

**CITY OF LOUISBURG, KANSAS  
MINUTES OF REGULAR MEETING  
MARCH 4, 2019**

The Council of the City of Louisburg, Kansas met at 6:30 p.m. in regular session in the City Hall Council Chambers. Mayor Pro-Tem Steve Town led the meeting until Mayor Marty Southard arrived at 6:38 p.m.

Council Members Lee Baer, Steve Town, Kalee Smith, Sandy Harris,  
Thorvald McKiernan  
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  
Fire Department Brad Seely  
Press  
Visitors

**PLEDGE OF ALLEGIANCE**

Councilmember Thorvald McKiernan led the pledge of allegiance.

**APPROVAL OF CONSENT AGENDA**

Councilmember Kalee Smith moved, seconded by Councilmember Sandy Harris to approve the consent agenda to include adoption of the agenda, approval of the February 19, 2019, minutes and bills list. Motion passed 5-0.

**VISITORS**

None

**PUBLIC COMMENTS**

None

## **DEPARTMENT REPORTS**

Mayor Southard arrives at 6:38 and assumes the Mayor position.

Police Chief Tim Bauer said he has been working on filling the two vacant full-time police officer positions with qualified candidates to serve the Louisburg community. Kevin Frasher, a part-time officer, would like to transition to a full-time officer and continue his law enforcement career full time with our agency. Transitioning Officer Frasher to a full-time police officer position would be an asset to the department and the community. Chief Bauer said he also hopes to have the second position ready for hiring by the next Council meeting. Councilmember Thorvald McKiearnan moved, seconded by Councilmember Kalee Smith and carried 5-0, to hire Kevin Frasher as a full-time officer with pay scale grade 3-7A.

Fire Chief Brad Seely gave an update over the past month. There is a free training course in Coffeyville, KS that Seely would like to see some firefighters attend. KCPL is holding a class for Public Works, Fire and Police Departments on April 3, on electrical fires. The Department received ice suits last week. We have 7 firefighters that already know cold water rescue techniques and will help train others.

## **COUNCIL REPORTS**

**Councilmember McKiearnan:** Councilmember Thorvald McKiearnan said he would like to see plans that include provisions for a solar power switch at the wastewater treatment plant. This would save a lot of money and should be cheap to install, McKiearnan said. From the audience Fire Chief Seely said someone from Louisburg does this very thing. Administrator Law will look into it.

Councilmember McKiearnan would like to see a plan in place for cleaning ditches, adding and cleaning culverts in the old part of town. We could hire extra summer help to get this all done. City Administrator Law suggested Craig Hufferd gather information on associated costs for staffing and will return the conversation at a future meeting.

**Councilmember Smith:** Councilmember Kalee Smith stated she has seen many tree limbs still down. Should the Codes violation official go around and send out letters to have people clean their yards? City Administrator Law said we would wait to have some better weather and have Public Works do another limb

pickup. The weather has been cold and snowy, which makes it more difficult for people to get outside and conduct yard work.

**Councilmember Baer:** Councilmember Lee Baer thanked staff for all the help with the Summerfield information presented on tonight's agenda.

## **MAYOR'S REPORT**

Mayor Marty Southard asked if Councilmembers would like to have more discussion regarding the anti-discrimination ordinance presented at the last meeting. Councilmembers had discussion. State Department of Labor prohibits discrimination based on sexual orientation and gender identity. Councilmembers felt other statutes and oversight agencies cover everything that the ordinance would have. There was no further discussion.

**Councilmember Harris:** Councilmember Sandy Harris said with the recent tornados in Alabama should we raise awareness to the public. Jean Carder said this week is National Severe Weather Week. There are and will continue to be Facebook updates all week long, which will remind everyone what to do in case of an emergency.

**Councilmember McKiearnan:** Councilmember McKiearnan asked how the leaf collection infrastructure at the burn site was going. Craig Hufferd said the blocks would be around \$10 each and be ordered soon. Plans are to have the project finished by summer.

