

**LOUISBURG CITY COUNCIL  
REGULAR MEETING  
JUNE 1, 2020  
6:30 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. CONSENT AGENDA
  - A. Adopt Agenda
  - B. Approval of Minutes of the Regular Meeting May 18, 2020, Special Meeting May 26, 2020
  - C. Approval of the Bills
4. RECOGNITION OF SCHEDULED VISITOR
5. PUBLIC COMMENTS: For the time being public comments are accommodated by providing written comments by a dedicated time prior to the meeting and will be read aloud by a member of City staff during this scheduled time.
6. DEPARTMENT REPORTS
7. CITY ATTORNEY'S REPORT
8. MAYOR'S REPORT
  - A. Proclamation Kansas Business Appreciation Month
9. ADMINISTRATOR'S REPORT
  - A. Stormwater Engineering RFQ Submittals
  - B. Amity Trail RFQ Submittals
  - C. Miami County Economic Development Strategic Plan
10. COUNCIL/COMMISSION REPORTS
11. ADJOURNMENT

**CITY OF LOUISBURG, KANSAS  
MINUTES OF REGULAR MEETING  
MAY 18, 2020**

The Council of the City of Louisburg, Kansas met at 6:30 p.m. in regular session via Zoom video conferencing. Mayor Marty Southard presiding.

Council Members: Steve Town, Kalee Smith, Sandy Harris, Donna Cook, Thorvald McKiernan

City Administrator Nathan Law

City Clerk Traci Storey

City Attorney Kelly Stohs

Police Chief Tim Bauer

Fire Chief

Communications Coordinator Jean Carder

Public Works Supervisor Craig Hufferd

Finance Director Pat McQueen

Press

Visitors

**APPROVAL OF CONSENT AGENDA**

The Louisburg City Council was held by a remote meeting that took place over Zoom, a video and phone conferencing platform. This was a move made necessary by the coronavirus pandemic and allowed under the state's Open Meeting Act.

Councilmember Donna Cook inquired about the Metcalf 2.0 invoice. City Administrator Nathan Law said we share the engineering cost up front. We will see this on the bills list for around 10 months. Councilmember Kalee Smith moved, seconded by Councilmember Sandy Harris motion carried 5-0, approve the consent agenda to include adoption of the agenda, approval of the regular meeting minutes of May 4, 2020 and bills list.

**VISITORS**

None

## **PUBLIC COMMENTS**

Mayor Southard read an email from Tim Latham. Mr. Latham and his wife would like to see the pool opened.

## **CITY ATTORNEY'S REPORT**

None

## **MAYOR'S REPORT**

None

## **DEPARTMENT REPORTS**

**Police Department:** Chief Tim Bauer said he has a qualified candidate to fill the Full-time Police Officer position. Mason Lamb has applied and successfully completed the Police Department's hiring process to become a police officer. Councilmember Cook asked if this was a department vacancy or was this going to be the 13<sup>th</sup> officer. Chief Bauer said this is a vacancy. Councilmember McKiernan asked if the candidate had any relatives on City Staff. Bauer said none that he is aware of. Councilmember Town asked when he would go for training at the Academy. Chief Bauer said the Academy has been shut down due to COVID-19. It could be up to a year before he leaves. Town asked if the last Police Officer we hired was still doing ride alongs. Bauer said she resigned this week. McKiernan asked if we have any type of contract when they hire on they sign. Bauer replied once they have gone through the Academy there is a year where other agencies can't hire them. Councilmember Smith asked if we had many applicants. Chief Bauer said this applicant was from the list from last time applications. We have one, possibly two, who could also be hired that are already certified. Councilmember Steve Town moved, seconded by Councilmember Sandy Harris and carried 5-0, to accept to hire Mason Lamb as a full-time Police Officer with a pay grade 2-5B, with a start date of June 1, 2020.

Councilmember Harris asked Public Works Supervisor Hufferd about lake weeds.

