

BOOK 27
November 5, 2025

BURLINGTON CITY COUNCIL REGULAR SESSION 11-5-2025

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, November 5, 2025. 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 (President of Council)	<input checked="" type="checkbox"/> Maxi Berryman	<input checked="" type="checkbox"/> Cara Mays
<input checked="" type="checkbox"/> Lila Van Horn	<input checked="" type="checkbox"/> Nathan Strawder	<input checked="" type="checkbox"/> Martin Ernst

Superintendents Present:

<input type="checkbox"/> Kevin Boyce (Parks)	<input checked="" type="checkbox"/> Alan Schneider (Electric)	<input checked="" type="checkbox"/> Kyle Dauber (Street)
<input checked="" type="checkbox"/> Mike Roney (Chief of Police)	<input checked="" type="checkbox"/> Danny Hawkins (Water/Wastewater)	

Also Present:

<input checked="" type="checkbox"/> Anne Brown (City Clerk)	<input checked="" type="checkbox"/> Shayla Befort (Administrative Assistant)
<input checked="" type="checkbox"/> Philip Wright (City Attorney)	<input checked="" type="checkbox"/> Jimmy Hugunin (Zoning/Grants Clerk)
<input type="checkbox"/> Kerri Weltha (Deputy City Clerk)	

Media Present: Mark Petterson (Coffey County Republican)

VISITORS: Shana Rains, Sarah Strawder, Jay Hale, and Jennifer Fagan

AGENDA: Mayor Luke, "The agenda for this evening...I only have one item to update, and that's under finance. Claims Ordinance #2025-20, \$320,031.90, Payroll Ordinance #2025-22, \$114,992.72, and Payroll Ordinance #2025-23, \$112,766.62; this gives us a total of \$547,791.24. Are there any other additions to the agenda? Hearing none, I would accept a motion to approve the agenda as amended."

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

MINUTES 10/15/2025: Mayor Luke, "You have before you the draft minutes for our regular session of October 15, 2025. Any additions or corrections to those minutes?" Council Member Curtiss, "Page 110..." Mayor Luke, "Okay..." Council Member Curtiss, "Okay...the last paragraph, 'Mayor Luke, 'Any discussion?'" and then it says, 'Council Member Curtiss, 'Have we had them before?'" Council Member Van Horn, "Yes." And then it says it all over again. 'Council Member Curtiss, "Have we had them before...yep.'" City Attorney Wright, "I specifically remember that happening that way...I'm just kidding." Council Member Curtiss, "Okay, you're (City Attorney Wright) in trouble today." Mayor Luke, "Okay...anything else? Hearing none, I would accept a motion to approve the draft minutes for October 15, 2025, as amended."

Council Member Curtiss, "I move to approve the draft minutes of October 15, 2025, as presented." Council Member Ernst, "I second the motion." Motion unanimously carried, 6:0.

Mayor Luke, "We are a couple of minutes early, but Sarah (Sarah Strawder) ..."

APPOINTMENT – Sarah Strawder – Otter Creek Grange

Sarah Strawder, "...Yeah. Good evening, everybody. My name is Sarah Strawder, and I am President of Otter Creek Grange here in Burlington, and we are requesting Kelley Hall, the 4-H building, and that area October the 25th for our annual craft and vendor fair. As this is a community event, we are looking to

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expand this year, and we would like to see if we can get the buildings for no charge on the rent.” Council Member Van Horn, “Did you say October?” City Clerk Brown, “That’s what I thought…” Sarah Strawder, “...April...April. I’m sorry.” Council Member Ernst, “And it’s just the one day?” Sarah Strawder, “We will start setting up Friday, if possible, but for sure that evening...” City Clerk Brown, “...The 24th...” Sarah Strawder, “...the 24th, and then we should be done the 25th, but with some of the other events that we are wanting to add, I don’t have confirmation, it may go into Sunday, but hopefully we won’t. So, hopefully, I can get home and not do anything that day.” Council Member Ernst, “Do you know what time you want it on the 24th?” City Clerk Brown, “We just give it to them all day, that way it’s available whenever they need it...” Council Member Ernst, “...And the same on the 26th?” City Clerk Brown, “Yes.” Council Member Ernst, “Okay.” Council Member Van Horn, “Are we ready for a motion?” Mayor Luke, “Yes.”

Council Member Van Horn, “I move to approve Otter Creek Grange to use the 4-H building and Kelley Hall building on April 24, 25, and 26 of 2026, with the reservation fees waived.” Council Member Curtiss, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

APPOINTMENT – Mark Petterson – Smoke on the River

Mark Petterson, “Alright! First, I’m here representing Smoke on the River BBQ competition. We are planning to hold that again, Labor Day weekend next year. This will be the...I think we’ve had it four years so far, and basically, we are getting ready to apply for having the contest next year, and there’s a long process to do that, so I thought that I had better make sure that the facilities are available for us to do that. Like last year, I think, we’d like to have both the 4-H building, Kelley Hall—the entire park actually, because this last year we had five teams for both Saturday and Sunday of the contest. I think we try to have a lot of them move in on Thursday night, so we’d like to have the park Thursday—we don’t need the buildings Thursday, but we would like to have the park Thursday night, and then everything for that Friday, Saturday, Sunday, and then Monday if we need it for cleanup. I believe—I know Labor Day is on the 7th, so is that the 3rd...is that Thursday night? So, that’s my request...and for them to waive fees.” Council Member Curtiss, “Okay.”

