

BOOK 26
March 6, 2024

BURLINGTON CITY COUNCIL REGULAR SESSION 3-6-2024

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 6, 2024. Mayor Luke called the meeting to order.

THE PLEDGE OF ALLEGIANCE

ROLL CALL: Stan Luke, Mayor

Council Members present:

Jerilyn Curtiss (President of Council)

Maxi Berryman

Cara Mays

Lila Van Horn

Nathan Strawder

Martin Ernst

Superintendents Present:

Kevin Boyce (Parks)

Alan Schneider (Electric)

Mark Davidson (Street)

Doug Jones (Chief of Police)

Danny Hawkins (Water/Wastewater)

Also Present:

Anne Brown (City Clerk)

Mary Mader (Administrative Assistant)

Philip Wright (City Attorney)

Jimmy Hugunin (Zoning/Grants Clerk)

Kerri Weltha (Deputy City Clerk)

Media Present: Mark Petterson (Coffey County Republican)

VISITORS: Paul Abendroth, Tracy Jones, David Strawder, Jay Hale

AGENDA:

Council Member Ernst, "I move to approve the agenda as amended." Council Member Van Horn, "Second." Motion unanimously carried, 5:0.

MINUTES 2/21/2024: Mayor Luke, "You have before you the draft minutes of our regular session of February 21, 2024. Are there any additions or corrections?"

Council Member Ernst, "I move to approve the draft minutes of February 21, 2024, as presented." Council Member Van Horn, "Second." Motion unanimously carried, 5:0.

APPOINTMENT: Tracy Jones – C.C. Health System – Community Blood Drive

Tracy Jones, "I am Tracy Jones. If we haven't met, I am the director of marketing at the hospital. Each year, we do community blood tests. Some of you have probably come through and have been poked a few times. We would like to ask if you would be so kind as to again waive the fee for the 4-H Building the week of April 29th through May 3rd. We will be down there from 7:30 to 10:30 a.m. Although, last year, I think we had a few days that we had so many people show up that they ran a little late which is a really good problem to have. Last year, through your generosity, you helped us to blood tests on 353 people in Coffey and Woodson County. The majority of those are in Burlington. We do these in all of the communities, including Yates Center, because we have a clinic there. It is a really good service. It's a comprehensive blood panel. It tests for everything for \$40, which is a tiny fraction of what it would cost. We also do a prostate screening for males for \$20."

Mayor Luke, "Is this every day?" Tracy Jones, "Yes, Monday through Friday." Council Member Ernst, "You said 6:30 a.m. to 10:30 a.m.?" Tracy Jones, "7:30 a.m." Council Member Mays, "And what were the dates again?" Tracy Jones, "April 29th through May 3rd." Mayor Luke, "We print out the motions, and the date and time are on there. Makes it easier." Council Member Mays, "Yes, that's for sure. Thank you."

Council Member Ernst, "I move to allow Coffey County Hospital to use the 4-H building from April 29 – May 3 at a minimum timeframe of 6:30 a.m. to 10:30 a.m., at no cost." Council Member Strawder, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

Tracy Jones, "Thank you all very much."

PUBLIC COMMENTS: None

ELECTRIC DEPARTMENT: DISTRIBUTION Update

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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.

Pole Attachments: Superintendent Schneider, “We have been counting our annual pole attachments. They are for where Mediacom and CenturyLink are tied to our structures. So, they pay a certain amount every year to be attached to us.”

Personnel - Training: Superintendent Schneider, “Apprentice linemen are studying for their chapter testing.”

New Service: Superintendent Schneider, “We have installed a new electric service for a new home being built at 11th and Mohawk Street.”

ELECTRIC DEPARTMENT: PRODUCTION Update

General: Power plant personnel have been performing normal power plant and equipment maintenance, over current relay maintenance, plant reports, DC power supply, and substation maintenance.

Reports: Superintendent Schneider, “We are completing plant reports.”

Cleaning: Superintendent Schneider, “We are still cleaning generators.”

