

BOOK 26
May 3, 2023

BURLINGTON CITY COUNCIL REGULAR SESSION 5-3-2023

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, May 3, 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 checked="" 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"/> Greg Holmquist (Assistant City Attorney)	<input type="checkbox"/> Kerri Weltha (Deputy City Clerk)

Media Present: Mark Petterson (Coffey County Republican)

VISITORS: Vickie Hess, Michael Thorp, Paul Abendroth, Wade Bowie, Tom Hugunin

AGENDA:

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

MINUTES 4/19/2023: Mayor Luke, "You have before you the draft minutes of our regular session of April 19, 2023. Are there any additions or corrections?"

Council Member Curtiss, "I move to approve the draft minutes of April 19, 2023, as presented." Council Member Ernst, "Second." Motion unanimously carried, 6:0.

APPOINTMENT: Tom Hugunin – Crops Building

Tom Hugunin, "Thank you for having me. With me tonight, I have Wade Bowie and Dr. Thorp. Back in 2021, it was proposed that we build a new extension office down at Kelley Park. We had an agreement written up with the city at that time; a letter of understanding is what it's actually called. Anyway, the Fair Board has approached us to maybe help with the crops building down there to construct this building. That being said, the footprint really won't change any at all. Some offices will be eliminated, and there will be more open space; restrooms will remain, a storage area, and a little kitchenette. That's the main reason I'm here; if we are all still in agreement, then we can get something accomplished for the Fair Board possibly. Seems like the rest of the commissions' consensus is to move forward and help them with it. I do have an extra set of drawings for now. It's the original set of drawings that were drafted,"

Mayor Luke, "For the extension?" Tom Hugunin, "Yes. So, the changes on these drawings would eliminate the offices, the footprint remains the same. Other than the site drawing, it does show it being in a straight line with the 4-H Building now, but in fact, it will have to angle for it to not wind up in the creek there. I can leave those here. Look over them if you will." Mayor Luke, "Alright." Council Member Lenard, "The agreement was just the intent of the use? Is that what we are just tweaking?" Tom Hugunin, "Well, after speaking with Wade, there will be some verbiage that will really have to change in this letter of understanding because now it is no longer the extension office." Mayor Luke, "Right."

Tom Hugunin, "It will be the Fair Boards building, so to speak." Mayor Luke, "It will be called the Fair Board building?" Tom Hugunin, "I don't think anybody has really named it yet. It's just for use for the Fair Board when they want to have displays down there. It was originally the crops building, but if anybody has been in it in the last few years, it has really dilapidated. I think personally, by the time you go in and try to restructure that thing; you'll probably spend just about as much money as doing it like this."

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Council Member Curtiss, "When I read through this, there was something about water lines being changed or made bigger or something." Superintendent Boyce, "We kind of need to upgrade the water lines. Basically, the park feeds from a two-inch line. So, if we are adding to that --." Council Member Curtiss, "With the restrooms and everything else that is going to be in that building." Superintendent Boyce, "Eventually, we will work in a loop. This line will go so far, and later on, we will probably add onto it to extend it on around and eventually make it around the outside perimeter of Kelley Park." Council Member Curtiss, "Okay, thank you." Superintendent Hawkins, "When Kevin came to me, we just needed to loop back into the main system so that way it's not dead ending and causing us issues. I know the Fair Board is always having issues with pressure." Council Member Curtiss, "Yes." Superintendent Hawkins, "Well, we just need to put in a much bigger line to meet the need of all of them that are down there." Council Member Curtiss, "Okay, "Thank you."

Tom Hugunin, "With that being said, it sounded like the 4-H Building was rented over the weekend. The 4-H had something going on, and some people were trying to use the restroom in the 4-H Building, and someone already had it rented. So, there would be another need for it." Mayor Luke, "And that would be under the control of the Fair Board as far as leasing that building?" Tom Hugunin, "Yes."

Michael Thorp, "It was our intent to make the restrooms available to the general public anytime there is some kind of a function going on. I think that was part of the plus for the commissioners to help us pay for it because it's for use for the entire community. The building itself could be rented by anybody in the community for functions. The Fair Board might do the scheduling and the fees and stuff like that, but if the city came too, like if we are having a cookout at the fairgrounds, the restroom facility would be open for that or ballgames. Whatever it is needed for because that has kind of been a growing issue as the restrooms underneath the grandstands get older and older. The restroom facilities are rather limited there in the stone building. The 4-H Building is not always open. So, we wanted to make that available to the general public. It is going to be designed so that it could be open but not gain access to the rest of the building."

