

**CITY OF LOUISBURG, KANSAS  
MINUTES OF REGULAR MEETING  
MAY 3, 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. Councilmember Kevin Vohs arrived at 7:06 p.m.

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 Linda and Penny Kueser

**PLEDGE OF ALLEGIANCE**

Councilmember Scott Margrave led the pledge of allegiance.

**APPROVAL OF CONSENT AGENDA**

Councilmember Donna Cook asked a question regarding the bills list. Administrator Law explained. Councilmember Sandy Harris moved, seconded by Councilmember Margrave and carried 4-0, to approve the consent agenda to include adoption of the agenda and approval of the regular meeting minutes April 19, 2021 and the bills list.

**BUDGET HEARING FOR AMENDING THE 2021 BUDGET**

The budget hearing opened at 6:32 p.m. Councilmember Cook asked a question regarding commodities. Administrator Law explained. Mayor Southard opened the public hearing for comments. There were no public comments for amending the 2021 budget. Councilmember Margrave moved, seconded by Councilmember Steve Town and carried 4-0, to adopt the amended 2021 budget. Mayor Southard closed the public hearing at 6:35 p.m.

## **VISITORS**

None

## **PUBLIC COMMENTS**

None

## **DEPARTMENT REPORTS**

**Fire Department:** None

**Police Department:** Chief Tim Bauer reported the DEA Drug Take Back program the end of April collected 22 pounds of expired or unused medications. This has been a very effective program.

**Public Works:** Public Works Supervisor Craig Hufferd said the lake has been treated and is looking much better. Other treatments will continue next week.

## **CITY ATTORNEY'S REPORT**

None

## **MAYOR'S REPORT**

None

## **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 twelfth and final section of the City Strategic Plan, as found within the Bright Future Comprehensive Plan.

Integrate Comprehensive Plan in preparing annual work plans and budgets:

1. Use Comprehensive Plan in preparing annual department work plans and budgets
2. Use Comprehensive Plan in preparing future Capital Improvement Plan
3. Publicize actions and initiatives that implement Comprehensive Plan

On the first item, there is staff level direction each year on plan items and considerations each year. While that does not necessarily get called out in annual budget requests as additional expenditures on departmental requests, they are addressed when discussing infrastructure projects, applying for grants, or seeking out specific Council approval on new projects. On the second item, staff considers plan items when looking at future improvements and incorporating those plan items that can be accommodated without seeking out additional taxes to do so. On the third item, staff has not previously publicized when plan items have been acted on or when initiatives are undertaken. Staff will work to do so in the future, either as actions or initiatives are underway, or as part of the annual report discussed at the last Council meeting. Councilmember Cook asked if we should discuss item 1 (preparing annual department work plans and budgets). Administrator Law said it coincides with the Master Plan.

**Minimum Housing Code Violation – 302 South Elm St.** Administrator Law said the property located at 302 South Elm Street has presented a code violation by way of a porch roof in extreme disrepair and at risk of collapse. As allowed by City Code, the City can either repair or remove the porch and the cost of the action can be assessed to the property through a lien.

Mr. Law asked if anyone was present to discuss this matter with Council. The homeowner Linda Kueser was in attendance along with her daughter Penny who acted as spokesperson. Councilmember Cook said she would like to table this item. She may have a person/organization that can assist with repairs. Penny Kueser said her mother is in the process of declaring bankruptcy. City Attorney Anderson said the process is to move forward with the violation code hearing. Councilmember Margrave moved, seconded by Councilmember Steve Town and carried 3-1, (Cook votes no) to move forward with the code violation and hearing at a later meeting.

**Fireworks Firing System:** Mr. Law explained the desire to purchase an all-electronic firing system for fireworks as is safer for the firefighters and allows for fewer firefighters to assist. Councilmember Margrave asked if there is a legal reason to move to this system. Mr. Law said there is no state statute that requires such a system. Councilmember Town said safety is enhanced with this type of system and all operators are required to be state certified. Councilmember Cook asked who pays for the fireworks. Mr. Law said in the past it has varied between the Freedom Fund committee, the City or a combination of the two. Mayor Southard asked about the lifespan of an electronic firing system. Councilmember Town said they can last indefinitely. Mr. Law recommends the City purchase the firing system and then split the costs of the fireworks with the Freedom Fest committee. The committee's

funding comes from donations and purchasing both the firing system and fireworks would deplete the fund. Councilmember Cook moved to purchase the system. Councilmember Harris seconded. Councilmember Harris asked if there is a warranty. Councilmember Town said there is a 1-year warranty. Motion carried 4-0. Mayor Southard asked Council how fireworks should be purchased. Mr. Law the fireworks have been purchased at a cost of \$6,674. Councilmember Cook moved to split the cost of the fireworks with the Freedom Fest committee. Councilmember Harris seconded and motion carried 4-0.

**Aquatic Center Opening:** Mr. Law suggested the Council go through the list from last year and decide whether to keep, modify or delete. Councilmember Cook moved to go back to pool operations from 2019. Mr. Law said pool pass cost will need to be discussed. Discussion occurred on pass cost. Discussion also occurred social distancing requirements, sneeze guards at the entry gate, deck chairs, the ability to close the pool if there is a COVID outbreak and COVID signage. Mr. Law said last year's manager requested Council consider the number of times patrons can enter and exit the pool going to the new playground. After discussion, Councilmembers made the following decisions:

- Season passes will remain \$25 per person. Children 2 and under are free. Guests 65 and over also receive free entry but must have a pool pass to enter the facility. All persons must be present for photo ID when purchasing a pass. Cash, check or credit card is accepted. A handling fee of 2.5% is added to all credit card transactions.
- Season passes will only be sold at City Hall. Passes will be sold from 9 a.m. to 3 p.m. Saturday, May 8, 15 and 22. On opening weekend May 29-31, passes will be sold at City Hall from 11 a.m. to 6 p.m. After June 1, passes can be purchased during City Hall's regular business hours of 7 a.m. to 4:30 p.m. Monday through Friday.
- Daily admission and a 10-day punch card can be purchased at the pool. Daily admission is \$4 and the punch card is \$30.
- Daycare passes will be available for \$100 plus \$10 per child.
- No residency restrictions.
- Children under 12 must be accompanied by an adult. Guests are not allowed to loiter at the entrance.

