

BOOK 27
December 3, 2025

BURLINGTON CITY COUNCIL REGULAR SESSION 12-3-2025

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, December 3, 2025. 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)

Kyle Dauber (Street)

Mike Roney (Chief of Police)

Danny Hawkins (Water/Wastewater)

Also Present:

Anne Brown (City Clerk)

Shayla Befort (Administrative Assistant)

Philip Wright (City Attorney)

Jimmy Hugunin (Zoning/Grants Clerk)

Kerri Weltha (Deputy City Clerk)

Media Present: Mark Petterson (Coffey County Republican)

VISITORS: Jay Hale

AGENDA: Mayor Luke, "You have before you the agenda for this evening's meeting. The only thing that I have is under finance. We have Claims Ordinance #2025-22, \$160,922.61, we have Payroll Ordinance #2025-25, \$114,205.63, for a total of \$275,128.24. 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 11/19/2025: Mayor Luke, "You have before you the draft minutes for our regular session of November 19, 2025. Are there any additions or corrections to those minutes?" Council Member Curtiss, "Nope." Mayor Luke, "Hearing none, I would accept a motion to approve the minutes for November 19, 2025, as submitted."

Council Member Curtiss, "I move to approve the draft minutes of November 19, 2025, as presented." Council Member Strawder, "I second the motion." Motion unanimously carried, 6:0.

Mayor Luke, "We have no appointments for this evening. Are there any public comments?" Jay Hale, "Not from me." Council Member Curtiss, "Darn." Mayor Luke, "This is easy." Council Member Berryman, "Shoot for 6:15 p.m. stat." City Attorney Wright, "Don't jinx us, we're not done yet." Mayor Luke, "Alright. We'll go to the departmental reports...electric."

PUBLIC COMMENTS: None

ELECTRIC DEPARTMENT: DISTRIBUTION Update

Line Maintenance: Superintendent Schneider, "So, we're still doing some normal line maintenance."

Call-outs: Superintendent Schneider, "We have had zero call-outs since last council."

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Christmas Lights: Superintendent Schneider, “We have spent the last couple of weeks—the lights hanging on the poles out here, the holiday lights. We take those into the shop every year because we usually have got wiring, bulbs, and things, and sockets, and we go through those things in the shop. Everything got installed today around the buildings and out there, City Hall. We did string up new lights around the Police Department; those are on and going.”

Banners: Superintendent Schneider, “The men assisted the Parks Department in taking down the Veterans Day banners and then hanging up the holiday banners that are on the poles as well. That’s pretty much about it over in the line department.”

ELECTRIC DEPARTMENT: PRODUCTION Update

Maintenance: Superintendent Schneider, “We’re doing a little bit of vehicle maintenance as needed.”

Reports: Superintendent Schneider, “The men over at the power plant have been completing plant reports/fuel billing.”

Generator Maintenance: Superintendent Schneider, “Other than that, they are just doing normal plant and generator maintenance, and that’s about all that’s going on over there.”

QUESTIONS/COMMENTS:

WATER AND WASTEWATER: Distribution Update

General: Superintendent Hawkins, “We’ve been doing the normal duties: line locates, work orders, customer concerns, and rereads.

Maintenance: Superintendent Hawkins, “We’ve been working on a lot of general maintenance on vehicles and equipment. We went and got plugs changed out on my truck today at Crow Moddie Ford today. That was needing done. We got that completed.”

Water Meter Replacement: Superintendent Hawkins, “We’re still working on getting meters installed in the Southwest part of town.”

Pump Station #1: Superintendent Hawkins, “The men changed out a check valve at Pump Station #1 on pump #2. They got it done and completed.”

WATER AND WASTEWATER: Production Update

Repairs: Superintendent Hawkins, “At the plant, we did receive our new motor for our East reactor that I ordered there a while back when it went out, so we got it in, it’s at the plant now, and we’re working on general maintenance throughout the plant while the weather has been kind of down for us. We did get our new check valve for our supplemental backwash, and we are getting ready to put that in and get it installed. That’s all I have for right now.”

QUESTIONS/COMMENTS:

STREET DEPARTMENT: Update

General: Superintendent Dauber, “We’ve been doing normal duties.”

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Maintenance: Superintendent Dauber, “We’ve been doing vehicle and equipment maintenance, some building maintenance.”