Mayor Luke, "Alright. The governing body, is there anyone that does not accept the fact, and then we can go ahead and move forward as we did before and move down the path to get this taken care of?" Council Member Lenard, "I'd say let these guys work with Philip and get it updated and bring it back and move it forward." Attorney Wright, "The only question I have is this agreement said something about a committee or something from the county that they will be in charge of use and maintenance of the building. We need to identify who is going to be." County Attorney Bowie, "What are you looking at?" They briefly discussed what entity names need to be in the agreement.

Tom Hugunin, "We purchased the building for the extension office over at Dr. Herder's, which is the reason the scope of everything changed. The last few years that have passed, this was done in 2021, the Fair Board sees a need to proceed ahead with this." County Attorney Bowie, "The other thing we didn't mention was the plans that were presented were only 60% complete. So, they will have to go back and finalize. That is not a final product. Before the county made a decision with moving forward with plans, the county wanted to make sure that the city was still on board with moving forward." Mayor Luke, "You can let them know we are still on board."

Council Member Ernst, "How soon is this project going to start?" Tom Hugunin, "Well, again, it has to go back for a redesign because of the elimination of the offices; like Wade said, those are not the final drawings. The footprint really doesn't change; the size hasn't changed, just the angle of how it sits. The interior is really the only thing that changed. I would not know by the time you get a hold of the engineer that started it and sign new contracts for him. You know how all the paperwork goes."

Council Member Lenard, "So, will it be a new pad then, Tom?" Tom Hugunin, "Yes, a whole new structure. I was involved in a project in Ottawa where they took an old gas station and tried to turn it into a bank and tried to leave the existing concrete. It didn't pan out too well." Michael Thorp, "There is a lot to coordinate with this because you guys have to do your water lines first, and of course, you have to know where the building sits. Then there will be a little bit of road work, pavement, and sidewalk work going on. It's a harder project than you think because there are so many entities that you have to think about, Fair Board, City, and Commission. It's not a speedy process." Tom Hugunin, "Kind of like everything else. We are at the mercy of the engineer and architects. Like Wade said, we just want to make sure that everybody is still interested in a project like this, and we didn't

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want to go planning something without permission.” Mayor Luke, “Well, I think you got the word that we are still interested.” Council Member Tschantz, “Let’s get it done.” Tom Hugunin, “Thank you.”

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.

Clean Up – Brush Pick up: Superintendent Schneider, “Last week, primarily the first half of the week, we did brush pick up for the cleanup week. I just want to remind everyone; we pick up from Neosho Street South. The electric department picked up over 20 loads that we hauled to the city brush pile.”

Personnel Training: Superintendent Schneider, “The apprentice linemen are still studying and preparing for testing.”

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.

Generator Maintenance: Superintendent Schneider, “We did a maintenance run on generator #4 and generator #6.”

Reports: Superintendent Schneider, “We are completing operational reports that we are submitting to KPP Energy now that have to do with our capacity payments.”

Generation Project: Superintendent Schneider, “They are finalizing the circulation water piping system. We are hoping to get water in that really soon. Once they confirm that there are no leaks, then we will put the oil in the generator; we have it on standby. The cooling towers were set out on the north side of the plant. We did assist in that once we got done with brush pick up a little bit.”

KMU Conference: Superintendent Schneider, “I went to KMU Conference. It was very good. It was in Wichita last Thursday through Friday. There was a whole bunch of very good information on changes and funding opportunities through US rural development tied to the inflation reduction act. I would like to sit down with Anne after this and see if we can't talk about some possibilities that may be beneficial to the city as a whole.”

Mayor Luke Award: Superintendent Schneider, “While we were there, I am going to brag on Stan a little bit. Stan received an award. It's called the Fred Deihl service award. KMU awards that every year to outstanding leaders that make contributions and leadership towards the advancement of Kansas utilities. I think that was a surprise to Stan, and it was a good award for Stan to receive for all the time he puts in with municipal development; especially the city of Burlington. He has helped a lot with many organizations. That was fantastic.”

