

**CITY OF LOUISBURG, KANSAS
MINUTES OF REGULAR MEETING
MARCH 20, 2017**

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 Steve Town, Kalee Smith, Dave Maddax, Carol Aust
(arrived at 6:33 p.m.)

City Administrator Nathan Law

City Attorney Kelly Stohs

Police Chief Tim Bauer

Planning & Zoning Assistant Jean Carder

Press John VanPelt

Visitors: Bob Bazin, Heather Wilson, Bryce Smith, Gene Stephens, Thor McKiearan and ???

PLEDGE OF ALLEGIANCE

Councilmember Dave Maddax led the pledge of allegiance.

APPROVAL OF CONSENT AGENDA

Councilmember Maddax moved and Councilmember Kalee Smith seconded to approve the consent agenda to include adoption of the agenda and approval of the March 6, 2017, minutes and bills list. Motion passed 3-0 with Council members Bill Smith and Carol Aust absent.

VISITORS

None

PUBLIC COMMENTS

Administrator Law directed Council to the booklet “Pavers and Retaining Walls” provided to council members prior to the meeting. Administrator Law noted that pavers on the downtown project won’t match the brickwork in color. Thinner alternative colored bricks are not recommended to be used on the street as they won’t stand up to the amount of traffic on the street. Staff and Bob Bazin, of G-B Construction, recommended pavers that are antique red in color as these

pavers are thicker and designed for street traffic. Administrator Law also said that on the ADA approaches to storefronts and on walls with elevation changes block and capstone called Ozark Blend are suggested because the color will complement the various colors that will be used in the project and the various colors of bricks on the existing buildings. Bazin said any walls that would serve as a sitting wall will have a wider capstone and walls that are simply retaining walls will have a more narrow capstone. Mayor Southard asked if Council needed to make a motion on these items and Administrator Law said not at this time.

DEPARTMENT REPORTS

Police Chief Tim Bauer said a new officer had been chosen from the group of applicants for the vacant officer position. The officer had previously worked for the Louisburg Police Department before moving to the Miami County Sheriff's office about three years ago. Chief Bauer said the learning curve will be shortened as the candidate is already familiar with the Louisburg department. Chief Bauer said the officer's start date will be March 27, 2017, pending Council approval. Councilmember Town, moved, and Councilmember Maddax, seconded, with Council approving 4-0 to hire Officer Lee Stephens as recommended.

Administrator Law offered the Council a volunteer opportunity to assist the Louisburg Library with Earth Day activities Friday, April 21 in City Park. Mayor Southard volunteered to help for part of the day's activities.

CITY ATTORNEY'S REPORT

None

COUNCIL REPORTS

Councilmember Carol Aust: nothing to report

Councilmember Dave Maddax: nothing to report

Councilmember Kalee Smith: nothing to report

Councilmember Steve Town: nothing to report

MAYOR'S REPORT

Fair Housing Proclamation: Mayor Marty Southard read the Fair Housing Proclamation after which Councilmember Kalee Smith moved and Councilmember Town seconded and carried 4-0 to approve the proclamation celebrating 49 years of Fair Housing in the United States.

Broadway Street Signage: Bob Bazin, G-B Construction, asked the Council to decide what the arch sign will say that will be located at the intersection of Amity and Broadway. There are wind load considerations based on number of letters on the sign that will span Broadway and engineers need this information to design the structure. Mayor Southard drew attention to the photos Councilmember Aust had compiled showing similar arches in other communities. Councilmember Aust asked Bazin if the support columns would be a better place for signage rather than an arch if wind loads could be a potential problem. Councilmember Kalee Smith said she would like the sign to read "Downtown Louisburg". Bazin was asked if a solid sign would be better than one with cut-out letters. Bazin said a solid sign would be worse than a sign with holes and cut-out letters. Councilmember Maddax also likes "Downtown Louisburg". Councilmember Aust said she prefers signage on the columns for safety considerations. Mayor Southard said he is agreeable to either. Bazin mentioned electricity will be available at the sign upon project completion. Councilmember Aust asked Bazin for his opinion on practical and safety considerations. Bazin said there are not any serious practical or safety considerations but the engineers need to know the number of letters so they can engineer the project with wind load considerations. Councilmember Maddax moved to have "Downtown Louisburg" on the arch. Councilmember Kalee Smith said Councilmember Town has another idea. Since there was a motion on the floor, it was asked if the discussion could continue. Mayor Southard said Council could continue the discussion. Councilmember Town seconded the motion made by Councilmember Maddax. Councilmember Town further said he would like to see the word "Broadway" on the columns. Bazin said once a final decision to what the arch and columns will say, a final drawing will be brought back before Council. The letters in the columns would be stone and would be laid in upon the brick, he said. Council approved the arch to say "Downtown Louisburg" 4-0. Councilmember Town asked what size the lettering would be on the columns. Bazin said he would provide that information at the next meeting. The general consensus of the Council is to have the columns say "Broadway" on one and "Est. 1868" on the other with the wording on the north, east and west faces of the columns. Bazin said the structure will sit back far enough off the intersection that it won't be used as a directional marker. A vehicle

