

**CITY OF LOUISBURG, KANSAS
MINUTES OF REGULAR MEETING
APRIL 2, 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 Dave Maddax, Thorvald McKiernan, Kalee Smith, Bill Smith, and Steve Town
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
Visitors: Sean Gordon, Holly McClain, Rob Aiken

PLEDGE OF ALLEGIANCE

Councilmember Dave Maddax led the pledge of allegiance.

APPROVAL OF CONSENT AGENDA

Councilmember Dave Maddax moved, seconded by Councilmember Kalee Smith to approve the consent agenda to include adoption of the agenda, approval of the March 19, 2018, minutes and bills list. Motion passed 4-0-1 (Town abstained).

VISITORS

Annual Audit – 2017: Sean Gordon with the auditing firm Mize Houser & Company presented the 2017 Audit of Financial Statements for the year ending December 31, 2017. Mr. Gordon gave the Council a brief overview of the audit results. Gordon said the City earned the highest marks as allowed under Kansas law from their audit. There were two recommendations that were given to Staff to pursue prior to the next audit. Councilmember Steve Town moved, and Councilmember Thorvald McKiernan seconded to receive and accept the audit. Motion passed 5-0.

Louisburg Library Summer Bash: Holly McClain from the Louisburg Library presented information regarding the summer reading program. Councilmember Bill Smith moved, seconded by Councilmember Dave Maddax to approve the street closure on Broadway on Friday, August 3, 2018. Councilmember Town asked if the Library does a special event application. City Administrator Law said yes they do once it gets closer. Motion carried 5-0.

Rob Aiken: Louisburg resident Rob Aiken spoke to the Council regarding an incident that involved him and a Louisburg Police Officer.

PUBLIC COMMENTS

None

DEPARTMENT REPORTS

Police Chief Tim Bauer said the new Explorer was delivered today. This will replace the department's 2013 Ford Expedition.

Public Works Supervisor Craig Hufferd had no reports.

City Administrator Nathan Law said the City was contacted by a high school research class to help it conduct a survey the class is doing via Facebook. A few area businesses have agreed to participate in the research. The students drafted survey questions regarding these businesses and want to reach as many area residents as they can. Councilmembers had discussion and suggested the class goes through Chamber of Commerce for social media outreach and the city will help point people in that direction.

Administrator Law reminded everyone the Rotary Club is hosting an e-recycle day from 9 a.m. to noon on Saturday, April 7 at Louisburg Middle School parking lot.

CITY ATTORNEY'S REPORT

City Attorney Kelly Stohs reminded everyone there is one executive session questionnaire that needs turned in. Administrator Law said if they would like to email it to him, he would get it to Attorney Stohs so we could discuss at the next meeting. If you lost your questionnaire, please let Administrator Law know and he will get you a new one.

COUNCIL REPORTS

Councilmember Bill Smith: Councilmember Bill Smith asked for a 10-minute executive session to include the Police Chief after the regular meeting to discuss personnel.

MAYOR'S REPORT

Fair Housing Month Proclamation: Mayor Marty Southard read the Fair Housing Proclamation after which Councilmember Kalee Smith moved, seconded by Councilmember Thorvald McKiearnan and carried 5-0, to approve the proclamation celebrating 50 years of Fair Housing in the United States.

Child Abuse Prevention Month Proclamation: Mayor Southard read the Child Abuse Prevention Proclamation. Councilmember Thorvald McKiearnan moved, seconded by Councilmember Bill Smith and carried 5-0, to authorize Mayor Southard sign the Child Abuse Prevention Proclamation.

National Day of Prayer Proclamation: Mayor Southard presented a proclamation that proclaims May 3, 2018, as National Day of Prayer in Louisburg. Councilmember Steve Town moved, seconded by Councilmember Kalee Smith and carried 5-0, to authorize Mayor Southard sign the National Day of Prayer Proclamation.

ADMINISTRATOR'S REPORT

Fox Hall Roof Recommendation: City Administrator Nathan Law said the members of the Fox Hall Board have spent a considerable amount of time reviewing building improvements. Repairing the roof is first on the list. The Fox Hall Board recommends replacing the roof with the same system. The cost of roof repairs is proposed at \$23,366.20 from the lowest responsive bid from three companies. This includes pricing for adding granule coating and replacing gutters. Councilmember Dave Maddax said there is a fan inside that is broken. Administrator Law said he would pass that along and add it to the list of things needed. Councilmember Thorvald McKiearnan suggested getting bids for a membrane roofing system to have a comparison. Administrator Law said he would bring back to a future meeting once we get bids back.

Fox Hall Rates: The Fox Hall Board discussed at its meeting the ongoing finances of the facility and compared that to rent received and other donations.

The board is of the opinion that rent should pay for recurring costs of the facility, perhaps enough to address some of the projects mentioned in the previous item regarding the roof. Currently the rate is \$50 per day. The recommended rates are \$25 per hour, to better accommodate shorter gatherings, or \$75 per day. There are certain arrangements for regular use that would not change. Any change in rate structure will only affect new requests for the building; all currently scheduled events would remain at the existing rates. Councilmember Steve Town moved, seconded by Councilmember Kalee Smith and carried 5-0, to approve the change as requested for the Fox Hall rates.

Excavator Licenses: Having been discussed as part of Council items at the last meeting, staff has reviewed the city code sections and other internal processes regarding excavator licensing. This type of program is beneficial to all buried utilities in rights-of-way or easements, and is a significant benefit to the city owned and operated natural gas system. One requirement for operating a natural gas system is an annual inspection by the state, which includes a safety component. This inspection includes an audit of our gas awareness program. The licensing process allows the city to obtain a copy of the excavator's license insurance, ensuring a certain degree of safety. Councilmember McKiernan asked if the City is listed as the additional insured. Administrator Law said he would report at the next meeting with additional information on this.

Councilmember Bill Smith: Councilmember Bill Smith asked about the curb and gutters at the Lake area. Public Works Supervisor Craig Hufferd said this was a temporary fix and it will all be finished next month with asphalt street work.

Councilmember Dave Maddax: Councilmember Maddax asked about the sidewalks to the back door of Fox Hall.

Executive Session: Councilmember Bill Smith moved, seconded by Councilmember Steve Town and carried 5-0, to go into executive session with the City Administrator, City Attorney and Police Chief to discuss personnel.

EXECUTIVE SESSION

The Council recessed into executive session at 7:12 p.m. and reconvened in regular session at 7:22 p.m.

REGULAR SESSION

No action was taken as a result of the executive session.

ADJOURNMENT

At 7:23 p.m. Councilmember Kalee Smith moved, seconded by Councilmember Bill Smith to adjourn the meeting. Motion carried 5-0.

Approved:

Marty Southard, Mayor

Attest:

Traci Storey, City Clerk