

**BOOK 27**  
**June 18, 2025**

**BURLINGTON CITY COUNCIL REGULAR SESSION 6-18-2025**

City of Burlington Governing Body met in Regular Session at City Hall's address, 1013 N. 4<sup>th</sup> Street, Burlington, Kansas, at 6:00 p.m. Wednesday, June 18, 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)

☐ \_\_\_\_\_ (Street)

☒ Mike Roney (Chief of Police)

☒ Danny Hawkins (Water/Wastewater)

Also Present:

☐ Anne Brown (City Clerk)

☒ Clarissa Foster (Administrative Assistant)

☐ Philip Wright (City Attorney)

☒ Jimmy Hugunin (Zoning/Grants Clerk)

☒ Kerri Weltha (Deputy City Clerk)

**Media Present:** Mark Petterson (Coffey County Republican)

**VISITORS:** Linda Crawford, Jay Hale, Becky Petterson, Joshua Foster, and Kyle Oneth.

**AGENDA:** Mayor Luke, "The only thing I have to add to the agenda is under finance. Claims Ordinance 2025-11, \$125,031.18. Under Payroll Ordinance 2025-13, \$116,473.66; for a total of \$241,504.84. And we do have an appointment for 5 minutes with Linda Crawford. Anything else to add to the agenda? Hearing none, I would accept a motion to approve the agenda as amended."

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

**MINUTES 6/04/2025:** Mayor Luke, "You have before you the draft minutes for our regular session of June 04, 2025. Are there any additions or corrections to those minutes?"

Council Member Curtiss, "Ok, fourth page on the back, under City Clerk. Well, second line, Position 1, my name is misspelled, but that's okay, I don't care about that. But the third line, it's Brad and then in parenthesis it's 'Barrett did tell me that there is not going to be a Primary'; that's got to be Brad Jones, isn't it?" Mayor Luke, "Yes." Council Member Curtiss, "Ok, yeah. That's the only thing I found."

*Council Member Curtiss, "I move to approve the draft minutes of June 04, 2025, as amended." Council Member Ernst, "Second." Motion unanimously carried, 5:0.*

**APPOINTMENT – Linda Crawford – Water Meter**

Linda Crawford, "Thank you very much for putting me on the agenda at the last minute. I'm Linda Crawford, and my husband is Roy, and we live at 1501 Saint Lawrence Street. Our concern – and we visited with the Water Superintendent casually on a couple of visits – it has to do with our water meter. Our water meter is right at the edge of our one-car driveway. We asked if the water meter could be relocated about 5 feet over, and every house in that neighborhood, the water meter is in the yard. We are looking to put in a new culvert because we have several vehicles, but we can't put in a new culvert because of the water meter. We can't run gravel because of the water meter. We can't pour concrete because of the water meter, and we can't build a garage because of the water meter. He told us, stated to us, that the cost is \$500. We were

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wondering if that issue could be looked at to see if somehow – and he did state that a new water meter would have to be put in – we were wondering if there could be a line run from the old meter over to the new meter because once the new meter goes in, he said that we have to run a new line from that new meter to our house, so that’s another expense. That’s going to be on us to run a new line to the house, and we have to hire a certified plumber for that. We are wondering if there was any other way, at a little less expense and tearing up the property, that that could be done. And so that’s really all I have. We’re just requesting if the Council could review that matter. I’ve got a letter and I’ve got a number of pictures. And my printer wouldn’t print pictures this afternoon. I do have one for the Clerk that the Council could review. I appreciate your time, and thank you very much for letting us come and visit.” Mayor Luke, “Okay, thank you. We will look into it. I make no promises...” Linda Crawford, “Ok, thank you very much and have a good evening.” Mayor Luke, “...other than we will look into it.” Linda Crawford, “That’s fine, that’s fine. I work for the City Council in Neosho Rapids, and I totally know how that’s – that’s got to be discussed. So, thank you very much.” Mayor Luke, “Thank you.”

### **PUBLIC COMMENTS**

Jay Hale, “On the first anniversary of the Declaration of Independence, John Adams bemoaned the idea that they didn’t have to have fireworks to make it a celebration – they didn’t have any sermons, and he thought there ought to be spiritual application to the Declaration of Independence and that celebration. In view of that, the Ministry Alliance, we had a meeting today, and we’d like to have, on the 4<sup>th</sup> of July, on Independence Day, we would like to be able to have a church service in Kelley Park. We won’t need anything special, we’ll do all our own thing, we won’t mess with – because your thing is at 7 p.m. – and if we don’t mess with that stage or anything, we’d like to do it at about 10 o’clock in the morning down at Kelley Park, and just sit under trees and do our thing. So, I just wanted to let you know that we are going to move in that direction and the ‘why’ we are doing it.” Mayor Luke, “Okay. There’s no reason why you can’t.” Jay Hale, “Yep, that’s kind of what we thought, but we wanted to just let you know what’s going on. We didn’t want to step on anything, but we wanted to let you know what’s going on.” Mayor Luke, “No, there will be nothing else going on down there at that time.” Council Member Curtiss, “10 o’clock?” Jay Hale, “10 o’clock, yes ma’am.”