Curb and Gutter: Superintendent Dauber, “We’ve been keeping up with the drain boxes and ditches, trying to keep things clean and opened up. We’ve been running the sweeper.”

Winterizing: Superintendent Dauber, “We have been preparing for winter weather. We went out Monday and spread some mix due to road conditions, trying to keep the streets safe. That’s all we’ve had.”

QUESTIONS/COMMENTS:

Council Member Ernst, “Have you been involved with the drainage up here...by the Rec Center?” Superintendent Dauber, “Not a lot. They didn’t really even inform me that they were starting. They just came and started. I showed up, and they already had started digging. They had exposed some water lines. I got a call two Fridays ago saying that they had. Other than that, I haven’t seen any action up there. I haven’t had any contact with anybody. That’s all I know about it.” Council Member Ernst, “Okay.” Mayor Luke, “I’ve talked with Mike, and until it dries up, they aren’t going to go in there and do much of anything. So, it’s going to sit where it’s at and hopefully—Danny (Superintendent Hawkins) and I went out and looked at the water lines the other day to make sure that they are going to stay covered and maybe even cover them a little more than what they already are if they don’t get at it because they are supposed to have 30 inches of dirt on top of the lines, and there’s not that much.”

Superintendent Dauber, “I do know that with them covering those water lines, it's going to hold a lot of water in that West side of that ditch, so it will probably back up into Clark’s yard (Jeffrey and Brandee Clark) across the street a little bit until it drains down. It’ll have to drain slow; it won’t go fast.” Council Member Strawder, “Is it something that would require a water line locate just to drop the water lines or...” Superintendent Hawkins, “What we’re going to end up having to do is...is if we’re going to have the proper amount of fall, we’re going to have to go in and probably lower the water line. So, I don’t know who is going to pay for that cost, but we’ll just have to wait until the season is ready for that mess. This isn’t the time of year to be doing that.” Council Member Strawder, “Yeah, yeah. I was just wondering, just to make sure that we don’t essentially create a pond.” Superintendent Dauber, “Yeah, it’s going to have to be lowered or relocated, but just...until then, if you get calls, it’s because it can’t go past there very quickly.”

POLICE DEPARTMENT: Update

Activities/Cases: Chief Roney, “Officers have been making numerous traffic stops, medical assist calls, agency assist calls, numerous dog at large calls, and several funeral escorts. We’ve had a few walk-ins for VIN inspections, and that’s it there.”

Nuisance Properties/Nuisance Vehicles: Chief Roney, “We’re trying to close out the open cases that we have. I’m working on the 2026 spreadsheet so we can get started on that after the first of the year.”

QUESTIONS/COMMENTS:

PARKS DEPARTMENT: Update

General: Superintendent Boyce, “Cleaning public buildings, restrooms, and building and equipment maintenance.”

Maintenance: Superintendent Boyce, “Equipment maintenance has been filling most of our time in the last couple of weeks.”

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Winterization: Superintendent Boyce, “We’ve been getting equipment changed over for snow removal and stuff from mowing.”

Mulching Leaves: Superintendent Boyce, “We’ve been mulching leaves in Kelley Park and Jones Park.”

Snow/Ice Removal: Superintendent Boyce, “We did some snow and ice removal this week.”

Banners/Thank yous: Superintendent Boyce, “Thank you to the Electric Department for helping out with changing out the banners to the holiday banners.”

Hazardous Tree Removal Cleanup: Superintendent Boyce, “We’ve been working with the tree contractors; they’ve been in town this week. They should finish up tomorrow with all of the removals and stump grindings, and such. That’s all I’ve got.”

QUESTIONS/COMMENTS:

Mayor Luke, “That one down in Kelley Park was a big tree.” Superintendent Boyce, “Yes!” Council Member Curtiss, “The one in my neighborhood is a big one too....” Mayor Luke, “Any questions?” Council Member Curtiss, “The one in my neighborhood is a big one too....” Superintendent Boyce, “And it’s probably going to remain there.” Council Member Curtiss, “...It’s going to stay there.” Mayor Luke, “Give it a chance to grow bigger?”

