

BOOK 26
March 1, 2023

BURLINGTON CITY COUNCIL REGULAR SESSION 3-1-2023

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, March 1, 2023. Mayor Luke called the meeting to order.

THE PLEDGE OF ALLEGIANCE

ROLL CALL: Stan Luke, Mayor

Council Members present:

<input checked="" type="checkbox"/> Jerilyn Curtiss	<input checked="" type="checkbox"/> Maxi Berryman	<input checked="" type="checkbox"/> Lewis Lenard (President of Council)
<input checked="" type="checkbox"/> Lila Van Horn	<input checked="" type="checkbox"/> Thomas P. Tschantz	<input checked="" type="checkbox"/> Martin Ernst

Superintendents Present:

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

Also Present:

<input checked="" type="checkbox"/> Anne Brown (City Clerk)	<input 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,

AGENDA:

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

MINUTES 2/15/2023: Mayor Luke, "You have before you the draft minutes of our regular session of February 15, 2023. Are there any additions or corrections?"

Council Member Curtiss, "I move to approve the draft minutes of February 15, 2023, as presented." Council Member Ernst, "Second." Motion unanimously carried, 6:0.

APPOINTMENT: None

PUBLIC COMMENTS:

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.

Line Locates: Superintendent Schneider, "We still have a large number of line locates through the Atmos gas project."

Maintenance: Superintendent Schneider, "We have been doing some shop and equipment maintenance."

Personnel Training: Superintendent Schneider, "The apprentice linemen have been studying for their chapter testing."

Substation Maintenance: Superintendent Schneider, "The line crew have the 15 KV terminations in the substations complete for the generator project."

Line Maintenance: Superintendent Schneider, "We had one report of a low-hanging power line which turned out to be a telephone line. No overtime was generated; that was during normal business hours."

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.

BOOK 26
March 1, 2023

Generation Maintenance: Superintendent Schneider, “We completed a maintenance run on generator #6. We went to do a maintenance run on generator #1, and we had an alarm, and it went into shutdown mode. We found that we had a bad connection in a junction box going to the radiator. It is repaired and is in service.”

EIA Reports: Superintendent Schneider, “All of the energy information agency reporting is complete and submitted for the 2022 reporting.”

Personnel: Dee Francis Retirement Lunch: Superintendent Schneider, “We had the retirement lunch for Dee Francis on the 24th, which was his last day.”

Generation Project: Superintendent Schneider, “They had quite a large crew in here last week. So, they were back to work assembling parts. The turbocharger intake is installed and assembled to the motor. The intercooler has been cleaned and is ready for installation on the generator. The catwalk is complete. They are currently assembling and welding piping.”

Mayor Luke, “It’s starting to look like what it’s supposed to look like.” Superintendent Schneider, “It’s starting to look like a generator. We have a small pile outside yet, but it will disappear soon. They are doing a good job.”

ELECTRIC DEPARTMENT: PERSONNEL–Recommendation to Hire

Superintendent Schneider, “Also, with Dee Francis' retirement, I would like to get permission to promote Denny Noonan to Senior Power Plant Operator. He has been working with Dee really close before he retired, and he has been really busy this week. So, if you all would allow that, we will take care of that with the CPI, and the merit increase will take care of compensation for Denny's position.”

Council Member Lenard, “I move to advance Denny Noonan to the position of senior power plant operator, effective immediately.” 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 Lenard, “The only other comment I have is that I would like for you to stay on track with Wheeler and make sure we get – if there is a commitment date that we stay on top of the schedule so that there is no slippage. Then all of the permitting and everything when we were out last week, just as an FYI, the permitting and everything will go and get it all done, and our compensation from KPP will not begin until 2024.” Superintendent Schneider, “Correct. When we do the initial startup and run the commissioning, Donna Oehm with Power Plant Compliance out of Northwest Kansas, will do our catalyst testing at that time. We will submit those reports to KDHE, which will go to the EPA, and with all of that in place, yes, we will start in 2024 receiving capacity payments for the generator.”

Council Member Lenard, “Do we have a guesstimate of what that additional capacity payment might be? Could we get it?” Superintendent Schneider, “I can get that; I don't want to tell you the wrong number.” Council Member Lenard, “Because we will want to factor that in.” Superintendent Schneider, “Yes.” Council Member Lenard, “Thank you.”

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.

