

BOOK 26
June 5, 2024

BURLINGTON CITY COUNCIL REGULAR SESSION 6-5-2024

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, June 5, 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 (By phone) 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: Chris Faimon (Coffey County Republican)

VISITORS: Bill Michaud, Tyler Ellsworth, Paul Abendroth, Jeff Schamburg

AGENDA:

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

MINUTES 5/15/2024: Mayor Luke, "You have before you the draft minutes of our regular session of May 15, 2024. Are there any additions or corrections?"

Council Member Ernst, "I move to approve the draft minutes of May 15, 2024, as presented." Council Member Strawder, "Second." Motion unanimously carried, 6:0.

MINUTES 5/28/2024: Mayor Luke, "You have before you the draft minutes of our special session of May 28, 2024. Are there any additions or corrections?"

Council Member Curtiss, "I move to approve the draft minutes of special session May 28, 2024, as presented." Council Member Ernst, "Second." Motion unanimously carried, 6:0.

PUBLIC COMMENTS: None.

APPOINTMENT: John Terry – Kwikom Pole Attachment Agreement – Cancelled

APPOINTMENT: Bill Michaud – Mark Kern – Amphitheatre

Tyler Ellsworth, "Well good evening, Mayor and council. Tyler Ellsworth with the Kutak Rock Law Firm, the city's bond counsel. We have been working on the city's behalf with the developer Bill Michaud and his co-developer Mark Kern on the hotel and amphitheater project that Mr. Michaud has proposed previously. Tonight, we have for your consideration a term sheet that outlines in some detail what the different components of the project are to be and also the different incentives that the developers are requesting. Now, this term sheet is not binding on the council. It's really an expression of your intent. It's an expression of your good faith. And what it does is it provides some sort of assurance to the developer without binding you legally that you are interested in proceeding with the project; that you are interested in proceeding with considering the incentives which are requested. If you approve this tonight, then what the developers can do is continue their efforts to move forward with putting financing together, putting the details of the different components of the project together. Once they've done more work in that regard, probably some months from now, they would come back and provide updates, and at that point, we would look at what they've done to date and talk about what the proceedings look like for moving forward with the incentives.

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“Briefly, I know that we've talked about it before, but the incentives that are being requested and that are reflected in the term sheet are a sales tax exemption on construction materials for the entire.... So that's through an IRB, Industrial Revenue Bond structure. A property tax abatement on the amphitheater piece and that's provided through the IRB, the Industrial Revenue Bond structure. The IRBs are not being used as true financing. They're just to be used as a vehicle for -a mechanism, a structure, to provide the sales tax exemption on construction materials and the property tax abatement. There are two separate add-on community improvement district sales taxes. A 1% add-on sales tax that would incorporate the amphitheater project, Bomgaars, and Hoover's. And there's a second 2% add-on sales tax, which would encompass the hotel and the restaurants around the hotel. In addition to that, the developers requesting STAR bonds, which again are not actual bonds but, in this case, would be a structure to divert the increase in the state sales taxes and the local sales taxes here in the northern part of the city to reimburse certain of the developers' cost of the project. So that's an outline of the incentives. Bill, anything to add?”

Bill Michaud, “No, I've been through it a couple of times.” Tyler Ellsworth, “All right, that's fair. So, if there are any questions, I'm happy to answer them. Otherwise, it's a simple motion to approve the term sheet and authorize the mayor to sign.” Mayor Luke, “Philip, do you have anything?” Attorney Wright, “No, I think that it was explained very well. I reviewed everything, and we've had a couple of conversations, and I think, really, I just need to emphasize this is so that Bill can kind of start moving forward. We're just saying as the city that we're willing to accept sort of these financing sort of things and incentives for the project.” Mayor Luke, “Any comments the governing body wants to make?”

Council Member Strawder, “I just had a simple question of is there anything in here which is also covered by ordinance, that would require us to provide a variance on an ordinance or anything like that?” Tyler Ellsworth, “That's a good question, and I don't know the answer to that. Jimmy might have more detail on whether variances or things in the land use land entitlement process would be required, but I also don't want to put them on the spot because--.” Administrative Assistant Mader, “He's not here.” Tyler Ellsworth, “Well, then, of course, I'll put them on the spot. I think that's really more of a land use question for him. There's nothing in here that I'm aware of that requires a variance. Actually, one of the sections in this term sheet talks about annexation, and there's specific reference to the flood plain requirements that are associated with annexation. So that's something that has been on our collective radar that we've tried to get out in front of.”

