

**CITY OF LOUISBURG, KANSAS
MINUTES OF REGULAR MEETING
MARCH 15, 2021**

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, Donna Cook, Sandy Harris, Kevin Vohs, Scott Margrave
City Administrator Nathan Law
City Clerk Traci Storey
City Attorney Jared Anderson
Police Chief Tim Bauer
Fire Chief Gerald Rittinghouse
Communications Coordinator Jean Carder
Public Works Supervisor Craig Hufferd
Visitors Denyse Rizzo, Paul Rogers, Fred Fendorf

PLEDGE OF ALLEGIANCE

Councilmember Steve Town led the pledge of allegiance.

APPROVAL OF CONSENT AGENDA

Councilmember Donna Cook said she would like to go over bills with Nathan Law. Administrator Law said they could meet on Tuesday. Councilmember Sandy Harris moved, seconded by Councilmember Kevin Vohs and carried 4-0, to approve the consent agenda to include adoption of the agenda and approval of the regular meeting minutes of March 1, 2021 and the bills list.

VISITORS

Denyse Rizzo said the Band Garage Sale will be held April 29 – May 1st. The money earned will go towards the New York trip next year. The band will be playing in the St. Patrick's Day Parade. Councilmember Cook moved, seconded by Councilmember Vohs and carried 4-0, to approve 2 family pool passes for the band garage sale.

Paul Rogers of 300 N. 3rd Street is requesting time for Council to review footage and video of his property. The property floods each time it rains. He said at one point a dry creek bed was discussed as a solution but he wants to split the property and that would not work as a solution. He has spoken to an engineer who suggested an underground creek bed. City Attorney Jared Anderson said he would be happy to look into prior agreements and easements. Councilmembers had discussion. Administrator Law said he will set up a meeting to discuss Mr. Rogers's water issue.

PUBLIC COMMENTS

Fred Fendorf of 301 Shoreline Drive addressed the Council about the lake maintenance. The lake looks awful and needs to be cleaned up. It is covered with sticks and leaves. Administrator Law said the lake needs to be dredged, but it was canceled due to budget limitations. This is a big expense that could cost over \$100,000. This project was discussed as a possibility for a Council priority for the current year, but Council last year decided not to include such budget priorities for 2021. Councilmember Harris said the construction runoff on Danford is also going into the lake. Mr. Fendorf said the current condition is not good for fishing and the odor is horrible. Mayor Southard said this could be brought up at another meeting. Administrator Law will return with more information.

DEPARTMENT REPORTS

Fire Department: Fire Chief Gerald Rittinghouse thanked all the volunteer firefighters for all their hard work in the last few weeks. The department has seen many grass fires the last couple of weeks. During that time a 1999 brush truck was damaged by a pole. There were no injuries and this truck is due to be replaced. The volunteers also helped at the recent police incident last week.

Public Works: Public Works Supervisor Craig Hufferd said that he hopes the pre-treatment of grasses in the lake last fall will help. He said staff learned the grass problem is a result of cold water growing grass and treatment was happening at the wrong time of the year.

Police Department: Police Chief Tim Bauer said he has been working to fill two full-time Police Officer positions with qualified candidates to serve the Louisburg community. John Hamamy has applied for a full-time Police Officer position and has successfully completed the Police Department's hiring process to become a police officer. If hired as a full-time Police Officer, John Hamamy will be required

to attend the Kansas Law Enforcement Training Center's Basic Academy to become a Kansas Certified Officer. Staff recommends approving John Hamamy to be hired as a Full-time Police Officer, at pay scale grade 2-5B, with a start date of April 5, 2021, and upon completion of the Police Academy and certification as a Kansas Police Officer, moved to pay scale grade 2-6A. Councilmember Town moved, seconded by Councilmember Cook and carried 4-0, to hire John Hamamy as a full-time Police Officer as recommended.

Darrin Kremer has also applied for a full-time Police Officer and has successfully completed the Police Department's hiring process to become a police officer. Kremer has served in law enforcement for the last 21 years in Nebraska and is now moving to the Kansas City metro area and would like to continue his law enforcement career with the Louisburg Police Department. If hired as a full-time Police Officer, Darrin Kremer will be required to attend the Kansas Law Enforcement Training Center's two week Reciprocity Course to become a Kansas Certified full-time Police Officer. Staff recommends approving Darrin Kremer to be hired as a full-time Police Office, at a pay scale grade 2-10A, with a start date of April 5, 2021, and upon completion of reciprocity and certification as a Kansas Certified Police Officer, moved to pay scale grade 3-7B. Councilmember Town moved, seconded by Councilmember Harris and carried 4-0, to hire Darrin Kremer as a full-time Police Officer as recommended.