Line Locates: Superintendent Hawkins, “Like Alan said, we have been doing a tremendous amount of locates for Atmos Energy.”

Personnel - Training: Superintendent Hawkins, “Chris and I have been spending a lot of time training the new hires. We are doing that every day except the weekends. I am very pleased with their progress. They are coming along very well.”

BOOK 26
March 1, 2023

Backwash Holding Basin: Superintendent Hawkins, “We have also been working on the backwash holding basin. Normally this time of year, spring, there are a lot of leaves that get caught in the pumps. The guys will go out and blow it back to the backwash holding basin and get the pump going.”

Cleaning: Superintendent Hawkins, “We have been doing general maintenance and cleaning in the workshop. We are doing some deep cleaning before the spring comes.”

KDHE Violation – Rescinded: Superintendent Hawkins, “We received a violation from KDHE. It was rescinded. I want to thank Mary for this. She called me up to tell me we had this violation. I came down, and when we looked at it, we saw it was clear back from 2020 over THM’s reporting. She showed me the paperwork that we gave them, and instantly she shot it off to KDHE, and they rescinded it just that quick. They knew that we did what we were supposed to do. It turned into nothing really quickly. That was a good thing. I’m grateful for her helping.”

AMI Meters: Superintendent Hawkins, “We got another 24 meters in. The guys have been out installing those as well.”

Equipment Maintenance: Superintendent Hawkins, “We have been working on the sludge press and the actuators in there with the airlines. I did budget to have the bolster head repaired. So, I have contacted Equova, and they are supposed to come in. I’ll probably find out tomorrow whether they are going to be here, probably in April or May. I’m not sure, depending on their schedule, when they can get here and when they can get their crews in. The best part of it is that they said it won’t take as much time as what they told us, which is good.

“We also had an issue with the dryer, so we had Quincy come in, that does our maintenance every year. They got it up and running. Two switches on the dryer were bad, so they got it done.”

Supplies - Chem Keys: Superintendent Hawkins, “I received a letter from Hach which is our laboratory supplier that sells us our chem keys we use in the laboratory. They said there is going to be a major shortage coming up in the first of spring and mid-spring. So, I went ahead and ordered all the chem keys up until this coming fall. Those are in stock.”

Equipment Maintenance: Superintendent Hawkins, “We got the new mixer blades installed on the west lime feeder today.”

WATER AND WASTEWATER: Production Update

General: Superintendent Hawkins, “The plant is running well.”

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.

Tree Trimming: Superintendent Davidson, “We have been trimming street trees and cutting brush and trees around the bridge abutments mainly on Kennebec and some over on 6th Street.”

Cancer Support Group Shed: Superintendent Davidson, “We rocked an area out here for the new cancer support group building.”

Ditch Cleaning: Superintendent Davidson, “We have been cleaning ditches.”

Sign Maintenance: Superintendent Davidson, “We have been working on replacement signs.”

Equipment Maintenance: Superintendent Davidson, “We had a cylinder on our John Deer loader that started leaking. We took it off, and it needed to go to Topeka. It was well beyond our capabilities. It was a one-day turnaround, so we will put it back together this afternoon.”

2002 International Tandem Axel Dump Truck: Superintendent Davidson, “We also picked up the tandem axel truck from Grainvalley, Mo, yesterday. I have a feeling it will be a very good truck for us.”

Drainage Issues – County New Parking Lot – 6th and Neosho: Superintendent Davidson, “Before the council meeting, I passed around a map of the new parking area for the new jail. It shows the parking areas on Neosho

BOOK 26
March 1, 2023

Street and also 6th Street. There is a revised version out that has some storm boxes, but it's not sized yet. Tom Hugunin said it would be revised and ready for commission approval on the 10th of this month. They plan on letting bids, I believe, on the 24th. I told him I'd like to have a copy so I can present our next council meeting to see if there is anything we would like to change or meets our approval."

Thank You's: Superintendent Davidson, "I just wanted to thank Mary. She has gotten everything ready for our 2023 asphalt project that was sent out, I think, Tuesday."