Council Member Strawder, “Okay, I was just trying to make sure that we wouldn't do anything here and then have to come back and redo anything, an ordinance or anything. That was the only reason for the question.” Tyler Ellsworth, “Good question.” Council Member Curtiss, “Jimmy has also seen this?” Mayor Luke, “Yes.” Council Member Curtiss, “Okay.”

Council Member Curtiss, "I move to authorize Mayor Luke to sign the "Project Hotel" term sheet as presented." Council Member Strawder, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Tyler Ellsworth, “Thank you all. We will be back.” Mayor Luke, “How many copies of the...?” Tyler Ellsworth, “Two, please, at your convenience. We don't have signatures from the developer, and Mr. Kern is out of the country at the moment, so it will be some time before we get his signature.” Mayor Luke, “Okay, I just wanted to know how many you needed. So, we will get two originals.” Tyler Ellsworth, “Yeah, and actually, PDF is fine with me if that works for you all.” Mayor Luke, “Alright, we will get it taken care of tomorrow.” Tyler Ellsworth, “Tomorrow is fine, thank you all.” Council Member Curtiss, “Thank you.”

APPOINTMENT: John Kuhlmann – No Show

ELECTRIC DEPARTMENT: DISTRIBUTION Update

General: Electric personnel have been doing many line locates, customer service requests, tree trimming, shop maintenance, preventative line maintenance, street light maintenance, and vehicle and equipment maintenance.

Line Repairs: Superintendent Schneider, “We are doing normal line maintenance, and we have done some repairs. One would be we had a cross-arm that was most likely struck by lightning. One night, it burned the cross-

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arm in two when it dropped the phase. Luckily, it stayed clear and did not cause any issues. I believe Dorinda, the Parks Department, brought it to my attention. The men were able to get that fixed.”

Outage: Superintendent Schneider, “We did work a partial outage out at the country club. We think maybe that was due to a tree branch that fell, but we're not 100% on that.”

Storm Cleanup: Superintendent Schneider, “We did work on several trees that were damaged branches and stuff from the storm.”

Service Removal: Superintendent Schneider, “We did remove an electric service over in the 900 block of Wilson Street. I believe that's going to be demolished, and the fire department did some training in that. So, we got that service removed for their safety.”

Tree Trimming: Superintendent Schneider, “The men are out doing tree trimming.”

Jail Project: Superintendent Schneider, “On the Coffey County Law Enforcement Center, we will take delivery of the transformer for that project tomorrow. That was about a 20-week wait period for that.”

Outage: Superintendent Schneider, “We did work an outage. It was last Thursday early morning. The substation down in Industrial Park, the 69 KV breaker opened as it should have when a system fault occurs. The mechanism closure got out of adjustment somehow. We were able to restore service by feeding the industrial park through our power plant substation out here on Neosho Street. We did get them service right away that evening. Then we did work on that breaker and restore everything back to normal that next day.

“Those of you that you noticed last night. We had a short service interruption, with lights blinking. I don't have an answer for you. I do know that it was ahead of our system. I know that Burlington's community is not the only area that was affected by that. Then we didn't have any of these--well, I take that back, there at the industrial park substation that one did generate over time, but everything else was during normal hours.”

ELECTRIC DEPARTMENT: PRODUCTION Update

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

Painting: Superintendent Schneider, “The men are still painting as I keep saying every council.”

Generator Maintenance: Superintendent Schneider, “We did do a maintenance run on generator number one, which is our Caterpillar and our Blackstart Generator.”

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

KPP Energy Generation Task Force: Superintendent Schneider, “Denny Noonan attended the KPP Energy Generation Task Force on May 28th.”

Training: Superintendent Schneider, “We all attended the KMU-sponsored monthly safety training.”

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.