**Water Leak Adjustment:** City Administrator Nathan Law presented a water leak adjustment for Willingham Properties/Wildcat Storage (1502 N. Metcalf) for

\$347.93. Councilmembers had discussion. Councilmember Thorvald McKiearnan moved, seconded by Councilmember Kalee Smith and carried 5-0, to approve the one-time leak adjustment to Willingham Properties.

## **ADMINISTRATOR'S REPORT**

**Work Site Utility Vehicle or Utility Task Vehicle, & Golf Carts:** Staff was asked to look at registration and renewal pricing options and to revisit the insurance requirements presented at the last meeting. Chief of Police reviewed pricing of tag options and checked preferences for those versus adhesive decals. A hard tag that can be attached to the vehicle is being recommended as it does not require for a full adhesive item to be placed on the special use vehicle and either prove difficult upon removal or otherwise damage the surface of the vehicle body, soft covers of roll cages, etc. The pricing of hard tags and renewal stickers, along with the time of the police department and time of those at city office, has an estimated cost of \$100 for the initial review. That being the case, staff has included in the draft ordinance the permit costs of \$100 for the first year and \$50 for tag renewal stickers. Kansas insurance requirements for vehicles may be utilized for this draft ordinance. Current requirements are as follows:

- Liability Coverage
  - \$25,000/person for bodily injury
  - \$50,000/accident for bodily injury
  - \$25,000/accident for property damage
- Personal Injury Protection (PIP or No-Fault)
- Minimum amount required by law:
  - \$4,500/person for medical expenses
  - \$900/month for one year for disability/loss of income
  - \$25/day for in-home services
  - \$2,000 for funeral, burial or cremation expense
  - \$4,500 for rehabilitation expense
- Survivor Benefits: Disability/loss of income up to \$900/month for one year
- In-home services up to \$25/day for one year 2
- Uninsured/Underinsured
  - \$25,000/person
  - \$50,000/accident

Council would have the option to add Collision or Comprehensive insurance to this list of requirements, but those only benefit the operator of the unit and is not being recommended.

Councilmembers had discussion on Agriculture use, safety items on four wheelers, drilling a license plate versus zip tie, maintaining records, staffing, speed and if the vehicles could be driven on K-68. Councilmember McKiernan made a motion to accept with addition of lost tag fee costing \$100. Councilmember Sandy Harris seconded. Councilmember Cook would like to strike the requirement of seatbelts. Cook would like to strike rearview mirrors as well. City Administrator said on Agriculture vehicles that would not apply. Councilmember Smith seconded the amendment. Councilmembers had discussion on speed limit on K-68. Motion to strike the seatbelt carried 4-1 (Town votes no). Going back to the original ordinance and adding the lost tag fee of \$100. Councilmember McKiernan would like to amend his original motion. Councilmember McKiernan made a motion to remove the 35mph speed and change to 45mph. Councilmember Smith seconded. Councilmembers had discussion. Councilmember Cook said if the ATV or the vehicles have a seatbelt they should be worn. City Administrator Law said her motion earlier removed the seatbelt. Motion carried 3-2 (Town and Harris no), to change the mph to 45mph. Councilmember Cook amends her vote for the seatbelt motion and change to if the vehicle is equipped with a seatbelt they must be worn. Councilmember McKiernan seconds. Councilmembers had discussion. Motion carries 5-0. Mayor Southard said we now go back to the original ordinance with change of lost fee of \$100. Motion passed 5-0, to adopt Ordinance 1119 with the changes discussed.

**Stormwater Engineering RFQ Submittals:** Staff sent out requests for qualifications (RFQ) directly to area engineers either previously utilized by the city, having expressed interest in city work recently, or known to provide stormwater engineering services. The RFQ document was also announced on Facebook, posted on the City of Louisburg website, posted on a public bidding website named Deltek Systems (formerly Onvia). The RFQ included services for engineering and design of the remaining four stormwater project areas listed in the top six list of priorities of the Louisburg Stormwater Master Plan document. Staff conducted in-house review of the submittals and is including a list of the submittals in order of preference for this work.

