

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

**Present Council Members:** Chris Cannon, Carleta Bolack (6:13 pm), and Chase Hobart were present. Sherrie Conklin and Taylor Dory were absent.

**Presiding:** Mayor Lee Wingert

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

**Public:** Donna Jackson and Norma Young.

Mayor Wingert called the Regular Council Meeting for the City of Burden, Kansas, to order, on Monday, March 24, 2025, at 6:13 PM, after a quorum was present.

**MOTION: Cannon motioned to approve the regular meeting minutes as presented. Hobart seconded.**

**VOTING YEA: Cannon, Bolack, Hobart**

**VOTING NAY: NONE**

**MOTION CARRIED 3-0.**

The financial statements were reviewed.

**MOTION: Cannon motioned to pay the bills. Bolack seconded.**

**VOTING YEA: Cannon, Bolack, Hobart**

**VOTING NAY: NONE**

**MOTION CARRIED 3-0.**

The expenditure approval report was passed around and signed.

**Public Time/Citizen Comments:**

A. Exclusion Request for Roosters – Norma Young

Citizen Norma Young stated that she was informed that roosters are not allowed in the city limits. She stated that she has some that need to be butchered, but that she would like to keep two of them to use for breeding. Norma presented the Council with a letter that was signed by two of her neighbors stating that the sound of the roosters does not bother them. She wanted to request an exclusion to be able to keep at least two of the roosters at her property located at 329 N Walnut.

**MOTION: Cannon motioned to allow roosters at 329 N Walnut, but will revisit if a complaint is received. Hobart seconded.**

**VOTING YEA: Cannon, Bolack, Hobart**

**VOTING NAY: NONE**

**MOTION CARRIED 3-0.**

**Correspondence:**

A. Thank You Note – Burden 4-H

There was a Thank You Note from Burden 4-H included in the packet, thanking the City for their support.

B. Burden 4-H Livestock Premium Sale Sponsorship Request – Burden Clover Supporters

**MOTION: Bolack motioned sponsor the Burden 4-H Boosters Livestock Premium Sale in the amount of \$50.00. Cannon seconded.**

**VOTING YEA: Cannon, Bolack, Hobart**

**VOTING NAY: NONE**

**MOTION CARRIED 3-0.**

C. Sponsorship Request – Annual Easter Egg Hunt

**MOTION: Cannon motioned to sponsor the Annual Easter Egg Hunt in the amount of \$50.00. Hobart seconded.**

**VOTING YEA: Cannon, Bolack, Hobart**

**VOTING NAY: NONE**

**MOTION CARRIED 3-0.**

**Unfinished Business:**

A. Combined Sewer and Water Distribution System Project.

No Update.

B. Burden Area Housing Study – Donna Jackson

Donna reported that she attended several trainings and went over information on the Community Development Block Grant (CDBG) Housing Rehabilitation and/or Demolition Program. She would like the City's approval to prepare a preapplication for the April meeting as well as other requests. The Council is fine with her proceeding with the preapplication and her other requests.

C. Building Next Door – 407 N. Main Street

No Update.

D. Storm Damage and Clean Up

Attorney Albin reported that he still hasn't heard anything and is going to continue to speak with the State and County on distribution of funds. He would like to request that a special meeting be held on April 15, 2025 at 6:30 pm, if available, to hold an executive session for 1 to 1 ½ hours for further discussion. Cannon stated that he is not available that day. Bolack, Hobart, and Mayor Wingert are available. Mayor Wingert will reach out to Dory and Conklin to check availability for them.

E. Hazard Mitigation Grant Program (HMGP) – Generators

Clerk Loving reported that the City will not be able to proceed with funding from HMGP for generators. She informed the Council that the Licensed Professional Statement letter requirement is not able to be met. She also stated that Shelly Underwood, with Midwest Assistance Program, and herself would be looking into other funding opportunities like the Kansas Water Office, BRIC paired with Build Kansas, and also discussed the revamping of the CDBG Community Facilities Program with a preapplication period opening in April. Cannon suggested starting to go down the path for other funding. Hobart and Bolack suggested doing the CDBG Community Facilities Program preapplication.