Council Member Curtiss “I move to approve Mark Petterson's request to use Kelley Park, including Kelley Hall and the 4-H Building, and the camping sites on September 3, 2026, to September 7, 2026, with all fees waived for the Smoke on the River BBQ.” Council Member Ernst, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion carried, 6:0.

Mark Petterson, “Thank you very much. I appreciate it.”

APPOINTMENT – Jennifer Fagan – Annual Trash Renewal

Jennifer Fagan, “I’ve got some tough acts to follow.” Mayor Luke, “Which park do you want?” Jennifer Fagan, “All this talk about waiving fees, I’m like wait...” Council Member Curtiss, “Yeah, now we get down to the real nitty-gritty.” Jennifer Fagan, “I see some familiar faces, but I see some new faces. For the ones who don’t know me, I’m Jennifer Fagan, I’m the Municipal Manager for Republic Services...been with them for 24 years, so I kind of go around and just talk trash. I’m here tonight early—I know last year I was unable to make it, but each year the contract renews and, in the contract, we have verbiage for an annual increase, and it’s usually tied to the CPI for water, sewer, and trash. I’ve given Anne (City Clerk Brown) the information that she asked for regarding the last few years. It’s trended above 5% the last few years, and part of the issues we have with the way it falls here is January 1st is how it renews. They are always late in getting that information out and then we always end up with weather or something where I can’t get up here and then, of course in December, holidays and all that, so I’m here early this time because

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I talked to her (City Clerk Brown) about making a change where it is an automatic just flat 5%. Everybody knows then what's coming, your folks can budget for it. Same thing with the businesses and everything; they know that it's not going to be 5.8%, it's not going to be 4.8%, it's going to be a flat 5% every time. That is a yearly contract, so there are provisions in there that if you decide that you want to bid the services or whatever, you certainly can, because it's just on an annual basis. Most of our contracts—we run them at a minimum of five years. We have a few that are three years, but you guys (City of Burlington) are the only ones that are year-to-year, so that's really why I'm here. Also, and obviously, to see how Jeremiah is doing? I know we had a little bit of a truck issue on Wednesday of last week, but they got that caught right back up the next day and worked through that, so I'm here to answer any questions that you have or comments or anything."

Council Member Ernst, "So is the 5%--is that something that we have to do every year?" City Clerk Brown, "It's been at 4% since 2022. Even though the CPI has been higher, we capped it at 4%, so...." Council Member Ernst, "I know the CPI has been higher for a few years..." City Clerk Brown, "...Yeah." Council Member Ernst, "...but, prior to that, I almost think that it would be a little lower than 5%." City Clerk Brown, "It would, but things are probably not going to go back down—that's my thought." Jennifer Fagan, "And to be honest with you, if we looked over the years and everything, we have been bleeding a little each year because we are not taking the full amount. You know our—I wish our costs only went up 5%. I mean, we haven't seen that since really in the last three years at all. You know—our tires, our truck manuals and all...the only thing that really has stayed pretty calm has been fuel...which is...I need to do this (*Knocks on wood*). Mayor Luke, "This is an annual, but it's also renewable for five years." Jennifer Fagan, "It renews for 5 one-year..." Mayor Luke, "...5 one-year..." Jennifer Fagan, "...It's just so you don't have to redo all the time. I literally took the agreement that we had in place and changed the dates and the rates, and it's for just a flat 5%." Mayor Luke, "Okay. Any questions?"

Council Member Strawder, "So, this agreement is for five years...or is it still one year at a time?" Jennifer Fagan, "It's one year at a time." Council Member Curtiss, "Yearly—yearly. So, that 5%...that also is an increase in the City's 52-cent fee?" City Clerk Brown, "We do not have an annual increase in the city fee. It will stay at 52 cents. The increase for 2026 will stay at 4%; for 2027 and forward, it will increase 5% annually." Council Member Curtiss, "So..." Mayor Luke, "Our 52-cents stays 52-cents..." City Clerk Brown, "...Stays the same." Council Member Curtiss, "Okay." City Clerk Brown, "We have never increased that as long as I've been here." Council Member Curtiss, "Okay. Well, I looked at my bill when I read this today...and my bill was \$14.28...and now you're saying it's going to be \$14.31?" City Clerk Brown, "That's..." Jennifer Fagan, "...Plus the 52 cents." Mayor Luke, "...Plus the 52 cents." Council Member Curtiss, "Plus the 52 cents?" Jennifer Fagan, "Yeah, that's just the rate that Republic (Republic Services) gets." Council Member Curtiss, "Okay. That's where I was totally confused—I'm easily confused." Jennifer Fagan, "And if the council at any time decides that 52-cents is not covering what they need, we can just do an addendum and change that, but you know—a lot of cities—you guys charge a lot less than a lot of them do...for the billing and the collection and all that...and fielding the phone calls."

