



**BOOK 26**  
**March 15, 2023**

Mayor Luke, "This is every day?" Tracy Campbell, "Yes." Council Member Curtiss, "Is it open?" City Clerk Brown, "Mary, did you check?" Administrative Assistant Mader, "Yes, it was open." Mayor Luke, "Okay." Council Member Ernst, "Is the time frame 6:30 or 7:30?" Tracy Campbell, "7:30 to 10:30, they will probably get there early to try to set up." Council Member Curtiss, "It says 6:30 a.m. on here." Tracy Campbell, "They probably did book it from 6:30, so we can get it and get set up." Council Member Curtiss, "Okay."

***Council Member Curtiss, "I move to allow Coffey County Hospital to use the 4-H building May 1<sup>st</sup> – 5<sup>th</sup> at a minimum timeframe of 6:30 a.m. to 10:30 a.m. at no cost." Council Member Ernst, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.***

Tracy Campbell, "Thank you so much. We hope you will all come take advantage of the opportunity. Thank you."

**APPOINTMENT: Mark Petterson – Smoke on the River BBQ**

Mark Petterson, "Last year, we did a BBQ contest in conjunction with the Fall Festival that the county did. We talked to Bobby this year; they are not going to do the Fall Festival on the scale that they did last year anyway. They are going to try to do that every other year. We are going to try to do another BBQ contest. I am here to request. First of all, we had to look at the BBQ calendar that the Kansas City Barbeque Society has. Look at the contests all over the region, and we had to try to find a date that might work. We are looking at September 1<sup>st</sup> and 2<sup>nd</sup>. We would like to use Kelley Hall for the judging and the campsites for the teams. I checked with Anne and Mary, and there is nothing going on. I talked with Kevin a few minutes ago, and I think we are okay there. Even if we get it approved here, we still have to get it approved by the KCBS before we get on the calendar and move forward. I will say if we do get the contest scheduled, we may go ahead and build around it and try to get some other activities going too. We won't do that until we get the barbeque set in stone."

Mayor Luke, "When do you anticipate having that set in stone?" Mark Petterson, "We are going to get with KCBS as quickly as possible. Usually, it's no problem. Usually, they get back within a week. Their board meets once a month if there are any conflicts or anything like that. I don't anticipate there being a problem, so hopefully, we can know in a couple of weeks." Mayor Luke, "We will hold the spots until you confirm." Mark Petterson, "If for some reason we don't get confirmed, I will definitely get back with Anne." Council Member Ernst, "That is a Saturday and Sunday?" Mark Petterson, "It's a Friday and Saturday. Usually, when we have teams come in, it's in the late afternoon or evening on Friday, and they do a lot of the cooking Saturday morning, and the judging is early Saturday afternoon."

Council Member Van Horn, "So, are we talking about the camping sites that are at Kelley Park?" Mark Petterson, "Yes, Kelley Park. The 50-amp services which are on the concrete, and then probably some of them on the grass for the 30-amp service. It's hard to judge how many teams might be there. I'm guessing ten to twenty is probably a good guess. There could be more than 20, but there are more than 40 sites. It would be a great problem to have if we had that many. I don't anticipate having more than 20 teams." Council Member Ernst, "How many were there last year?" Mark Petterson, "We only had six. We had eight, and one team had COVID in the family, and then there was another conflict with someone else. Any other questions?"

***Council Member Ernst, "I move to approve Mark Petterson's request to use the Kelley Hall building and the camping sites on Friday, September 1<sup>st</sup>, and Saturday, September 2<sup>nd</sup>. with all fees waived for the Smoke on the River BBQ." Council Member Curtiss, "I second the motion."***

Superintendent Boyce, "The 4-H Building we can still rent out?" Mark Petterson, "If some of our additional activities – if we think we might need it, then I will try to get it blocked off or something. We don't anticipate using it at this time."

**Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.**

Mark Petterson, "Thank you very much."

