

**CITY OF LOUISBURG, KANSAS
MINUTES OF SPECIAL MEETING
MAY 26, 2020**

The Council of the City of Louisburg, Kansas met at 6:30 p.m. in regular session via Zoom video conferencing. Mayor Marty Southard presiding.

Council Members: Steve Town, Kalee Smith, Sandy Harris, Donna Cook, Thorvald McKiernan

City Administrator Nathan Law

City Clerk Traci Storey

City Attorney Kelly Stohs

Police Chief Tim Bauer

Fire Chief Gerald Rittinghouse

Communications Coordinator

Public Works Supervisor Craig Hufferd

Finance Director Pat McQueen

Press

Visitors

**PUBLIC HEARING TO DISCUSS THE CITY'S PARTICIPATION IN
COMMUNITY DEVELOPMENT BLOCK GRANT-CORONAVIRUS
FUNDING:**

Mayor Marty Southard opened the Public Hearing at 6:30 p.m. There were no public comments. The Public Hearing was closed at 6:31 p.m.

City Administrator Nathan Law presented a Resolution for Authority to apply for the CDBG-VC Funding. The maximum funding for non-entitlement cities and counties is \$300,000 for Economic Development grants. Councilmember Harris asked if the food pantry would be able to benefit from this grant. Administrator Law said that he would check into it. Councilmember McKiernan asked who would administer the funds. Law said that would be determined after this vote. Councilmember Sandy Harris moved, seconded by Councilmember Thorvald McKiernan and carried 5-0, to accept the Resolution from the Kansas Department of Commerce.

CONSIDERATION OF THE RFQs FOR ADMINISTRATIVE SERVICES:

City Administrator Nathan Law said Western Consultants, Ransom Citycode Financial, Mid America Regional Council Small Cities Program and Thrive Allen County returned proposals for administrative services for services of CDBG-CV Economic Development funds. Councilmember Cook asked if Western Construction has done work in Miami County. Administrator Law said yes they have. Mayor Southard asked if staff had any recommendations. Law said he knows that Miami County has used Western Construction. Councilmember Town asked if he has heard any feedback from Osawatomie or Miami County regarding them. Law said he has heard all positive things. Councilmembers had discussion. Councilmember Thorvald McKiernan moved, seconded by Councilmember Sandy Harris to hire Western Construction, not exceeding the amount of \$15,000. Councilmember Harris asked if this was the same company we talked about first. Law said yes it is. Motion passed 5-0.

DISCUSSION FOR CONSIDERATION OF LOUISBURG AQUATIC CENTER OPENING:

City Administrator Nathan Law presented a list of items regarding pool operations, for the Council to consider if they desire to open the pool. Councilmembers had discussion and wanted to go through the list before making a final vote.

1. Council is comfortable with requiring waiver letters from employees and parents. This letter would outline the dangers associated with the virus and precautions to take to avoid it, and should be signed by employees/parents to acknowledge the risks.

2. Council is comfortable requiring daily health surveys for all employee asking if they have COVID-19 symptoms or symptoms from other illnesses that would preclude them from working at the scheduled time. The Manager will administer the employee survey each day upon arrival of each employee, keeping the records with regular timecards. If an employee indicates that they symptoms they will be told to go home until cleared by a doctor. Temperatures will be included as part of the initial surveying, but may cease if circumstances determine they are inconsistent for the environmental conditions of travel to work.

3. Part of issuing pool passes will be notice that gatherings of children outside the facility will not be tolerated and ensuring rides home for all children will be expected of parents or guardians.

4. Pool passes: Pool Pass System will be used to account for contact tracing.

□ Councilmember Kalee Smith moved, seconded by Councilmember Thorvald McKiernan, to decrease 2020 pool pass costs to \$25/person, and to

make those only available to residents of Miami County. Motion passed 4-1, Councilmember Donna Cook dissenting.

- Pool passes will be issued only at City Hall, where residency must be established prior to pool passes being purchased and issued.

- Pool passes will not be issued at the Aquatic Center, to prevent crowding and lines.

- Pool passes will be the only way to access the facility. No one day cash entry will be allowed.

- Distant family members, friends and babysitters must live within Miami County to obtain a pass, in order to be allowed into the facility.

5. If a positive COVID-19 case is traced to the pool, all employees known to have worked at the time of the presence of the positive case, or all employees of the pool, will be required to get tested or cleared by a doctor. Depending on timing and availability of employees, the pool may have to be closed to accommodate testing. The City will assist with efforts to contact trace by notifying the public.