Council Member Curtiss, "I did have, at one time, a businessman talk to me--I think it was this winter when there was a storm or something, and collection wasn't taking place, and then the trash truck never came around to his business when they were out, and his bins were already full. How do I reply to that person?" Jennifer Fagan, "Well, they need to let us know that it was missed. If it's weather-related, we usually get it the next service day. If it's picked up multiple times a week, like let's say it's Monday, Wednesday, and Friday or something like that..." Council Member Curtiss, "...And I think that's the type it was..." Jennifer Fagan, "...If we miss it on Wednesday..." Council Member Curtiss, "...And it was so full that he couldn't put any more trash out." Jennifer Fagan, "Right. Normally, they don't charge any extra yardage or anything, but normally, we know if we missed because of weather that we are going to have some cleanup to do. Now, if it's not out there and he's got it stored back in his back building or something..." Council Member Curtiss, "...Yeah, but the bins weren't even picked up on the second day

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after the storms.” Jennifer Fagan, “Just need to let us know. He needs to call the ‘1-800 number’ or let the city email us and let us know, and we’ll get it the next day.” Council Member Curtiss, “Okay. Thank you.” Jennifer Fagan, “...24 hours—or business day.” Council Member Curtiss, “That’s what I wanted to find out.” Jennifer Fagan, “And we’re here every day, so...” City Clerk Brown, “...And usually the commercial—we don’t usually deal with the commercial because it’s between them, but if they let us know—anytime anyone lets us know, we contact them—we will contact them.” Council Member Curtiss, “Well, yeah, I just didn’t know what to tell this businessman.” Jennifer Fagan, “We bill the commercial directly, so they get a statement from us every month...” Council Member Curtiss, “Right.” Jennifer Fagan, “...They have our phone number on there and everything. They can also sign up on our mobile app, and then they can really quickly just go in there and say they were missed, and we’ll get it.” Council Member Curtiss, “If that arises again, I know what to say to them. I appreciate that.” Jennifer Fagan, “We have some new technology that I probably haven’t talked about, but—that takes the pictures—our cameras on the trucks. So, for instance, let’s say we showed up to pick them up and there was a truck blocking where we couldn’t get to it...We would have a picture of that. So, now we have that back-up—you know they say a picture is worth a thousand words? It really is when it comes to, you know...” Council Member Curtiss, “...Certainly.” Jennifer Fagan, “We’ve got a lot of sons and husbands in trouble for not putting their trash out on time. It was kind of funny when we first really started using the technology because they’d be like, ‘Oh yeah, I had it out there,’ and we’d send that picture. And there are some certain areas where—you know, the camera runs off of that satellite deal, and it’s spotty sometimes, and certainly if there’s some bad weather or whatever, but for the most part we can tell if it’s a driver issue and maybe he forgot or whatever. I have literally watched them—they pull up to a cart and they do something else: fix their sweatshirt or something like that, and they forget that they didn’t do this, and then they drive off. So...it happens.” Council Member Curtiss, “Thank you.” Jennifer Fagan, “You’re welcome.”

Mayor Luke, “Any other questions/comments?” Council Member Strawder, “So, on that 5% that you’re foreseeing, is that just to let us know that’s what you are estimating? I mean, or that actually tied into this agreement at all? I was looking, just skimming for 5%...” Jennifer Fagan, “It is tied in. It’s a flat—the annual increase going forward, not for 2026—she’s right, and I should have said that, but in 20—the next year and all that...” City Clerk Brown, “...2027.” Jennifer Fagan, “...it’ll be 5%.” Mayor Luke, “...(inaudible).” Council Member Strawder, “Yeah, there I see it.” Mayor Luke, “...Over at the top of the files.” Council Member Strawder, “So, if per se, the city does decide to open up for bid or whatever...does that complicate this agreement any?” Jennifer Fagan, “There’s language in there that you just give notice and say you are going to go out to bid, and then if you bid it, then whoever would start services January 1, if we weren’t the awarded bidder, they would start. Not for this year. I mean, we are already in the renewal period this year, but...” Council Member Strawder, “...Right. That makes sense...” Jennifer Fagan, “...for 2026. Yeah...” Council Member Strawder, “...I was just making sure that...” Jennifer Fagan, “...There always has been.” Council Member Strawder, “...whatever, would not complicate matters at this end.” Jennifer Fagan, “Yeah.” Council Member Van Horn, “So, in this—in this motion, it says to be effective January 13, 2026.... I thought you said...” City Clerk Brown, “That’s our read dates. They’d prefer to have it the 1st, but that’s our read dates for utilities.” Council Member Van Horn, “But I thought she—you guys said it didn’t apply to 2026.” City Clerk Brown, “The 4% will be 2026. So, this is what—the contract you’re signing now, is for next year. It will be effective at this rate that’s in the contract...and that’s at 4%.” Jennifer Fagan, “It’s really just for the renewal, if you decide in 2026 to renew it for 2027.” Council Member Van Horn, “...Okay...” City Clerk Brown, “But the contract then that you’re looking at says 5% for the route, so...” Council Member Van Horn, “Okay.” Jennifer Fagan, “Yeah, we’re not making any changes over the contract for 2026. This is just for future reference, if you guys decide.” Council Member Ernst, “So, do we need to go ahead and do the ordinance (Ordinance 918, Trash Rates) now?” City Clerk Brown, “Might as well while we’re talking about it.” Council Member Ernst, “Okay.”