- A full concession stand will be available this year. The seating area will be open to guests.
- Water fountains will be open.
- Deck chairs will return to the pool deck, although guests are welcome to bring their own chairs. Deck chairs will be cleaned daily.
- Lockers will be available for daily rental. The rental fee deposit is \$5, which is returned when the key is returned.
- Guests are asked to shower in the pool bathhouse before entering the water.
- Surfaces, including high-touch surfaces, will be sanitized daily.
- In the event of a weather delay or closure, guests must leave the facility. Walkers and bicyclists will be asked to shelter in the bathhouse until either the storm passes or a ride is available to pick them up.
- Signage will be posted at the pool reminding guests not to enter the facility if they are experiencing COVID-like symptoms.
- If a positive COVID case is confirmed at the pool, the City will communicate that information to the best of its ability.

Councilmember Town moved, seconded by Councilmember Scott Margrave and carried 5-0, to approve as presented.

**Final plat of Wea Creek Apartments of Summerfield Village Phase II:**  
 Mr. Law said the Planning Commission recommended Council approval of the final plat of Wea Creek Apartments of Summerfield Village Phase II after their meeting the previous week. Councilmember Cook asked if this was platted the first time and if it were for 36 units. Mr. Law said it was not platted previously and yes the project is for 36 units. Councilmember Harris asked about erosion control and asked if there are penalties if there are violations. Mr. Law said there are no penalties currently as part of the process but he can bring information back to a future council meeting. Councilmember Cook asked for clarification of the parkland fee stipulation. Mr. Law said a development can either build a private park or can pay in lieu of building a park/greenspace. Councilmember Harris moved, seconded by Councilmember Kevin Vohs. Councilmember Cook asked if there is an erosion complaint who follows up. Mr. Law said Staff will make sure it is addressed. Motion carried 5-0, to accept the final plat of Wea Creek Apartments of Summerfield Village Phase II as recommended by Planning Commission.

**Meeting Livestream Needs:** Mr. Law provided information on equipment costs to livestream meetings with an estimated cost of \$5,200. Councilmember Town asked if we move to livestreaming if people would stop coming to meetings. Councilmember Harris said people would still need to attend meetings to address the Council. Mayor Southard thinks livestreaming would be a good idea. Councilmember Cook asked where the money comes from. Mr. Law said while this isn't a specific budgeted item it is such a low cost it would not be a concern. Councilmember Harris moved, seconded by Councilmember Town and carried 5-0, to purchase a mid-level single camera with upgraded microphones and start with that livestreaming option. Mr. Law said adding additional camera(s) and a switcher could be discussed at a future meeting after we all become comfortable with the single-camera set-up.

## **COUNCIL REPORTS**

**Councilmember Vohs:** Councilmember Vohs said the LRC Board voted to pursue a proposal to look at building ballfields at Lewis-Young Park. Moving forward and having a committee meeting will be great. Councilmember Cook will also serve with him.

**Councilmember Harris:** Councilmember Sandy Harris asked about the pumps at the lake. Hufferd said Mr. Whitham has been working on that.

He would like to tour the wastewater treatment plant. Mr. Law said once the asphalt is finished a tour can be scheduled. Staff is also considering a public video tour of the operation.

He attended the Planning Commission meeting and said recommendations will soon be coming for Council approval.

**Councilmember Cook:** Councilmember Cook inquired about the stormwater issue at the S. First and Vine area and if it will be completed this summer. Mr. Law said it is still in the engineering phases and that will use up most of the available funding. He said once we get cost estimates then a discussion will need to occur on how to pay for the projects. Cook asked about the N. Broadway sidewalks. Law said those plans are in development as well.

She asked how many trips have been made to Osawatomie with leaves. Hufferd said they take loads 1 to 2 a week when possible.

**Councilmember Margrave:** Councilmember Scott Margrave said he received an email regarding the Zoom meeting option listed on a previous agenda. Administrator Law said this was an oversight, apologized for that, and stated it will not happen again.

Councilmember Margrave asked if the Council has ever considered going green and eliminating all the paper packets and would encourage that action. Mayor Southard said that had been discussed and included technology for councilmembers but at that time Council did not want to spend the money for that. Councilmember Margrave said he didn't necessarily think Council needs laptops but thinks going green will appeal to younger residents. Mr. Law will provide information at an upcoming meeting.

**Councilmember Town:** Councilmember Town asked how much more work for the north lagoons. Mr. Law said it should be finished around the end of July or first of August.

## **ADJOURNMENT**

At 8:11 p.m. Councilmember Harris moved, seconded by Councilmember Kevin Vohs to adjourn the meeting.

From the audience Abrielle DeCavele asked if there is anything new with the burn site. It has now been 3 years she has asked about it. Administrator Law stated with all the health concerns, his opinion is to close it. That would likely lead to more burning on Friday and Saturdays in town, which would lead to additional concerns. Mayor Southard said we will bring this back to the next meeting. Motion carried 5-0, to adjourn at 8:18 p.m.

Approved:

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Marty Southard, Mayor

Attest:

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Traci Storey, City Clerk