Generator Project: Superintendent Schneider, “The termination that came from the substation to the break cabinet in the basement for the new generator, everything on the city side is complete. We are scheduled and verified to start systems next week. What they will do is verify the mechanicals and that everything is in the place that it should be. Then, the control panel crew will be in there as well at the same time. Basically, they will measure the output, things like oil pressure, water temperature, and voltage. They will need to calibrate the new control panel, and they will do that. There will be several start and stops next week. If everything is going good, they will make sure we can get it to sync and go online, but it will only be for a brief moment. Once that is complete, we are working on a commissioning date soon after that. I will need to coordinate with KPP Energy and Tenaska on that to make sure that they know that we will be running for several hours commissioning that engine. So, we are getting very, very close with that.”

EIA Reports: Superintendent Schneider, “All of the energy information administrative reports that we send out every year, those are complete and those are done until next year. That was for the reporting season of 2023 of data coming out of the power plant.”

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.

Pump Station Maintenance: Superintendent Hawkins, “We had Douglass Pumping come out. They have really helped us with pump stations #3 and #6. We got the impellers and ware plates in. So, we spent time pulling those pumps and replacing those ware plates and impellers on #3 and #6. While they were here, we went ahead and pulled pump station #7. We found underwear, rags, and everything imaginable wrapped around those propellers. We got those taken care of and adjusted the plates. We also went out to pump station #2, pulled it, and found that one of our motors was bad on it. So, we are getting ready to have it pulled out and get it rebuilt. We have a spare at the plant, so we will take it back and get it installed as well in its place.”

WATER AND WASTEWATER: Production Update

Generator Maintenance: Superintendent Hawkins, “We also had Foley Equipment out of Topeka that came down. They did our yearly inspection, and oil changes, and everything on our generator at the water treatment plant. Also, at our pump station #1 for our sewer pump station. They got those completed.”

Permits: Superintendent Hawkins, “I am also working with a gentleman named Dean Williams of KDHE with the discharge permits at the water plant and sewer lagoons. We are just revising it and getting things that they are asking for and more information on it up to date.”

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Water Usage: Superintendent Hawkins, “We are back to running 1000 gallons a minute. The lime has increased in the plant, so it’s running really good right now. That is kind of back to normal.”

WATER AND WASTEWATER: Personnel

Jaden Brickell & Tyrell Udy: Superintendent Hawkins, “I have two operators that were hired at the same time, Jaden Brickell and Tyrell Udy. I did their evaluation. What do we need to do? A motion to approve the evaluations?”

Mayor Luke, “Jaden and Tyrell are both off cycle because they are still on their first year of evaluation. Normally, we go two years before they go into the regular cycle of January 1 and January 1. So, when we do everybody else’s, they will not be included in those evaluations.”

Council Member Ernst, “I move to accept Jaden Brickell’s personnel evaluation as presented, and to grant a pay increase to \$20.06 per hour, effective March 9, 2024.” Council Member Van Horn, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

Council Member Ernst, “I move to accept Tyrell Udy’s personnel evaluation as presented, and to grant a pay increase to \$23.33 per hour, effective March 9, 2024.” Council Member Van Horn, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

New Employees: Superintendent Hawkins, “Also, we got good news, too. I would like to thank the committee. Thank you for coming. We had some interviews. We had two candidates that we would like to offer employment to as well: a gentleman named Mike Castelli and one who does not go by his first name; he goes by his middle name, Mark Ashley. We would like to give them the opportunity to come work with us at the water treatment plant.”

Council Member Strawder, “I move to extend an offer of employment to Dieter M. Ashley for the position of Water/Wastewater Operator Trainee at the starting hourly wage of \$18.50, effective March 11, 2024.” Council Member Van Horn, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

Council Member Ernst, “I move to extend an offer of employment to Mike J. Castelli for the position of Water/Wastewater Operator Trainee at the starting hourly wage of \$18.50, effective March 11, 2024.” Council Member Van Horn, “I second the motion.”

Mayor Luke, “That will fill the staff, right?” Superintendent Hawkins, “That is correct. We will be at full staff.”

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

Superintendent Hawkins, “They will be ready to go to work on this coming Monday, the 11th.”

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.

New Culvert: Superintendent Davidson, “We installed a new alley culvert at 15th and Des Moines for a new home that is being built.”

Road Maintenance: Superintendent Davidson, “We are doing a lot of re-rocking the alleys. We are re-rocking the gravel roads. We started on Merrimac and Mohawk. We got pretty much everything north of there re-rocked.”

