

Louisburg Park & Tree Board Meeting
Monday, April 12, 2021 at 6:30 P.M.
City Council Meeting Room
215 South Broadway
AGENDA

Item 1: PLEDGE OF ALLEGIANCE

Item 2: ADOPTION OF THE AGENDA:

Item 3: APPROVAL OF THE MINUTES:

- Minutes from the March 8, 2021 Meeting

Item 4: PUBLIC COMMENTS:

Persons who wish to address the Park Board regarding items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for informational purposes only. No action will be taken.

NEW BUSINESS ITEMS:

Item 5: Discussion concerning the planting of new trees within the parks system. Trees have been purchased and are scheduled for delivery on April 13, 2021. Planting will occur by volunteers on April 17, 2021. The following trees were ordered:

Golden Raintree – 1ea planted in City Park
Tulip Poplar – 1ea planted at Little Round House in Ron Weers Park
Red Northern Oak – 4ea planted in L/Y Park
Elm, Frontier - 3ea Planted in L/Y Park

Item 6: The Park and Tree Board will perform on-site visits to one or more city parks to conduct playground equipment safety inspection.

OLD BUSINESS:

Item 7: None

REPORTS:

Item 8: Individual area of responsibility updates:

- Bob Bazin (Chairperson)
- Ryan Westhoff (Aquatic Center)
- Andy Gibbons (City Park)
- Wayne Knop (Ron Weers Park)
- Jack Kline (Forestry Manager)
- Michael McClellan (Lewis-Young Park)
- Diana Moore and/or Amy Buffington (Louisburg Rec Commission)
- City Administrator

Item 9: Adjournment



**LOUISBURG PARK AND TREE BOARD
MEETING MINUTES
Monday, March 8, 2021**

The Park & Tree Board of Louisburg, Kansas met at 6:31p.m. in the City Hall Council Chambers with Chairperson Bob Bazin presiding.

ATTENDANCE

Board Members: Wayne Knop, Michael McClellan, Andy Gibbons, Ryan Westhoff and Jack Kline (Zoom)

Mayor: Marty Southard (Zoom)

City Council: Donna Cook

City Administrator: Nathan Law

City Staff: Jean Carder

Louisburg Rec Commission: Diana Moore and Amy Buffington

Recording Secretary:

Visitors: Jake McKellips

Item 1: PLEDGE OF ALLEGIANCE

Item 2: ADOPTION OF THE AGENDA:

A motion was made by Wayne Knop to approve the agenda. The motion was seconded by Michael McClellan. Motion passed 6-0.

Item 3: APPROVAL OF THE MINUTES:

A motion was made by Wayne Knop to approve the Feb. 8, 2021, minutes. The motion was seconded by Jack Kline. Motion passed 6-0.

Item 4: PUBLIC COMMENTS:

None

NEW BUSINESS ITEMS:

Item 5: Election of Officers and Appoint Areas of Responsibility – Before election of officers, Staff asked new Park Board member Ryan Westhoff to introduce himself. Ryan works for an area lawn and landscape business and has a background in turf management and finance.

Mr. Knop moved to leave the Areas of Responsibility the same, and Mr. McLellan seconded. Motion passed 6-0.

Andy Gibbons – City Park

Jack Kline – Forestry Manager

Wayne Knop – Ron Weers Park

Michael McLellan – Lewis-Young Park

Ryan Westhoff – Louisburg Aquatic Center

Mr. McLellan moved to appoint Mr. Bazin as chairperson and Mr. Knop as secretary. Mr. Gibbons seconded the motion, and it passed 6-0.

Item 6: Discussion of rodeo – Jake McKellips told the Commission that he and his family are native to Louisburg and currently live south of town and own a rodeo. He would like to bring a sanctioned rodeo back to Louisburg. He is interested in using the truck pull area at Lewis-Young Park to stage a rodeo and is thinking of July 2022. He said he is not looking for financial assistance from the Park Board or City and is just looking for permission to pursue the idea. He would provide all the equipment, stock and insurance with the City named as additionally insured. He would be interested in a local organization providing concessions. Discussion occurred. Mr. Knop had two concerns about manure and lighting. Mr. McKellips said he would drag the track when the rodeo is over. Mr. Knop said from past experience with the truck and tractor pulls that organizers might need to bring in portable lights. Administrator Law said organizers will need to complete a Special Event Application, which would need to be approved by City Council.

Mr. Knop moved to pursue having a rodeo at Lewis-Young Park July 1 & 2, 2022, with City Council granting final approval. Mr. Kline seconded the motion, and it passed 6-0.

Item 7: Playground inspection – Mr. Kline said playground inspections was his area of responsibility when he worked for the Johnson County Park & Rec before retirement. He explained how he had taken classes to become a certified inspector and would be willing to share his experience with fellow commission members during a field trip to area parks and review the equipment. He said there are ramifications to playground inspection in that if damaged items are found they must be repaired or replaced. But, he said, that is less of an issue that gross and wonton negligence by not completing an inspection. Mr. Kline said a certified inspector is not a must but it's good practice to do a review. Commission had discussion.