### **ELECTRIC DEPARTMENT: DISTRIBUTION Update**

**General:** Electric personnel have been doing normal line maintenance, line locates, and vehicle maintenance.

**Line Maintenance:** Superintendent Schneider, “So, over in the line department, we’re still doing normal line maintenance, lots of line locates.”

**New Electric Service:** Superintendent Schneider, “As soon as this ground dries out a little bit, we’ll be putting in new electric service on South 8<sup>th</sup> Street – 8<sup>th</sup> and Alleghany.”

**Equipment Testing:** Superintendent Schneider, “Protective Equipment Testing Laboratories out of Great Bend; they come every year to test our line trucks, our line hoses, and our hot sticks, and stuff like that. They showed up yesterday afternoon, they tested all day today, and they should be done mid-morning tomorrow with that.”

**Partial Outage:** Superintendent Schneider, “This morning, we did work a partial outage at the elementary school. That was this morning. We had a line switch; it was one of the old porcelains that we’re gradually changing out to a polymer switch. One phase of a three-phase service, the switch did break, so we did replace that and got that put back into service.”

**ELECTRIC DEPARTMENT: PRODUCTION Update**

**General:** Power plant personnel have been performing normal power plant maintenance, cleaning the plant, plant reports, and generator maintenance.

**Generator #6 Repair:** Superintendent Schneider, “We’re still running the water separator from the engine oil. It’s doing pretty good. But we’re waiting on Wheeler’s crew to show up and assist with generator #6 repairs to the cylinder liner. After further inspection, Larry did come down – he was going through somewhere – he did stop down here and saw that there was a big gouge in the cylinder liner, which we haven’t got the head off yet to inspect further, we’re waiting on Larry. This is something new for the men. We’re guessing something like maybe one of the piston rings gouged the cylinder liner. We won’t know until we get it torn down. Larry’s crew is two sons that work with him, and go around and help. One’s in another state and the other one’s been on vacation, so as soon as they get reorganized again, they will be here to help us with that. With that being said, should we have to generate to support the community, we do have enough generation capacity at the plant to cover Burlington’s needs, so we’re okay.”

**APPA National Conference:** Superintendent Schneider, “I did attend the APPA conference the first three days of last week; a lot of great information. A lot of it, you could tell, they were very large communities that a lot of these programs are geared at – geared for – but there’s still a lot of very good information that I was able to gather.”

**QUESTIONS/COMMENTS**

Council Member Curtiss, “That generator, is it under warranty?” Superintendent Schneider, “No, no that generator was put in in 1980.” Council Member Curtiss, “Okay.” Superintendent Schneider, “No, and it’s not a weather-related issue, and there would be no way to prove that. We’ve already had that battle inside that power plant with another issue some time back. The way I understand our insurance policy is, they’ll cover weather-related issues, but a mechanical breakdown, they’re pretty much looking as you’re not doing your maintenance as you should. So no, that will come out of the operating budget.” Council Member Curtiss, “Okay, thank you.”

Council Member Van Horn, “You said that you were going to rattle some cages about people that had attachments to the poles?” Superintendent Schneider, “Yes, we got our counts in, and the men did put the counts for the phone company and cable company. I do have that information. I haven’t shaken that cage yet, but I’m going to – on pole transfers, yes. So, we’re going to get that taken care of as well.”

**WATER AND WASTEWATER: Distribution Update**

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

**EMC Inspection:** Superintendent Hawkins, “We did complete an EMC inspection at the water treatment plant. It went really well – got that taken care of.”

**Repairs:** Superintendent Hawkins, “We had Jim come down with R.W Vaught. He worked on pump stations 2, 5, and 6 with SCADA. We were having issues with the flow meters, so he was able to fix those, and he fixed the com fail at #5 – got that taken care of.”

**Dump Truck:** Superintendent Hawkins, “We did get back our 1986 Chevy dump truck from Crow-Moddie Ford. They did fix the windshield wiper motor and they repaired the rear wheel axle seal on it, so it’s not leaking anymore. We got that up and going good.”

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**Personnel:** Superintendent Hawkins, “Our new employee, who just happens to be here tonight, we’ll get him trained up. So, he’s here – grateful for that. He’s got a lot of words to say, but anyway.” Joshua Foster, “I’m very grateful.” Superintendent Hawkins, “Very grateful to have you with us.”