Pavement Markings: Superintendent Davidson, “We repainted the handicapped parking spots on Neosho Street. We had a request to do that. We repainted the Crosswalk at the courthouse.”

Personnel – License: Superintendent Davidson, “When we bought the tandem axel dump truck, we had two employees who were only licensed for automatic transmissions. We had to send them down to Chanute to do a driving test to get another endorsement for a standard transmission on the driver’s license. That is taken care of.”

Tilling and Seeding: Superintendent Davidson, “We have been tilling and seeding ditches that we have dug in the past.”

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Rock Hauling: Superintendent Davidson, “We are also hauling in rock from the Hartford quarry for our stockpile.”

POLICE DEPARTMENT: Update

General: Chief Jones, “Normal duties. We have been very busy.”

Activities/ Cases: Chief Jones, “Monday, right off the bat, Dorinda got out to the grandstands in Kelley Park and reported spray paint vandalism. An officer worked that. We worked a domestic. Located suspects, interviewed, and arrested two of them. Work an unattended death. We got the two suspects booked through jail and returned back home since they are both local, an 18-year-old and a 20-year-old. One of them still had black spray paint all over him. That’s how it has been going. Working with DCF on child welfare checks. We have been assisting the sheriff’s office with calls out in the county and staying busy.”

Nuisance: Properties/Vehicles Update: Chief Jones, “We have made a couple of contacts on some nuisance properties. We have gotten a small amount of success, but we are still working on it.”

Personnel – Training: Chief Jones, “We have an officer, Mike Roney, that we would like to send to the Computer Voice Stress Analysis, CVSA, training. Since that is just across the river into Missouri, I need the council’s approval to send him to that training. The class is in July, but we want to get our reservation in so we can get our seat reserved. They have a tendency to fill up pretty quickly. I would like to request to be able to send Mike Roney to training in Kansas City, Missouri.”

Council Member Ernst, “I move to approve Officer Mike Roney to attend Computer Voice Stress Analysis training in Kansas City, Missouri, in July.” Council Member Strawder, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

Personnel – Open Position: Chief Jones, “I have been keeping the police committee and the city clerk up to date on an issue we have been having with an individual. On Friday, I did something I have never had to do before. Sergeant Stuart and I drove out to the academy, pulled him from the academy, interviewed him, and terminated his employment on the spot. I have now an open position. I would request the council’s permission to advertise until filled. Since it’s a personnel action, I can’t go into any more detail unless you all want to go into executive session. That’s entirely up to you all.”

Council Member Ernst, “I move to authorize Chief Jones to advertise for a Police Officer until filled.” Council Member Van Horn, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

QUESTIONS / COMMENTS

Nuisance: Properties/Vehicles: Council Member Berryman, “You know what I am going to ask you about.” Chief Jones, “The pink toilet was not there this morning.” Council Member Berryman, “Wow. I’m glad I’m sitting down.” Chief Jones, “That’s what I said, small progress. He had been trying to wait on Doug Skillman to bring a skid loader and a dumpster. That hasn’t happened, so he has decided he is going to borrow a tractor from a relative and use that to get it out to the edge of the road for spring cleanup.” Council Member Van Horn, “Good grief, I could have moved a toilet without a skid loader.” Mayor Luke, “There is a brush pile and other stuff. There is more stuff there.” Council Member Van Horn, “Oh, I know.”

Council Member Berryman, “Okay, I have another one for you then.” Chief Jones, “Okay.” Council Member Berryman, “Three lots down, the tan trailer, is that going to be condemned? It’s got no skirting.” Chief Jones, “Which direction, Maxi?” Council Member Berryman, “Down.” Mayor Luke, “East.” Council Member Berryman, “Thank you. No skirting, the floorboards have rotted through, and the insulation is hanging out. We talked about that when we start --. What are we doing? It’s a health hazard. It’s a safety hazard. Who condemns it?” Chief Jones, “I do.” Council Member Berryman, “Well?” Chief Jones, “I will have to take another look at it because I will have to double-check. Sometimes, your directions leave little to be desired.”