Mr. Law said Staff would look at the forecast prior to the next month's meeting and possibly schedule an inspection tour of playground equipment for the next meeting if the weather is suitable.

Item 8: Swings – Commissioners reviewed the staff report and discussion occurred. Mr. Knop suggested the recommended swings be added to the play equipment at Louisburg Aquatic Center. Mr. Kline recommended that a decision on the swings wait until after the playground inspections are completed in case some pieces need to be replaced.

Item 9: Disc golf discs – Mr. Bazin added a discussion of disc golf discs. He said the Louisburg Library has discs available for checkout and the service is very popular. He would like the Park Board to recommend the City purchase six additional sets to be used for check-out by the Library. Mr. Gibbons asked if anyone had reached out to the various disc golf companies to see if they know about the park and might be interested in donating some discs. Mr. Law said the signage has been secured through Dynamic Golf so they are aware of our park.

Mr. Knop moved to pursue the purchase of five sets of disc golf to be donated to the library for check-out.

OLD BUSINESS:

Item 10: Tree planting – Mr. Kline reviewed his recommendations for trees to be planted in various parks. He suggested a tulip tree in RWP near the Little Round House and a golden rain tree in City Park near where the old playground equipment was removed on the west side of the park. Both are flowering trees that do not produce nuisance trash. Discussion occurred. Mr. Westhoff and Mr. Gibbons, a certified arborist, recommended looking at planting trees that are about 1.5” rather than 3”. Other trees that were recommended were oak and/or maple trees to be planted in a grove near the soccer fields to provide a rest area for the fields, trails & future benches with other trees to be planted as hazards on the disc golf course.

Discussion occurred about the best time to plant a tree with Mr. Kline recommending fall planting in 2022 and of potential improper planting (by mounding sod around the base of tree, etc). Staff noted that these trees are generally planted during the community park clean-up weekend scheduled this year for April 17. Staff asked of Mr. Kline, Mr. Gibbons and/or Mr. Westhoff could be available to assist with those tree-planting efforts.

Mr. Kline lost his Zoom connection.

Discussion continued on whether to plant trees this spring or wait until fall and about watering trees.

Mr. Bazin moved to purchase a tulip, golden rain tree and other trees to meet the desired budget. Mr. Gibbons seconded and the motion passed 5-0. (Mr. Kline was not connected)

Item 11: Skate park – Administrator Law reviewed the information provided in the packet. (Mr. Kline restored his Zoom connection.) Mr. Bazin asked if any priority items should be changed to accommodate a skate park. Mr. Gibbons said he thought additional parking at City Park, which is not currently on the priority list, should be a higher priority than a skate park. Parking is needed due to the number of players playing pickleball. Mr. Law said if the Park Board wanted to pursue a skate park that soliciting donations might be the best way to get it funded and then ask for Council to budget the remaining. Mr. Bazin said he would rather see current priority items completed before adding a skate park to the list. Mr. McLellan said at the previous meeting it was discussed that the best location for a skate park would either be on the southwest corner of RWP or west of LAC. Mr. Law said that a better location for a skate park at the pool, if that location is chosen, would be east of the playground equipment across the entrance drive. Mr. Law said this might be a better location to provide more distance between older youth using the skate park and younger youth at the pool facility.

Discussion occurred. Mr. Knop moved, and Mr. Gibbons seconded, to accept any donations toward the construction of a skate park. Motion passed 6-0.

REPORTS:

Item 12: Individual area of responsibility updates:

- Bob Bazin (Chairperson) – Plans are underway for the annual Fishing Derby, June 19.
- Ryan Westhoff (Aquatic Center) – Nothing to report
- Andy Gibbons (City Park) – Nothing to report

- Wayne Knop (Ron Weers Park) – Mr. Knop asked if there is any update concerning the aeration system at City Lake. Staff said we are still waiting on parts and replacement. The Legion is planning to have Labor Day activities at LYP this year. He asked what the status is of the pool for this summer. Mr. Law said we are proceeding on the opening.
- Jack Kline (Forestry Manager) – Nothing to report
- Michael McClellan (Lewis-Young Park) – Progress is being made at the park with new lights on A Field and fencing and the backstop are being worked on. He said he has noticed motorized vehicles on the new trail at LYP and suggested posting signage that restricts such vehicles.
- Diana Moore and/or Amy Buffington (Louisburg Rec Commission) – Soccer practices will be starting March 22 with 35 teams, the largest ever. Games will start April 3. Baseball & softball will start late April. Wildcat Anglers are willing to help with the fishing derby. There are about 50 anglers in the group from 3rd-12th grades.
- City Administrator – Mr. Law said plans are underway for Freedom Fest. He said a swim team representative reached out to him to see if it were possible to replace the heater at the pool. Mr. Law said large-ticket items for the pool this year include changing out the filters. The heaters do work but are original to the pool and may not heat the water optimally. He said if Council would decide to replace the heater that would be a 2022 budget item.
- City Council Member Donna Cook – Nothing to report

Item 13: ADJOURNMENT:

At 8:05 p.m., Mr. McClellan made a motion, seconded by Mr. Gibbons, and passed 6-0 to adjourn the meeting.

Submitted by Jean Carder