Future Conference: Superintendent Schneider, “Again, if anybody wants to come see me and visit, I have all kinds of great things that we talked about and discussed at the KMU conference. Keep in mind, the electric committee, we have KPP Energy Fall Planning Summit coming up in September, and the KMEA conference in October will be a very good opportunity to see some very good information.”

Coffey County Jail Project: Superintendent Schneider, “I did meet with the other superintendents today. We met with the project manager that is in charge of the Coffey County jail project. We had a meeting today discussing the parking and utilities and things of that nature. That was a productive meeting. I think we all got a lot of good information out of there as well. I am still waiting on engineering to be completed so I can secure a transformer for that project. They have not indicated a transformer size for that yet. So, we will get that ordered just as soon as that is developed and released.”

Council Member Lenard, "That could be a long wait time." Superintendent Schneider, "It could. It could be 12-14 months. I had a good conversation with one of our transformer companies. He said that was the standard when I was telling him the size of the project. He said he would do his best to help see what he could do to get

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that expedited and get a better return on the lead time to that as well. So, we are going to see what happens. Things are getting a little bit ornery out there.”

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.

Clean Up – Brush: Superintendent Hawkins, “We completed our brush clean up as well. I wanted to thank Mark for letting me borrow his truck as well.”

WATER AND WASTEWATER: Production Update

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

Equipment Maintenance: Superintendent Hawkins, “The maintenance that we were going to do on the backwash holding basin is completed. We got the sludge resurge pump worked on. We retrofitted a few things on there. I wanted to thank the guys for that. They did a great job with that. That is a huge thing that we wanted to get out of our way.”

County New Parking Lot – 6th and Neosho – Jail Project: Superintendent Hawkins, “As Alan said, we met with the county today concerning the parking project that is going on. So, we are going to have to go up and do some spot potholing to make sure that our water and sewer lines are all going to be safe. I think we are going to be good, but until we spot it and find out 100%, we are going to be able to do that other than removing and relocating a meter. Chris and I went out this afternoon and looked at it. I don’t think we are going to have any issues with that. From what I’ve heard and what I have seen today, I think we are going to be good. I just want to verify the lines are certain depths that are going to meet the contractor’s needs. We will keep plugging away with them.”

Equipment Maintenance: Superintendent Hawkins, “RW Vaught did show up at the water treatment plant. He and Jim Morris came in. I want to thank my guys, Chris and Jaden. They came in at 3:00 yesterday morning and started the plant early. Tyrell and I stayed from 8:00 to 11:15 that night, working through everything. I am so grateful that they did. We did not have to turn the plant off and have to do a lot of manual stuff. They work really hard. I felt really sorry for Jim Morris because he worked his butt off, and he got everything wired in in one day. RW is still there. In fact, that is where I just came from was the plant. He is still down there, and he is working on it some more tonight. He will be there tomorrow as well. It's going along really nicely. I am very pleased and happy with that because that is a much-needed thing at the water plant. We got the filter presses, the cloths on them, power washed as well.”

WATER DEPARTMENT: PERSONNEL–Recommendation to Hire

Superintendent Hawkins, “The only other thing I have is that we had a good interviewee that came in, and we interviewed him. I am really excited about him. I would like the council’s blessing to be able to hire him. His name is Tim Nuessen.” Council Member Van Horn, “And when would be his start date?” Superintendent Hawkins, “He said he would be here tomorrow. He is ready. He wants to start immediately.”

Council Member Curtiss, “I move to extend an offer of employment as a water/wastewater non-certified operator to Tim Nuessen at the starting hourly salary of \$22.00 effective May 4, 2023.” Council Member Ernst, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Superintendent Hawkins, “Thank you, and I will let him know as soon as we are done. I appreciate it.”

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.

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Alley Maintenance: Superintendent Davidson, “We have had several requests for alleys to be rocked and bladed.”

Equipment Maintenance: Superintendent Davidson, “We have been doing truck maintenance.”

Culvert Repair: Superintendent Davidson, “We had one alley culvert bust out over here at 1st and Garrettson, which caused a sinkhole, and we were able to repair that. We poured concrete around it to keep it in place.”

City Wide Clean Up – Brush: Superintendent Davidson, “We had the trucks and loader available for brush clean up.”

Curb and Gutter Maintenance: Superintendent Davidson, “We have been ditch cleaning. We replaced about 20 feet of curb and gutter on Neosho Street, and that is in preparation for the new hot mix. That was put in the 9th and 10th on Neosho.”