Council Member Berryman, “There is no discretion on this one, trust me. This one has been eight months in the works, Doug, you know that.” Chief Jones, “I know. I’ll get on it.” Council Member Berryman, “Thank you.” Chief Jones, “I know there are a couple of others that we are taking a close look at that we are going to start on as well.” Council Member Berryman, “Thanks for the toilet, I think.” Council Member Van Horn, “She’s going to

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drive by tonight.” Council Member Berryman, “I’m driving by tonight. I’ll have to put my headlights on. Thank you, Doug.”

PARKS DEPARTMENT: Update

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

Limb Clean up: Superintendent Boyce, “We have been doing tree limb cleanup in the park from the wind.”

Tree Trimming: Superintendent Boyce, “We are still trimming trees.”

Vandalism – Kelley Park: Superintendent Boyce, “Like Doug said over the weekend we had vandals in Kelley Park. Monday – Tuesday, we worked on getting that cleaned up. We are pretty much done with that. We will have some painting to do. I think we will have to repaint three doors again. Then, two of what I call breezeways. In the years past, back when they played sports down there, they painted them red; some of the vandal stuff was on that red paint. When we took it off, the red paint came off with it in spots. We will repaint the red and go from there.”

QUESTIONS / COMMENTS

Nuisance: Properties/Vehicles: Council Member Van Horn, “So, this I probably should have asked Doug instead of you, but when there is that kind of vandalism, do the perpetrators have to pay to get it fixed?” Chief Jones, “We are going to send it to Philip for restitution. Between the material, cleanup costs, labor costs, and the repainting, I think we are putting \$1,000 on restitution. That will be divided between the two co-defendants.” Attorney Wright, “So, how that works is they will go to municipal court, and the judge will order that restitution to be paid by them if they plea, or if they are convicted of that. So, the short answer is yeah, they are going to pay for it.” Council Member Van Horn, “Alright, thank you.”

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2024-05	\$	<u>132,589.48</u>
b. Payroll Ordinance	2024-05	\$	<u>102,832.51</u>
	TOTAL	\$	<u>235,421.99</u>

CLAIMS 2024-05: Council Member Ernst moved to approve City of Burlington Claims Ordinance 2024-05 for the amount of \$132,589.48 for payment of city bills. Council Member Strawder gave the second. City Clerk Brown, “The larger expenses we have tonight are Brenntag Southwest \$9,975.05, C&B Equipment DBA Douglass Pump Service \$4,082.67, Cook’s Handyman Service \$3,175.63, Core and Main \$11,418.90, Eagle Creek Quarry \$6,906.58, and Superior Emergency Response Vehicle \$8,525.64.” **Hearing no discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Claims Ordinance 2024-05 passed, 5:0.”**

PAYROLL 2024-05: Council Member Ernst moved to approve City of Burlington Payroll Ordinance 2024-05 in the amount of \$102,832.51, as presented. Council Member Strawder gave the second. **Hearing no discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Payroll Ordinance 2024-05 passed, 5:0.”**

FINANCE: Personnel - Employees Salary & Consumer Price Index Recommendation

City Clerk Brown, “The CPI came in at 2.9% this year. We always go to the same place that we go every year. That is what their recommendation is, and I would like to recommend that we accept that CPI for the employees.” Mayor Luke, “That is basically the cost of living.”

Council Member Strawder, “I make a recommendation to approve a 2.9% Consumer Price Index (CPI) increase to City of Burlington employees, beginning April 6, 2024, 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, 5:0.

PLANNING & ZONING: Update

General: Zoning Clerk Hugunin, “Normal duties.”

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Permits: Zoning Clerk Hugunin, “I have been busy with building permits. There have been quite a few lately. We have some new houses going up.”

City Hall – Front Sign: Zoning Clerk Hugunin, “An update on the sign-out front. Coffelt Signs came down, I worked with them, and then I worked with Daktronics, who make the sign. It is a controller. The part has been shipped. As soon as Emporia gets it, I hope they are right down here. As soon as they get it, they will call and get it scheduled. I am hoping it won’t be that long.”

AED: Zoning Clerk Hugunin, “Here in the hallway by the water fountain, I installed the AED. I hope we don’t need it but that is where it’s at. There is a sign, and it says it on the side of the cabinet.”

Brush and Large Item Cleanup: Zoning Clerk Hugunin, “Clean up. The spring brush removal will be starting Monday, March 18th. Then, city-wide cleanup will be April 1st. Just like it says on the flyer, we don’t want anything set out earlier than March 23rd. And there is already stuff set out.”

