

Burden City Council Meeting Minutes February 24, 2025, 6:00 PM
Burden City Hall

Present Council Members: Sherrie Conklin, Chris Cannon (6:01 pm), Carleta Bolack, Taylor Dory, and Chase Hobart were present.

Presiding: Council President Sherrie Conklin. Mayor Lee Wingert was absent.

Staff Present: City Attorney Josh Albin, Public Works Supervisor Dale Deets, Public Works Ben Dobbs, Chief of Police Ron Cannon, Officer Adam Bauler, and City Clerk Julia Loving. Deputy City Clerk Amanda Lindsay was absent.

Public: Donna Jackson, Don Satterfield, and Lyle Lashbrook.

Council President Conklin called the Regular Council Meeting for the City of Burden, Kansas, to order, on Monday, February 24, 2025, at 6:00 PM.

Council Member Hobart pointed out that on page 7, item letter B, it reads that Cannon seconded the motion when really Dory seconded the motion. The January minutes will be amended to have the motion on page 7 read as: Hobart motioned to hire Redline Lawncare to bushhog at the storage facility and burn site for \$80 per hour. Dory seconded.

MOTION: Hobart motioned to approve the regular meeting minutes as amended. Dory seconded.

VOTING YEA: Conklin, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 4-0.

Council Member Cannon arrived at this time. (6:01 pm)

The financial statements were reviewed.

MOTION: Bolack motioned to pay the bills. Cannon seconded for discussion. During discussion Council Member Cannon inquired about the fluctuation in price for the Cintas bill. Clerk Loving stated that most months have charges for 4-weeks of uniform rental, but some months have 5-weeks.

VOTING YEA: Conklin, Cannon, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 5-0.

The expenditure approval report was passed around and signed.

Public Time/Citizen Comments:

A. Citizen Concerns – Don Satterfield

Citizen Don Satterfield wanted to discuss some questions he had about some items on the agenda. He was curious about the reasoning behind the request for digital speed limit signs but noticed it had been removed from the agenda. He also inquired about the jake brake signs and asked what brought those about. Council Member Cannon stated that discussion was brought up at the request of a citizen. Don also wanted to know why they wanted to live stream the meetings, and suggested just record them and post the recording on the city website to see how many people actually watch them. Council Member Cannon stated that he would be giving an update about live streaming during unfinished business.

Ben Dobbs spoke on behalf of the Burden Arena Association. He stated that they would like to hold an ATV Poker Run on Saturday April 19th starting around 1pm. They would like to start and end at the

Burden Rodeo Arena, and he wanted to make sure they would not need ATV permits for that weekend. The Council stated no ATV permits are needed for a one-day event.

Correspondence:

NONE

Unfinished Business:

A. Combined Sewer and Water Distribution System Project.

No Update.

B. Burden Area Housing Study – Donna Jackson

Donna spoke about the County's plan to update the County Wide Housing Study that was completed ten years ago. She encourages everyone to complete the survey that was emailed to them and to share and let others know about it so they can complete it as well. She spoke about how important it is that Burden is represented and has a voice in the study.

C. Building Next Door – 407 N. Main Street

No Update.

D. Storm Damage and Clean Up

Attorney Albin stated that there have been no updates from the County on distribution of funds.

E. Hazard Mitigation Grant Program (HMGP) – Generators

No Update.

F. Code Compliance Contractor – Professional Code Compliance

A code compliance report from Professional Code Compliance for the month of February was included in the packet for the Council.

G. No Engine Braking in the City Limits Permitting and Signage

Attorney Albin reported that he contacted the Kansas Department of Transportation (KDOT) to find out when a survey could be done and was told they didn't have anyone available until March.

H. Natural Gas Franchise Renewal Agreement – Kansas Gas Service

– Ordinance No. 409 – An Ordinance Granting a Natural Gas Franchise

MOTION: Cannon motioned to adopt Ordinance No. 409 an Ordinance Granting a Natural Gas Franchise. Dory seconded.

VOTING YEA: Conklin, Cannon, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 5-0.

I. City Website Update

Clerk Loving stated that the website will be pushed out to the public on the March 1st utility bills.

J. Flooring at City Hall

Clerk Loving reported that only one of the three requested quotes for flooring have been received and it is included in the packet. She also asked if they had any additional suggestions for flooring companies to reach out to and was told to contact Traver's in Arkansas City. Discussion will be tabled till next month in hopes that additional quotes will be received.

K. Meeting Broadcasting

Council Member Cannon reported that after doing some additional fact finding on meeting broadcasting, he would like to make a request to pull the item off the agenda until he can look into it even more. His additional research has discovered numerous problems that others have experienced while trying to implement broadcasting their meetings and he would like to do additional research. The item will be removed. Clerk Loving suggested that the idea of small microphones for the tables could be beneficial to the citizens in the audience and allow them to hear the Council discussion better.

New Business:

A. Purchasing Policy

There was discussion about creating and adopting a formal purchasing policy for the City of Burden. Council Members Cannon and Dory, Mayor Wingert, Attorney Albin, and the City Department Heads will plan a work session to work on a proposed purchasing policy.

B. City of Winfield New Rate Schedule

Included in the packet was a letter from the City of Winfield with the new rate schedule for purchased water. The rate for 2025 will decrease \$0.01 per 1,000 gallons, from \$3.11 to \$3.10 per 1,000 gallons of water purchased.

C. Pool Manager

Clerk Loving reported that Christina Hankins would like to return as the pool manager.

Employee Time:

A. Dale didn't have much to report, just stated it had been cold, and they survived.

B. Ben went over the public works report with the Council. He stated that the report was included in the pre-packet and it is his intention to continue to include it moving forward. There was discussion about the previously discussed Harbor Freight Grant only being available to public safety and schools.

C. Chief Ron Cannon went over the police department report with the Council. He also included a sample Memorandum of Understanding to present to the Cowley County Sheriff for continued discussion about using City Hall and the Police Department Office as a substation.

D. Amanda was absent.

E. Julia discussed the recording of the minutes with the Council. She spoke about how the minutes are truly just recordings of the motions and official business of the City. She requested to be able to scale back the amount of detailed information that is included moving forward. The Council approved.

MOTION: Cannon motioned adjourn the meeting. Dory seconded.

VOTING YEA: Conklin, Cannon, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 5-0 and the meeting adjourned at 6:51 PM.

Julia Loving, City Clerk

The next scheduled meeting of the Burden City Council is March 24, 2025, 6:00 PM. The public is invited to attend.