Council Member Ernst, "I move to adopt Ordinance 918, Establishing Trash Rates, to be effective January 13, 2026." Council Member Strawder, "I second the motion."

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Hearing no additional discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Ordinance 918, Establishing Trash Rates, unanimously passed, 6:0.”

Mayor Luke, “So we’ll get...” City Clerk Brown, “...get that signed.” Mayor Luke, “...get everything signed and...” Jennifer Fagan, “Yeah, just scan it over.” Mayor Luke, “Okay. See, that wasn’t so bad.” Jennifer Fagan, “It wasn’t. Thank you guys, and we appreciate it. If you need anything, just let us know.” Mayor Luke, “Okay.” City Clerk Brown, “Thank you.”

PUBLIC COMMENTS: MT Networks – Shana Rains

Mayor Luke, “Public comments...Shana...” Shana Rains, “Yeah. I put this on the agenda Monday, just to follow up on our pole attachment agreement. Mr. Wright (City Attorney Wright) emailed me on Tuesday saying it was going to be an ordinance (Ordinance 919, Pole Attachment Agreement), so I am really just here to support the ordinance and ask for—if you have any questions at this time, I’ll be here to answer questions. We are grateful and thankful that it is on the agenda and look forward to serving all of Burlington by 2-gig capable fiber, if it passes.” Council Member Van Horn, “We are, too.” Council Member Ernst, “Is that something that...” Mayor Luke, “Philip (City Attorney Wright), do you want to do that now?” City Attorney Wright, “It’s up to you. You are the boss, but we can, for sure.” Mayor Luke, “That’s my recommendation—that we do it now.”

Council Member Curtiss, “I move to adopt Ordinance 919, regarding a Pole Attachment Agreement with MT Networks, as presented.” Council Member Ernst, “I second the motion.”

Mayor Luke, “Any discussion?” Council Member Strawder, “Is there anything significant to this agreement versus other ones...” City Attorney Wright, “So, this agreement is basically, almost identical, to our agreements with the other vendor...it’s the same...yep.” Mayor Luke, “Any other questions?”

Hearing no additional discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Ordinance 919, Pole Attachment Agreement, unanimously passed, 6:0.”

Mayor Luke, “We will get you the signed documents and also one for your company’s signature.” Shana Rains, “Okay, that’d be great. We get that taken care of. We actually have a director’s meeting tomorrow, so I’ll be glad to give them an update and news.” Mayor Luke, “Here in town?” Shana Rains, “Actually, we’re meeting at our Madison office tomorrow.” Mayor Luke, “What time?” Shana Rains, “8:30 a.m....I can get the documents anytime.” Mayor Luke, “Okay. I was going to say we could sign them tonight...” Shana Rains, “If you want to scan them over, we’ll be there 8:30 a.m. to 12:00 p.m. We usually get done in the morning.” City Clerk Brown, “If you want to leave an email as to where I can send them...” Shana Rains, “Sure...put it on the sign-in sheet?” City Clerk Brown, “Yes.” Mayor Luke, “There is the sign-in sheet...” Shana Rains, “Seems like the lefty table over here.” City Clerk Brown, “Thank you.” Shana Rains, “Thank you.” Mayor Luke, “Thank you. Alright, now we go to departmental reports—Electric Department.”

ELECTRIC DEPARTMENT: DISTRIBUTION Update

General: Superintendent Schnieder, “So, for the most part, the men have been doing normal line maintenance in the distribution department, plenty of locates.”

Fiberoptic Companies: Superintendent Schneider, “Been working with contractors of these fiber companies wanting to come to town, giving them information as needed, as well as working with the contractors.”

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Ballfields: Superintendent Schneider, “I have been working with Scot Jeffers up at the Rec Center (Burlington Recreation Center)—they’ve had a question here and there. We’ve been doing what we can to help, from memory, on what really the Rec Center is maintaining. I think the City, before the Rec Center got as big as it is, the City used to be involved pretty heavily in the ball fields and stuff.”