Council Member Van Horn, “It’s so tempting.” Zoning Clerk Hugunin, “We didn’t even have our flyers done or had announced anything, and it comes from when the county puts their stuff out, that’s when everybody starts throwing stuff out. There is already carpet and padding and everything sitting in ditches that is going to be raining.”

City Hall – New Vehicle: Zoning Clerk Hugunin, “The last thing I have is we have it budgeted this year for a new city hall vehicle. We were looking at getting another Traverse, and those are nonexistent right now. They haven’t released the 2024s, and when they do, they will be a short-limited run, and it will be going into a late model 2024, which will be a body change. That is why they will still look the same, but right now, they can’t get them. They ran a locator and just can’t get one. We have always been getting seven-passenger vehicles, but very seldom do we put seven people in any of those vehicles. I think, talking with Mark, maybe it happened once or twice. What we did was look at what they have down there at Chevy and Ford. What they had was a 2024 Chevy Equinox at \$30,000, and they had a 2024 Ford Escape for \$32,000. My recommendation would be to go with the 2024 Chevy Equinox.”

Council Member Van Horn, “I noticed that the Escape told us what the miles per gallon was, but the Equinox-.” Zoning Clerk Hugunin, “Yeah, that’s because that’s all on the window sticker. That’s what they had. I don’t remember- I looked it up on the....” Council Member Van Horn, “So, my question is, is there an appreciable difference between the milage?” Zoning Clerk Hugunin, “No, I can’t remember. I looked it up online, but I don’t remember what it was. I was thinking it was 27, 28, somewhere around there.” Mayor Luke, “Almost identical.” Zoning Clerk Hugunin, “They are pretty much identical vehicles, just Ford and Chevy.” Mayor Luke, “Just a different name tag on it. And we had budgeted \$40....” City Clerk Brown, “\$47,500.” Zoning Clerk Hugunin, “\$47,500. Coming in \$17,500 under.” Mayor Luke, “Any discussion or questions for Jimmy?”

Council Member Ernst, “I move to accept Crow Moddie Chevy’s quote for a 2024 Chevy Equinox not to exceed \$30,000, with no trade-in, as being in the best interest of the city.” Council Member Strawder, “I second the motion.”

Council Member Strawder, “My hesitation is knowing that you guys are okay with getting a smaller vehicle from what the original intent was.” Zoning Clerk Hugunin, “Yes.” Mayor Luke, “We will still have the Traverse.” Zoning Clerk Hugunin, “This one will be more used for training. Usually, that is only one or two people; most of the time, it’s one person in the vehicle. Either one of those are better milage than the Traverses.” Council Member Mays, “Is there a need for two vehicles?” Zoning Clerk Hugunin, “Oh, yeah, there is a need for everything we have in the garage right now. There are times that we will have all of them gone and not have a vehicle here unless one of the superintendents leaves their vehicle.”

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

Zoning Clerk Hugunin, “I will get with them tomorrow. Thank you.”

OTHER COMMITTEE OR COUNCIL BUSINESS

Kansas Municipal Energy Agency -Appoint Director #2: Mayor Luke, “We need to make an appointment for the board of directors’ position #2 for KMEA. We have two positions on that board. Alan Schneider is director

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#1, which is good until April of next year. My directorship ends on April 30 of this year. We do not appoint an alternate. At this time, I would accept a motion to appoint Burlington's director #2."

Council Member Van Horn, "I move to appoint Mayor Stan Luke as Burlington's Director #2 to the Kansas Municipal Energy Agency Board of Directors, to serve a two-year term from May 1, 2024, to April 30, 2026." Council Member Ernst, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

ORDINANCE 903 – Wage and Salary

Mayor Luke, "Along with the CPI, we have to change our ordinance, which is 903."

Council Member Ernst, "I move to adopt Ordinance 903, 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 Strawder, "I second the motion."