FINANCE: Claims Ordinance & Payroll Ordinance

a. Claims Ordinance	2025-22	\$	<u>160,922.61</u>
b. Payroll Ordinance	2025-25	\$	<u>114,205.63</u>
	TOTAL	\$	<u>275,128.24</u>

CLAIMS 2025-22: *Council Member Curtiss moved to approve City of Burlington Claims Ordinance 2025-22 for the amount of \$160,922.61. Council Member Ernst gave the second.* Mayor Luke, “Anne (City Clerk Brown), do you have some highlights?” City Clerk Brown, “We have Acrison, Inc. for \$7,498.12, Anixter, Inc. for \$5,952.24, BG Consultants for \$22,078.02, Core and Main for \$4,642.74, Dave’s Pumping, LLC for \$5,580.00. We had Meridian Roofing Solutions for \$37,406.00 and US Lime Company – St. Clair for \$5,324.26.”

Hearing no further discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Claims Ordinance 2025-22 passed unanimously, 6:0.”

PAYROLL 2025-25: *Council Member Curtiss moved to approve City of Burlington Payroll Ordinance 2025-25 in the amount of \$114,205.63.” Council Member Ernst gave the second. Hearing no further discussion, Mayor Luke instructed City Clerk Brown to poll Council for a vote. Mayor Luke declared, “Payroll Ordinance 2025-25 passed unanimously, 6:0.”*

PLANNING & ZONING: Update

General: Normal duties.

Permits: Zoning Clerk Hugunin, “I was busy with permits last week. Believe it or not, there were people building fences in the rain and snow.” Mayor Luke, “Not today.”

Nuisance: Grass/Weeds Update: Zoning Clerk Hugunin, “Yards: I drove around today and looked, and everybody seems to have their yards mowed. So, it’s looking really good.”

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Inventory: Zoning Clerk Hugunin, “That’s what I’ve got. I’ve just been working on inputting and updating inventory, so...”

QUESTIONS/COMMENTS:

LEGAL DEPARTMENT: Update

General: City Attorney Wright, “Just normal duties. I don’t have anything specific.” Mayor Luke, “Okay...no questions for him?” Council Member Curtiss, “I wish I could think of something.” City Attorney Wright, “Me too.”

QUESTIONS/COMMENTS:

CITY CLERK: Update

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

Kansas Set-off Program: City Clerk Brown, “We will be sending \$112.02 in delinquent utilities for November to the Kansas Set-off Program for collection.”

Reports: City Clerk Brown, “I have also handed out your revenue for the utilities and sales tax reports.”

Dog Tags: City Clerk Brown, “We will be sending out dog tag renewal reminders and trash increase letters in the billing this month.”

Year End: City Clerk Brown, “The office is just preparing for year-end reports and all of the things, the rollover process and all of that.”

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

Soffits: City Clerk Brown, “And so, as you can see, Meridian Roofing is—they’re going to be done this week with it. They have been coming in, and it looks really good. The colors match really well.”

QUESTIONS/COMMENTS:

Council Member Curtiss, “We don’t have the revenue and sales tax information.” City Clerk Brown, “Oh, you know what, they’re still sitting on the printer out there.” Council Member Curtiss, “Okay.” Mayor Luke, “We will have them...” Council Member Curtiss, “We will have them shortly.” City Clerk Brown, “I printed them off. I forgot to go back out and get them. Sorry. That’s all I have.” Mayor Luke, “Any other questions for Anne? Okay...hearing none, anything the Governing Body wishes to bring before us?”

REPORT BY CITY OFFICERS:

Council Member Van Horn, “I have something. I went to this housing seminar a couple of weeks ago—a few weeks ago, and one of the things that they talked about that some places have is an exterior maintenance ordinance, and I’m wondering if we might be interested in doing that.... I don’t know how you go about getting started. That would probably be a question for Philip (City Attorney Wright). It just sets some standards for, like, if your roof is leaking badly, or if you have, like, what I read the examples are

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were like if more than 25% of your paint is peeled off, those kinds of things that the city puts a little fight into.” Mayor Luke, “Particularly for residential?” Council Member Van Horn, “Yes for residential.”