6th Street Waterline Project: Superintendent Hawkins, “The 6th Street project is going very well. They do have the last of the pipe installed. They are working now on pressure testing and sampling it. So, once that part is done, we will come in behind them and hook on the last seven customers onto the new line once they're completed. Then we will go back and help with tilling and seeding and cleaning that up. So, that project is rapidly coming to an end. So, I'm very pleased with how that went together.”

Training: Superintendent Hawkins, “Chris Hammond and I attended the class down at Parsons to keep our certifications current on our water and wastewater certifications.”

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Meter Installation: Superintendent Hawkins, “I’m sure many of you have been seeing us out in town. We’re still out installing water meters all over town. We are getting a lot of them in the ground. So, we’re going to keep plugging away at them as much as possible.”

WATER AND WASTEWATER: Production Update

General: Normal duties. The plant is running well.

Pretreatment / Clarifier Project: Superintendent Hawkins, “I have Jeff Schamburg here to give an update on the project, so I’m going to just let him take it from there.”

Jeff Schamburg, “Sure. I’ve got a hand out here. It’s a cost estimate. It’s always the fun part. So, if you would just take one and pass it around there. I’m really here tonight just to give an update on the water project and answer any questions that might have come up since the last time I was around. We are kind of in the final edits and final draft stages of the report that we promised you guys, and I wanted to have it here tonight. We’ve just had a few changes, kind of at the last minute, and the last month here on this project that have caused us to go back and look at a few things again. So, we’re spending just a little extra time on this. We’re not holding anything up right now. So, we feel good about spending the time we need to make sure we get a good report together and give you guys kind of a full picture of things. But what you have in front of you is a cost estimate of what we’re looking at for kind of what I would consider really the base option of changes. I don’t –I went to look at what the last number I presented to you guys, and honestly, I didn’t find it. So, I just didn’t have time to look; I thought about it too late.

“I believe this is in line with some of the numbers. So, it’s a fresh estimate. We’ve got this thing really boiled down to, kind of, really two issues at the treatment plant. One of them is kind of a part A and part B. So, I call it three issues, but it’s the same issues we spoke about last time. There’s a settling process. We call it clarification sedimentation. Sometimes, we’ll talk about flocculation as well. That settling process that you guys have now is a very high-rate process.

It’s really sensitive; things happen really quickly, and with the changes, particularly in temperature and density with your guy’s water, over the last 20 years, it’s historically caused quite a bit of problems. That then tiers downstream into other problems. So, the flocculation, clarification sedimentation step, I wish I could come up with like a good acronym for that, but it’s got its problems. It’s flashy, and what that ends up meaning is that, for lack of better terms, burping up solids over into the filters. When that carries over into the filters, it amplifies problems that we see in the filters. So, there’s a deficiency on the filter side of things where we don’t run into this except for really in this one particular situation, but we’ve got really the ability to handle the backwash of one filter or one and a half filters per 24 hours.

“Well, there’s four filters. So, if we have one of these events happen where we see this burping of solids into the filters, it caps them off basically and it requires an immediate backwash. But we can’t immediately backwash it. It takes basically four days to do that without triggering some issues with KDHE, so it creates a bottleneck. Also, when you backwash a filter, it’s an expensive of, about 25,000 gallons worth of water. And so, when you have to backwash all four filters and you have to do it out of sequence, there’s a production expense to that. I’m not talking dollars and cents. Although there are some dollars and cents involved but, that was water that was planning to be sold. It was made for production for that day. So now Danny’s staff not only has to use it and send it back to the river without being able to sell it, but he still needed to get that water to customers. So, the next day, he’s having to make that much and then that much again to replace the lost production.

“So, you can see that it creates quite a snowball effect. So, the cost estimate you guys have in front of you really targets those two issues. Like I said, the first one was part A and part B. Part B is really in that clarification step. The chemical mix that we use for clarification today is heavy; in that, we apply a lot of product to the water to meet that high-rate clarification process. It is also rather expensive compared to other options that would be available if we were to use a different clarification process. So, what you have is a cost estimate that allows for the replacement or addition of a new primary clarification process. You’ll see that really reflected in the cost of a building, a bunch of concrete, and then some flocculation sedimentation equipment. Then there’s also some of the concrete cost is in construction of another backwash waste handling basin; we call it a thickener. But it’s a settling basin for the backwash waste. We’ve got one at the plant now that can handle one and a half back washes in a 24-hour period. This would allow for a second basin that would at least be able to handle that amount.