QUESTIONS/COMMENTS

2023 Street Improvements: Council Member Lenard, "When do you expect the bids back on that, Mark?" Superintendent Davidson, "Middle part of April, I believe. We will have them by the last council meeting in April. I believe Coffey County is also bidding at the same time, so maybe we will get some better prices or get ahead on the schedule. I am not sure. I haven't spoken with anybody yet to see what we have this year." Council Member Lenard, "Any preliminary numbers on the oil?" Superintendent Davidson, "No, I don't know what oil is at right now. I am sure it is not too cheap. The estimate from Norm Bowers when we had this done last year, I don't know if he talked with Killough's oil company in Kansas City; I think the total estimate for our chip seal was less than \$400,000. Then you have the amount of work that was passed out last week. Hopefully, it comes in less than that."

POLICE DEPARTMENT: Update

General: Council Member Curtiss, "Normal duties."

Activities/ Cases: Council Member Curtiss, "There was a theft of a purse from an unsecured car at the library. There have been scam and fraud calls and shoplifting."

New Police Vehicle: Council Member Curtiss, "The 2019 Ford Explorer is in service."

Open Positions: Council Member Curtiss, "Doug received one application yesterday, so he is getting started on that one. He had another application last week, but that individual won't be 21 for several months, so he is going to bring him in as a cadet for the experience until he is old enough."

Nuisance: Properties/Vehicles Update: Council Member Curtiss, "We have four houses that we have started on."

PARKS DEPARTMENT: Update

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

City Dam Brush and Tree Removal: Superintendent Boyce, "We are about finished up at the city dam on our brush and tree trimming there."

Grasshopper Model 900D Mower: Superintendent Boyce, "New mower is ordered. I have not heard yet when it will be here, but my guess is within the next two weeks."

QUESTIONS/COMMENTS

Mayor Luke, "When will we open up the restrooms?" Superintendent Boyce, "April 1st."

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2023-05	\$	<u>193,709.28</u>
b. Payroll Ordinance	2023-05	\$	<u>119,854.51</u>
	TOTAL	\$	313,563.79

CLAIMS 2023-05: Council Member Curtiss moved to approve City of Burlington Claims Ordinance 2023-05 for the amount of \$193,709.28 for payment of city bills. Council Member Ernst gave the second. Hearing no additional discussion,

PAYROLL 2023-05: Council Member Lenard moved to approve City of Burlington Payroll Ordinance 2023-05 in the amount of \$119,854.51, as presented. Council Member Ernst gave the second.

Mayor Luke, "This includes all of Dee's retirement pay and all of the stuff there."

BOOK 26
March 1, 2023

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 2023-05 passed unanimously, 6:0."*

FINANCE: Personnel - Employees Salary & Consumer Price Index Recommendation

City Clerk Brown, "We had the CPI come in at 6.3%. We adjusted our wage minimum and maximum. I am recommending that we give that to our employees for this year."

Council Member Curtiss, "I move to approve a 6.3% Consumer Price Index (CPI) increase to City of Burlington employees, beginning April 8, 2023, and to adjust the wage band." Council Member Ernst, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

PLANNING & ZONING: Update

General: Zoning Clerk Hugunin, "Normal duties."

Cancer Support Group Shed: Zoning Clerk Hugunin, "The shed for the cancer support group was delivered yesterday and is now back where they need to put it. I wanted to thank Mark and Richard. They came up and spread rock to get that leveled out for them. They were appreciative of it."

Census Reporting: Zoning Clerk Hugunin, "I have been working on census reporting."

Permits: Zoning Clerk Hugunin, "I have been doing my normal updating on permits. I haven't issued a permit so far for building, so it's a little slow. From the phone calls that I have been getting, I think that is going to pick up a little bit."

Industrial Park - Sell: Zoning Clerk Hugunin, "A couple of meetings ago, we talked about the letter for the industrial park, and I know some of you wanted to get together to talk about that. I don't know who you want to be involved, but they are really wanting to move. So, if you are wanting to have a meeting at some point during the day or something or whenever. I don't know who wants to be involved, but I think we need to do something there. I don't know what committee it would be. I know we have the industrial and commerce and something committee, and then we also have the street committee. I think the street committee would be a good one with what they are wanting to talk about."

Mayor Luke, "We can talk about it, but I also think we need to bring them in to have a discussion with them based upon what I know and how his operation works now. I might have him come into the next meeting." Zoning Clerk Hugunin, "Okay, I will let him know."