**PUBLIC COMMENTS:**

Dan Mays, "Good evening. My name is Dan Mays. I was raised here in Burlington. My wife, Cara, and I built our home here in 2011 and choose to raise our son here in Burlington. If you do not recognize my name, you, the

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council, voted to terminate my employment with the city on February 15, 2023. I was notified of my termination at my house in front of my 8-year-old son directly after the council meeting that Wednesday night. When I asked the Superintendent the reason for my termination, he told me to reference the letter he handed me and to go look it up in the policy book, which I was never provided one. I had to call around to several of my co-workers before I could even find a policy book and look up the reasons the Council and the Superintendent terminated me.

“I am here to speak to you tonight, not only as a former employee but as a concerned citizen. I would like to provide you the accurate information pertaining to my employment and concerns that I have about the leadership at the city. Along with my presentation, I have also provided you with the one-page documentation that I was provided by city hall about my termination. At the top of the page, you will see this documentation is for Danny Mayes, I would like it on the record that my legal name is Daniel, and my last name is spelled M.A.Y.S.

“I was hired November 7, 2022. At the time of my hiring, the blue water tower was under repairs. Due to the circumstances of the water tower being repaired, the leaders and my co-workers stated that as a new employee, my training was not normal compared to other new employee training. Despite the atypical training, I was trusted to run the plant unsupervised within a month of my hiring. At the time of my termination, I had accrued over 120 hours of comp time. Over the holidays, I worked 25 consecutive days. My question for you is how an employee would be entrusted by leadership to work that many hours, many unsupervised, if that employee allegedly got nothing accomplished while working alone and could not be trusted, as stated in the document you have in front of you from city hall?

“When I went to collect my check for the 120 hours of comp time, Clerk Brown informed me that the Superintendent had said that he warned me several times about his concern with my job performance. I know that this is a case of his word versus mine, but that is completely untruthful. Again, please reference the document listing the reasons for my termination. This document was never provided to me for review or a signature; I have multiple discrepancies about dates and other concerns of inaccuracies throughout this document.

“In the document concerning my termination, the greatest concern listed was trust, which I do agree with; however, it is the trust with the leadership, not myself. I had been told numerous times by the Superintendent and Foreman that any falsification will result in immediate termination. Referencing 33 United States Code Section 1318, 1319, and Kansas Statute Chapter 65-170c, ‘knowingly making any false statement on such report or tampering with equipment to falsify data may result in the imposition of criminal penalties.’ Yet in January 2023, two now-former water plant employees brought concerns to Clerk Brown that the Superintendent and Foreman of the water department plant had falsified a state document regarding a water test.

“The water test was not completed by the Superintendent, and then the Superintendent and Foreman recorded false numbers on the state report three days later. This falsification was witnessed by four employees. The Foreman informed two employees about the uncompleted state-required water test. After the concern was filed, it appeared that there were no consequences to the Superintendent and Foreman, and the work environment became uncomfortable and tense for everyone. So much that one of the employees who filed the concern, after working for the water department for 13 years, chose to leave, and the other employee transferred to another city department. The one who chose to leave partly left due to being reprimanded himself by the Mayor and the Clerk for not following chain of command by reporting the falsification to Clerk Brown.

“Which brings me to my last concern. You, the council, need to be aware of the uncharacteristically high employment turnover rate at the water department. I am confident in listing 16 employees who have either quit, been fired, transferred, or retired early in the last 12 years. The city offers good pay and great benefits, so why is there not more employment longevity in this department compared to other city departments? People don't leave good jobs; they leave bad management.

“I think we all want the same thing, and that is a great future for our community. I want that, especially for my family. Water safety should be of the utmost importance for the city, and trustworthiness of those in charge should be the number one concern. If any of you have questions concerning any of the information provided to you by myself tonight, my contact information is listed with the documents that I provided for you tonight. I also encourage you to reach out to current and former water plant employees for verification of my statements made tonight. Thank you for your time. Dan Mays.”

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Mayor Luke, "Thank you, Dan."

**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.

**Personnel:** I have completed employee evaluations. I'd like to also point out that Jordan Ecton's first day of work in the power plant was Monday, March 6<sup>th</sup>. Justin King's first day was this week at the power plant as well. Both are doing well. Justin is a week ahead of him, but he is catching on really well."