Off-work Accident: Superintendent Schneider, “So, we do have an employee in the line department...he had an off-work accident. He broke his leg pretty bad and a few other things involved with that, so we are looking at him being off a minimum of 6 weeks—could be more. I know they’re waiting on some swelling to go down so they can do some surgery or permanent fixes on his leg. He’s still unsure exactly when that surgery is, and then he’ll have to have time to heal, so he’s going to be off work for a little while...and he had a baby today—was supposed to. So, his wife—his wife, with him and his two other kids, she is going to have her hands full for a little while, I think. That’s all I have for an update there.”

ELECTRIC DEPARTMENT: APPRENTICE ADVANCEMENT – Bradley Fischer and Rodney Breeze Jr.

Superintendent Schneider, “Do we want to do the employees now, or do you want me to give the power plants’ update?” Mayor Luke, “Either one.” Superintendent Schneider, “Okay, let’s just do the anniversary dates here then. Bradley Fischer and RJ Breeze (Rodney Breeze Jr.) both—they’re within two weeks of employment. They both scored very good on their finals. RJ, 94% and Bradley, final test score 90%. That completed their third year of our apprenticeship program, so they’ve got their fourth year to complete, and then they will be Journeyman Lineman. So, I would recommend that we promote them from third-year apprentice to fourth-year apprentice.” Council Member Van Horn, “Do we need that separate?” City Clerk Brown, “There are two separate motions.” Mayor Luke, “Yeah, there are two separate motions.”

Council Member Van Horn, “I make a motion to move Bradley Fischer from Apprentice Lineman Three to Apprentice Lineman Four at the hourly rate of \$28.15, retroactive to October 4, 2025.” Council Member Strawder, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Council Member Van Horn, “I make a motion to move Rodney Breeze Jr. from Apprentice Lineman Three to Apprentice Lineman Four at the hourly rate of \$28.15, retroactive to October 25, 2025.” Council Member Strawder, “I second the motion.” Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Mayor Luke, “You can congratulate both of them, Alan (Superintendent Schneider).” Superintendent Schneider, “Thank you...and we would have had Bradley last council—I don’t know what happened. Somewhere, their test results, which Bradley would have had his done for last council...somewhere the test results from Bradley disappeared, so we resubmitted them, and that’s why I’m here with both of them tonight. And I will tell them, ‘Thank you, and they’re doing a very good job’.”

ELECTRIC DEPARTMENT: PRODUCTION Update

General: Superintendent Schneider, “The men at the plant...they’re just doing normal duties and generator maintenance.”

Reports: Superintendent Schneider, “Been helping Denny (Electric Plant Operator Noonan) with some plant reports for records we keep in plant, and then also been completing reports and submitting those reports as needed to KPP Energy (Kansas Power Pool). Everything else is pretty normal and running as it should.”

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ELECRIC – KPP Energy Annual Membership Voting Delegate

Council Member Ernst, “I see we have a—the KPP...” City Clerk Brown, “...Delegates...” Mayor Luke, “Yep.” Council Member Ernst, “Do we want to go ahead and make a motion on it?” City Clerk Brown, “Yes.” Mayor Luke, “Yep.”

Council Member Ernst, "I move to appoint Alan Schneider as City of Burlington's KPP Committee Meeting Voting Delegate, and Stan Luke as Alternate Delegate." Council Member Van Horn, "I second the motion." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.

QUESTIONS/COMMENTS:

WATER AND WASTEWATER: Distribution Update

General: Personnel have been doing the normal duties: line locates, work orders, customer calls, rereads, reading meters, and inquiries.

Water Meter Replacement: Superintendent Hawkins, “The men have completed two water meter services. One was over on Merrimac Street; the other one was on Cumberland Street—so those are done. We’re out installing the water meters again. We’re working on the Southwest part of town, so we are slowly moving across there, getting that finished up.”

Brush Cleanup: Superintendent Hawkins, “We did finish up brush cleanup—got that completed. It took us a little bit of time, but we got it done—with the rain at the beginning of the week.”

WATER AND WASTEWATER: Production Update

General: Normal duties.

Repairs: Superintendent Hawkins, “At the plant, boy, things have just been breaking. We’ve had a heck of a day today. Carbon feeder, diffuser—still working on it. We had an issue with a lime silo today. I’ve been talking with Acrison in New Jersey today, with them—ended up getting some cutler hammer transistors ordered as well. We’ve got R.W. Vaught, that’s going to be coming in and helping us with that tomorrow, with the inside of the lime silo box, because it’s pushing its age of life. It’s been in there since the beginning, so we’re going to see what we can do to get it by there for a little while. A big thank you again to R.W. Vaught. We had a transducer that went out in the clear well. His nephew was really close to our area. He came in, we got the spares put it, got it up and going, and got that completed.”

Training: Superintendent Hawkins, “Chris (Chris Hammond) and I, we had attended, over at Salina yesterday, we went out and looked at their clarifiers over there at their water treatment facility, which was a really neat experience to see another facility, and we learned a lot about the clarifiers. So, talking with the engineers, we’re still looking at different clarifiers, so this is the beginning part of that and getting it done.”