6. Employees of the pool will not be required to wear masks, but will be encouraged to provide and wear masks if they so choose.

7. No additional adult deck monitors to ensure guests maintain 6-foot social distancing, instead expecting individuals to self-monitor social distancing recommendations.

8. No pool scheduling will be needed as of this time.

9. Showers are still required to be used before entering the pool.

10. Every other shower, restroom stall, urinal and sink will be closed to help encourage social distancing in close quarters.

11. All surfaces must be cleaned and sanitized regularly. This will be accomplished by roving cleaning employees, cleaning during regular breaks, and cleaning heavily prior to opening for the day and again at the end of the day.

12. A sneeze guard will be installed at the front gate/check-in.

13. Storm sheltering procedure will operate without regard to COVID-19.

14. No changes will be made in use of slides or green spaces, or to the flow of foot traffic on deck areas.

15. Concessions will not be sold and the concessions table area will be limited to use by lifeguards as a break area that allows for social distancing.

16. The water fountain will be disconnected and instead bottled water will be provided to guests.

17. Deck chairs will not be provided as they are a shared object and will increase the time of periodic and daily cleaning. Guests will be encouraged to bring chairs to use at the facility, and spots for locating chairs on the pool deck will be marked to maintain social distancing.

18. Lifeguards must clean stands after each rotation.

19. To maintain social distance and ease foot traffic, guests will exit between the chemical building and concession area. Guests will scan passes on the way out to account for time of day having left, to better account for contact tracing.

20. There will be a sign at the facility entrance listing COVID-19 symptoms or symptoms from other illnesses that would preclude them from entering.

21. There will be a sign at the facility entrance noting proper hygiene methods.

22. There will be no use of storage lockers, and the area will be roped off.

23. The family room will remain locked and only opened upon request of the manager. This room will be cleaned after each use.

24. Additional lifeguard equipment will be purchased to eliminate shared use, and lifeguards will clean individual equipment regularly.

25. A 6-foot radius around lifeguard stands will be marked and/or painted to keep guests away from stands. This allows for social distancing and should help reduce distractions to lifeguards.

26. Markings on pavement and step rails will be added for waiting lines on slides and diving board.

27. Guests are expected to exit from pools at ladders only, in appropriate areas of the facility.

28. At each regular break announcements will be broadcast over the PA system about how to stop the spread of COVID-19 and other illnesses.

29. Councilmember Thorvald McKiernan moved, seconded by Councilmember Kalee Smith, to allow organizations as have used the pool in the past be allowed. Motion passed 3-2, Councilmembers Donna Cook and Sandy Harris dissenting. These organizations will be expected to sign waivers and receive training on protocols for use and cleaning.

30. Councilmember Steve Town moved, seconded by Councilmember Thorvald McKiernan, that pool parties be allowed following end of day cleaning and additional cleaning will be done by those employees that worked the event. Motion passed 3-2, Councilmembers Donna Cook and Sandy Harris dissenting.

31. Councilmember Kalee Smith moved, seconded by Councilmember Thorvald McKiernan, only children ages 12 and older will be allowed at the facility unattended by an adult. Motion passed 4-1, Councilmember Donna Cook dissenting.

32. There is no initial limit on the occupancy of the facility, but may be brought back to Council as needed.

33. Daycares will be treated in the same manner as all other attendees. All adults and children in those groups must have a pass to enter.

Councilmember Cook does not want the pool to open. Cook said it puts too much on staff. Administrator Law said he would like one motion with everything in it that was discussed. Councilmember Harris said he still thinks it's an unsustainable program, with way too many moving parts that can't be done very easily causing one or more families, individuals and families, a lot of heartache. So, he is opposed.

Councilmember Thorvald McKiernan moved, seconded by Councilmember Kalee Smith to open the pool with what was discussed in the 35 presented steps. Councilmembers had discussion. The pool would need about 2 weeks to prep, clean, paint and have the chemicals ready. Motion carried 3-2 (Cook and Harris voted no) to open the pool.

ADJOURNMENT

At 8:53 p.m. Councilmember Kalee Smith moved, seconded by Councilmember Sandy Harris and carried 5-0, to adjourn the meeting.

Approved:

Marty Southard, Mayor

Attest:

Traci Storey, City Clerk