**Training:** Superintendent Hawkins, “The guys have all went out and took their school of Sacramento’s waste water exams. I’m very proud of all four of them. They all passed with really high scores in the 90s, so they got that done. I have two operators getting ready to attend the Lawrence School that KDHE is putting on, so they are going to take their operator exam for wastewater class one, here real soon.”

**WATER AND WASTEWATER: Production Update**

**General:** Superintendent Hawkins, “With the rains and the river coming up, Chris and the staff have been doing a great job at the plant. They are doing fantastic with getting the water treated because the alkalinity and hardness is down, but they’ve got it within parameters to, I don’t want to say it’s down to an art, but the water looks really good. We had to increase the carbon, because of the algae that was in the water, but it’s looking really good and we’re doing a good job.”

**Tonka Panel:** Superintendent Hawkins, “We did receive the new Tonka panel; it is in. So, Tim and Dave Milkey will be talking here real soon to get that started. He is planning on being here the week of the 7<sup>th</sup> of July, so we’re anxious to have him come and get that installed, and we get that behind us.”

**QUESTIONS/COMMENTS**

Mayor Luke, “How long does he plan on needing to install that?” Superintendent Hawkins, “He thinks that it will take three to five days. So, what we are going to have to do is, because of that down, we will still have the capabilities of backwashing, we’ll just have to do it manually. So, what our plan is, is we’re going to set up a schedule to where we’re going to try to have the fillers done on Sunday versus when we do Monday, Tuesday, Wednesday, Thursday and then that way it will give him all week to get it ready, and then he’s going to come in – and then of course he’ll want to backwash each one of them to make sure that each cycle is correct.”

**STREET DEPARTMENT: Update**

**General:** Personnel have been doing the normal duties.

**Retirement:** Council Member Curtiss, “We had a retirement party for Mark Davidson on 6/16, Monday.”

**Patching Streets:** Council Member Curtiss, “Patching streets in order to get ready for the chip seal.”

**Sidewalk Application:** Council Member Curtiss, “But, there is a sidewalk. Do we want to do that?” Mayor Luke, “Application, yes.” Council Member Curtiss, “We do have a sidewalk application for William Chhang.” Mayor Luke, “It’s the Bake-Ary.”

***Council Member Curtiss, “I move to approve the Sidewalk Replacement Cost-Share Application 2025-01, William Chhang for 401 North 4<sup>th</sup> Street.” Council Member Van Horn, “Second.”***

Mayor Luke, “The application is in the back of your agenda. It’s for 63’ and it was associated with a large concrete pour in the parking lot. There will be at least one more – and possibly two

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more – applications coming down the road as he finishes all the concrete work. So, we have a motion and we have a second.”

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

**QUESTIONS/COMMENTS**

**POLICE DEPARTMENT: Update**

**General:** Chief Roney, “Normal duties.”

**Activities/Cases:** Chief Roney, “Officers have been busy working theft cases, domestic cases, citizen calls, disorderly conduct, medical assists, traffic stops, multiple citations, and VIN inspections.”

**Nuisance Properties:** Chief Roney, “Officers issued a few citations – numerous citations - for nuisance properties. We do have several of the big properties, the house properties, being worked on. I do know the County has waived some landfill fees for some of the properties. Everybody else has been in contact with me. We’re working through the progress of what needs to be done with the rain and stuff. It’s slowed some people down.”

**QUESTIONS/COMMENTS:**

Council Member Van Horn, “So I do have a question. That is, I’ve been approached about a property that someone is complaining about. What is the official way that people need to go about, if they have an issue with a property they think looks trashy?” Chief Roney, “They need to stop by and talk to me, or give me a call, and I’ll discuss it with them. I will go in and evaluate the property.” Council Member Van Horn, “Okay, thank you.”

Chief Roney, “If I am done, I need to leave. I’ve got another emergency that I need to go deal with on a water rescue. If I can be excused?” Mayor Luke, “Yes, you can.”

**PARKS DEPARTMENT: Update**

**General:** Personnel have been doing the normal duties: cleaning public buildings and restrooms, building and equipment maintenance, mowing, and spraying grass and weeds.

