CITY OFFICERS:

Electric Rates: Council Member Lenard, “I'd like to ask Anne if she could go back and check when we last did our electric rates. I thought we had made a decision that we would look at those and adjust those every year. It's just a general request so we can keep flow with things on an annual basis.” Mayor Luke, “It would be pretty simple to get the cost of what we pay in the pool, which is a big piece of the rate. I met with Colin Hanson Monday. He is the CEO of Kansas Power Pool. We are still going out of the coal contracts in Jeffery's, so we are still looking at a possibility of a 5% to 6% reduction in the cost of energy from the pool for next year. The contract expires at the end of this year. That will be helpful.”

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Special Council Meeting: Attorney Wright, “I’m not of the governing body, but I was just curious if anybody has a conflict and knows they will not be able to make it to the special meeting on June 30th?” Council Member Lenard, “I have it in my calendar.” Council Member Shove, “I don’t believe I have a conflict.” City Clerk Brown, “I can send a reminder also on that.” Council Member Tschantz, “Please do.”

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 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 (KRW A/funds for dredging)

Mayor Luke declared the meeting adjourned.

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