Sludge Ponds: Superintendent Hawkins, “And then the last thing that I have, again, talking with the engineers. I visited with Dan Stack. So, he has contacted all the landowners with the ponds, and he called them today. He said that some of them are concerned that if they go in and do core sampling—you know, they got beans in, can we hold off and wait until they get the beans out, which is fine—it’s understandable. Another one was concerned about the diameter of the holes and the size and machines making problems in the fields, so we want to get that taken care of for restoration, if there’s any issue. So, basically, the way I am understanding it is Geotech is the firm that will go out and go to those proposed 15-acre spots and they’re working with U.E.E.S. and Terracon, as well, and what they would do is they would go out and

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shoot one depth at 20 feet and three to four bores at roughly 10 feet deep at those locations to find out. So, Dan is working with them and then he will get the information to the landowners, so anything that they have on their end—they're going to be talking with the landowners as well with that, so they'll keep in touch...and Dan said he was going to be here at the next meeting too, to give us all an update on how things are going and with that, so it's still moving along quite well. So, that's all I've got."

QUESTIONS/COMMENTS:

STREET DEPARTMENT: Update

General: Superintendent Dauber, "We've been doing normal duties: vehicle maintenance, equipment maintenance, expecting calls on alleys and gravel roads after all the rain we've had, spraying weeds, seeding and fertilizing ditches that we've dug."

Curb and Gutter: Been running the sweeper a lot lately with the leaves falling, we've been trying to keep up on them."

Call-out: Superintendent Dauber, "We had a callout from the police department on the 28th for a tree down across Neosho Street between 11th and 12th. The guys and I came out and took care of it. I think we had it cleaned up in less than an hour. Then the next day, we had a tree fall at 1010 Hudson Street. That did do damage to the car that was sitting in the driveway and to the porch of the residence there at that address. We ended up—we were shorthanded because of the funeral—that day, the electric department did assist us in cleaning that up, along with another tree on 14th Street and Des Moines Street that day also. So, we had three trees in a matter of 24 hours that fell with the wind that came through."

2026 Street Improvement Project: Superintendent Dauber, "We had a meeting, Harold and I did—with Norm Bowers (Norman Bowers – Civil Engineer), our street engineer, over the projected projects for 2026 and what he thought on them. He's going to get back with us with the numbers and some figures."

6th Street Bridge: Superintendent Dauber, "Then Harold, I, and Anne (City Clerk Brown) attended a meeting yesterday with KDOT (Kansas Department of Transportation) and Rob McDonald for the 6th Street Pedestrian Bridge Project; it's preliminary meetings and going over designs and stuff like that. They're still projecting not to let anything until March or April of 2026. That's all I've got."

QUESTIONS/COMMENTS:

Superintendent Hawkins, "I just want to add one more thing. I've got two thank you's. I'd like to thank Kyle (Superintendent Dauber) for helping us. He let us use his truck over while doing brush cleanup and Alan's department (Superintendent Schneider) with the big loader, Tom Hess (Electric Lead Lineman) coming out. So, if it wasn't for them pushing ahead of us and letting us borrow their trucks, we wouldn't have gotten it done. I just wanted to thank them, so..."

POLICE DEPARTMENT: Update

General: Chief Roney, "We have been working on traffic stops, we've had citizen assist calls, we've had a couple of commercial alarms, medical assists—a lot of them, funeral escorts, and several vehicle lockouts."

Activities/Cases: Chief Roney, "Officers have been doing follow-up on their major cases—trying to get those tied down. We assisted the Street Department with the tree-downs. Dustin (Officer Shepard) and

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Mark (Officer Ashley) are on their own, they are on the schedule, they are working the shift, and they're out and about doing duties.”

Nuisance Properties: Chief Roney, “Officers have been doing follow-up. Here in the last couple of days, there were two 10-day letters written and a citation issued for nuisance properties and nuisance vehicles. Officers will be doing an end-of-year follow-up, before December 31, on the properties that we do have open—try to get them buttoned up.”

C.A.S.A.: Chief Roney, “Other than that, the Burlington Police Department is working with C.A.S.A. (Court Appointed Special Advocates) of the Fourth Judicial. We do have a toy drive going, and we have a toy box down at the police department for people to drop off toys for the kids that are in custody, foster care, or whatnot, that C.A.S.A. is working for. That’s all I have.”

QUESTIONS/COMMENTS:

PARKS DEPARTMENT: Update

General: Council Member Mays, “Cleaning, mowing, buildings and restrooms, building and equipment maintenance.”

Mowing: Council Member Mays, “Mowing has slowed down some, finally.”

Winterization: Council Member Mays, “We’re winterizing bathrooms, sprinkler systems, and RV campsites.”

Veterans Day Banners: Council Member Mays, “The Veterans Day Banners were put up October 22nd. and I would like to thank the Electric Department and Jimmy (Zoning Clerk Hugunin) for their help.”