**Personnel Training:** Superintendent Schneider, "The apprentice linemen are studying and preparing for chapter testing. We got some tests turned in today that were sent out for grading."

**Line Locates:** Superintendent Schneider, "We have many line locates still."

**Pole Maintenance:** Superintendent Schneider, "The men changed a three-phase power pole in the area of 3<sup>rd</sup> and Hudson, basically right next to the old Carnegie library."

**Woodchipper Maintenance:** Superintendent Schneider, "We have been servicing the woodchipper and preparing it for the upcoming tree trimming season."

**Line Maintenance:** Superintendent Schneider, "We placed line hoses on our 7200-volt conductor in the 400 block of Potomac Street in that north alley. The line crew was replacing a 69kv pole that was owned by Evergy. We did that for our safety, and we also put that circuit on non-reclose should they bump our phase. Everything is pretty much back to normal there."

**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.

**Personnel - Training:** Superintendent Schneider, "Denny is doing well. He is catching on really quick. He is keeping up on the reports. He has been working with the new hires training and getting them comfortable."

**Reports:** Superintendent Schneider, "We are completing plant reports still. We have completed and submitted some KDHE reports."

**DC Power Supply:** Superintendent Schneider, "They are doing normal maintenance. They did the DC power supply check today on our DC power system in the breaker station and the substations."

**Generation Project:** Superintendent Schneider, "For the generator project, the crew continues with fitting, welding, and piping for the cooling system and the oil circulation system for the motor itself. We are looking at June 1 for a completion date for that project."

**QUESTIONS/COMMENTS**

Council Member Ernst, "Wasn't the original completion supposed to be in May?" Superintendent Schneider, "There was a little bit of a difference of opinion on that. We negotiated. When they first set it on, but they didn't have it secured would have been mid-May. I would rather them take a couple extra weeks and make sure that it is absolutely right. If they felt rushed, I didn't want them to take any chances of taking a shortcut." Council Member Ernst, "Absolutely."

**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.

**Backhoe Battery Replacement:** Superintendent Hawkins, "We replaced the batteries on the backhoe that died on us. We got about five years out of those batteries. We got new ones in and got it back up and going."

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**Personnel - Training:** Superintendent Hawkins, “We are still spending a lot of time training the new hires; that’s been a tremendous amount of our time.”

**WATER AND WASTEWATER: Production Update**

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

**Plant - Cleaning:** Superintendent Hawkins, “We are scheduling for this next Monday and Tuesday, and Wednesday; it is that time of year in spring for us to clean out the front of the plant. We are going to schedule after-hours to start doing the cleanout on that.”

**Equipment Maintenance:** Superintendent Hawkins, “We are also going to change out the west reactor motor and the gearbox while we are down. Krayton Cox is going to help us out with that with unwiring and wiring it back up.”

**Sludge Press Maintenance:** Superintendent Hawkins, “We had Air Compressor Engineering come out and fix the dryer on the sludge press. They replaced the fan motor and two solenoid drain valves on that as well. I have also been in touch with Evoqua on how the repairs will go on the sludge press. I am finding out that the bolster head is roughly about 1600 pounds, and the other piece is right around 1150 pounds. We are going to have to get an A-frame or something with the telehandler in there to work on that. I have a couple more meetings with them. I am sending over photographs to them to have them help us when it’s time to do the replacement with that.”

**Personnel - Training:** Superintendent Hawkins, “Noah Hollinger passed his CDL written test. He will be going out and driving to prepare for his driving portion.”

**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.

**Ditch Maintenance:** Superintendent Davidson, “We have been cleaning ditches and removing leaves from catch boxes, and gutter ends.”

**Personnel - Training:** Superintendent Davidson, “We attended the safety meeting. Also, we attended an LTAP meeting that was offered here in Burlington at Kelley Park. It was on asphalt maintenance.”

**Sewer Lagoon:** Superintendent Davidson, “We went down to the sewer lagoons and cleaned around the sludge pit.”

**Sign Replacement:** Superintendent Davidson, “We had a call out Sunday morning for a stop sign that had been hit. We replaced it.”