QUESTIONS/COMMENTS

Council Member Lenard, "Obviously, with the changes that could be impending in our community, we probably will experience some growth. I was wondering; we had a couple of months ago, you said you have a developer's agreement out I think that was being reviewed. I anticipate that we are probably going to get other developers coming into the community. Where do we stand with that current review of the developer's agreement? When was it given to them, and did we have a target date?" Zoning Clerk Hugunin, "I didn't have a target date. I don't remember exactly when it was given to him, but it has been a while. I haven't received it back. So, I haven't talked about it at all with him on that side."

Council Member Lenard, "So, we are not holding anybody--." Zoning Clerk Hugunin, "No, we aren't holding anybody up. Most calls I have been getting lately are calling from out of town wanting to make RV Parks in town. They don't like it because in order to have an RV park by our modern regulations, they have to have three acres, and it has to be agriculture." Council Member Lenard, "Could you let us know then when that was passed over?" Zoning Clerk Hugunin, "Yes, I should be able to find something on that." Council Member Lenard, "Then get an update to where they stand with review of that developer's agreement." Zoning Clerk Hugunin, "Yeah, I will do it. I will have that for you at the next meeting." Council Member Lenard, "Thank you."

OTHER COMMITTEE OR COUNCIL BUSINESS

Personnel Policies & Guidelines Amendment 9: Mayor Luke, "There are two issues in the amendment, and one would be the compensation time over 40 hours and the change in residency for full-time police officers."

BOOK 26
March 1, 2023

Council Member Lenard, "I move to approve Amendment #9 of the City of Burlington Personnel Policies and Guidelines, to add Article IV-10, how compensatory time is to be paid; and Article VI-14, change the residency requirements for full-time officers." Council Member Van Horn, "I second the motion."

Council Member Lenard, "Does anyone have any questions on this?" Mayor Luke, "We have reviewed it. Philip has reviewed it. It follows the same discussions we have had in the past." Council Member Lenard, "And it clears up a couple of things in our policy on how we are going to address comp time. I think it's good." Attorney Wright, "The only thing that I would want to change, I'm sorry I didn't catch it before, in the name of the amendment, I don't think we are really changing anything. I think we need to say instead of change to clarify. You can see up there amendment of article ten in red, and the other article, I would say instead of 'to change,' I would say 'to clarify' would probably be more accurate. I would say we amend what has been presented as a draft from change to clarify. There really wasn't – we are clarifying how to do this because there really wasn't any instruction on how to do that. I would recommend that we make that slight word change. Maybe it's just semantics, but--."

Council Member Lenard, "I move to approve Amendment #9 of the City of Burlington Personnel Policies and Guidelines, to add Article IV-10, how compensatory time is to be paid; and Article VI-14, clarify the residency requirements for full-time officers, as amended." Council Member Van Horn, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Council Member Lenard, "Now we have a good HR lawyer." Attorney Wright, "That doesn't go on the record. If people ask what kind of lawyer I am, just say a damn good one." Council Member Van Horn, "That needs to go on the record." Attorney Wright, "Just like that, and that goes in the record, and if you could put it in there how I just said it." City Clerk Brown, "We have it recorded." Council Member Curtiss, "And so does the paper." Attorney Wright, "Get that passion in there."

ORDINANCE 893 – Salaries/CPI/Work Plan and Evaluation Guideline

Council Member Curtiss, "I move to adopt Ordinance 893, Determining and Establishing Salaries and Compensation of Officers and Employees of The City of Burlington, Kansas, Pursuant to The Personnel Policies and Guidelines First Established by The City of Burlington, Kansas, in 1996 As Amended and Codified by Ordinance 851 Dated July 26, 2017" Council Member Lenard, "I second the motion." Mayor Luke instructed City Clerk Brown to poll Council for a vote. All votes were in favor. Mayor Luke declared, "Ordinance 893 passed unanimously, 6:0."

LEGAL DEPARTMENT: Update

General: Attorney Wright, "Normal duties."

Appoint Assistant Attorney- Greg Holmquist: Attorney Wright, "I would like to ask that my new associate Greg Holmquist be sworn in as he will be performing duties as the assistant city attorney prosecutor, and there will be no change to that pursuant to the ordinance that approves my contract that sets my fees salary and the contract that I have with the city. It allows me the opportunity to have a person step in for me, and I think that will be a good thing. Let me know if you have any questions about that."

Mayor Luke, "And under his contract, it's in his authority to make this appointment. No motion needs to be made. We do, however, have to swear him in, so if you will come forward." Greg Holmquist was sworn in by City Clerk Brown.

