

**Burden City Council Meeting Minutes February 23, 2026, 7:00 PM
Burden City Hall**

Present Council Members: Don Satterfield, Chase Hobart, Chris Cannon, Carleta Bolack, and Taylor Dory were present.

Presiding: Mayor Lee Wingert

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

Public: Donna Jackson, Lyle Lashbrook, Liza Dobbs, Crystal Hipsher, James Hipsher, and Matt Tatum and Bethany Prideaux both with Twin Valley.

Mayor Wingert called the Regular Council Meeting for the City of Burden, Kansas to order on Monday, February 23, 2026, at 7:00 PM.

**MOTION: Hobart motioned to approve the regular January meeting minutes. Cannon seconded.
VOTING YEA: Satterfield, Hobart, Cannon, Bolack, Dory VOTING NAY: NONE
MOTION CARRIED 5-0.**

The financial statements were reviewed and discussed.

**MOTION: Hobart motioned to pay the bills. Bolack seconded.
VOTING YEA: Satterfield, Hobart, Cannon, Bolack, Dory VOTING NAY: NONE
MOTION CARRIED 5-0.**

The expenditure approval report was passed around and signed.

Public Time/Citizen Comments:

A. Twin Valley Infrastructure Updates in Burden – Matt Tatum and Bethany Prideaux
Matt and Bethany provided the Council with informational packets and spoke with them about Twin Valley’s plans to bring Fiber to Burden. Twin Valley’s upcoming Fiber Expansion Project will be April 2026 through August 2026, and drops will be provided to all livable houses, pending permission.

B. Liza Dobbs

Liza Dobbs presented the Council with the prices for purchasing paint from Sherwin-Williams, Home Lumber, Walmart, or Lowe’s, along with color samples to review, per the Council’s request at the December 22, 2025 meeting. She stated that the Burden Dayz Committee planned to paint the meeting room, kitchen, hallway, and both bathrooms at City Hall. There was also discussion about removing the green base trim and replacing it with a durable rubber base trim in the meeting room.

**MOTION: Satterfield motioned to purchase 5 gallons of paint from Sherwin-William in the color Misty, black rubber cove baseboard for the meeting room, and needed supplies. Cannon seconded.
VOTING YEA: Satterfield, Hobart, Cannon, Bolack, Dory VOTING NAY: NONE
MOTION CARRIED 5-0.**

Mayor Wingert called for any additional Public Time/Citizen Comments.

Crystal Hipsher informed the Council that she would like to speak with them about her dogs. She stated that the Judge ruled for her to reduce the number of her dogs to 6 or less by March 2, 2026. She

explained that only 6 of the puppies will be gone by noon on March 2nd and wanted to know if they could overrule the Judge's decision and grant her more time.

Council Member Hobart asked Attorney Albin for more information about the issue at hand.

Attorney Albin informed them that at the start of this process Hipsher's had 23 dogs and are down to 15, but the order is for them to have 6 or less by March 2nd. Council President Cannon inquired about a variance and Council Member Hobart inquired about vicious dog charges or other public safety issues surrounding this case. Officer Marcotte stated that there have been vicious dog charges. It was agreed and stated that the City Council could not grant a variance to overrule the Judge's decision in this case, due to public safety concerns and not being within the regulation guidelines of the city ordinance, but that she could still write to the Judge and make a request for more time.

Correspondence:

A. Sponsorship Request – Raider Romp After Prom Committee – Senior Class of 2026

Clerk Loving stated that a verbal request was made to add the sponsorship request to the agenda and that a representative for the senior class of 2026 would be in attendance, along with a letter, to make the request. There was no one in attendance nor a letter request received.