Mayor Luke, "Do we have any questions? Do we have understanding?" Council Member Van Horn, "I did have something that seemed strange to me, and that was on page three of three here on 5b it says, 'anyone with an unacceptable or needs improvement is not eligible for a merit increase.'" Mayor Luke, "This has nothing to do with merits. This is the CPI." Council Member Van Horn, "Am I on the wrong page." City Clerk Brown, "No, that's just for the--." Council Member Van Horn, "That's just the example?" City Clerk Brown, "Yeah." Mayor Luke, "Yeah, this is the CPI that we just did; the 2.9% is what we were going to do. That is what this does." Council Member Van Horn, "Out of line, imagine that."

Hearing no additional discussion, Mayor Luke instructed City Clerk Brown to poll Council. All votes were in favor. Mayor Luke declared, Motion unanimously passed, 5:0.

LEGAL DEPARTMENT: Update

General: Attorney Wright, "Normal duties."

Old Sewer Lagoon Property: Attorney Wright, "I think the only thing that I have is I have been talking with Mr. Strawder with regard to the first contract that has kind of been pending because of the hang-up at the title company and pending litigation against the city. I talked with the title company about that today, and I think we are going to be able to get that cleared up in the next week or two. Just in case, I know Mr. Strawder needs to kind of start doing some stuff. I was hoping that the city council might authorize the mayor to sign a lease that covers that gap from now until we close on that property. That will allow Mr. Strawder to do what he needs to do from now until we close on that property."

Council Member Ernst, "I move to authorize Mayor Stan Luke to execute a lease that would allow Mr. Strawder to take possession of the land under the purchase contract that the city has entered into with Mr. Strawder until we can close on that contract." Council Member Van Horn, "I second the motion."

Council Member Strawder, "I need to abstain from this vote. He is my uncle."

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

Attorney Wright, "Thank you. I appreciate it."

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 \$251.88 in delinquent accounts to the Kansas set-off program for collections.

Severe Weather Information: City Clerk Brown, "As you may know, we got this late after the city council meeting last time, so I sent it out to you. This is severe storm weather awareness week. They are having a storm spotter talk at the 4-H Building on March 20 from 7:00 to 8:30 p.m. that is open to the public for anybody who wants to go sit on that. They did the state-wide tornado drill this morning at 11:00. If you all heard the siren that is what that was for."

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6th Street Bridge Funding: City Clerk Brown, “We are working on getting some kind of funding to help us so we can do the 6th Street bridge. I completed a TA Concept Report for that bridge. This is just a preliminary thing to see if we can get approved. Then, we will have to fill out a full application. It’s an 80/20 thing. We can get 80% funding and possibly get the other 20% through the state bill. We are hoping to get that to be able to widen that bridge and extend the sidewalk area there. So, everybody, keep your fingers crossed for that.” Mayor Luke, “This is the third time.” City Clerk Brown, “Well, actually, it’s the second; I didn’t get the third one.” Mayor Luke, “It’s the second time we have applied, and they have always found better jobs.” City Clerk Brown, “It’s a much-needed thing.”

Finance Meeting: City Clerk Brown, “I attended the finance meeting on Thursday, February 29.”

Annual Evaluations: City Clerk Brown, “I have been working on staff evaluations. Just a reminder to everyone that the employee evaluation plans need to be back to me by Friday, March 15, so I have a chance to look through them, too. They will be presented at the next council meeting for approval.”

City Hall Security Cameras: City Clerk Brown, “We got a couple of quotes for security cameras in here. Danny, I’m sorry I left you out, but we are ready to move forward with City Hall. So, I got a couple of different quotes. One is from Advantage Computer Jayhawk Software, which we already work with them. They are out of Iola. We got a quote from them for \$7,545.00. Then we have another one from Verkada, which is way out west. They do have a representative from Wichita, but all of that would be online if we needed help or assistance, it’s all online. Advantage Computer would be here. Verkada’s quote was \$8,902.24. I would like to request that we approve the cameras from Advantage Computers. I would like to be able to move forward with that so we can get some security cameras in here and outside of the building.”

Council Member Ernst, “Is that just for inside and outside of here at this building?” City Clerk Brown, “Yes, just for City Hall. We will be looking at the water plant in the future.” Council Member Van Horn, “I assume this is already budgeted?” City Clerk Brown, “Yes.” Zoning Clerk Hugunin, “That is just the one camera inside, and the other would be outside over pretty much each opening we have. Two out front, one for the drop box, one for the door, one back here that will shine this way, then one over on the south side. That way, all of the doorways are covered.”