Affinis  
Olsson  
MHS

RIC  
BHC Rhodes

As with most of these processes, the rankings were close among the four reviewers of the submittals, but all agreed on the final ordered list. Staff will answer any questions Council may have on the criteria of review. Attached is a copy of the RFQ document, which was the basis for the review of submittals. Qualifications-based selection removes financial consideration, instead having a project budget negotiated once a firm is selected and contracted.

Staff recommended Council approve Affinis as the selected firm and direct staff to sign all necessary contract documents.

Councilmember McKiernan said in past projects the Council was always able to rate each company on qualifications. Administrator Law said if Council would like to review them they could. Councilmembers would like to see the RFQ packets. Councilmember Sandy Harris moved, seconded by Councilmember Thorvald McKiernan and carried 5-0, to table for next meeting so they could review them.

**KMGA Board of Directors Appointment:** As part of regular process with the Kansas Municipal Gas Agency, the group that oversees procurement and management of natural gas on behalf of the City of Louisburg, consideration for city representation is required as this group is a board driven agency. Every two years the City of Louisburg is required to appoint an individual to the KMGA Board of Directors as a “Director”. Last appointment by Council was in June of 2018, appointing Nathan Law to a two-year term. Separately there is an “Alternate” position that has been appointed on a permanent basis. This alternate position can be amended at any annual interval to change the individual filling the position (Pat McQueen) or change to a set term. Appointment is made according to current Bylaws of the KMGA. Staff recommended Council appoint Nathan Law as the City of Louisburg Director to the KMGA Board of Directors for a term of two years, and direct City Clerk to file necessary certification of this action to KMGA. Councilmember Steve Town moved, seconded by Councilmember Donna Cook and carried 5-0, to accept the recommendation.

**Louisburg Aquatic Center:** Staff has listened to five virtual meetings on opening pools for the season hosted by the Kansas Parks and Recreation Association involving professionals from local health departments, the CDC, Department of Labor, American Red Cross, training facilitators, aquatic center staff, municipality

representatives, HOAs and the like. Staff has also spoken with the City's lifeguard training provider and aquatic staff from other areas.

Councilmembers had a lengthy discussion regarding opening, training, cleaning, lifeguards, concessions and patrons. City Attorney Kelly Stohs said we are bound by executive orders that are in place. Everyone is looking at CDC guidelines to make sure they are being followed. Councilmembers had discussion.

Kalee Smith moved to open the pool, to follow the dates set by the Governor in the Ad Astra plan, and to follow and set forth a set of guidelines for pool operations. Second by Thorvald McKiernan. Steve Town asked for clarification on action options at the workshop (it was clarified that action can occur only at a special or regular meeting), does that mean Council could later take action not to open the pool? After discussing rescinding a motion versus a new motion at a following meeting, it was stated that Council can take alternative action at a later date, as long as no action has been taken to open the pool. The vote passed 4-1 (Harris voting no).

**Special Council Meeting:** Staff is asking Council to conduct a special meeting on Tuesday, May 26 at 6:30 p.m. to accommodate the requirements of an application for CDBG-CV funding recently made available. There are a number of items that will need to be taken care of at this special meeting. A public hearing must be held regarding the application for the grant funding. Action must be taken by the governing body that authorizes the grant submittal. Additional documentation will need to be accepted, including a disclosure report, and will be provided by the firm whose service staff has secured for initial surveying for qualifying businesses. A grant administrator should be selected based on responses to a RFP already sent out by staff. Please note there is no cost for the grant administrator, if no funds are awarded. Contract for initial work to apply for CDBG-CV funding is \$3,325.

Staff recommended Council approve the special meeting on Tuesday, May 26 at 6:30 p.m. to accommodate requirements of an application for CDBG-CV funding, including public hearing on the application, action to authorize the application, additional documentation including a disclosure report, and selection of a grant administrator based on responses to the RFP. Councilmember Kalee Smith moved, seconded by Councilmember Steve Town and carried 5-0, to approve the special meeting.