Unfinished Business:

A. USDA & KDHE Combined Sewer and Water Distribution System Project.

Clerk Loving read an email from Shelly Underwood, Midwest Assistance Program, about suggestions on a GIS device and an accuracy subscription upgrade option to use throughout the 2024 Utility Improvements Project to update the City's current GIS mapping as things are installed. There was discussion about the prices of the different device options and the suggested option of a Trimble DA2 and accessories for about \$650 plus the accuracy subscription around \$900 per month. KDHE was contacted to find out if purchase of this equipment and subscription would be an allowable expense through the SRF funding, but the response was that the purchase of this equipment and subscription are outside the scope of the project and SRF funds cannot be used. Clerk Loving also reported that the amendment for the KDHE Loan Agreement is still not ready, but that requests for reimbursement can still be made at any time. Copies of Pay Application No. 1 and Request for Disbursement from KDHE Revolving Loan No. 1 were included in the packet for review.

MOTION: Dory motioned to approve Pay Application No. 1. Hobart seconded.

VOTING YEA: Satterfield, Hobart, Cannon, Bolack, Dory VOTING NAY: NONE

MOTION CARRIED 5-0.

MOTION: Cannon motioned to approve and sign Request for Disbursement from KDHE Revolving Loan No. 1. Hobart seconded.

VOTING YEA: Satterfield, Hobart, Cannon, Bolack, Dory VOTING NAY: NONE

MOTION CARRIED 5-0.

Council President Cannon suggested using the what3words app to make the dots for each item being located and then find out about paying for the subscription at the end to save on monthly cost. The topic is tabled to find out more about available devices and options.

B. Burden CDBG Housing Rehabilitation & Demolition Grant – Donna Jackson

Donna Jackson stated that if anyone had not already heard the City of Burden was awarded a 2025 Community Development Block Grant (CDBG) Housing Rehabilitation and Demolition Grant. There was discussion about the grant agreement, additional documents, draft Housing Rehabilitation Plan, and draft Demolition Plan. Attorney Albin stated that he has some issues with the two plans as they are currently written and will provide a detailed memo of the issues that need to be addressed.

MOTION: Cannon motioned to approve and sign CDBG Grant Agreement No. 26-HR-003. Dory seconded.

VOTING YEA: Satterfield, Hobart, Cannon, Bolack, Dory VOTING NAY: NONE

MOTION CARRIED 5-0.

MOTION: Cannon motioned to approve and sign the additional documents: Israel Boycott, OPC, and Harassment Policy and comply with required state statutes. Hobart seconded.

VOTING YEA: Satterfield, Hobart, Cannon, Bolack, Dory VOTING NAY: NONE

MOTION CARRIED 5-0.

Attorney Albin will work with grant administer Megan Unruh on the Housing Rehabilitation Plan and Demolition Plan and copy Donna Jackson and Clerk Loving. Donna finished up by stating that she is going to start speaking with applicants and bring the plans back for next month's meeting.

C. Building Next Door – 407 N. Main Street

There is no update for the building next door. Council Member Hobart requested that this topic be a work session item and get some momentum moving on it.

D. Downtown Main St. Buildings Condemnation

Attorney Albin reported that there is no update on the condemnation of the downtown Main Street buildings. He stated that we are in the hurry up and wait stage.

E. Nuisance and Abatement Update – 117 E 6th Street

Attorney Albin updated that the property located at 117 E 6th Street is behind on property taxes. He hopes the property goes up for back property tax auction and the County purchases and tears it down, if the County doesn't the City could try to be the low bidder and then tear down the property.

F. Professional Code Compliance Service Agreement Update

Attorney Albin stated that the matter is settled, the settlement agreement has been signed by Mayor Wingert, and a check will be mailed out tomorrow.

G. AllPaid Payment Processing Updated Agreement

Clerk Loving included a proposed updated agreement from AllPaid in both the pre-packet and packet for review. Attorney Albin expressed issues with the agreement. He would like to contact AllPaid and try to change the agreement, if they are not willing then he advises the City to cancel and end the agreement.

H. Railroad Crossing on Oak Street and Main Street

Attorney Albin reported that he filed a couple more complaints with the railroad about the conditions of the railroad crossings on Oak and Main Street. He spoke with them two weeks ago and was told they are getting to it.