**Road & Alley Maintenance:** Superintendent Davidson, “Then we had a request to rock several alleys. We were working out in Country Club Heights alleys today. We bladed and rocked about four alleys out there. Also patching potholes in gravel streets.”

**Tree Trimming:** Superintendent Davidson, “We have been doing some tree trimming.”

**POLICE DEPARTMENT: Update**

**General:** Council Member Curtiss, “Normal duties.”

**Activities/ Cases:** Chief Jones, “We had shoplifting at Hoover’s. That one has been identified, and we are working on locating him now; lives over towards Hartford. We had a shoplifter at Chrisman Hardware. He was identified, located, brought in, talked to, and he confessed to it.

“We arrested two adults for a case of animal cruelty. This is one of the more abused animals I have ever been involved with. From what the officers told me when they dealt with this on Sunday, it was the worst that they had ever had to deal with.

“We dealt with a pedestrian under the influence and arrests for driving while suspended.”

**City Court:** Chief Jones, “We had city court last week. That went quite quickly and well; no issues there.”

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**Nuisance: Properties/Vehicles Update:** Chief Jones, “I have got ten properties on my list that we have been working on so far. One of them has been addressed, and several of the others are in progress.”

**New Police Vehicle:** Chief Jones, “A few months ago, the council authorized me to proceed with sending in a purchase order for a 2023 Dodge Charger. The week I was out sick, I got notification that the Dodge Charger was in. My recommendation is that we go ahead and get the 2023 Dodge Charger and that we use the last highway patrol as trade-in on it. That is a 2013 model. They only offered us a \$2,500 trade-in on it, that would make the purchase price for the 2023 Dodge Charger \$33,660.55. Davis Moore in Wichita is just waiting to hear back from me one way or the other. We are not obligated to take it, but I think it would be in the city's best interest to take it.”

Mayor Luke, “And that’s a budgeted number?” Chief Jones, “It is a budgeted item.” Council Member Curtiss, “We didn’t replace that 2013 Dodge?” Chief Jones, “We purchased a 2019 Ford, and this would actually be the replacement for the one that had the impact with the light pole at Hoover’s. This would be the oldest car in the fleet. The insurance totaled out the one that actually hit it, but when we purchased a vehicle from LeRoy, we figured that was the replacement for that. Then this is the normal rotation.” Council Member Curtiss, “Okay, what about the pickup we just got?” Chief Jones, “What pickup?” Council Member Curtiss, “From LeRoy.” Council Member Ernst, “It’s an SUV.” Chief Jones, “The Ford Explorer, that is the one that replaced the 95 car. The one that I am looking at using as a trade-in is the 98 car which is the oldest one that we have left; it’s a 10-year-old car.”

Council Member Ernst, “You said that the benefit of that trade-in was the fact that they take off equipment...?” Chief Jones, “No, if we sell it on purplewave, then we have to take all of the equipment off ourselves. Otherwise, I take it down to Andover; he takes the equipment off of the old car and then installs it on the new car.” Council Member Curtiss, “Okay, I have another question. Lately, there have been two vehicles sitting outside all the time.” Chief Jones, “That’s because I am two officers short. One of them has been being used by our part-time officer, Brandi. One of them is taken out of service because we assigned that Ford Explorer to Kyle Black. So, the car he had been driving is one of those two sitting there. Until we get the two open positions filled, we are letting our part-time and reserve officers use those. They are sitting there because they can’t take them.”

Council Member Curtiss, “Okay, can we just hold off on this and go to the committee and discuss it? I am kind of confused. I’m confused by what I have here on the replacements. We replaced a 2014 Dodge Charger in 2023?” Chief Jones, “No, you all agreed to purchase that last year at the end of the year. So, it came out of last year’s budget.” Council Member Curtiss, “Okay, it says 2023 on here; replaced unit 98.” Chief Jones, “No, that is the one we are looking to replace this time.” Council Member Curtiss, “Okay.” Mayor Luke, “And we replaced 95 with the explorer.” Chief Jones, “Right.” Council Member Curtiss, “We replaced unit 95 in 2021—that is what this says.” Chief Jones, “I may have fat-fingered a key on that.” Council Member Curtiss, “A 2014 Dodge Charger unit 95 was replaced in 2021.” Chief Jones, “It was scheduled to be replaced, but we couldn’t get a car. That is what we were going to do.”