will make the turn onto Broadway and then will see the sign, he said. Councilmember Town said another consideration is if a traffic light is installed at that intersection that the structure should be set back far enough to not interfere. Administrator Law and Bazin both said that should not be an issue. Councilmember Aust was concerned that the idea behind the archway sign is to draw attention to Broadway and if it is set back too far then it would not serve as a gateway to the street. Bazin said he thought the structure would still be noticeable but it has to be set back far enough for sight lines. The structure will be between 16-18 ft tall and Bazin said it should be noticeable from Amity Street. Staff said additional drawings will be brought back to Council for final approval.

Recreation Commission: Mayor Southard said three applicants have expressed interest in becoming the City's representatives to the Recreation Commission. Mayor Southard said he would work with Councilmember Steve Town and Councilmember Kalee Smith, the interview committee, to set dates to interview the candidates. He would like those interviews to take place next week.

ADMINISTRATOR'S REPORT

K-68 & Metcalf Bid Review: Administrator Law said fewer bids were received than anticipated based on initial interest. Four sealed bids were received and were opened last week. The four bids received were from: VF Anderson Builders, \$2,192,393.90; Miles Excavating, \$2,387,584.25; Linaweaver Construction, \$2,415,311.75; and Kansas Heavy Construction, \$2,490,367.05. Administrator Law said the engineer's estimate was also opened during the process. The lowest sealed bid exceeded the engineer's estimate by \$49,271.05. The bid is also above what KDOT will reimburse by \$284,393.90. Administrator Law said the overrun could be funded through the current reserve street budget but that would affect street repairs in the next 3-5 years. Temporary notes are also an option but would increase the value of impact based on percentage increase although have less of an impact during the three years of the note. However, the same reserve considerations would stretch to another two or more years in addition to the cash-only option. However, these impacts will not affect annual street work considerations, they would stay at current year levels for those same years in order to rebuild the fund for future large projects. Administrator Law said he recommends using current money. Annual street projects will stay the same as this year, which was a slight decrease than normal because of the Rockville Road project. It would take 3-5 years to build up reserve fund back to current levels, he said. Mayor Southard said if the project is delayed, the cost won't get cheaper. Administrator Law pointed out the City currently has the temporary construction

easements on the project and if it is delayed that will require obtaining those for a third time. The City has received the County's monetary share of the project. The County's share would cover this and the next item on the agenda, Administrator Law said. Mayor Southard asked for motion that would allow staff to best utilize funds to pay for the overrun. Councilmember Town moved and Councilmember Maddax seconded, and the motion carried 4-0.

K-68 & Metcalf Construction Engineering Contract: Administrator Law said this project was not publicly bid and does not have to be according to local policy. He said the project is limited to time and the advantage is the current engineering firm has knowledge of the project. Because of those considerations, Administrator Law recommends approval of the MHS contract to not exceed \$192,593.84. Councilmember Town asked about if the notice to proceed date is design or construction. Administrator Law said it is construction. Councilmember Kalee Smith asked how long the project would take. Administrator Law said the project is to be completed in 210 calendar days with Nov. 29 as the end date. Administrator Law reminded Council that one lane eastbound and westbound on Amity Street will remain open during the entire project. North and South Metcalf Road will be closed for part of the project. Administrator Law said temporary signage will be utilized and communication to neighboring businesses and homes will occur during the project. Administrator Law also said that staff will communicate with the Wal-Mart distribution center to keep them updated on the progress. Councilmember Kalee Smith moved and Councilmember Town seconded. Motion passed 4-0.

Solid Waste Contract Renewal: Administrator Law asked if Council would like to open up the solid waste contract to bid or negotiate with current solid waste provider. Councilmember Town asked when contract is up. Administrator Law said end of September. Councilmember Kalee Smith asked if Louisburg residents were only allowed to use Waste Management. Administrator Law said the city has an exclusive contract with Waste Management and said that was typical in cities like Louisburg that have a modest street budget. Those cities try to protect those street investments and an exclusive contract limits the use of heavy trucks on streets. It also prevents complaints when cities have different providers. Councilmember Town mentioned other companies have asked in the past to be allowed to bid. Councilmember Town asked if there was time to allow them to bid. Administrator Law said it would take some time to create a RFP and asked what Council would want to include. He cited an example of one bulk pick-up per month or similar options. Councilmember Town asked if the public would have input. Administrator Law said the public should inform council members of any

changes desired and then Council could relay that information to him. Mayor Southard asked Councilmember Town if he wanted to open it to bids.