Councilmember McKiearnan would like to add pool discussion at the special meeting. Councilmember McKiearnan moved, seconded by Councilmember Kalee Smith and carried 5-0, to add the pool discussion to the special meeting on May 26<sup>th</sup>.

## **COUNCIL REPORTS**

**Councilmember Town:** Councilmember Steve Town said the traffic light by Price Chopper was out. Administrator Law said Craig Hufferd has it on order.

**Councilmember Smith:** Councilmember Kalee Smith asked if garage sales were allowed. City Attorney said yes, but make sure people follow the social distance rule. What about Fox Hall rentals is that a place we can have garage sales right now. There would have to be limits on people inside the building. The City would have to enforce the rules of distancing and the restrictions of staffing. Smith asked if the City Wide Clean Up would be rescheduled. Law said starting the first of June, the one bulky item would be allowed again. We are hoping to reschedule the City Wide Clean Up.

Smith said City Staff has told people the pool is not opening and no pool parties are being scheduled. Smith would like to have the list of people that asked so we can call them back. She knows Broadmoor Elementary was told no they could not have a party. Administrator Law said he would compile a list of who called. Staff would have said at this time we are not taking pool parties since the pool is not open. Once we have more guidelines we will look at that again.

**Councilmember McKiearnan:** Councilmember McKiearnan asked if the Parks were closed, or just the playgrounds. Administrator Law said only the playground equipment is closed.

## **ADJOURNMENT**

At 8:50 p.m. Councilmember Kalee Smith moved, seconded by Councilmember Donna Cook and carried 5-0, to adjourn the meeting.

Approved:

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Marty Southard, Mayor

Attest:

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Traci Storey, City Clerk

**CITY OF LOUISBURG, KANSAS  
MINUTES OF SPECIAL MEETING  
MAY 26, 2020**

The Council of the City of Louisburg, Kansas met at 6:30 p.m. in regular session via Zoom video conferencing. Mayor Marty Southard presiding.

Council Members: Steve Town, Kalee Smith, Sandy Harris, Donna Cook, Thorvald McKiernan

City Administrator Nathan Law

City Clerk Traci Storey

City Attorney Kelly Stohs

Police Chief Tim Bauer

Fire Chief Gerald Rittinghouse

Communications Coordinator

Public Works Supervisor Craig Hufferd

Finance Director Pat McQueen

Press

Visitors

**PUBLIC HEARING TO DISCUSS THE CITY'S PARTICIPATION IN  
COMMUNITY DEVELOPMENT BLOCK GRANT-CORONAVIRUS  
FUNDING:**

Mayor Marty Southard opened the Public Hearing at 6:30 p.m. There were no public comments. The Public Hearing was closed at 6:31 p.m.

City Administrator Nathan Law presented a Resolution for Authority to apply for the CDBG-VC Funding. The maximum funding for non-entitlement cities and counties is \$300,000 for Economic Development grants. Councilmember Harris asked if the food pantry would be able to benefit from this grant. Administrator Law said that he would check into it. Councilmember McKiernan asked who would administer the funds. Law said that would be determined after this vote. Councilmember Sandy Harris moved, seconded by Councilmember Thorvald McKiernan and carried 5-0, to accept the Resolution from the Kansas Department of Commerce.

**CONSIDERATION OF THE RFQs FOR ADMINISTRATIVE SERVICES:**

City Administrator Nathan Law said Western Consultants, Ransom Citycode Financial, Mid America Regional Council Small Cities Program and Thrive Allen County returned proposals for administrative services for services of CDBG-CV Economic Development funds. Councilmember Cook asked if Western Construction has done work in Miami County. Administrator Law said yes they have. Mayor Southard asked if staff had any recommendations. Law said he knows that Miami County has used Western Construction. Councilmember Town asked if he has heard any feedback from Osawatimie or Miami County regarding them. Law said he has heard all positive things. Councilmembers had discussion. Councilmember Thorvald McKiernan moved, seconded by Councilmember Sandy Harris to hire Western Construction, not exceeding the amount of \$15,000. Councilmember Harris asked if this was the same company we talked about first. Law said yes it is. Motion passed 5-0.

