

**CITY OF LOUISBURG, KANSAS
MINUTES OF REGULAR MEETING
FEBRUARY 5, 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 Kalee Smith, Bill Smith, Thorvald McKiernan, Steve Town, Dave Maddax
City Administrator Nathan Law
City Clerk Traci Storey
City Attorney Kelly Stohs
Police Chief Tim Bauer
Communications Coordinator Jean Carder
Public Works Supervisor Craig Hufferd
Press John VanPelt
Visitors: Sue Knop, Marcela Egea, Karl Stuteville

PLEDGE OF ALLEGIANCE

Councilmember Dave Maddax led the pledge of allegiance.

APPROVAL OF CONSENT AGENDA

Councilmember Dave Maddax moved, seconded by Councilmember Thorvald McKiernan to approve the consent agenda to include adoption of the agenda, approval of the January 16, 2018, minutes and bills list. Motion passed 5-0.

VISITORS

Marcela Egea and Sue Knop asked if they could help when Santa comes to town in December. They would like to see a tree lighting ceremony along with a possible chili feed at Fox Hall to help the 4H Clubs. Councilmembers all agreed and suggested they work with staff once the time gets closer.

Karl Stuteville of Stuty 3 Bar and Grill asked the Council for permission to have a St. Patrick's Day event. He is proposing the area of S. 1st Street and Broadway next to his business would be closed from 11 a.m. until midnight. The area would be fenced off for alcohol consumption if approved after a state permit

is granted. Councilmembers came to a consensus that he would need to fill out a special event application. Stuteville said he was approached from patrons to have a St. Patrick's Day Parade on Broadway. Councilmembers would like more information at the next meeting on this topic.

PUBLIC COMMENTS

None

DEPARTMENT REPORTS

Police Chief Tim Bauer presented the findings of the traffic survey on the blocks of 200-400 S. Broadmoor. At the January 16, 2018 City Council meeting, a concern was brought up by the governing body regarding vehicles and pedestrians utilizing the 200-400 blocks of S. Broadmoor, especially during the schools' arrival and departure times, with parked vehicles on the street creating a possible safety concern in the area. It was requested the Police Department monitor the area and report back to the governing body its observation.

The Police Department monitored the area requested over a two-week period and made several observations, which follows:

1. South Broadmoor between S. 5th St. East and Berkley is a convenient and direct route between Broadmoor and Louisburg Middle School.
2. Traffic in the morning near S. 5th St. East and Berkley, near the entrance to Broadmoor School, becomes congested and makes S. Broadmoor St. an appealing alternate route to avoid congestion.
3. The majority of the vehicle traffic using S. Broadmoor St. during the school arrival and departure times travel northbound on S. Broadmoor St.
4. The busiest time is 7:40-8 in the morning for vehicle traffic using S. Broadmoor St. The afternoon vehicle traffic is much lighter.
5. Vehicles traveling on S. Broadmoor St. drove appropriate speeds and yielded to on-coming traffic when driving around parked vehicles on the street.

6. During the monitoring dates and times, in the mornings no pedestrians were utilizing S. Broadmoor St., likely to cold, rain and snow conditions. In the afternoon on nice weather days, a small number (10-15) of middle school students walked through the area, mostly in the yards or at the edge of the roadway safely and appropriately.
7. The number of vehicles parked on S. Broadmoor St. varied from one to four during the monitoring time. Most of the time, there were two to three vehicles parked on the street with one on the east side and two on the west side. During the last week of monitoring, all parked vehicles during the monitoring time were parked on the west side.

Chief Bauer stated once the owner parking on the east side was contacted the car was moved into the driveway. Councilmembers thought it was a good idea to look at this again in the spring when it was warmer and more children were walking to school.

Water Leak Adjustment: City Administrator Nathan Law presented a water leak adjustment for Rebecca Shaffer, 29901 Antioch Road, in the amount of \$50.93. This is a one-time leak adjustment. Councilmember Steve Town moved, seconded by Councilmember Kalee Smith and carried 5-0, to approve the one-time leak adjustment in the amount of \$50.93.

Library Invitation: Administrator Law said the Governing Body has been invited to the Library Board Meeting on March 29, 2018 at 6 p.m. at the library. The next regular Library Board Meeting will follow their Annual Meeting on March 6, 2018 at 6 p.m.

CITY ATTORNEY'S REPORT

None

COUNCIL REPORTS

Councilmember Thorvald McKiernan: Councilmember Thorvald McKiernan asked if there would be considerations to move the school zone area further south on Metcalf with the construction of the new parking lot south of Broadmoor school and build sidewalks along Metcalf to connect with those sidewalks the school will be constructing. Councilmembers suggested Chief Bauer talk to Brian Biermann to discuss.

MAYOR'S REPORT

2018 Appointments: Mayor Southard presented the 2018 Appointments. Councilmember Thorvald McKiernan moved, seconded by Councilmember Kalee Smith and carried 4-1, (Town voting no).

Mayor Pro-Tem: Councilmember Dave Maddax moved, seconded by Councilmember Kalee Smith and carried 4-0-1 (Town abstained) to appoint Steve Town as Mayor Pro-Tem.

ADMINISTRATOR'S REPORT

GAAP Waiver Ordinance: City Administrator Nathan Law presented the GAAP Waiver Resolution for year ending December 31, 2017. Councilmember Bill Smith moved, seconded by Councilmember Steve Town and carried 5-0, to authorize Mayor Southard sign the GAAP Waiver Resolution (2-5-18).

Downtown Banners: Administrator Law presented a draft banner policy for the Downtown District. Included in the policy are considerations for Council regarding limitations to groups or organizations allowed to use brackets, fee for bracket use, prioritization of bracket use, possibility of one side pole use versus both, number of pole locations allowed for bracket use, and a number of other considerations. Councilmembers discussed having staff review each request and limiting banners be hung for 2 weeks. If there is a long-term event and no other request for banners, then banners may remain longer. Councilmember Thorvald McKiernan moved, seconded by Councilmember Kalee Smith and carried 5-0, to approve as presented with the additional changes.

Stormwater Master Plan Request for Proposal: Administrator Law said included with the 2018 budget is funds for a comprehensive review of the city's stormwater infrastructure and open waterways with the intent of compiling conditions assessment and recommendation for potential improvements to the same. Law presented a draft Request for Proposals (RFP) document for Council review.

It is estimated that a stormwater master plan will range in costs from \$75,000 to \$150,000 depending on the depth and detail of the assessment and recommendations. Future phase items listed in the document will add to the estimated costs, but can be taken on a piecemeal basis for projects or accounted for with future efforts.

Councilmember Dave Maddax asked if we would be looking at all the pipes. Administrator Law said yes they would. Councilmember Steve Town moved, seconded by Councilmember Thorvald McKiernan and carried 5-0, to direct staff to finalize the stormwater master plan request for proposals and solicit for return proposals.

ADJOURNMENT

At 7:12 p.m. Councilmember Thorvald McKiernan moved, seconded by Councilmember Dave Maddax to adjourn the meeting. Motion carried 5-0.

Approved:

Marty Southard, Mayor

Attest:

Traci Storey, City Clerk