Council Member Curtiss, “Okay, well, this is old; this is 2020. I don’t have an updated one.” Chief Jones, “Oh, that was my projections for the future.” Council Member Curtiss, “I would like to see an up-to-date one before I feel comfortable okaying that. How long do we have?” Chief Jones, “Probably about 30 days from when he notified me when it was in.” Council Member Curtiss, “When was that?” Chief Jones, “Last Friday.” Mayor Luke, “The next meeting would still be within the 30 days.” Council Member Curtiss, “Okay, and I won’t be at the next meeting, but I will visit with you about it.” Chief Jones, “Okay.”

**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 very close to finishing up on the brush and tree clean up at the city dam.”

**Spoonbill Snagging Sign / Thank You’s:** Superintendent Boyce, “We got the far south spoonbill snagging limit sign that they can’t go past put up. The snagging season opened today, but they shut the river down, so there

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was nobody down there, really. I want to thank the Electric Department for assisting on installing the pole and the sign.”

**PARKS DEPARTMENT: Flowers – Beautification Project**

Superintendent Boyce, “I got a flower quote from Arnold’s Greenhouse for \$2,453.00. It is the same as last year, and the flowers are the same as last year. That would be my recommendation to go with Arnold’s Greenhouse.”

***Council Member Curtiss, “I move to allow Superintendent Boyce to purchase flowers for the Parks Department’s Beautification Project, not to exceed \$2,453.00, as being in the best interest of the city.” Council Member Ernst, “I second the motion.”***

Council Member Curtiss, “Those flowers were beautiful last summer. So, hopefully, they will stay the same this year. Of course, you did a lot of watering.” Superintendent Boyce, “Yes.”

**Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.**

Superintendent Boyce, “And the plan as of now is May 10<sup>th</sup> to plant flowers.”

**FINANCE: Claims Ordinance & Payroll Ordinance**

|                      |         |    |                   |
|----------------------|---------|----|-------------------|
| a. Claims Ordinance  | 2023-06 | \$ | <u>442,564.00</u> |
| b. Payroll Ordinance | 2023-06 | \$ | <u>89,012.51</u>  |
|                      | TOTAL   | \$ | 531,576.51        |

***CLAIMS 2023-06: Council Member Curtiss moved to approve City of Burlington Claims Ordinance 2023-06 for the amount of \$442,564.00 for payment of city bills. Council Member Ernst gave the second.***

City Clerk Brown, “The larger expenses we have tonight are Brenntag Southwest \$3,909.78, Harshman Construction \$2,389.02, Kansas Power Pool \$171,376.46, Midwest Electric Transformers \$16,092.15, and the bond payment to the state \$133,849.51.” **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 2023-06 passed unanimously, 5:0.”**

***PAYROLL 2023-06: Council Member Curtiss moved to approve City of Burlington Payroll Ordinance 2023-06 in the amount of \$89,012.51, 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 2023-06 passed unanimously, 5:0.”***

**PLANNING & ZONING: Update**

***General:*** Zoning Clerk Hugunin, “Normal duties.”

***Zoning:*** Zoning Clerk Hugunin, “I have been answering a lot of phone questions about how lots are zoned and what they can do on their lots. There have been a lot of calls about trailer houses.”

***Industrial Park - Sell:*** Zoning Clerk Hugunin, “The last thing I have is talking about the industrial park. We have somebody interested in that. I have talked with Mark and Anne a little bit; I’d like to have a committee meeting, but I don’t know which committee we would want to have there; the street committee or the industrial committee. I think the industrial committee, is that Tom and Lila? I don’t know who would be more comfortable.” Superintendent Davidson, “That is the same as the street committee.” Zoning Clerk Hugunin, “Okay, so it doesn’t matter. I would have the gentlemen there for that. I could set that up if you guys want to do it next Tuesday. Or we could wait another week.” Council Member Tschantz, “Tuesday is fine with me.” Mayor Luke, “Mark?” Superintendent Davidson, “That’s fine.” Mayor Luke, “Okay, set it up.” Zoning Clerk Hugunin, “Okay, I’ll do it and get you a time.”