### **DISCUSSION FOR CONSIDERATION OF LOUISBURG AQUATIC CENTER OPENING:**

City Administrator Nathan Law presented a list of items regarding pool operations, for the Council to consider if they desire to open the pool. Councilmembers had discussion and wanted to go through the list before making a final vote.

1. Council is comfortable with requiring waiver letters from employees and parents. This letter would outline the dangers associated with the virus and precautions to take to avoid it, and should be signed by employees/parents to acknowledge the risks.

2. Council is comfortable requiring daily health surveys for all employee asking if they have COVID-19 symptoms or symptoms from other illnesses that would preclude them from working at the scheduled time. The Manager will administer the employee survey each day upon arrival of each employee, keeping the records with regular timecards. If an employee indicates that they symptoms they will be told to go home until cleared by a doctor. Temperatures will be included as part of the initial surveying, but may cease if circumstances determine they are inconsistent for the environmental conditions of travel to work.

3. Part of issuing pool passes will be notice that gatherings of children outside the facility will not be tolerated and ensuring rides home for all children will be expected of parents or guardians.

4. Pool passes: Pool Pass System will be used to account for contact tracing.

□ Councilmember Kalee Smith moved, seconded by Councilmember Thorvald McKiernan, to decrease 2020 pool pass costs to \$25/person, and to make

those only available to residents of Miami County. Motion passed 4-1, Councilmember Donna Cook dissenting.

- Pool passes will be issued only at City Hall, where residency must be established prior to pool passes being purchased and issued.

- Pool passes will not be issued at the Aquatic Center, to prevent crowding and lines.

- Pool passes will be the only way to access the facility. No one day cash entry will be allowed.

- Distant family members, friends and babysitters must live within Miami County to obtain a pass, in order to be allowed into the facility.

5. If a positive COVID-19 case is traced to the pool, all employees known to have worked at the time of the presence of the positive case, or all employees of the pool, will be required to get tested or cleared by a doctor. Depending on timing and availability of employees, the pool may have to be closed to accommodate testing. The City will assist with efforts to contact trace by notifying the public.

6. Employees of the pool will not be required to wear masks, but will be encouraged to provide and wear masks if they so choose.

7. No additional adult deck monitors to ensure guests maintain 6-foot social distancing, instead expecting individuals to self-monitor social distancing recommendations.

8. No pool scheduling will be needed as of this time.

9. Showers are still required to be used before entering the pool.

10. Every other shower, restroom stall, urinal and sink will be closed to help encourage social distancing in close quarters.

11. All surfaces must be cleaned and sanitized regularly. This will be accomplished by roving cleaning employees, cleaning during regular breaks, and cleaning heavily prior to opening for the day and again at the end of the day.

12. A sneeze guard will be installed at the front gate/check-in.

13. Storm sheltering procedure will operate without regard to COVID-19.

14. No changes will be made in use of slides or green spaces, or to the flow of foot traffic on deck areas.

15. Concessions will not be sold and the concessions table area will be limited to use by lifeguards as a break area that allows for social distancing.

16. The water fountain will be disconnected and instead bottled water will be provided to guests.

17. Deck chairs will not be provided as they are a shared object and will increase the time of periodic and daily cleaning. Guests will be encouraged to bring chairs to use at the facility, and spots for locating chairs on the pool deck will be marked to maintain social distancing.

18. Lifeguards must clean stands after each rotation.

19. To maintain social distance and ease foot traffic, guests will exit between the chemical building and concession area. Guests will scan passes on the way out to account for time of day having left, to better account for contact tracing.

20. There will be a sign at the facility entrance listing COVID-19 symptoms or symptoms from other illnesses that would preclude them from entering.

21. There will be a sign at the facility entrance noting proper hygiene methods.

22. There will be no use of storage lockers, and the area will be roped off.

23. The family room will remain locked and only opened upon request of the manager. This room will be cleaned after each use.