Councilmember Harris thanked Chief Bauer and everyone involved with the police incident on Monday. Bauer said so many agencies came to help, which he was thankful for.

CITY ATTORNEY'S REPORT

City Attorney Jared Anderson said there is nothing new with the subpoena case.

MAYOR'S REPORT

Mayor Marty Southard said he would like to appoint Scott Margrave to replace Kalee Smith in Ward 1. Margrave has lived in Louisburg for 23 years and resides in Ward 1. Councilmember Harris moved, seconded by Councilmember Vohs and carried 4-0, to approve the appointment of Scott Margrave to Ward 1.

OATH OF OFFICE

The oath of office was administered by City Clerk Traci Storey to appoint Scott Margrave as Councilmember in Ward 1. Councilmember Margrave took his seat at the dais.

ADMINISTRATOR'S REPORT

Master Planning Review Continued: Included as part of the administrative goals list is a regular review of master planning projects, goals and objectives. This is the ninth section of the City Strategic Plan, as found within the Bright Future Comprehensive Plan.

Maintain high quality community services/amenities:

1. Complete trails master plan & begin implementation
2. Include Louisburg Aquatic Center improvements in the Capital Improvements Plan

Staff is pleased to note that the trails master plan is complete as of 2019 and that steps are taken on a regular basis to try and meet the project suggestions for improvements and connections prescribed within that plan. Just last week the Mid-America Regional Council meeting of the Planning Sustainable Places committee discussed its notable funding cases, which included Louisburg for the Amity Street Buffered Ped/Bike Lane project and Miami County (in Louisburg) for the Metcalf 2.0 Complete Streets project. Between those two projects MARC has allocated \$3,450,000 to Louisburg, and in total the City of Louisburg has allocated \$332,500 toward these two projects. The Louisburg allocation does not include Miami County's matching share of the Metcalf 2.0 project. As for Louisburg Aquatic Center improvements, those continue to exist outside of the Capital Improvements Plan due to ongoing lack of prioritization for future improvements.

Councilmember Harris said he was confused on the wording of this. Administrator Law explained. Councilmember Cook as about the Aquatic Center being discussed. City Attorney Anderson explained about the bike lane set back. After Council discussion no action was taken.

Excise Tax Consideration – Continued: Continued from the last meeting, staff was directed to return a draft ordinance for options to significantly reduce the existing excise tax.

Mr. Law presented an Ordinance that would lower the excise tax to \$0.02 per square foot. Councilmember Vohs asked if there was a way approve to this, but be able to change it in the future if needed. Administrator Law said it could be changed, but would need publication. Vohs said maybe it could be removed for individual lot residential and raised for subdivisions to help the City with taxes. Councilmember Cook would like the tax to go even lower. Southtrails is still building subdivisions, she said. Councilmember Harris said trying to help with incentives is great. We should go lower, but not remove it completely. Cook said she would like it to go as low as possible and hope that it gets more rooftops in town. Harris suggests a new ordinance with the language to make the change and let Chad Rowe know. Councilmember Cook moved, seconded by Councilmember Town and carried 4-1 (Harris votes no) to change the excise tax to \$0.01 per square foot. Administrator Law will bring back the new ordinance.

2021 Concrete Continued:

1. 1401 N 4th St E (8' x 2') curb
2. 1105 N 4th St E (6' x 2') curb
3. 115 Shoreline Dr (8' x 2') curb
4. 111 Shoreline Dr (12' x 2') curb
5. 20875 N Rockville Rd (6' x 2') curb
6. 600 Broadmoor Cv (33' x 5') sidewalk
7. Lewis-Young Park (30'x40') slab *

*Lewis-Young is part of the 50/50 grant for the shelter house so half of the total will be reimbursed.