I. IT Infrastructure – Don Satterfield

Don gave an update on the City IT Infrastructure. He reported that the backup software has been installed in the police department and has been successfully completing backups. Don also reported that the Facebook page is up. He stated that the network infrastructure has been pushed to the backburner while looking into other software.

J. Potential Seepage Through Lagoon Cell Dike Investigation Request

Public Works Supervisor Deets reported that he spoke with engineer Stuart Porter with Schwab Eaton about the requested potholes on the west dike of lagoon cell 3, it was requested that the ponds be lowered and to notify Stuart ahead of time.

K. Biking Across Kansas 2026

Clerk Loving stated that Biking Across Kansas (BAK) 2026 will be doing a school site visit on March 9th and stated to continue thinking about community fundraiser ideas and activities.

New Business:

A. 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 2026 will increase \$0.05 per 1,000 gallons, from \$3.10 to \$3.15 per 1,000 gallons of water purchased.

B. Alcohol Consumption Waiver for City Hall – Ben Dobbs

Ben Dobbs stated that he has booked City Hall for March 13, 2026, for a surprise 70th birthday party. He would like to request an alcohol consumption waiver for City Hall for that evening.

MOTION: Hobart motioned to approve an alcohol consumption waiver for City Hall for the evening of March 13, 2016. Cannon seconded.

VOTING YEA: Satterfield, Hobart, Cannon, Bolack, Dory VOTING NAY: NONE

MOTION CARRIED 5-0.

C. 802 N. Elm – Dale Deets

Dale Deets spoke with the Council about the pasture located on the north end of his property 802 N. Elm. He stated that the property is currently grandfathered as pasture and is allowed to have horses and other livestock on the property, he wants to know if he sells the property will it lose its grandfather status, because the intended buyer also intends to use it as a pasture. Attorney Albin stated that a Resolution would be required for the property to continue to be grandfathered deeming the intended use as pasture and to house livestock to continue past current ownership.

MOTION: Hobart motioned to adopt a Resolution for the property located to the north of 802 N. Elm to continue to be grandfathered and deeming the intended use as pasture and to house livestock to continue past current ownership. Dory seconded.

VOTING YEA: Satterfield, Hobart, Cannon, Bolack, Dory VOTING NAY: NONE

MOTION CARRIED 5-0.

Employee Time:

A. Dale has been working with Nowak Construction on the water project. He reported that a water inspection will take place this year and the contacts listed in the water plans will need to be updated. The Council requested to have the updates for next month.

B. Ben went over the public works report. He stated that the amount of water purchased each month has been added to the report. He would like to request to list the tracking truck on Purple Wave for auction. The Council agreed. Attorney Albin reported that he spoke with Rural Water District #5 about the purchase of a second pump for the pump house and that they will be discussing it at their next board meeting, they meet on the 2nd Thursday of each month.

C. Ron was absent. Alan gave an update for the police department, reporting that the department keeps checking on the vest grant reimbursement but did not have an update. He also stated that the department has been busy with several investigations.

D. Alan gave a code enforcement report. He reported that several unregistered vehicles have been removed from the streets and is currently working on a property on 7th Street with around 18 vehicles on it. Alan stated that he has been in contact with Goad's and that there have been several dog at large violations around town.

E. Amanda was absent.

F. Julia brought up the 250th Anniversary flags that are available to purchase if the City so chooses. She also stated that she would be out of the office the rest of the week.

MOTION: Cannon motioned adjourn the meeting. Dory seconded.

VOTING YEA: Satterfield, Hobart, Cannon, Bolack, Dory VOTING NAY: NONE

MOTION CARRIED 5-0 and the meeting adjourned at 9:37 PM.

Julia Loving, City Clerk

The next scheduled meeting of the Burden City Council is March 23, 2026, 7:00 PM. The public is invited to attend.