24. Additional lifeguard equipment will be purchased to eliminate shared use, and lifeguards will clean individual equipment regularly.

25. A 6-foot radius around lifeguard stands will be marked and/or painted to keep guests away from stands. This allows for social distancing and should help reduce distractions to lifeguards.

26. Markings on pavement and step rails will be added for waiting lines on slides and diving board.

27. Guests are expected to exit from pools at ladders only, in appropriate areas of the facility.

28. At each regular break announcements will be broadcast over the PA system about how to stop the spread of COVID-19 and other illnesses.

29. Councilmember Thorvald McKiernan moved, seconded by Councilmember Kalee Smith, to allow organizations as have used the pool in the past be allowed. Motion passed 3-2, Councilmembers Donna Cook and Sandy Harris dissenting. These organizations will be expected to sign waivers and receive training on protocols for use and cleaning.

30. Councilmember Steve Town moved, seconded by Councilmember Thorvald McKiernan, that pool parties be allowed following end of day cleaning and additional cleaning will be done by those employees that worked the event. Motion passed 3-2, Councilmembers Donna Cook and Sandy Harris dissenting.

31. Councilmember Kalee Smith moved, seconded by Councilmember Thorvald McKiernan, only children ages 12 and older will be allowed at the facility unattended by an adult. Motion passed 4-1, Councilmember Donna Cook dissenting.

32. There is no initial limit on the occupancy of the facility, but may be brought back to Council as needed.

33. Daycares will be treated in the same manner as all other attendees. All adults and children in those groups must have a pass to enter.

Councilmember Cook does not want the pool to open. Cook said it puts too much on staff. Administrator Law said he would like one motion with everything in it that

was discussed. Councilmember Harris said there are too many moving parts and lots of heartache. He is also opposed to opening the pool.

Councilmember Thorvald McKiernan moved, seconded by Councilmember Kalee Smith to open the pool with what was discussed in the 35 presented steps. Councilmembers had discussion. The pool would need about 2 weeks to prep, clean, paint and have the chemicals ready. Motion carried 3-2 (Cook and Harris voted no) to open the pool.

### **ADJOURNMENT**

At 8:53 p.m. Councilmember Kalee Smith moved, seconded by Councilmember Sandy Harris and carried 5-0, to adjourn the meeting.

Approved:

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Marty Southard, Mayor

Attest:

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Traci Storey, City Clerk

**BILLS TO BE APPROVED 06/01/2020**

<b>VENDOR</b>	<b>AMOUNT</b>	<b>DEPARTMENT</b>
ALLEGIANT TECHNOLOGY	\$287.60	REPAIRS - POLICE
APPARATUS SERVICES LLC	\$704.10	SERVICES - FIRE
BLACK HILLS ENERGY	\$5,676.16	MONTHLY SERVICE CONTRACT
BLUE VALLEY GOODYEAR	\$647.20	TIRES - POLICE
BP	\$1,539.21	FUEL - ALL
CHRIS BURGE FENCE	\$6,970.00	LY B&C DUGOUT ROOFS
CLEAR IMAGE	\$95.00	WINDOW WASHING
CONTINENTAL RESEARCH	\$493.94	SUPPLIES - PWD
CORE & MAIN	\$269.20	EQUIPMENT - PWD
ELLIOTT INSURANCE INC	\$3,587.00	INSURANCE - ALL
EVERGY	\$8,556.95	ELECTRICITY - ALL
FEDERAL LICENSING INC	\$229.00	FCC RENEWAL - PWD
FORENSIC PSYCHOLOGY	\$450.00	SCREENING SERVICES - POLICE
GERKEN RENT-ALL, INC.	\$252.00	EQUIPMENT - WATER
GREENER EXPECTATIONS	\$7,540.94	WEED CONTROL - ALL
HAWKINS, INC.	\$3,187.23	TREATMENT FOR LAKE - PWD
INDUSTRIAL SALES CO	\$708.02	EQUIPMENT - GAS
JJ CLEANING	\$900.00	CLEANING - ADMIN, POLICE
JOHNSON COUNTY TOPSOIL	\$660.00	TOP SOIL - PWD
KANSAS STATE TREASURER	\$94.00	COURT COLLECTIONS
LINDSEY JASON	\$28.64	REIMBURSEMENT - POLICE
MDC PUA	\$89,348.00	WATER
MI CO JAIL	\$80.00	PRISONER CARE - POLICE
MO-KAN DIAL, INC.	\$1,425.00	TELEPHONE, INTERNET - ALL
NEPTUNE TECHNOLOGY GROUP	\$1,171.22	EQUIPMENT - WATER
PEREGRINE CORP.	\$1,706.65	UTILITY BILLING, SUPPLIES
POLSINELLI PC	\$3,915.00	CITY ATTORNEY SERVICES
PRAXAIR DIST. INC.	\$48.41	SUPPLIES - GAS
PRINCIPAL LIFE INSURANCE	\$223.50	LIFE INSURANCE - ALL
QUILL	\$83.30	OFFICE SUPPLIES - ADMIN
RAY LINDSEY COMPANY	\$47,045.00	LIFT STATION - SEWER
RODEN BETTY	\$500.00	FLIP GRANT
ROMANS OUTDOOR POWER	\$14.34	MOWER MAINTENANCE - PWD
SAMS CLUB MC/SYNCB	\$622.52	TRAINING, SUPPLIES, EQUIPMENT
SUMNER ONE	\$62.00	COPY SERVICES - ADMIN
TRAFFIC SIGNAL CONTROLS	\$224.00	TRAFFIC LIGHT - PWD
TRI COUNTY PEST CONTROL	\$450.00	PEST CONTROL - ALL
USA BLUE BOOK	\$117.81	SUPPLIES - WATER
VISA	\$4,413.13	EQUIPMENT, SUPPLIES, TRAINING - ALL
VISION SERVICE PLAN	\$958.89	INSURANCE - ALL
WHITE'S AUTOMOTIVE	\$37.50	TIRE REPAIR - PWD
	\$195,322.46	

## **PROCLAMATION**

**WHEREAS**, the business of Louisburg, Kansas is vital to our state's economic health; and

**WHEREAS**, Louisburg's existing businesses are the key to a prosperous future; and

**WHEREAS**, those business provide the most important components of growth as their expansion accounts for the majority of new jobs created for the citizens of Louisburg; and

**WHEREAS**, public awareness of the contributions made by Louisburg's business is the key to sustaining a healthy business and community relationship; and

**WHEREAS**, the people of Louisburg are grateful to the businesses of Louisburg for their generous contributions to the quality of life we all enjoy;

**NOW, THEREFORE, I, MARTY SOUTHARD, MAYOR** of the City of Louisburg Kansas, do proclaim the month of June as

### **KANSAS BUSINESS APPRECIATION MONTH**

And urge all citizens to salute local businesses and their employees for their outstanding contributions to our state and to join this important observance.

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Marty Southard, Mayor

# Memo

**To:** Louisburg Governing Body  
**From:** Nathan Law  
**Date:** May 29, 2020  
**Re:** Stormwater Engineering RFQ Submittals

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Background: Councilmembers were provided submittals for the Stormwater Engineering project directly on May 19. Having received scoring from five governing body members, the following is a summary of Council scoring.

Affinis – 8.44  
MHS – 7.86  
BHC Rhodes – 8.24  
Olsson – 8.38  
RIC – 7.76

Staff had previously reviewed submittals and provided a ranked order at the last regular Council meeting. To match the above format, the following is a summary of staff scoring.

Affinis – 9.0  
MHS – 8.0  
BHC Rhodes – 7.0  
Olsson – 8.6  
RIC – 7.4

Financial: None at this time. Qualifications-based selection removes financial consideration, instead having a project budget negotiated once a firm is selected and contracted.

Legal: None.

Recommendation: Discuss the scoring of submittals as needed and direct staff accordingly.