ITEM	UNIT PRICE	TOTAL PRICE
Roll Back Curbs		
1. 1401 N 4th St E (8' x 2')	\$ <u> 60 </u> /	\$ <u> 480 </u>
2. 1105 N 4th St E (6' x 2')	\$ <u> 60 </u> /	\$ <u> 360 </u>
3. 115 Shoreline Dr (8' x 2')	\$ <u> 60 </u> /	\$ <u> 480 </u>
4. 111 Shoreline Dr (12' x 2')	\$ <u> 60 </u> /	\$ <u> 720 </u>
5. 20875 N Rockville Rd (6' x 2')	\$ <u> 60 </u> /	\$ <u> 360 </u>

Sidewalk

6. 600 Broadmoor Cove (33' x 5') \$ __15___/ \$ __2475_____

Slab

7. Lewis Young Park (30' x 40') \$ __15___/ \$ __18,000_____

Surface will already be flat and have rock base

TOTAL \$ __22,875_____

Administrator Law said one change is item 7 for the soccer pavilion, which is a grant and would be reimbursed at 50% of the \$18,000. Councilmember Cook said she isn't in favor of any concrete work. We need to come up money for the gas situation and hold off on this for a year. Law said the asphalt work along with the curb will fix issues at the same time. This will also help with pooling water and those small issues growing to much larger issues through freeze/thaw cycles. The costs is less than \$2,000. Cook said she is not in favor of this. Mayor Southard said we can't keep putting this item off. Administrator Law said the natural gas is in a different fund and money for streets would not be used to pay natural gas. We do not take from the general fund. It is all separate money. Councilmember Cook asked where the RFP was at for this project. Law said it would be posted on the City website. Councilmember Town asked how many responses we usually get. Law said 7-10 is about normal. We will also open the bids in public as requested by Council previously. Councilmember Harris moved, seconded by Councilmember Town and carried 4-1 (Cook votes no) to accept concrete bids with the revised list and slab street work.

City-Owned Property Sale Consideration: The last time City Council considered possible sale of City-owned property was in 2017. At that time staff was directed to obtain appraisals for primarily three properties. At that time the estimate for appraising property ranged from \$750 to \$2,000 depending on the detail of the appraisal and noting a discount for appraising multiple properties at one time. Staff noted in conversation occurring that same year that appraised values of properties would be kept out of public discussion to discourage negative negotiating position should the Council move ahead with selling any of those properties. Since 2017 staff has occasionally received inquiries about the potential sale of certain properties with the parcel on the SE corner of Amity and Metcalf receiving the most inquiries.

Mr. Law asked Council if there was a desire to sell and if an updated appraisal should be conducted and which properties to include.

Councilmembers Cook, Harris and Vohs are interested in selling. Council thought there should be new appraisals. Councilmembers had discussion and agreed to have appraisals done on the properties. City Attorney Anderson suggests if any property were to be sold to suggest a flat fee from a realtor if there is a buyer. Other considerations could be a clawback. Administrator Law will get the appraisals done and return any offers to purchase properties at a future meeting.

COUNCIL REPORTS

Councilmember Vohs: Councilmember Vohs said he will be attending the LRC meeting on Tuesday.

Councilmember Harris: Councilmember Harris said the erosion at the Lake is horrible. The house being built on Danford is clogging up the creek. Administrator Law said we would reach out again regarding the erosion control fencing on the backside. Mr. Harris said the lake is a dirty mess and needs fixed.

Councilmember Cook: Councilmember Cook went to the recent Park Board meeting. She said it was really a great meeting. She asked about the insurance renewal we received and wondered why it is not bid out and believes it should be bid each year. Administrator Law said our insurance went up due to the work comp claims and auto. We will bid out for next year Law said.

Ms. Cook asked about the K-68 school crossing.

She would like to know about the Finance Director job. Mr. Law said it is posted to the League of Municipalities and Government Finance Officers Association. He said Finance Clerk Kelly Bond is really working hard to fill in until the position is filled and everyone else has been chipping in where possible. Mr. Law said he has prepared city budgets in the past and is confident on completing the upcoming budget if the position is not filled.

She said if Wildcat Activity Center was getting reimbursed would this include other businesses as well. Mr. Law said the reimbursement was due to Wildcat Activity Center being used for the Command Center for the recent police operation.

Ms. Cook inquired how many more meters needed to be installed. Hufferd said 15-20 water meters are left. We still have around 1,500 gas meters to be installed but those should go quickly.

She asked about the water runoff on Broadway. The culverts are always clogged up. Hufferd said we watch for this, but hope people call in if they have a problem.

Councilmember Margrave: None

Councilmember Town: None

ADJOURNMENT

At 8:25 p.m. Councilmember Sandy Harris moved, seconded by Councilmember Kevin Vohs and carried 5-0, to adjourn the meeting.

Approved:

Marty Southard, Mayor

Attest:

Traci Storey, City Clerk