**Mowing:** Superintendent Boyce, “Mowing has been most of our time.”

**Watering:** Superintendent Boyce, “In between rains, watering trees and flowers - new trees, that is.”

**Budget:** Superintendent Boyce, “Working on the 2026 budget items.”

**QUESTIONS/COMMENTS:**

Council Member Curtiss, “I saw they planted more trees where we did the tree...” Superintendent Boyce, “Arbor Day?” Council Member Curtiss, “Yeah, that looks nice.” Superintendent Boyce, “Back in the day, that was pine trees; around two rows of pine trees, and they started dying. We removed them, and so now we are going back with these upgraded trees.” Council Member Curtiss, “That’ll be nice. And thank

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you for the flowers, they are looking great.” Superintendent Boyce, “Thank you. So far, they have been really easy to take care of.” Mayor Luke, “Have to drill holes in the bottom to drain the water out?” Council Member Curtiss, “I saw you watering on Monday.” Superintendent Boyce, “Yep. I still have to get fertilizer on them.” Council Member Curtiss, “Yeah, okay.”

**FINANCE: Claims Ordinance & Payroll Ordinance**

a. Claims Ordinance	2025-11	\$	<u>125,031.18</u>
b. Payroll Ordinance	2025-13	\$	<u>116,473.66</u>
	TOTAL	\$	<u>241,504.84</u>

***CLAIMS 2025-11: Council Member Curtiss moved to approve City of Burlington Claims Ordinance 2025-11 for the amount of \$125,031.18 for payment of city bills. Council Member Ernst gave the second. Deputy City Clerk Weltha, “Bahr Tire for \$2,915.94, Brenntag SW is \$6,221, and Wheeler World Inc for \$5,789.24.” Mayor Luke, “A lot of small stuff.” Hearing no further discussion, Mayor Luke instructed Deputy City Clerk Weltha to poll Council for a vote. Mayor Luke declared, “Claims Ordinance 2025-11 passed unanimous, 5:0.”***

***PAYROLL 2025-13: Council Member Curtiss moved to approve City of Burlington Payroll Ordinance 2025-13 in the amount of \$116,473.66, as presented. Council Member Ernst gave the second. Hearing no further discussion, Mayor Luke instructed Deputy City Clerk Weltha to poll Council for a vote. Mayor Luke declared, “Payroll Ordinance 2025-13 passed unanimous, 5:0.”***

**PLANNING & ZONING: Update**

**General:** Normal duties.

**Nuisance Properties Update:** Zoning Clerk Hugunin, “Been spending most of my time driving around twice a day, looking at yards - rain, mow, rain, mow, rain, mow, repeat. A lot of the ditches kind of look like they got taken care of over the weekend. There are still several of them that I am keeping my eye on, but they are full of water. So, I suppose, in a couple of days, hopefully, they will get them. For the most part, there’s just a couple of yards out there, but for the most part, everybody’s kind of keeping up right now.”

**QUESTIONS/COMMENTS:**

**LEGAL DEPARTMENT:**

**QUESTIONS/COMMENTS:**

**CITY CLERK: Update**

**General:** Deputy City Clerk Weltha, “City personnel have been busy preparing utility billing for this month, work orders, preparing vouchers for bill paying, payroll, and minutes for the Council meeting.”

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**2026 Budget:** Deputy City Clerk Weltha, “Anne has been working on the 2026 budget and the next budget finance meeting will be on Thursday, July 10 at 3:30 p.m. in the back meeting room here at City Hall.”

**QUESTIONS/COMMENTS:**

Council Member Curtiss, “I won’t be there on the 10th.” Mayor Luke, “Okay.”

**MAYOR’S COMMENTS:**

Mayor Luke, “The only thing that I have is, in your packet, you’ll see that the schedule for the budget for the timeline that we have to have everything submitted. Should be...nope. Okay, alright, I got it. I thought it was in the packet. We received the information from the County, so that now we can go in and do the first run-through on the budget. We have to submit a letter of either exceeding the Revenue Neutral Rate or not exceeding it by July the 16<sup>th</sup>. We will discuss it at the Council meeting, and then on the 20<sup>th</sup>, it has to be at the County Clerk’s office. Then on August the 6<sup>th</sup>, we have to publish a hearing if we are going to be doing the Revenue Neutral Rate – exceeding the revenue rate – as well as the budget hearing, which will be - both will be - on September the 3<sup>rd</sup>. It has to be published 10 days before the hearings, so the last day that we have to publish it is August the 14<sup>th</sup>. So, we can get it to Mark (Petterson) by Monday, August the 11<sup>th</sup>. September the 3<sup>rd</sup>, we will hold any and all hearings and then we have to have the certified copy of the minutes of the budget hearing, as well as the Revenue Neutral Rate hearing with a roll-call vote. That has to be on or before October the 1<sup>st</sup>. So, we’re just in the preliminary stages now that we got the numbers Monday from the County. Anne has been working on it and come next week, she will probably be in the office pretty much every day, assuming everything goes well with her son the rest of the week. Progress is being made in a positive manner, so she’s looking hopeful for that. We will continue to support her in all ways we can.”

Mayor Luke declared the meeting adjourned.

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