# Memo

**To:** Louisburg Governing Body  
**From:** Nathan Law  
**Date:** May 29, 2020  
**Re:** Amity Trail RFQ Submittals

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Background: Councilmembers were provided submittals for the Amity Trail project directly on May 22. Having received scoring from five governing body members, the following is a summary of Council and staff scoring.

Affinis – 8.76  
BHC Rhodes – 8.59  
CFS Engineering – 8.36  
GBA – 8.10  
MHS – 8.30  
McClure – 8.14  
RIC – 8.11  
SKDG – 8.64  
Vireo – 8.33

Financial: None at this time. Qualifications-based selection removes financial consideration, instead having a project budget negotiated once a firm is selected and contracted.

Legal: None.

Recommendation: Discuss the scoring of submittals as needed and direct staff accordingly.

# Memo

**To:** Louisburg Governing Body

**From:** Nathan Law

**Date:** May 29, 2020

**Re:** Miami County Economic Development Strategic Plan

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Background: Provided to Councilmembers directly on May 22 was a copy of the executive summary of the Miami County Economic Development Strategic Plan. This summary document shows in brief the information included in the full strategic plan. County Commissioners met and received the strategic plan, opting to delay taking action until after they receive input from cities regarding the plan's direction.

Attached for Council consideration is a draft resolution of support for the Miami County Economic Development Strategic Plan, encouraging the Miami County Commission to support and regularly review and act on the contents thereof.

Financial Consideration: None.

Legal Consideration: None.

Recommendation: Discuss the executive summary document as desired. Consider taking formal action to support acceptance by the County Commission of the contents of the Miami County Economic Development Strategic Plan.

RESOLUTION NO. \_\_\_\_\_

BY THE CITY OF LOUISBURG, KANSAS

A RESOLUTION SUPPORTING ACCEPTANCE OF THE MIAMI COUNTY ECONOMIC DEVELOPMENT STRATEGIC PLAN AS A ROADMAP FOR CREATING A “COUNTY OF CHOICE” IN THE KANSAS CITY METROPOLITAN AREA.

WHEREAS, the City of Louisburg serves as a member of the Greater Miami County Economic Development Corporation (EDC) and actively interacts with the Miami County Economic Development Department; and

WHEREAS, it is the role of the Department and the EDC to promote the economic vitality of Miami County including all of its Cities; and

WHEREAS, Miami County began working with county, city, business and community leaders on the development of an Economic Development Strategic Plan in 2019; and

WHEREAS, the Economic Development Strategic Plan proposes five key goals for the future including, Vision Alignment, Talent Pipeline Optimization, Foundational Community Elements, Target Industry Clusters and Unified Communications, all of which are consistent with the work being undertaken by the City of Louisburg; and

WHEREAS, the currently proposed goals are consistent with the broad regional goals found within numerous planning documents utilized by Miami County’s partner organizations including the Mid-America Regional Council, Kansas City Area Development Council, KansasWorks, and the Kansas Department of Commerce; and

WHEREAS, the targeted industries included in the plan (Agribusiness, Industrial Manufacturing, Transportation and Warehousing, and Professional Services) are consistent with the opportunities identified by the City of Louisburg; and

WHEREAS, the strategies identified in the core pillars of the Economic Development Strategic Plan, including alignment, readiness and marketing, seem appropriate and necessary for the success of the plan.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LOUISBURG, KANSAS:

SECTION ONE: We encourage the Miami County Commissioners to accept the Economic Development Strategic Plan as the *County Roadmap* for future economic development activities.

SECTION TWO: That the Miami County Commissioners regularly seek input from business and community leaders to conduct a regular review to make updates to the Economic Development Strategic Plan allowing it to match the challenges and opportunities presented in future years.

PASSED AND APPROVED by the Governing Body of the City of Louisburg, Kansas, this 1<sup>st</sup> day of June, 2020, a majority voting in favor thereof.

APPROVED and signed by the Mayor.

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Marty Southard, Mayor

(SEAL)

ATTEST:

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Traci Storey, City Clerk