County New Parking Lot – 6th and Neosho – Speed Limit Change: Superintendent Davidson, “At Chief’s request, we put in five new 20mph speed limit signs in the downtown area. They’re about every two blocks. We have another one to install at 6th and Neosho, which is in the area where they are going to be doing the new drainage for the jail, so that will be put in after they are done.

“As Danny and Alan said, there was a meeting with River City today. I wasn’t able to attend. I sent Richard and Harold Reiling in my place. It sounds like they are going to be starting down at the Rock Creek bridge area and putting in the new culverts. There is talk about starting on May 15th. So, I’ll be starting down there with new culverts and a lot of ditch work. It is going to be a pretty congested area for a while. They will be doing the parking lot at the old church next. Then they are going to do 8th Street angle parking, and then 6th Street will be the last part of the project. It sounds like they will be prepared to be done by the end of July.”

4th and Neosho - Paint: Superintendent Davidson, “Today we went down to 4th and Neosho at the intersection. I contacted the state about painting the intersection, and they informed me they didn’t have time. I was tired of being questioned about it, so I just went down and did it today. The state furnished the paint, and we furnished the labor. So, that’s been brightened up.”

KMU Training: Superintendent Davidson, “We attended the safety meeting.”

QUESTIONS/COMMENTS

Council Member Van Horn, "Have you taken possession of your new tractor yet?" Superintendent Davidson, "We have. I picked it up Monday, I believe. We have already put it to use. I want to thank you all again for letting us purchase that."

POLICE DEPARTMENT: Update

General: Chief Jones, “Normal duties.”

Activities/ Cases: Chief Jones, "We have been staying busy. We are working on some domestics, some physical, some just verbal, child custody issues, and arrests for DUIs. We worked an unattended death last Friday over here at the senior apartments at the 800 block of Sanders. The individual had a lot of medical history."

City Court: Chief Jones, “We have city court next week.”

County New Parking Lot – 6th and Neosho – Speed Limit Change: Chief Jones, “I have sent out my email about the school speed zone, removing the times and making it a permanent 20mph. I have received several responses, and everybody has been positive about it. I didn’t know if you all wanted to think about it some more if you wanted to proceed. It’s up to you all on what you want to do there. Everybody I talked to was in favor of it.”

Mayor Luke, “I think it would be good when angle parking goes into play.” Chief Jones, “I have been talking to Mark earlier, and this would be something that we would not commence until after school gets out, which is two weeks from today. It would be after that.” Mayor Luke, “I wouldn’t worry about it until after you got the angle parking done.”

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Nuisance: Properties/Vehicles Update: Chief Jones, “I have 18 properties on my nuisance list. Several have been contacted. There are ten formal letters that have been or are being served by the officers in person because we did not get any kind of positive response on some of these properties. We have one that is being mailed to an out-of-state property owner. We have made some verbal contacts that seem to be positive, but we will see what happens when given some time to work on it. That is pretty much where we are at. It has been quite hectic and busy.”

PARKS DEPARTMENT: Update

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

Mowing: Superintendent Boyce, “We have been doing quite a bit of mowing and spraying.”

Nuisance: Grass/Weeds Update: Superintendent Boyce, “We mowed two nuisance properties last week that are our normal ones. That’s 10th and Niagara, the southwest corner, and 1110 Lamoille. Probably this coming next week, we will get this lot over here to the east of Bomgaars.”

Beautification Project: Superintendent Boyce, “We have been working with the cement flower pots and getting them ready for next week for planting, weather permitting. That is Wednesday at 4:00 p.m.”

Arbor Day: Superintendent Boyce, “I attended the Arbor Day celebration last week at Eagle Park.”

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2023-09	\$	<u>188,314.99</u>
b. Payroll Ordinance	2023-09	\$	<u>95,938.92</u>
	TOTAL	\$	284,253.91

CLAIMS 2023-09: *Council Member Lenard moved to approve City of Burlington Claims Ordinance 2023-09 for the amount of \$188,314.99 for payment of city bills. Council Member Ernst gave the second.* City Clerk Brown, “The larger expenses we have tonight are Air Compressor Engineering LLC \$3,122.44, Brenntag Southwest \$7,068.78, Core and Main \$2, 855.31, Schwab Eaton \$40,960.00, and Stanion Wholesale Electric Company \$34,177.87.” **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 2023-09 passed unanimously, 6:0.”**

PAYROLL 2023-09: *Council Member Tschantz moved to approve City of Burlington Payroll Ordinance 2023-09 in the amount of \$95,938.92, 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 2023-09 passed unanimously, 6:0.”*

PLANNING & ZONING: Update

General: Zoning Clerk Hugunin, “Normal duties.”