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“So, those are really the big revisions, and then everything else you see their kind of tiers off of that. We've got other things that happen every time you touch something at the plant. This estimate you have in front of you as we finalize the reports is going to show that this restores the full capacity of the original design capacity of the treatment plant. Right now, depending on the staff, they are kind of running with one hand behind their back to prevent those burping incidents that I described. I need to come up with a better word for that, too. But he's running at less than full capacity. He's kind of derated the plant on his own to reduce those, so you don't lose production. You just kind of take it off the top. This will restore that full capacity and allow you guys to sell water to other projects that exist in the county or the other water districts. So, that's that. You'll see that that is option one. There are other options that look at the expansion of the treatment plant. But as we've gone through in parallel been working on a water rights application to be able to serve the CHIP plant in particular but maybe serve some other growth in the community, and as we've looked at that, it doesn't look like you guys are going to need, in the foreseeable future, additional treatment capacity. Restoration of the original intended design is going to, I think, be sufficient for quite a while. So, we'll outline what some expansion looks like. But I wouldn't dwell on it too much because I really don't believe that unless you guys are really, really ambitious and want to duplicate the growth that you can see up at BETO here in town or that you have a rural water district that really thinks they're going to be popping a bunch of subdivisions in, I don't know that we're going to see your guy's capacity become a bottleneck.”

Council Member Ernst, "How much more will it increase the capacity from what it's doing now or what it should be doing?" Jeff Schamburg, "Yeah, right now you guys are running--." Superintendent Hawkins, "A little over half a million right now and capacity would take us up to 3.1 is basically the technical design of it." Jeff Schamburg, "So 3.1 million gallons a day you guys are making--." Superintendent Hawkins, "And it depends on how long you run. I mean, if we're in the dry times, we can hit 800 to a million if we have to; we just have to run longer." Jeff Schamburg, "Some of the stuff gets kind of lost in conversions like everything else. 3.1 million gallons a day is a 24-hour operating cycle at peak. That's everything working perfectly at the plant. We tend in our design processes to derate plants to a 20-hour operating cycle, allowing for things like backwashes or maybe chemical plant usage and those kinds of things, but.... So, I bring that up: just be careful as we continue to hear numbers thrown around and everything else. Well, I thought you said we could make 3.1 million gallons a day. Well, yeah, we can if we have a perfect production day at max flow in a 24-hour cycle, but we're not staffed for that.”

Superintendent Hawkins, "And that doesn't give you verification if you have to shut down, so if the CHIP plant needs that and you're running at 100%, you have no downtime, and that makes it almost impossible." Jeff Schamburg, "So, as we finalize the study, we'll outline kind of some of those, what a reduced operating cycle looks like with one or two shifts those kinds of things. We anticipate on the operating cost side, and I don't have -- boy, today's labor environment and materials environment, it's really hard to make projections. I used to feel a lot more comfortable doing that. But I think I can feel comfortable, at least in saying that we believe that your operating costs for treatment are going to decrease. We believe that switching to a different coagulant is going to allow you to have less solids production, and certainly, the overtime you guys have seen out of Danny's staff would go away. I think we're going to make things a lot easier there; maybe that's the used car salesman coming out.”

Superintendent Hawkins, “Well, and it kind of gives you an idea this would kind of help too. The old water treatment plant that we had was similar to the same process. I'm not going to get into the process, but the difference of the two -- it was nothing unusual to have just the chemical costs at the plant to be anywhere between \$35,000 and \$45,000 a year. When this plant went online, we started originally out around \$160,000, and now we're up to \$180,000 a year. So, just even in that cost. I mean, if that gives you an idea. It's not saying that that's what it's going to do, but it would give you an idea of some of its similarities.”