Council Member Curtiss, “Would that run into the same problems that we do with nuisance?” Council Member Van Horn, “It might eliminate some nuisance if people knew that they had to do it. I mean, you could say that it could be burdensome, but good grief, I’ve got a property that would be first on the line of somebody complaining because of those things. Just, when we say that we want our city to look better, that is one possibility.” Council Member Curtiss, “So how do they enforce this?” Council Member Van Horn, “I could get you some...” Council Member Curtiss, “Well, yeah, I’m just wondering, what do they say to enforce something like that?” Council Member Van Horn, “It’s similar to what we do with the nuisance properties. They’re given notice, and if they don’t take care of it within a certain length of time, then there are fines involved. The City of Independence, what they do is that when they get to the point that they are ready to levy fines, they refer them to the housing authority, which has grants for improving properties for people that don’t have the financial means to take care of those kinds of things. Food for thought.”

Council Member Strawder, “Yeah, I agree. I know a lot of places have stuff like that, but trying to figure out how does this all incorporate into our existing or what does it look like with stuff. But yeah, definitely worth researching anyway to see at what level it would look like, you know, type of thing, because if you’re going in with a clean slate, there’s no ordinances whatsoever, then yeah, it’s really easy to implement something, but otherwise we’ll end up contradicting ourselves. I’d be interested to see what some of those ordinances look like in other areas.” Council Member Van Horn, “Well I know that Independence and I think Coffeyville and I know Leavenworth, when I just looked up online, I could look and see—read their ordinances, and I also saw just like a blank slate of one, but of course, like everything else, if we did that we’d probably want to personalize it to make it have the standards that we want and not something that’s way out of reach of the average person/town.” Council Member Strawder, “Do you know, in those towns, are like Home Owner’s Associations large in that area or...” Council Member Van Horn, “I don’t know. Philip, do you have any input on that?”

City Attorney Wright, “Probably nothing that hasn’t already been said. I mean, do what you want, but I think there’s an enforcement issue. Most of those cities also have a separate code enforcement unit that we don’t have. You know, I have actually helped people on the Missouri side with code enforcement problems. You got a pile of trash out, and you get a ticket for it, you’ve got to get it cleaned up, and you’ve got to go to court, and you know, do all that kind of stuff, but if you start doing all of that stuff, then it’s going to be a whole new court. I think the Police Department is probably busy enough without doing that kind of stuff, so they probably—I mean, if you want to really enforce that kind of stuff, you’d have to probably at least have a code enforcement officer, right, that does that specifically. So, I just think it’s probably an enforcement issue, just like the other stuff, just like nuisance properties with enforcement issues. It’s hard to...” Council Member Van Horn, “As we are right now, we have no minimum standards, and you know, or anybody who lives here knows that you can drive around and see houses that you’d swear are abandoned, but there are actually people living in them.” City Attorney Wright, “I mean, that’s where the nuisance property stuff comes in. I mean, you know, when they get to that level, so... Yeah, I don’t know what the answer is. I think everybody is struggling with some of that stuff. So, I mean, everybody—a lot of cities are trying to figure out what to do with it.” Mayor Luke, “Was this through an organization?” Council Member Van Horn, “This was the SEK...I read about it at—or I saw a booth about it at the convention, and then I went to it last month in Chanute for a couple of days.” Mayor Luke, “Alright.” City Clerk Brown, “Weren’t they more county-oriented?” Council Member Van Horn, “No, they were not.”

Council Member Strawder, “So, along those same lines, though, I mean, this is taking a little bit of a different approach to it, but whenever I lived in Park City, I was placed onto a committee there that was, I mean, it was the Beautification Committee. We hated the name, but that’s what it was. It was a group of people put together just like a Storm Water Board or anything like that. It wasn’t a board, it was a committee, to do recommendations on ways to just kind of beautify on different stuff. So, Park City, if you guys aren’t familiar with Park City, it kind of has a unique area because of how the town developed and how it was

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split up and stuff, so they were looking kind of for an identity. One of the big projects that they did was right off of 135 Highway. They did a new Park City sign. That was a big, you know, medium, but there were other aspects to it also. Just to look at little things that can go a long way towards aesthetics. So, while yes, there is the ordinance side and you know all of that stuff, there could be other avenues there to produce something similar.” Mayor Luke, “I’ll do some checking at the league and see what they’ve got to support it. Maybe they’ll have some information. We have a board meeting next week, so... Anything else to bring up? I don’t have anything. We’ve got the meeting next week for the electric rates for the next year. Well, we’ve got—there’s some other meetings, but I don’t think there’s anything that would impact as far as operating costs. I have nothing else.”

MAYOR’S COMMENTS:

Mayor Luke declared the meeting adjourned.

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