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 February, we will be sending \$2,826.52 in delinquent accounts to the Kansas set-off program for collections.

Severe Weather Awareness Week: City Clerk Brown, "March 6th – 10th is severe weather awareness week. There will be a statewide tornado drill on March 7th. The Coffey County Emergency Management will be holding their Storm Spotter Talk on March 7th at the 4-H Building at 7:00 p.m. It is open to the public."

BOOK 26
March 1, 2023

City/County Grant Funds: City Clerk Brown, "I have completed the City/County grant funds report for the county commissioners. That report is in your packet."

City Wide Clean Up: City Clerk Brown, "The county has announced their clean-up week, which will be April 10th through the 15th. We will follow suit and have a city-wide clean-up the same week. The brush clean up, we have not set a date for that; that will come at a later date."

Finance Meeting: City Clerk Brown, "I attended the finance meeting Thursday, February 23rd."

Personnel Policy – Amendment #9: City Clerk Brown, "I worked with Mary and Philip on the amendment for the Personnel Policy Guideline and Policy handbook as far as comp time payout and residency requirements for the police officers."

Annual Evaluations: City Clerk Brown, "Just a reminder to have the employee evaluation and work plan complete by Friday, March 10th, and the same with the committee members for the superintendents."

QUESTIONS/COMMENTS

City/County Grant Funds: Council Member Lenard, "On the grant funds that we have here, it's kind of comingled – because the impact with the sales tax on food and then our grants with the county; those haven't changed over the years, correct?" City Clerk Brown, "Correct." Council Member Lenard, "So, in the grand scheme of things, we just did a CPI, so we are adjusting our output, but our income doesn't change. How does that work, or what's the impact between the sales tax adjusting and the funds from the county? Is there going to be less sales tax to the county, so that means these grant funds may go down, or is there a relationship there?"

Mayor Luke, "There is a difference. The county gets a portion of the sales tax; they don't get any of the city tax that they are proposing to drop on food. That hasn't come out yet. The Senate voted on it, but the house is not. So, we don't know for sure whether that is going to disappear or if it's going to stay. The money we get for infrastructure from the county is the same dollars that we received when it started in 1985, I think. That has not escalated or changed since day one. That has been brought up to the commissioners several times, and they have refused to make the change. They get additional benefits that we don't."

Council Member Lenard, "So, what would be our recourse of that? Just socializing with them again?" Mayor Luke, "Yes, I brought it up twice now in the last four years, and it was brought up before with some of the other's cities as well. So far, they haven't budged. We haven't brought it up to the new commissioners." Council Member Lenard, "Thank you." Council Member Van Horn, "That's a long time with a lot of inflations since that was established." Mayor Luke, "I'm fully aware of that because I did the calculations that determined that." Council Member Lenard, "That could have been some of the surplus that paid for some of our current endeavors." Mayor Luke, "Yeah. We will communicate with them again."

REPORT BY CITY OFFICERS:

Time Off: Attorney Wright, "I do have one more thing that I forgot to mention. I am going to be out of town for spring break, so I won't be here March 15th. If there are any matters that I need to address, get those to me right away so I can do that. I've only got about a week before I'll be gone." Mayor Luke, "So, you're entitled to spring break?" Attorney Wright, "Well, I wouldn't say entitlement if you knew what was happening, but anyway."

Personnel Policies and Guidelines: Council Member Curtiss, "How about our policy or personnel handbook, are we anywhere with – did you talk to that lady?" Attorney Wright, "I haven't. I said I was going to do that; I need to do that. I was not really sure where you guys were at with that because it sounded like the mayor maybe wanted to talk to a couple of different firms." Mayor Luke, "I have talked with a couple so far, the ones that I have spoken with they have basically priced themselves out of the market." Attorney Wright, "So, if it's the council's pleasure, I will give her a call. I know that she was having some medical stuff going on when I first talked with her back in November or December. So, she is probably passed that now." Council Member Curtiss, "I appreciate you checking in with her anyway." Attorney Wright, "I will." Council Member Curtiss, "Thank you." Mayor Luke, "I'll check again with the League if they have anybody else that they thought would be willing to do it. The one that they use for the strategic plan doesn't do it for municipalities; they do it for bigger organizations, and the League is one of them that they will do it for."