F. Code Compliance Contractor – Professional Code Compliance

A code compliance report from Professional Code Compliance for the month of March was included in the packet for the Council. Clerk Loving reported that Kendal, the code compliance officer, said he has paperwork ready to meet with Attorney Albin on the previously discussed non-compliant properties.

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

Attorney Albin reported that he has not had time to get back in touch with KDOT.

#### H. Natural Gas Franchise Renewal Agreement – Kansas Gas Service

##### – Acceptance of Franchise Ordinance

Clerk Loving included a copy of a thank you letter from Kansas Gas, expressing their appreciation for approving the new natural gas franchise agreement with them and a copy of the signed Acceptance of Franchise Ordinance in the packet. She stated that Kansas Gas will be publishing the adopted Ordinance No. 409 in the paper and filing the paperwork with the Kansas Corporation Commission.

#### I. Flooring at City Hall

Clerk Loving went over and included in the packet the quotes for flooring that were received from Gaston's, Traver's Furniture & Flooring, and Flint Ridge

Service LLC. The estimates for the kitchen/bathroom area were between \$5,398.75 to \$11,420.00, carpet squares were between \$11,470.00 to \$24,738.50. The Council would like to look into a temporary solution for the flooring in the bathrooms and investigate potential grant programs to assist with the replacement of the flooring, painting, central heat and air upgrades, and other needed repairs at City Hall. There was also discussion about the current rental fee of only \$10.00 to use the building.

**MOTION: Hobart motioned to increase rental fees for City Hall to \$50.00 for Individuals and \$75.00 for Businesses. Bolack seconded.**

**VOTING YEA: Cannon, Bolack, Hobart**

**VOTING NAY: NONE**

**MOTION CARRIED 3-0.**

#### J. Purchasing Policy

Clerk Loving stated that she has not had time to schedule a work session with Council Members Cannon and Dory, Mayor Wingert, Attorney Ablin, and the City Department Heads to work on a proposed purchasing policy.

#### **New Business:**

##### A. EMC Insurance Renewal – IMA Select

The EMC Insurance renewal premium comparison was included in the packet. Clerk Loving reported that the overall premium increase was only \$135.00 on the insurance renewal.

#### **Employee Time:**

A. Dale reported that the telemetry had quit working and Comm-Tronix came out and fixed it.

B. Ben went over the public works report with the Council. He reported that Officer Bauler looked into the Harbor Freight Grant and there is a 501c3 requirement. He also stated that PurpleWave will be out the 1<sup>st</sup> week of April to photograph the items that are being sold.

C. Alan reported that the police department would like to see School Zone signs put up on Oak Street from 6<sup>th</sup> Street till the end of the City Limits at the Elementary School. There was much discussion, including discussion about part of the East side of Oak Street not being in the City Limits. Attorney Albin stated that a survey would need to be completed before a school zone can be established and it could only be done within the City Limits. Alan also reported that a camera is down at the park and they found a replacement for \$60.00. He also stated that the estimate to move the wall in the police department office was \$11,420.00.

D. Amanda reported that she has been continuing work on updating the new City website.

March 24, 2025

Page 4

E. Julia reported that Dog Clinic is coming up on April 5th from 9:30 AM to 11:30 AM, Annual Easter Egg Hunt is April 19th at 10 AM, and Citywide Garage Sales are June 7th.

**MOTION: Cannon motioned adjourn the meeting. Hobart seconded.**

**VOTING YEA: Cannon, Bolack, Hobart**

**VOTING NAY: NONE**

**MOTION CARRIED 3-0 and the meeting adjourned at 7:39 PM.**

---

Julia Loving, City Clerk

The next scheduled meeting of the Burden City Council is April 28, 2025, 6:00 PM. The public is invited to attend.