Council Member Ernst, “I move to accept Advantage Computer’s quote for security cameras not to exceed \$7,545.00, as being in the best interest of the city.” Council Member Van Horn, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 5:0.

MAYOR’S COMMENTS:

Mayor Luke, “Last meeting, Schwab Eaton was here with Jeff Shamburg. He passed out a potential engineering contract agreement for review to imitate the process of improving the quality of water as well as the ability to produce the water necessary to not only fulfill the needs of the 85% of Coffey County that we currently serve but it would also provide the water necessary to support the CHIPS program at BETO transmitted up there by Water District 3. This is just for the engineering initial. Once we get past the design concept, we are also looking for federal funds to support this. We don’t know whether those are going to come or not, but if so, they will support the entire project; for us to go ahead and put everything together to meet the requirements of the application of the grants, we need to have this in place. If you reviewed the initial concept, page 1 is a total of \$20,000, a portion of which has already been spent, and the final one is part B for \$38,000, which will be probably a year and a half down the road before it would be necessary or incorporated. We need a motion.”

Council Member Van Horn, “I move to allow Mayor Luke to sign the engineering concept agreement with Schwab Eaton for a total of \$20,000 for phase one and \$38,000 for phase two.” Council Member Ernst, “I second the motion.”

Mayor Luke, “This is basically the water treatment plant; we have all kinds of issues with it during the cold weather. It is not designed to work with that kind of condition. This will give a long-term filtering process so that the water has a chance to warm up before it hits some of the components that cause us a problem. The maintenance that we would have to do on some of the 20-year-old equipment will not have to be done, and that is in the hundreds of thousands of dollars. We think it is a better way to go, and it will eliminate a lot of manual labor. It will also provide us with the ability to expand.” Council Member Ernst, “Has this been talked about in the water

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committee as well?” Council Member Van Horn, “Yes.” Mayor Luke, “Yes and no. Some of it was discussed. The final of what we were physically looking at doing, we have not finalized that yet. We have an idea of the direction that we want to go, and that will be part of the whole process.”

Council Member Ernst, “And we do think that if we go this direction, it will cover what is going to be needed up north?” Mayor Luke, “It will provide what we need up north. The only caveat is that the state water office has to issue an expansion of our water rights. If they give us the water right that will allow us to operate the plant at full capacity, then yes, we can serve the north and still have some additional capacity available.” Council Member Ernst, “Thank you.”

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

Mayor Luke, “We will proceed down the path and start looking at all of our grants that are available.”

REPORT BY CITY OFFICERS:

Tire Pickup: Council Member Berryman, “Has anybody been able to find out what it would cost to dispose of tires?” Mayor Luke, “I contacted the head of the landfill. He has not gotten back to me as to whether or not he would waive fees or reduce fees.” Council Member Berryman, “Okay, thank you.” Council Member Strawder, “I can tell you that I called the landfill just to see because on the tag it says that it is an open landfill and whatever. I have quite a few tires to dispose of. The answer I got on the phone was that tires are not free; they are never free, and they never will be free. So, I don’t know if that would apply in a similar situation.” Council Member Berryman, “That is not encouraging.” Mayor Luke, “And the key thing is they have an expense too when they dispose of the tires that they have to pay versus collecting more than what they pay type thing is what they are trying to decide. We will have to pay something, I’m sure.” Council Member Berryman, “Thank you. Thanks, Nathan.”

Video Recording: Council Member Strawder, “I did have another question. I know this topic has been discussed with prior councils, but one of the first items that often gets brought up whenever I got elected to city council or even before then was talking about the idea of broadcasting council meetings so the public can watch council meetings like the county commissioners are doing, and city councils all across the state have done. Is it possible that we can have a discussion or at least look to see what the price would be just to see if it would be feasible? It’s understandable if it’s not feasible. Based on the feasibility of it, does the budget need adjusted? There is a lot of information there that I think needs to be gathered. So, I am not asking for the council to make a decision yes, no, we are going to do it. But it’s more or less just doing our due diligence to see the possibility.”