Arbor Day: Zoning Clerk Hugunin, “As Kevin said, Arbor Day was last week. Lila was there. I think it went over pretty well. Anne was there also. Lila got to read the proclamation since Stan wasn’t there. It went over well; it rained a little bit, but Mark has a better story about it in the paper, probably.”

Nuisance: Grass/Weeds Update: Zoning Clerk Hugunin, “I have four letters that have gone out for yards that need to be mowed already. I’m keeping my eye on a couple more. They mowed them today. We will see how that goes.”

Planning Board: Zoning Clerk Hugunin, “I have been overwhelmed here lately with phone calls and people coming in. It has really stepped up in my office of people wanting to do projects. I think my planning board is going to earn their chamber bucks this year. We are going to have a busy year.”

OTHER COMMITTEE OR COUNCIL BUSINESS

LEGAL DEPARTMENT: Update

General: Attorney Wright, “Normal duties.”

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Personnel Policy Handbook Update: Attorney Wright, "I just want to remind the council about the special meeting that we have a week from today with Jennifer Hill with regards to the employee manual." Council Member Ernst, "When is that again?" Attorney Wright, "It's at 6:00 p.m. I am going to send out Zoom information probably tomorrow or Friday for that meeting. We just need to make sure that we gave someone here at City Hall." City Clerk Brown, "I'll be here." Council Member Lenard, "I think it would be better to try to be here." Council Member Curtiss, "I plan to be here too." Council Member Van Horn, "Me too." Zoning Clerk Hugunin, "Can you send me that link Philip?" Attorney Wright, "Yes, I will get it sent to you." Council Member Tschantz, "What time? 6:30 p.m.?" Attorney Wright, "6:00 p.m."

LEGAL DEPARTMENT: Mayor's 2023 Annual Appointments

1. **City Clerk:** Mayor "We need a motion to ratify appointment of City Clerk, Anne C. Brown."

Council Member Curtiss, "I move that we ratify the Mayor's annual appointment for City Clerk to be Anne C. Brown from May 1, 2023, through the first meeting of the City Council in May 2024." Council Member Ernst, "I second it." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

2. **Chief of Police:** Mayor, "We need a motion to ratify appointment of Chief of Police, Douglas L. Jones."

Council Member Tschantz, "I move that we ratify the Mayor's annual appointment of Chief of Police to be Douglas L. Jones, from May 1, 2023, through the first meeting of the City Council in May 2024." Council Member Van Horn, "I second it." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

3. **Electric Superintendent:** Mayor, "We need a motion to ratify the appointment of Electric Superintendent, Alan Schneider."

Council Member Ernst, "I make a motion that we ratify the Mayor's annual appointment of Electric Superintendent to be Alan Schneider from May 1, 2023, through the first meeting of the City Council in May 2024." Council Member Lenard, "I second it." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

4. **Parks Superintendent:** Mayor, "We need a motion to ratify the appointment of Parks Superintendent, Kevin Boyce."

Council Member Curtiss, "I make a motion to ratify the Mayor's annual appointment for Parks Superintendent to be Kevin Boyce from May 1, 2023, through the first meeting of the City Council in May 2024." Council Member Lenard, "I second it." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

5. **Water & Wastewater Superintendent:** Mayor, "We need a motion to ratify the appointment of Water and Wastewater Superintendent to be Danny Hawkins."

Council Member Ernst, "I make a motion to ratify the Mayor's annual appointment for Water and Wastewater Superintendent to be Danny Hawkins from May 1, 2023, through the first meeting of the City Council in May 2024." Council Member Van Horn, "I second it." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

6. **Street Superintendent:** Mayor, "We need a motion to ratify the appointment of Street Superintendent to be Mark Davidson."

Council Member Tschantz "I make a motion to ratify the Mayor's annual appointment for Street Superintendent to be Mark Davidson from May 1, 2023, through the first meeting of the City Council in May 2024." Council Member Ernst, "I second it." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

7. **All Other Appointments of Boards, Officers, and Committees:** Mayor, "Now we need a motion to ratify all other appointments for Boards, Officers, and Committees."

