Minutes

Burrton City Council

Burrton City Hall

May 13, 2024

203 N. Burrton Ave.

Burrton, Ks 67020

The May 13, 2024 meeting of the Burrton City Council was called to order by Mayor Missy Ducimetiere at 6:00 p.m. with the following council members present: Greg Robinson(late), Scott Meyer, Tonya Hornback and Ryan Ratzlaff. Absent was council member Josh Greenhaw.

Also, present were staff: City Clerk Kim Ryan, City Superintendent Jon Roberts and Police Chief Odle

Visitors: Gerry Campbell

**Public Forum**

The mayor opened the public forum. There were no comments.

**Changes to the Consent Agenda**

No changes

**Consent Agenda**

Motion made by Ratzlaff to approve the consent agenda.

Seconded by Meyer

Motion carried 3-0

**Unfinished Business**

1. **Distressed Property at 139 S. Colorado**

Motion by Meyer to table until Aug. meeting or until the letter from the IRS is returned.

Seconded by Ratzlaff

Motion carried 3-0

1. **Pool Policy Manual**

Motion by Ratzlaff to approve the pool policy manual with the changes to item 17 page 11 to include no ear buds and no smart watches.

Seconded by Hornback

Motion carried 3-0

**New Business**

1. **Public Forum Policy**

After some discussion the council tabled this until the next meeting on May 20, 2024 when the city attorney will be available to answer some questions.

Council member Robinson arrived.

1. **Vacation/Sick Leave Policy**

The mayor informed the council that the job description for the city treasurer will include a quarterly audit of the vacation and sick leave hours to help with accountability. She would like to go over the policy manual for 15 minutes at each meeting to discuss changes that need to be made.

1. **Police Chief Pay**

City clerk Kim Ryan asked the council to increase Chief Odle’s pay by $1 per hour. He never received a 90-day review, which is the time the city would normally increase pay.

Motion made by Meyer to increase Chief Odle’s pay $1.00 per hour effective immediately.

Seconded by Hornback

Motion carried 4-0

1. **Scheduling of a Work Session for Budget/Debt**

Work session will be on June 11, 2024 starting at 6:30pm to discuss the budget.

1. **Appointments**

The mayor recommended the approval of the following slate of appointed employees:

City Clerk Kim Ryan

City Attorney Brad Jantz

City Treasurer Jaclyn Holzrichter

Police Chief Dave Odle

Public Officer Randy Mitchell

Motion made by Ratzlaff to approve the slate of appointed employees as recommended by the mayor.

Seconded by Hornback

Motion carried 4-0

**Reports**

1. **Administrative Items**

City clerk Kim Ryan informed the council that we finally have a start date from BNSF to bore under the railroad and it is set for May 28, 2024.

1. **Police Report**

Chief Odle spoke earlier in the meeting, before the appointments, to let the council know that he would like to hire Randy Mitchell as the public officer.

1. **City Superintendent Report**

City Superintendent Jon Roberts informed the council that we need to purchase a new vacuum for the swimming pool and the baby pool.

Motion made by Robinson to purchase the new vacuum and not to exceed $5,000.

Seconded by Ratzlaff

Motion carried 4-0

The council asked Jon to get with Legitimate Electric about putting a timer on the ball field lights.

1. **Mayor Update/Report**

Motion made by Meyer to go into executive session to discuss non-elected personnel for 10 minutes at 7:24pm and to include the mayor, the council and the police chief.

Seconded by Hornback

Motion carried 4-0

Mayor reconvened the meeting. No binding action taken.

**Adjournment**

Motion made by Robinson to adjourn.

Seconded by Meyer

Motion carried 4-0