QUESTIONS/COMMENTS:

Mayor Luke, “I won’t ask for questions.” Council Member Mays, “Thank you.”

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2025-20	\$	<u>320,031.90</u>
b. Payroll Ordinance	2025-22	\$	<u>114,992.72</u>
c. Payroll Ordinance	2025-23	\$	<u>112,766.62</u>
	TOTAL	\$	<u>547,791.24</u>

CLAIMS 2025-20: *Council Member Curtiss moved to approve City of Burlington Claims Ordinance 2025-20 for the amount of \$320,031.90. Council Member Ernst gave the second.* Mayor Luke, “Anne (City Clerk Brown), do you have some highlights?” City Clerk Brown, “We have Brenntag Southwest Inc. for \$41,950.25, Clint Bowyer Autoplex for \$5,817.18, Core & Main for \$3,793.65, Dave’s Pumping, LLC for \$10,845.00, Trenary’s Tree Care \$3,500.00, and then Wheeler World Inc. for \$104,136.40.” Mayor Luke, “Any questions for Anne?” Council Member Ernst, “That big one to Wheeler was for the generator?” Mayor Luke, “Yes.” City Clerk Brown, “Yeah.” Mayor Luke, “Okay.” ***Hearing no further discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Claims Ordinance 2025-20 passed unanimously, 6:0.”***

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PAYROLL 2025-22: *Council Member Curtiss moved to approve City of Burlington Payroll Ordinance 2025-22 in the amount of \$114,992.72.” Council Member Van Horn gave the second. Administrative Assistant Befort, “Who seconded that?” Council Member Strawder, “I think both of us (Council Member Strawder and Council Member Van Horn).” Council Member Van Horn, “Two of us...take your pick.” Mayor Luke, “Half the group...” Administrative Assistant Befort, “Okay.” **Hearing no further discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Payroll Ordinance 2025-22 passed unanimously, 6:0.”***

PAYROLL 2025-23: *Council Member Van Horn moved to approve City of Burlington Payroll Ordinance 2025-23 in the amount of \$112,766.62.” Council Member Strawder gave the second. Hearing no further discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Payroll Ordinance 2025-23 passed unanimously, 6:0.”*

PLANNING & ZONING: Update

General: Normal duties.

Veterans Day Banners: Zoning Clerk Hugunin, “I helped with the banners—helped the Parks Department with that.”

Nuisance: Grass/Weeds Update: Zoning Clerk Hugunin, “Still working on a few yards. I have two 10-day letters going out tomorrow. I gave them a little bit of time after the rain, but they haven’t got it, so...”

Permits: Zoning Clerk Hugunin, “Issuing some permits, updating the permits on the computer, and then also did the census update on permits.”

City Hall: Zoning Clerk Hugunin, “And odds and ends around here (City Hall).”

QUESTIONS/COMMENTS:

LICENSE RENEWAL for 2026:

Council Member Ernst, “I move—we just want a motion, right?”

CEREAL MALT BEVERAGE LICENSE (1)

Pizza Hut

Council Member Ernst, “I move to approve the Cereal Malt Beverage License for Pizza Hut for 2026 as presented.” Council Member Curtiss, “I second the motion.” Council Member Curtiss, “How come these don’t all come in at the same time? We had a list of all of them, and now we’ve had two.” City Clerk Brown, “This one—last week’s—we had for Family Dollar, which was actually incorrect. Pizza Hut is the one it should have been. They changed owners, so we are correcting last motion for Family Dollar. We didn’t issue the one for Family Dollar.” Council Member Curtiss, “So, are they going to come to us wanting one?” City Clerk Brown, “They will with the rest of them when those come through. Those should all renew at the same time.” Council Member Curtiss, “Yeah, because...” City Clerk Brown, “Yes, yes.” Council Member Curtiss, “...I thought they usually came all due at the same time, and I’m wondering ‘Why are we doing these....’” City Clerk Brown, “No.” Mayor Luke, “With a change in ownership, it has to be done.” City Clerk Brown, “Yeah.” Council Member Curtiss, “Okay. I understand.” Mayor Luke, “When the ownership changes...” **Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried, 6:0.**

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QUESTIONS/COMMENTS:

LEGAL DEPARTMENT: Update

General: Mayor Luke, “Philip (City Attorney Wright), anything besides the executive session?” City Attorney Wright, “No.”

QUESTIONS/COMMENTS:

RECOGNIZE BECKY PETTERSON AND JUSTIN KING

City Clerk Brown, “First off, I would like to recognize two of our employees that have been with us for 10 years now, so they got service recognition for that: Becky Petterson and Justin King.” Council Member Curtiss, “Now do they get something?” City Clerk Brown, “They receive a certificate from the League in recognition of their 10 years of service, a debit card with a catalog to order a gift of their choosing.” Council Member Curtiss, “I thought so. So have they gotten those cards?” City Clerk Brown, “We just—the cards come in way early, the certificates don’t come in until after the...” Council Member Curtiss, “...Oh...” City Clerk Brown, “...annual conference, so we have those now—so Kerri (Deputy City Clerk Weltha) will be contacting them and letting them know...” Council Member Curtiss, “Okay...alright...” City Clerk Brown, “...that those are available for them.” Council Member Curtiss, “Good.”