Council Member Berryman, “And people can record with their own cameras on phones.” Council Member Strawder, “Yes.” Council Member Berryman, “So, they do have an avenue of doing it.” Council Member Strawder, “They could also show up here and all of that. I am just looking at it’s not uncommon for people to sign on to watch. I understand the thought process of whether they can press meeting minutes or whatever. It’s if people are going to watch the video why aren’t they here? I understand all of that, but I can tell you that’s one of the top complaints that I hear whenever I was running for city council. Now that I have been there, it’s something that I can’t guarantee people will watch more than any other time. I think it is definitely a benefit, if nothing else, just to show that we are open and transparent to the rest of the community and not closed off. That is oftentimes what it is interpreted as.”

Council Member Berryman, “Only if it is a good hair day.” Council Member Van Horn, “Sounds like a good Jimmy question to me.” Council Member Mays, “I can double-check with the county commission with the steps they did if you want me to look into that.” Mayor Luke, “We have looked into it, I know, and we can always update the cost issues. I can give you; I don’t have it with me, cities that have it and are happy with it, cities that have it that aren’t happy with it, and cities that have gotten rid of it. It will give you a background of how many cities there are and here is why they are either good or why they don’t like it. I have a board meeting at the league; I can get that information.” Council Member Strawder, “Okay, as I said, it was more or less not to ask to make a decision yes or no because I don’t know how I would vote on that, but it’s more or less I don’t feel like I have adequate information to hold a vote on that. So, this would be more or less starting that process.” Mayor Luke, “Just to explore, yes.”

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Council Member Strawder, “Then one more item. This was something that I had mentioned, I think, a while back to Anne or whatever on city ordinances. Our current process of going through and looking through city ordinances and how they are posted online and by paper copies is pretty challenging trying to get through. They do have online software out there now that makes it a lot easier to research what the ordinances are and track them and maintain them and all of that. I’m sure it does come at a cost. There is a wide variety. Being newer on the council, I don’t know what the process would be. Is it something that Anne and her group can start looking into with action by the governing body, or if we need to give that permission? What does that process look like? I just more or less – I think it’s a way to maybe update the process. It sounds like you guys are going to be working on it in the future anyways. This might be another avenue to look at.” City Clerk Brown, “We can look at that and see what kind of stuff is out there. Then, it would have to come before the council to see if that is really the direction that you want to go. The ordinances, some of them, would be a very tedious, long process to get all of those out there.”

Council Member Mays, “Are some of them paper? Do you have digital copies of all of them or no?” City Clerk Brown, “No. It’s all paper.” Zoning Clerk Hugunin, “I don’t know if we have the capacity on our website.” City Clerk Brown, “To hold that much information.” Council Member Strawder, “So, what I’m looking at is website hosting like Municode and other websites like that, that do the online hosting for that versus how it’s done. While our website may not have the capacity for it, the hosting software would have that capability, and it could be a matter of directing when you click on an ordinance it directs to the other website or whatever. It sounded like the research that I looked into, because it’s awfully close with a lot of my personal work with our department and ordinances and all that stuff.

“Then it comes into the continual maintenance and searchability of. There is that upfront cost and upfront burden of getting it set up, but after that is where it really pays for itself in the end. But not having to go through the books and update paper copies all the time or have we have all the ordinances at the end right now because it’s not very cost-effective to update the whole ordinance book itself. This is more of another possibility of an avenue to take. I didn’t think it took direction of the council to start looking into it. I just think that it is something that could be a viable option.” Mayor Luke, “I think we can do the initial investigation and then bring it back and see where the governing body wants to go.” Council Member Van Horn, “It would certainly be helpful if it was feasible.”

FUTURE AGENDA ITEMS:

GENERAL: City Debt - How to fund projects Expense Tracking on Projects Budget 2024	GAAP - Infrastructure Capitalization City/County Grant Funds – Discussion on Matched Funding Council Discussions on Evaluations, Succession Planning, etc.
ELECTRIC DEPARTMENT: Power Plant - Additional Generation	<i>RICE NESHAP Compliance</i>
PARKS DEPARTMENT: Events in Parks (Updates)	
LEGAL DEPARTMENT: Municipal Court Updates	Misc. Legal - Documents, Cases, Contracts, etc.
PLANNING AND ZONING Work with Advantage Computers and City Departments to improve Cyber Security Nuisance Grass: Work with PD FIRM Floodplain Map Changes – Updates	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 2024 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 the Governing Body and signed by Anne C. Brown, City Clerk