**OTHER COMMITTEE OR COUNCIL BUSINESS**

**LEGAL DEPARTMENT: Update**

***General:*** Greg Holmquist, “As you know, Philip is on vacation this week. I have been in contact with him, but he didn’t have anything.”

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**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.

**Reports:** City Clerk Brown, “I handed out the monthly comparison for the sales tax and utilities revenue report.”

**Clerk’s Conference:** City Clerk Brown, “I will be attending the municipal clerk’s spring conference next week in Manhattan.”

**TrustPoint Insurance:** City Clerk Brown, “Kerri and I met with Kimberly Robrahn with TrustPoint Insurance on March 9<sup>th</sup> in regards to the city’s annual insurance policy. We had a significant increase from last year. This is due to claims, adding the new generator, and EMC did a property reevaluation which resulted in a 9% increase on the property and 5% on contents. Kimberly is looking into this to see if she can get any kind of a reduction on some of those. She will get back with us on any kind of changes. I am in the process of working that up now. Our MOD for work compensation stayed the same; that did not increase.”

**Annual Evaluations:** City Clerk Brown, “I completed evaluations.”

**Executive Session: Non-Elected Personnel Evaluations**

***Council Member Curtiss, “I make a motion to enter a 30-minute Executive Session for Non-Elected Personnel Evaluations with the Governing Body, Mayor, Assistant City Attorney Greg Holmquist, and Personnel Officer Brown present.” Council Member Ernst, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.***

Council entered Executive Session at 6:37 p.m. and exited at 7:07 p.m. The following action was taken:

***Council Member Curtiss, “I make a motion that the personnel evaluations and pay increases be approved as modified.” Council Member Tschantz, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.***

**REPORT BY CITY OFFICERS:**

Council Member Curtiss, “I will not be at the next meeting.”

**MAYOR’S COMMENTS**

**FUTURE AGENDA ITEMS:**

|   |   |
|---|---|
| <b>GENERAL:</b> City Debt - How to fund projects<br>Expense Tracking on Projects<br>Budget 2023   | GAAP - Infrastructure Capitalization<br>City/County Grant Funds – Discussion on Matched Funding<br>Council Discussions on Evaluations, Succession Planning, etc.  |
| <b>ELECTRIC DEPARTMENT:</b> Power Plant - Additional Generation<br><b>PARKS DEPARTMENT:</b> Events in Parks (Updates)   | <i>RICE NESHAP Compliance</i>   |
| <b>LEGAL DEPARTMENT:</b> Municipal Court Updates<br><b>PLANNING AND ZONING</b><br>Work with Advantage Computers and City Departments to improve Cyber Security<br>Nuisance Grass: Work with PD<br>FIRM Floodplain Map Changes – Updates | Misc. Legal - Documents, Cases, Contracts, etc.<br>Quarterly Construction Valuation Report<br>Prepare Easements for any City-owned property without one<br>Permits - Building/Zoning/etc.<br>Burlington Corporate Boundary Updates on Map (Work with State) |
| <b>POLICE DEPARTMENT</b> Nuisances (Work with Zoning Clerk)<br>Voice Stress Analyzer Project  | Department Activities and Cases   |
| <b>STREET DEPARTMENT:</b> Concrete St. Repairs/Free State Ct. Replacement/Repair<br>Pavement Management System/Asset Management System  | Street improvement Plan, Paving Gravel Streets, Crack Filling,<br>Street Improvements 2023 Asphalt Project  |
| <b>WATER &amp; WASTEWATER DEPARTMENT:</b><br>Sewer Lagoon Maintenance/  | Sensus Water Meter Replacement<br>Sewer Liftstations –Flushing Rags, etc.<br>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