

Burden City Council Meeting Minutes April 28, 2025, 6:00 PM
Burden City Hall

Present Council Members: Sherrie Conklin, Chris Cannon (6:45 PM), Carleta Bolack, Taylor Dory, and Chase Hobart were present.

Presiding: Mayor Lee Wingert

Staff Present: City Attorney Josh Albin, Public Works Supervisor Dale Deets, Public Works Ben Dobbs, Chief of Police Ron Cannon, Officer Alan Marcotte, and City Clerk Julia Loving. Deputy City Clerk Amanda Lindsay and Pool Manager Christina Hankins were absent.

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

Mayor Wingert called the Regular Council Meeting for the City of Burden, Kansas, to order, on Monday, April 28, 2025, at 6:00 PM.

MOTION: Hobart motioned to approve the regular and special meeting minutes as presented. Bolack seconded.

VOTING YEA: Conklin, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 4-0.

The financial statements were reviewed.

MOTION: Conklin motioned to pay the bills. Dory seconded.

VOTING YEA: Conklin, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 4-0.

The expenditure approval report was passed around and signed.

Public Time/Citizen Comments:

NONE

Correspondence:

A. Thank You Card and Paper Goods – Burden 4-H

A copy of a thank you card was included in the packet and a gift of various paper goods for the building from Burden 4-H. The card thanked the City for the use of City Hall for their meetings.

Unfinished Business:

A. Combined Sewer and Water Distribution System Project.

No Update.

B. Burden Area Housing Study – Donna Jackson

Donna reported that the Community Development Block Grant (CDBG) Housing Rehabilitation and/or Demolition Program doesn't require a preapplication, which she previously stated she would prepare and bring to the Council, she just wanted to do a preapplication to get feedback from the State to have a better application for later. The application period opens May 1st. She stated that the Cowley County Survey that was done on housing is complete and available for viewing on the County's website.

April 28, 2025

Page 2

C. Building Next Door – 407 N. Main Street
No Update.

D. Storm Damage and Clean Up

Attorney Albin presented Resolution No. 2025-03 A Resolution Fixing The Time And Place And Providing Notice Of A Hearing Before The Governing Body Of The City Of Burden, Kansas, At Which The Owners Their Agents, Any Lienholders Of Record And Any Occupants Of The Buildings Located Below May Appear And Show Cause Why Such Buildings Should Not Be Condemned And Ordered Demolished. Albin stated that the three buildings located on Main Street at 423, 425, and 427 are listed in the resolution and that the properties are considered a nuisance under the City Code and are unsafe properties. He also stated that the resolution sets a hearing date and time to allow interested parties to appear and show cause why such buildings should not be condemned and ordered demolished, the hearing is set to take place after the June Council Meeting and just needs a time set.

MOTION: Conklin motioned to adopt Resolution No. 2025-03, set the hearing time for 7:30 PM, and publish the Resolution in the official City newspaper. Dory seconded.

VOTING YEA: Conklin, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 4-0.

The Hearing will take place June 23, 2025, at 7:30 PM at City Hall, 401 N Main, Burden, KS, 67019.

E. Code Compliance Contractor – Professional Code Compliance

Clerk Loving stated that the code compliance report from Professional Code Compliance had not yet been received for the month. Attorney Albin stated that it was time to look over the contract to discuss renewal and requested to have it added to next month's agenda.

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

Attorney Albin stated that he was told to put the brakes on back in March by Council Member Cannon and will return to the topic later in the meeting, after said council member is present.

G. Purchasing Policy

No Update.

New Business:

A. Fireworks Stand Permit – USD 462

Clerk Loving stated that the school would like to use the pavilion June 26-July 5 for their annual fireworks stand, with cleaning up being held on the 5th.

MOTION: Conklin motioned to approve the fireworks stand permit for USD 462 to be held at the park pavilion. Bolack seconded.

VOTING YEA: Conklin, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 4-0.

B. Executive Session – Non-Elected Personnel Matter Exception KSA 75-4319(b)(1)

MOTION: Conklin motioned to recess into executive session to discuss non-elected personnel pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1) for 5 minutes at 6:23 PM. Hobart seconded.

VOTING YEA: Conklin, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 4-0.

The open meeting resumed at 6:28 PM. Mayor Wingert stated that no binding action was taken while in the executive session.

MOTION: Conklin motioned to increase Public Work's Ben Dobbs wage by \$1.00 per hour, for obtaining his water certification. Hobart seconded.

VOTING YEA: Conklin, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 4-0.

Employee Time:

A. Christina was not present yet, Clerk Loving stated that she would not be off work until 6:30 PM.

B. Dale went over the public works report with the Council. He stated that it's that time of year when it starts getting busy and would like to hire summer help, he would like to ask last year's summer helper back. The Council is fine with hiring summer help. Dale also reported that the backhoe has a leaking cylinder on one of the legs that needs to get fixed.

C. Ben had nothing further to report.

D. Ron went over the police report with the Council. He informed the Council the current bulletproof vests are close to end of life and there is an opportunity for a Department of Justice bulletproof vest 50/50 grant that usually opens May-June. He reported that the cost of 5 new vests and exterior carriers would be \$6,692.39, under the grant the cost to the City would be \$3,346.19.

MOTION: Dory motioned to allow the Burden Police Department to apply for the grant when it opens. Hobart seconded.

VOTING YEA: Conklin, Bolack, Dory, Hobart

VOTING NAY: NONE

MOTION CARRIED 4-0.

Council Member Cannon arrived at this time (6:45 PM).

E. Amanda was absent.

F. Julia gave a brief report for Pool Manager Christina, since she was unable to attend. She reported that due to the dates of the lifeguard certification dates, she would like to request to wait to open the swimming pool until the first week of June due to the lack of certified staff. The Council was fine with waiting to open the pool till the manager has enough trained staff.

Julia reminded everyone about the three Council Member Positions that are up for the November election. She stated that the filing deadline is June 2nd at noon at the County Clerk's Office in Winfield. She also presented a letter that was received regarding Evergy conducting a routing study for the construction of approximately 120 miles of new transmission line and asking for environmental information. Attorney Albin stated that it was optional to provide comments.

Return to Unfinished Business F. No Engine Braking in the City Limits Permitting and Signage
Attorney Albin asked the Council if he is still supposed to pump the brakes on the no engine braking, per his notes, or does he need to get KDOT out here to do a survey for the signs. Council Member Cannon asked if the City has been contacted anymore by the citizen who initiated the complaint or have there been any additional new complaints? Clerk Loving stated no. The Council would like to continue to pump the brakes on any further action at this time.

April 28, 2025

Page 4

Mayor Wingert added that Council Member Bolack was previously selected to be the Burden representative with Cowley County Council on Aging and she has not had time to attend. He stated that Donna Jackson is willing to be the representative for Burden. The Council stated they are grateful for Donna's willingness to represent Burden with Cowley County Council on Aging.

MOTION: Conklin motioned adjourn the meeting. Cannon seconded.

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

VOTING NAY: NONE

MOTION CARRIED 5-0 and the meeting adjourned at 7:04 PM.

Julia Loving, City Clerk

The next scheduled meeting of the Burden City Council is May 19, 2025, 6:00 PM. The public is invited to attend.