BOOK 26
March 1, 2023

Council Member Curtiss, "So, does the league have sample policy personnel things that we can look at?" City Clerk Brown, "Yes, it's very generic." Mayor Luke, "Very generic in nature." Council Member Curtiss, "But at least it would be some kind of guideline." City Clerk Brown, "Yes." Mayor Luke, "They will also contract to do it after the current in-house sessions, the senate, and the house, so sometime in May, they wouldn't have the staff to touch it. After that, they thought they might have because they brought on some new people." Council Member Curtiss, "Okay, but we need to probably look at—and I have been going through it and marking things. We might need to have a work session to look at this. Is that something we can do?" Mayor Luke, "We can either set a separate committee to initiate it and bring general information back to the governing body for their review and input. It would be great to have it electronic, so we could redline it, so we don't have 10,000 handwritten copies."

Council Member Lenard, "We could scan that and do that right away." Mayor Luke, "Yeah, we could do that now." Council Member Curtiss, "I would be interested in being on that committee." Attorney Wright, "I would suggest the more that the city council can get pinned down, the cheaper it's going to be." Council Member Curtiss, "I agree." Council Member Lenard, "Just like tonight with the comp time, there are going to be things that need to be clarified. Then the deal with the police is really helping us fill employment too. We have policy things, and then you have other things that just benefit the city." Attorney Wright, "Some of it is just practical things." Council Member Lenard, "There are practical things, and talking about the media, there probably wasn't computers or emails and all of that." Council Member Curtiss, "There wasn't. It's so outdated."

Council Member Lenard, "Some of that though, Phil, I'd be hesitant investing a lot of time in a lot of that. We've seen areas that look like they need to be touched, but there are probably a lot of things that conflict with current law." Attorney Wright, "Not that I'm aware of." Council Member Lenard, "Just good practices, best practices." Attorney Wright, "Better way to put it, thank you." Mayor Luke, "Alright, when we do this, we will take the finance committee, and Lewis indicated he wanted to be involved as the initial figure outers of the information and getting it to the point then we can seek input from everybody else of how to put it in a recommended form. If it is something that we can do without going to a contracted service and have legal put it in the right verbiage, we can then talk cost. Then maybe have somebody that just packaged it."

Attorney Wright, "I really don't think that the cost is going to be that much. She acted like – and she has a lot of experience dealing with cities like Burlington, at least size-wise and number of employee-wise. If I recall, she said it might be \$3,000- \$6,000, which I think is kind of a rounding figure when it comes to protecting the city from potential issues. Then also the calcification with things that need to be clarified. It's worth something just to get some of that antiquated stuff out of there. It's kind of embarrassing some of it." Mayor Luke, "We will get started on our end." Attorney Wright, "I will make contact." Mayor Luke, "Yes, you make contact with her and see." Attorney Wright, "What she said was, and I guess what I need to do just for direction for me is, if the city council is good with it, I will just get her schedule. She said she would do a presentation or a Q&A with the city council via Zoom, and we can just set that up in one of our regular city council sessions. I would propose that maybe we make that happen in April or something if she can get that on her schedule. Is that okay with everybody?" Mayor Luke, "Yes." Attorney Wright, "Okay, that is what I'll try to do then."

Mayor Luke, "If the council meetings don't work, we can always do a special session." Attorney Wright, "I will see what her availability is. She sounded like she was pretty free and open." Council Member Lenard, "A working session might be more appropriate." Attorney Wright, "Maybe, I don't know. I don't think it will be a long thing. Thirty minutes added onto a regular session might be more of what people want to do. I'll talk to her and see what she thinks."

ARPA Funds: Council Member Lenard, "Did we find out we talked about the funding that is available? Did we find out what that has to be utilized for?" Mayor Luke, "The ARPA funds?" Council Member Lenard, "Yeah, did we get the guidelines for that?" Mayor Luke, "Danny and Mark have been looking at the 6th Street and Alleghany intersection. Everything we want to do there qualifies. We can't do anything on the electric side on that particular front. There is newer stuff that came out or that is in the process of coming out that we might be able to tie into on stability in our lines. There is nothing we can do on the Parks side. In our size of city, the biggest issue is the availability of water and the street projects. I have talked with Danny and Mark about that. I don't think we have gotten to the point yet and reviewing the previous recommendations that were done and tying that together and putting it out there. I know we haven't put it out to bid. We have some basics to start in on."

BOOK 26
March 1, 2023

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 2023 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