City Clerk Brown, “And then, also, I would like to recognize Kerri. She has graduated from the Municipal Clerk Certification Institute at WSU (Wichita State University) on October 28, 2025. That is a four-year class. She goes for a week at a time for four years.” Council Member Curtiss, “Congratulations to her.” City Clerk Brown, “So, she’s finished that... Yep.” Mayor Luke, “Any questions for Anne?” City Clerk Brown, “Oh...I guess I’ll tell the rest of my stuff.... I was done...” Mayor Luke, “Well, you laid it down so I thought, ‘Well, okay, you’re done.’”

CITY CLERK: Update

General: City Clerk Brown, “City Hall staff have been busy with customers paying utility bills, work orders, preparing vouchers for bill paying and payroll, and minutes for council meetings.”

Kansas Set-off Program: City Clerk Brown, “For October, we will be sending \$1,554.64 in delinquent utility accounts to the Kansas Set-off Program for collections.”

Trash Exemption: City Clerk Brown, “And then, just, annual renewal of the trash exemptions agreement. Customers have to do that every year, so those have been sent out.”

6th Street Bridge: City Clerk Brown, “As Kyle (Superintendent Dauber) said, Harold and myself, and Kyle and the others from KDOT—we had the walk-through for the in-person field check for the 6th Street Pedestrian Bridge.”

Closing: City Clerk Brown, “Just a reminder that all City departments, except for the police—because they are 24/7, will be closed next Tuesday, November 11, for Veterans Day.

Calls/Inquiries: City Clerk Brown, “And then, just normal calls and inquiries.”

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QUESTIONS/COMMENTS:

Mayor Luke, “Okay, now questions...” Council Member Curtiss, “So, are we all—we’ve done all that we need to do for this bridge?” City Clerk Brown, “There’s still a lot of work to be done. This is just part of the process: going through what KDOT requires, the State requires—process-wise—what we have to do.” Council Member Curtiss, “Okay.” Mayor Luke, “And the engineering firm, I think, has supplied everything that is needed to be supplied. They are just in the process now of going through the finalization.” City Clerk Brown, “...Before we can ‘let it’ or ‘bid it out’...” Mayor Luke, “Bid it out...yeah.”

Mayor Luke, “Okay, anything that the Governing Body wishes to bring before us?” Council Member Curtiss, “Yes, I have. You skipped over Jay (Jay Hale). ‘Jay’s public comments: Public thank you to the city crews for cleaning up the brush and putting up the Veterans Day banners.’” Mayor Luke, “I’m sorry I missed him.” Council Member Curtiss, “He had a sad face when you went on to the others...so, I knew you missed him, and before he left, he handed me this.” Mayor Luke, “I will apologize to him next time I see him. Anything else?” Council Member Van Horn, “I noticed our city employees were out picking up brush in the rain and I thought ‘Now that’s dedication.’” Mayor Luke, “Anything else? Okay. Will there be any actions? Okay...then we will—I’ll accept a motion to move into executive session.”

Council Member Curtiss, “I make a motion to enter into a 10-minute executive session for consultation with an attorney on matters that would be deemed privileged in an attorney-client relationship per K.S.A 75-4319(b); to render the legal opinion on the sewer connection on South 12th Street and Kennedy, with the Governing Body, Mayor Luke, City Clerk Brown, City Attorney Wright, and Superintendent Hawkins.” Council Member Strawder, “I second the motion.” Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Entered at 6:47 p.m. and exited at 6:57 p.m.

Action Taken: None.

Council Member Curtiss, “I make a motion to enter into a 10-minute executive session for consultation with an attorney on matters that would be deemed privileged in an attorney-client relationship per K.S.A 75-4319(b); to render the legal opinion on the sewer connection on South 12th Street and Kennedy, with the Governing Body, Mayor Luke, City Clerk Brown, City Attorney Wright, and Superintendent Hawkins.” Council Member Strawder, “I second the motion.” Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Entered at 6:58 p.m. and exited at 7:08 p.m.

Action Taken: None.

Council Member Curtiss, “I make a motion to enter into a 10-minute executive session for consultation with an attorney on matters that would be deemed privileged in an attorney-client relationship per K.S.A 75-4319(b); to render the legal opinion on the sewer connection on South 12th Street and Kennedy, with the Governing Body, Mayor Luke, City Clerk Brown, City Attorney Wright, and Superintendent Hawkins.” Council Member Van Horn, “I second the motion.” Mayor Luke called for a vote. Motion unanimously carried, 6:0.

Entered at 7:08 p.m. and exited at 7:16 p.m.

Action Taken: None.

REPORT BY CITY OFFICERS:

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MAYOR'S COMMENTS:

Mayor Luke declared the meeting adjourned.

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