

**CITY OF LOUISBURG, KANSAS
MINUTES OF REGULAR MEETING
FEBRUARY 20, 2018**

The Council of the City of Louisburg, Kansas met at 6:30 p.m. in regular session in the City Hall Council Chambers. Mayor Marty Southard presiding.

Council Members Dave Maddax, Thorvald McKiernan, Bill Smith, Kalee Smith and Steve Town,
City Administrator Nathan Law
City Clerk
City Attorney Kelly Stohs
Police Chief Tim Bauer
Communications Coordinator Jean Carder
Public Works Supervisor Craig Hufferd
Press
Visitors:

PLEDGE OF ALLEGIANCE

Councilmember Dave Maddax led the pledge of allegiance.

APPROVAL OF CONSENT AGENDA

Councilmember Dave Maddax had two questions about the bills list. He asked if any expenditures over \$10,000 had to be approved by Council. Administrator Law said yes, if it is a new purchase. Law said of the two bill items that are over \$10,000 one was for telemetry work needed out at the Louisburg PUA water tower and the other was for the fire department bunker gear in which the money was gifted by two agencies and the City then used the money to purchase the gear. Councilmember Maddax also asked about bill items paid to Charlie Adams and Chase Bank One. Administrator Law said Charlie Adams fixed the shop garage doors. The Chase bill is a credit card used to purchase small items. Councilmember Kalee Smith moved, seconded by Councilmember Bill Smith to approve the consent agenda to include adoption of the agenda, approval of the February 5, 2018, minutes and bills list. Motion passed 5-0.

VISITORS

None

PUBLIC COMMENTS

None

DEPARTMENT REPORTS

Police Chief Tim Bauer had no reports.

Public Works Supervisor Craig Hufferd had no reports.

City Administrator Nathan Law apologized for the mis-scheduling of the Council meeting. He also reported that the PUA adopted the budget and had copies available for any Council members that would like to review. He said no rate changes are recommended for this year by the PUA.

CITY ATTORNEY'S REPORT

City Attorney Kelly Stohs reported that a resolution had been reached in the payment due to the City from the fiber optics company as part of the Metcalf/Amity project. A check to reimburse the City has been issued by the company and the City should receive it soon.

City Attorney Stohs reviewed the Kansas Open Meetings Act (KOMA). She presented Council members with a handout that shows when an executive session is allowed and provided several scenarios of potential executive sessions. There is a short quiz that she would like each Council member to complete and return to her so she can see if any topics need further clarification and discussion. She then reviewed the six most common reasons that a governmental agency can go into executive session. These reasons are provided by state statute, she said, and there is a required way to make a motion, which includes stating the subject, the ground for requesting the executive session and when the open meeting will resume. She further stated that all Council members may attend an executive session and that Council members may invite whomever they wish to attend the executive session. She reminded Council members that binding action cannot happen in an executive session but a consensus may be reached. All discussion should always be confidential and suggests that notes not be taken as those become a written record.

COUNCIL REPORTS

Councilmember Kalee Smith: Councilmember Kalee Smith asked if Council has any authority regarding the recreation commission and their ability to rent property. Mr. Law said no authority exists.

No other councilmembers had reports.

MAYOR'S REPORT

Mayor Southard had no reports.

ADMINISTRATOR'S REPORT

2018 Street Work Bid Review: City Administrator Nathan Law said six bids had been received after publicizing the street RFP and presented four bids to Council after removing the two highest bids. All firms stated they could complete the project by the completion date, which is the start of school. Mr. Law said per the City's purchasing policy the Council should accept the lowest responsible bid with additional consideration given to other projects that are planned under this fund in current and future years. Bid is based on estimated quantities and will vary based on actual quantities utilized for these projects.