Mayor Luke, “Any other questions for Jeff or anything else you need at this point?” Jeff Schamburg, “I have a couple of things. I don't know if they are necessarily action items necessary tonight but I guess things to ponder a little bit. One will be finalizing this study here. I don't know if we'll have it by the next council meeting, but we'll probably have it by the following, and we'll be making kind of a final presentation to you guys with some super awesome reading material. But coming off of that, we've got a request already from the county looking for us to, for the city, to firm up your guys' desire to serve their project. I think as we work through that over the next

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30 days here, I'll have a better answer on what that means; like what are they asking for and when do they need it? But I'd encourage you guys to kind of ask questions amongst yourselves and kind of think about what that looks like. I think that today what we're looking-- I believe they're asking for about a million and a half gallons a day of treatment to be able to supply that project. There is a little additional treatment that they have projected, but a lot of that is soaked up in population growth that we account for and other buckets. I think the question they're asking right now is, are you guys interested in serving that and when could you serve it? Like I said, we'll help you with that. We'll present some different things and let you see the impacts as far as what that means to your guys' firm capacity, your ability to serve your existing commitments, and those sorts of things. But that question is going to be coming here real soon, and we'll probably need an answer next time I meet with you."

Mayor Luke, "Alright, thanks, Jeff." Jeff Schamburg, "You bet. Thanks, guys."

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.

Storm Debris: Superintendent Davidson, "We have been cleaning up limbs after the storms and cleaning catch boxes. We removed two street trees due to the storm damage."

Road Maintenance: Superintendent Davidson, "We've been working on potholes and doing some alley work."

2024 Street Improvement Project: Superintendent Davidson, "Killough finished up the 6th and Alleghany project somewhat. The concrete work is done, and the culverts are in. They want to wait and do the asphalt work when they do -- we're doing all of 6th Street from Niagara to Housatonic. They want to do the intersection at the same time so they won't have any cold joints in there. So, it will be done. They thought the latter part of June, they'll be back and do the project. There's some milling work to be done on the west side of Alleghany. It'll all be taken care of."

Culvert and Ditch Maintenance: Superintendent Davidson, "We've installed several new drive culverts and doing ditch cleaning."

Sidewalk Application: Superintendent Davidson, "I do have one sidewalk application for Tim Card, TDC Enterprises. It's 500 Neosho, It's the Coffey County Body Shop. He would like to have a new sidewalk put on the east side of the building. It's a 120-foot sidewalk. It will be 5 foot wide, and a large share of that will be a six-inch concrete for the drive. He has been informed that all of that has to be six inches."

Council Member Curtiss, "I move to approve Sidewalk Replacement Cost-Share Application 2024-01, Timothy Card for 500 Neosho Street." Council Member Van Horn, "I second the motion."

Mayor Luke, "This is a fund that we already have in place. We are just taking the money out of that particular fund to reimburse \$15.00 per linear foot."

Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Mayor Luke, "You'll let Tim know." Superintendent Davidson, "Yes, I will. Thank you."

QUESTIONS / COMMENTS

HWY 75 Street Tree: Council Member Strawder, "Mark, I noticed on the way here hanging out of one of the trees right over the highway. I just happened to catch it as I was driving under. I don't know where it was or anything. I just noticed as I was driving here and looked up and saw a limb going vertical, up and down." Superintendent Davidson, "We will look at that, but that is state highway to take care of the trees, but we will look at it." Council Member Strawder, "I was just mentioning it that way it doesn't fall in traffic." Superintendent Davidson, "Yes. If it's something we find that we can't handle, I'll get a hold of KDOT out of Waverly." Council Member Strawder, "Alright."

POLICE DEPARTMENT: Update

General: Chief Jones, "Normal duties."

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Personnel – Donnie Anderson: Chief Jones, “A couple of meetings ago, you all voted to hire Donnie Anderson. Donnie is here tonight, and I just wanted to introduce him. Some of you may not have met him before. Donnie started on May 20th and jumped in with both feet, and has been going full bore ever since. We are delighted to have him here.” Council Member Ernst, “Welcome aboard.” Council Member Curtiss, “Welcome.” Officer Anderson, “Thank you.” Mayor Luke, “This is the only time I want to meet you.”

Activities/ Cases: Chief Jones, “We have been staying busy. Arrests on city warrants, assisted with a couple of SO (Sherriff’s Office) calls. We have had a number of juvenile calls, including having to do a transport of two juveniles to emergency foster care in Andover. That was at the instructions of juvenile intake and DCF, and that evening, another state agency or state contractor made the decision to transport them back to Burlington and turn them back over to the mother again. So, we have no idea what’s going on there. The state agencies don’t talk to us, apparently.