Councilmember Town said yes based on past citizen comments. Councilmember Maddax moved to draft a RFP and put it out to bid. Councilmember Town asked if council needed to provide guidelines. Administrator Law said yes or staff would draft a generic RFP that he could bring back to next council meeting. In the meantime, Council can think of any additions they would like to add to the RFP. Councilmember Town seconded and the motion passed 4-0.

Summer Bash Reservation: Administrator Law said the library is seeking permission to close either Broadway or S. Second Street from 6-9 p.m. Friday, Aug. 4 for the Summer Bash year-end celebration. Administrator Law said this could be a conditional street closure approval with the final approval of specific street to come at a later date once it is known how the Broadway construction is going. Administrator Law said the library had already talked with Peoples Bank and Penwell Gabel Funeral Home about the street closure. Mayor Southard asked Chief Bauer if there are concerns from the police department. Bauer said no. Councilmember Town moved to allow the closure of Broadway from 6-9 p.m. Aug. 4 for library programming. Councilmember Kalee Smith seconded and motion carried 4-0. Administrator Law said if Broadway project is not complete by then, the closure will move to S. Second Street.

Council Projects for 2018 and Future Years: Administrator Law asked Council members to be thinking of future projects as staff begins budget preparations for 2018 and beyond. Councilmember Maddax suggested a recreation facility. Councilmember Town would like an updated website to include more information on department pages like those of police and fire. Administrator Law said an overhaul of the website is planned for this fall. Administrator Law said this list could include projects that might be ward specific or large community-wide projects. Mayor Southard suggested improvements to the aquatic center. Councilmember Town suggested extending dead-end streets in subdivisions to main thoroughfares. He said some subdivisions only have one entrance/exit. He also said more sidewalks would be good, a dog park and an alert system for the city similar to what the County has. Administrator Law said some of these ideas were already on the list and would likely be incorporated into next year's budget. Councilmember Town also included on his list North Metcalf sidewalks, North Broadway sidewalk, update street lights that are either crooked or are obviously older due to the different colored lights, updated playground equipment and a traffic light at Broadway and Amity. Mayor Southard suggested exploring a safer crossing at Amity and Summerfield Drive. Mayor Southard asked council

members to continue thinking on other suggestions and bring them back to the next meeting.

Historical Society Update: Mayor Southard recognized Heather Wilson, of the Historical Society, who was inadvertently omitted from the agenda. Wilson gave an update on city's 150th celebration. She reminded the council that it created and approved the Historical Society in December 2015 to work on the sesquicentennial celebration. Some of the group's highlights to date include hosting a community-wide contest for a 150th seal design with Caitlyn Reynolds recognized as the winner and awarded \$150 cash prize; the society's board completed a survey that included proposals for Louisburg 150 vision, mission and goals; and a list of suggested events and memorabilia. The Louisburg 150 Vision will be a year-long, community-wide celebration. The Louisburg 150 Mission will promote the exploration, education and celebration of Louisburg's first 150 years. The Louisburg 150 Goals include: events that provide historical information about Louisburg; events that include activities and interests for all ages that represent the community's hometown qualities; leave a positive legacy for residents to build on history; and motivate people to take part in the year-long celebrations and increase citizen engagement. Wilson said some of the activities the group either plans to do or might do include opening a time capsule that was buried on the 100th anniversary; dedication of a sesquicentennial time capsule, a heritage festival, a birthday gala, a chuck wagon cook-off, city-wide scavenger hunt, historical calendar, cookbook, ornaments or coins among other items. The group is currently working with a local vineyard to introduce a commemorative 150th anniversary wine with the label featuring the 150th seal and is also working with the Cider Mill for a commemorative product. The Historical Society is encouraging area businesses and organizations to become "Celebration Partners" and asks those groups to promote the sesquicentennial through their events, websites, etc. The group is also in talks with Miami County newspapers to create a commemorative book. Wilson will provide another quarterly report in June.

ADJOURNMENT

At 7:33 p.m. Councilmember Kalee Smith moved, seconded by Councilmember Steve Town to adjourn the meeting. Motion carried 4-0.

Approved:

Marty Southard, Mayor

Attest:

L. Jean Carder, acting City Clerk