Staff recommends Metro Asphalt with a total bid of \$402,857.30 with the ability of Staff to add or subtract projects as long as it remains within the budgeted amount. Mr. Law said one of the additional projects under consideration is the possibility to partner with the Wildcat Activity Center owners to pave that parking lot to allow for additional public parking spaces in the downtown area. Mr. Law stated that about 75 additional spaces could be added for a cost of about \$30,000 to \$35,000. There would be no limitations to the parking and would include an agreement on how long the lot could be used for public parking based on any number of factors. Councilmember Kalee Smith asked what was the future of the property? Administrator Law said ideally the agreement would go with the property for the life of the improvements so if the property were to sell it would remain a public lot. Councilmember McKiearnan asked if there was a need for extra parking. Mr. Law said there was a vocal need during the Broadway construction. He believes we are net above the previous number of parking spaces with the added spaces between City Hall and Fox Hall. Councilmember Maddax asked if additional parking could be added parallel along the south side of Fox Hall or directly behind Fox Hall. Mr. Law said there is not enough of a turn radius to

allow for parallel parking. Councilmember Kalee Smith hates to see the City put money into the Wildcat Activity Center parking lot. Councilmember McKiearnan agreed.

Councilmember Kalee Smith asked where Metro Asphalt was from. Public Works Supervisor Hufferd said Blue Springs. She pointed out that Kansas Asphalt has workers who live locally. Councilmember McKiearnan asked if this company had previously worked with the City, and also asked about the company who completed last year's paving project. Mr. Law said last year's firm did an adequate job. Councilmember McKiearnan mentioned that the owners of Metro Asphalt and last year's firm, Little Joe's, are brothers.

Administrator Law said if the Council wants to add parking spaces behind Fox Hall that decision needs to be made at this meeting as that will be a bigger expense as curbing will have to be removed and then restored. The Mayor asked Council if they wanted to add Fox Hall parking to the project. Councilmember McKiearnan asked how many spaces that would add. Administrator Law said no more than two or three spaces. Mr. Law said it will not be cheap to add the spaces. Councilmember McKiearnan asked if the spaces could be added later. Mr. Law said they could.

Councilmember McKiearnan asked if there were any references for Metro Asphalt. Supervisor Hufferd said he checked references and received positive responses. Mr. Hufferd said he was aware that the two contractors were brothers but has been told they do not get along.

Councilmember McKiearnan moved to accept the bid from Metro Asphalt. Councilmember Bill Smith asked if the \$32,000 for the Wildcat Activity Center parking lot needs to be removed from the bid. Administrator Law said that can be done through negotiations. Alternates can be added within the budgeted amount, he said. Councilmember Town seconded. Councilmember Maddax asked if the additional parking behind Fox Hall would be added. Mr. Law said yes if there were no Council objections. Motioned passed 5-0.

Public Works Mower Replacement: Administrator Law reviewed the bids for 2 zero-turn mowers from Romans Outdoor Power at \$12,900 each and a finish mower from Blue Valley Tractor and Supply for \$11,705. Councilmember Bill Smith moved and Councilmember Town seconded to purchase the equipment. Motion passed 5-0.

Zoning Change for Property at 6 S. Third St.: Administrator Law said this property is a bit of an anomaly as it was rezoned not long ago to C-3 Commercial and fell within the future land use plan at the time of the rezoning. The property owner went before the Planning Commission to have the property zoned back to R-1 Residential as the property is for sale. After a public hearing, Planning Commission recommended to Council to change the zoning back to R-1 as they determined they would rather see the property in use than sit vacant. Councilmember Bill Smith moved and Councilmember Kalee Smith seconded to approve the rezone. Councilmember McKiernan asked if this would create issues in the future to change zoning back and forth. Administrator Law said there is a process that property needs to go through to be rezoned and each property is examined on a case-by-case basis. Motion passed 5-0.

OTHER BUSINESS

Mayor Southard noted a thank you card had been received from the Bill Richards family.

ADJOURNMENT

At 7:04 p.m. Councilmember Dave Maddax moved, seconded by Councilmember McKiernan to adjourn the meeting. Motion carried 5-0.

Approved:

Steve Town, Mayor Pro-Tem

Attest:

Traci Storey, City Clerk