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Council Member Van Horn, "I will make a motion to ratify the Mayor's Annual Appointments of all other Boards, Officers, and Committees from May 1, 2023, through the first meeting of the City Council in May 2024." Council Member Ernst, "I second it." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

=====The following motion is to include all the Board Appointments=====

8. Ratify all Appointments inclusively: Mayor, "Now, we need a motion to ratify the Mayor's Annual Appointments."

Council Member Ernst, "I make a motion to ratify the Mayor's Annual Appointments for 2023, from May 1, 2023, through the first Council meeting in May 2024, as presented." Council Member Tschantz, "I second the motion." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

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 April, we will be sending \$2,802.32 in delinquent accounts to the Kansas set-off program for collections.

Water Department: City Clerk Brown, "I sat in on the Water Departments' interview."

Arbor Day: City Clerk Brown, "I attended the Arbor Day celebration. They put in a different kind of tree this year, the Rotary sponsored that, and they did a blue spruce. I think it is going to be really cool eventually when it gets some good height to it."

2024 Budget: City Clerk Brown, "I have been working on the 2024 budget."

City Hall Closed: City Clerk Brown, "I wanted to let you know that City Hall will be closed on May 17 from noon to 5:00 p.m." Council Member Lenard, "What are you closed for?" Mayor Luke, "From noon until 5:00 p.m. is because the office staff has been subpoenaed for testimony in a case."

REPORT BY CITY OFFICERS:

MAYOR'S COMMENTS

Schwab Eaton: Mayor Luke, "The expense that we will be having with Schwab Eaton, they will be doing the 6th street water and street project for the ARPA funds that have been sitting that needs to be done, designed, and finalized prior to the end of 2024. Then we can have the construction done by the time it's supposed to be by 2026. We looked at this at the same time we looked at doing the wall at the city dam. We did not have the funds at that time. This is the only project that we could tie in two departments to make the project work. None of the other stuff would be funded by ARPA by the information that they put out. Schwab Eaton has done several projects under the same criteria, so they are very familiar with getting the paperwork correct and everything taken care of. They will come back with the cost. The estimate that they gave us was below the amount of money that we have set aside from the ARPA funds. We should not have an issue being able to complete the project without going into any of our own city funds."

Executive Session: Non-Elected Personnel: Mayor Luke, "At this time, I would accept a motion to enter into an executive session."

Council Member Curtiss, "I make a motion to enter into an executive session for non-elected personnel matters per K.S.A. 45-4319b for 15 minutes, with the Governing Body, City Clerk Brown, Superintendent Hawkins, Mayor Luke, and Attorney Wright present." Council Member Van Horn, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Council entered Executive Session at 6:45 p.m. and exited at 7:00 p.m. The following action was taken.

Mayor Luke, "We are now back in regular session."

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May 3, 2023

Council Member Ernst, “I move to terminate Noah Hollinger effective immediately from the Water Department.” Council Member Curtiss, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Developers Agreements: Mayor Luke, “Is there anything else that needs to be brought before the governing body?” Council Member Lenard, “I was going to ask Jimmy, and I failed to ask earlier, but any updates on our developers’ agreements?” Zoning Clerk Hugunin, “He has come in and is requesting annexation right now. So, that will probably be by the next meeting, but nothing on the developer’s agreement.” Council Member Lenard, “Could we maybe get an update next council?” He indicated yes. Council Member Lenard, “Thank you.” Mayor Luke, “Will we get an update from the project by the Christian church as well?” Zoning Clerk Hugunin, “We have a meeting with the Housing Authority next week. It’s Tuesday at 1:00 p.m. or 3:00 p.m. I can’t remember what it was.” Mayor Luke, “Okay, so we can have an update on this one.” Zoning Clerk Hugunin, “Yes, I have Alan, Danny, and Mark coming to that. There are going to be questions that I won’t be able to answer. I know the big issue is likely going to be sewer out there.” Council Member Lenard, “What time is that?” Zoning Clerk Hugunin, “I’d have to look; it’s either 1:00 p.m. or 3:00 p.m. We will be meeting with Ronda Gilbert from the housing authority, and I believe Mike Skillman also.”

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 Kerri Weltha, Deputy City Clerk