## **ADMINISTRATOR'S REPORT**

**Summerfield Farms Parking Restrictions:** City Administrator Law presented an ordinance setting limitations on parking within the Summerfield Farms subdivision. Council had recently directed staff to initiate a conversation with the Homeowners Association of Summerfield Farms to discuss complaints received by Council and staff regarding parking therein. The conversation included an open discussion forum with residents of Summerfield Farms to address parking concerns with the City. This conversation included an open question and answer session attended by a number of residents of the subdivision. The result of the discussion was staff presenting the notion of limiting parking to south side of the east/west streets, allowing open parking within cul-de-sacs (particularly the roundabout portions), and allowing limited areas of west side parking on north/south streets. The concern with south side parking presented by residents

was additional limitations presented by fire hydrants. Staff put together the attached maps with some measurements to show the areas where limits will exist from both fire hydrants and stop signs. Additional concerns had been voiced in regard to home values of residents along the south side of streets, but the parking was deemed to be more of a priority at this time.

Cost of new signs for parking restrictions is currently estimated at \$1,850. It is preferable to see curbs painted to limit parking in proximity to fire hydrants, but can be addressed through annual street striping process.

The authority to limit parking to one side of the street in this subdivision is vested with the Chief of Police under Section 91 of the Standard Traffic Ordinance. Councilmember Kalee Smith moved, seconded by Councilmember Lee Baer. Council had discussion. Motion carried 5-0, to authorize Mayor Southard sign Ordinance 1103 setting limitations on parking within the Summerfield Farms subdivision.

**2019 Asphalt and Concrete Improvement Bids:** Administrator Law said staff had received seven bids for the asphalt work and two bids for concrete work. Councilmember Harris asked why some had a large difference in price. Administrator Law said sometimes those companies may not necessarily need the work, but want to keep their name out there. Councilmember Thorvald McKiernan moved, seconded by Councilmember Steve Town and carried 5-0, to award the asphalt bid to Advanced Asphalt and the concrete bid to G-B Construction.

**City Flag:** City Administrator Law was presented some flag ideas from John Cissetti, retiring Director of Bands for USD 416. In the past there has been conversation at the Council level regarding a city seal, but never a conversation that included the notion of a city flag. Cissetti brought ideas with history of the namesake of Louisburg (King Louis IX of France), and a number of conceptual ideas for flags based on the direct association of the fleur-de-lis.

Staff is presenting Council with the discussion of desire to formalize both a city seal and/or a city flag. If this process is to be undertaken, staff suggests hiring a design professional to survey the history of the community, identify those aspects that should be incorporated, to develop and present a minimum of three concepts, and for Council to approve official version(s) to represent the City of Louisburg.

A budget will need to be identified for a formal process to design a city seal and city flag. Councilmember Sandy Harris asked how much money would need to be budgeted. Administrator Law said it could take a few thousand dollars. Councilmember Harris likes the design of the city logo created by the Lakota Group and suggested they might be considered for this project. Councilmember Smith said she feels the flag concepts aren't very representative of Louisburg. Councilmember McKiernan said he would rather spend money on things the city needs rather than a flag. Councilmember Harris says he liked the idea of a flag. Councilmembers had discussion. Councilmember Steve Town moved, seconded by Councilmember Lee Baer, to table the idea of a flag and seal until a later date. Vote was 2-3 with Councilmembers Harris, Smith and McKiernan voting no.

**Mayor Pro-Tem:** Mayor Southard would like Council to nominate a Mayor Pro-Tem. Councilmember Kalee Smith moved, seconded by Councilmember Sandy Harris and carried 4-0-1 (Town abstained) to elect Steve Town as the Mayor Pro-Tem.

**ADJOURNMENT**

At 7:08p.m. Councilmember Thorvald McKiernan moved, seconded by Councilmember Kalee Smith to adjourn the meeting. Motion carried 5-0.

Approved:

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Marty Southard, Mayor

Attest:

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Traci Storey, City Clerk