“We have been working on a lot of civil disputes some more elder scams, welfare checks, non-injury accidents, otherwise, normal calls for us.”

Nuisance: Properties/Vehicles Update: Chief Jones, “On the nuisance side, the house at 909 St. Lawrence, that was used for fire training, has been completely demolished. It has been filled in and is completely gone.

“The two trailers at 1008 and 1014 Alleghany, those trailers are gone. The concrete piers are pulled out of the ground, and frames are sitting towards the back of the property, and it is a mud pit with standing water on it. I’m sure the contractor will get to it as soon as it dries up a little bit. It looks bad over there.”

“822 Wilson was used for training for the fire department and SRT (Special Response Team). The new owner plans to have that demolished by the end of this month.

“1306 Neosho, you will see that they’ve got about four weeks left on their time calendar and that one will be coming up at the first meeting in July if we don’t have anything accomplished before then.

“Maxi had asked me last time about a trailer; it’s actually 1120 Penobscot, and that certified letter we found out where the owner had moved to, they had moved out of town to Gridley, and that certified letter formal notice has gone out to that individual as well. Otherwise, just trying to catch them as we can.”

Personnel – Annual Evaluation: Chief Jones, “Then Victor Burr has successfully completed his first year with the city. Successful first year which includes a lot of training. All of our training in-house, and the 14-week basic course at the Kansas Law Enforcement Training Center. I recommend the council accept his evaluation as a successful evaluation, and I make a recommendation, as I have for all of my people that have completed their first year successfully, to give him a 5% merit raise. His anniversary date was either Sunday or Monday. I know it was within just the last couple of days, but we are past that one-year date.”

Council Member Ernst, “I move to accept Victor Burrs’s personnel evaluation as presented, and to grant a pay increase to \$21.88 per hour, effective June 8, 2024.” Council Member Van Horn, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

PARKS DEPARTMENT: Update

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

Mowing and Spraying: Superintendent Boyce, “A lot of mowing and spraying weeds. The mowing has been keeping us pretty busy.”

Watering: Superintendent Boyce, “A little bit of watering flowers and trees. Mother nature has been doing a pretty good job of that.”

Nuisance: Grass/Weeds Update: Superintendent Boyce, “Last week we mowed one nuisance property, 1025 Potomac. Hopefully, this week, we will get another one done, 507 S. 6th, I think.” Chief Jones, “506 maybe, where the fire was a year ago or last April.” Superintendent Boyce, “Hopefully, we will get that one this week. The rain kind of hindered us. Then we have one out on sick leave, so hopefully, we will get it soon.”

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Flowers: Council Member Curtiss, “Your flowers look great.” Superintendent Boyce, “Thank you.”

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2024-11	\$	<u>515,426.22</u>
b. Payroll Ordinance	2024-11	\$	<u>109,171.86</u>
c. Payroll Ordinance	2024-12	\$	<u>111,272.96</u>
TOTAL		\$	<u>735,871.04</u>

CLAIMS 2024-11: Council Member Curtiss moved to approve City of Burlington Claims Ordinance 2024-11 for the amount of \$515,426.22 for payment of city bills. Council Member Ernst gave the second. Deputy City Clerk Weltha, “The larger expenses we have tonight are Brenntag Southwest \$41,172.63 and Killough Construction \$150,792.53.” Hearing no discussion, Mayor Luke instructed Deputy City Clerk Weltha to poll Council for a vote. Mayor Luke declared, “Claims Ordinance 2024-11 passed, 6:0.”

PAYROLL 2024-11: Council Member Curtiss moved to approve City of Burlington Payroll Ordinance 2024-11 in the amount of \$109,171.86, as presented. Council Member Van Horn gave the second. Hearing no discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Payroll Ordinance 2024-11 passed, 6:0.”

PAYROLL 2024-12: Council Member Curtiss moved to approve City of Burlington Payroll Ordinance 2024-12 in the amount of \$111,272.96, as presented. Council Member Ernst gave the second. Hearing no discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Payroll Ordinance 2024-12 passed, 6:0.”

PLANNING & ZONING: Update

General: Deputy City Clerk Weltha, “Normal duties.”

Advantage Computer – Maintenance: Deputy City Clerk Weltha, “He’s still working with Advantage Computer on our cyber security. He fixed several of the city computers that we’re having some email problems.”

Nuisance: Grass/Weeds Update: Deputy City Clerk Weltha, “Very busy with un-mowed yards. Two 10-day letters were sent out yesterday, and the Parks Department mowed another yard on Friday.”

City Hall – Front Sign: Deputy City Clerk Weltha, “He’s still waiting on the sign crew to get back from Texas to install the parts on our sign out front.”

Council Member Curtiss, “That has taken forever.” Council Member Van Horn, “It really has.”

QUESTIONS / COMMENTS

Code Enforcing – Fence Heights: Council Member Strawder, “I do have a follow-up question, if you could communicate it back to him. I was wondering where we were at on looking at that privacy place that was put up behind the post office to see if it actually meets our ordinances or not. And it also looked like there’s another fence going up, sorry, I’m not good with the street names, where the courthouse is, a block south of the courthouse.” Chief Jones, “6th and Hudson.” Council Member Strawder, “I know right now it would probably meet our requirements. But if they go up to the whole privacy fence across there-- I don’t know what their plans are.” Chief Jones, “Yeah, I talked to Jimmy, and he indicated that one was going to be in code because it will have the vertical boards up as well. That’s a deputy who works for the Sheriff’s Office. Sharon Hall’s grandson, Travis.” Council Member Strawder, “Yeah, so it meets our height requirements and stuff now?” Chief Jones, “That I couldn’t say that because I haven’t seen the paperwork, but Jimmy indicated that it would be within.” Council Member Strawder, “Because that’s the question that I had on both of them would be is--I mean, we have certain height requirements on the front yards.” Chief Jones, “And that was just a passing conversation with Jimmy. I don’t know.” Council Member Strawder, “I just wanted to bring it up. It’s been a couple of meetings.” Mayor Luke, “We’ll check with him.”

LEGAL DEPARTMENT: Update

General: Attorney Wright, “Normal duties.”

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Hotel Project: Attorney Wright, “I don't have anything too specific. I've been pretty busy working on the hotel project.”

Kwikom Pole Attachment: Attorney Wright, “Also, Kwikom is wanting to use the city’s utility poles to do some stuff. I've been working on that quite a bit.”

KS Department of Wildlife and Parks – Mussels: Attorney Wright, “Then I guess you'll talk about saving the mussels. So yeah, I've reviewed that stuff, and it looks good to me.”

OTHER COMMITTEE OR COUNCIL BUSINESS

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 May, we will be sending \$1,286.38 in delinquent accounts to the Kansas set-off program for collections.

Training: Deputy City Clerk Weltha, “City Hall staff attended the KMU safety class yesterday.”

2025 Budget: Deputy City Clerk Weltha, “Anne has been working on the 2025 budget. The budget finance committee meeting is scheduled; she said the 18th is what she told me.”

Council Member Curtiss, “At 5:15 p.m., right?” Deputy City Clerk Weltha, “She told me 3:00 p.m.” Council Member Curtiss, “Oh, okay.”

REPORT BY CITY OFFICERS:

MAYOR’S COMMENTS:

KS Department of Wildlife and Parks – Mussels: Mayor Luke, “The only thing I have is, as Philip mentioned, the mussels instead of the alligator snapping turtles. He has put an agreement together. Philip had a chance to look at it, and as soon as he gets us an original, then we'll go ahead and sign and return it. But we're waiting on them to give us now back the original. So, we can go and sign it so they can put the mussels back into the Neosho.” Attorney Wright, “I don't know if you guys had a chance to look at any of the materials, but there's two species to put in, both of which, I believe, used to be in the Neosho River and are extinct from the river at this point. I think the one species that was last seen in 1990, something like that. It was a very long time.” Mayor Luke “And the other one was before our time.”

Council Member Ernst, “And did you need a motion on that then?” Mayor Luke, “No, we already did that. It was just a matter of when it was finally approved by legal; we could go ahead and do that.”

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.

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