

**CITY OF LOUISBURG, KANSAS  
MINUTES OF REGULAR MEETING  
JUNE 1, 2020**

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, 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 Jean Carder  
Public Works Supervisor Craig Hufferd  
Press  
Visitors Janet McRae

**PLEDGE OF ALLEGIANCE**

Councilmember Steve Town led the pledge of allegiance.

**APPROVAL OF CONSENT AGENDA**

Councilmember Kalee Smith would like to add 30 minute executive session to discuss a non-elected personnel matter at the end of the meeting. Councilmember Sandy Harris seconded, motion carried 5-0. Councilmember Sandy Harris would like to see a correction on the minutes from the Special Meeting, regarding his statement of voting no to open the pool. City Clerk Traci Storey said she would listen to the audio of the meeting and amend accordingly. Councilmember Cook asked a question regarding the bills list. Councilmember Sandy Harris moved, seconded by Councilmember Thorvald McKiernan and carried 5-0, to approve the consent agenda to include adoption of the agenda, approval of the regular meeting minutes from May 18, 2020, approval of the special meeting minutes from May 26, 2020 with the changes, and bills list.

**VISITORS**

None

## **PUBLIC COMMENTS**

None

## **DEPARTMENT REPORTS**

**Fire Department:** Fire Chief Gerald Rittinghouse said the ISO Rating has changed from a four to a three. This great rating will help keep local property insurance rates low for property owners. They have also extended the radius from 5 miles to 7. Some areas of the rural fire district moved from 9 to a 6 rating. The new rates will show in September. Chief Rittinghouse said we are in the top 7.5% for the State of Kansas. City Administrator Law thanked Chief Rittinghouse and everyone involved in helping get to this lowered rating, emphasizing how impressive a score like this is.

**Police Department:** Police Chief Tim Bauer said he has been working to fill a full-time police officer position with a qualified candidate to serve the Louisburg community. Lee Stevens, a part-time officer, would like to transition to a full-time officer and continue his law enforcement career full-time with our agency. Stevens would not have to attend the Academy. Councilmembers had discussion. Councilmember Kalee Smith moved, seconded by Councilmember Donna Cook and carried 5-0, to hire Lee Stevens as a full-time officer with a pay scale grade 3-7B.

**Public Works:** Public Works Supervisor Craig Hufferd gave an update on the pool. The pool should be full and chemicals added on Wednesday. We are right on track for the pool opening on June 12.

Councilmember Cook said Hufferd should call Sam Cook regarding the seeding of his property. He will probably want to wait until fall to seed, Cook said.

City Administrator Nathan Law stated the Freedom Fest Committee has determined there will the 4<sup>th</sup> of July Freedom Fest will not have activities this year, but there will be fireworks on that date if the Fire Department has enough volunteers to run the display. The Fire Department has determined they will have enough volunteers to help with the event.

## **CITY ATTORNEY'S REPORT**

None

## **MAYOR'S REPORT**

**Kansas Business Appreciation Month Proclamation:** Mayor Marty Southard presented a proclamation that proclaims the month of June as Kansas Business Appreciation Month. Councilmember Sandy Harris moved, seconded by Councilmember Thorvald McKiernan and carried 5-0, to have Mayor Southard sign the proclamation.

## **ADMINISTRATOR'S REPORT**

**Stormwater Engineering RFQ Submittals:** City Administrator Nathan Law presented the scoring results from five governing body members for the Stormwater Engineering project.

Affinis – 8.44  
MHS -7.86  
BHC Rhodes -8.24  
Olsson – 8.38  
RIC – 7.76

Councilmember Smith said she liked Olsson since they did a good job on the stormwater plan and previous stormwater project. Councilmember McKiernan said Olsson's work was outstanding. Councilmember Harris asked if this was based on proposal cost. Administrator Law said no, the scoring is based on qualifications. Councilmembers had discussion. Councilmember Kalee Smith moved, seconded by Councilmember Thorvald McKiernan and carried 5-0, to accept the RFQ from Olsson.

**Amity Trail RFQ Submittals:** Administrator Law presented the scoring results from five governing body members for the Amity Trail project.

Affinis – 8.76  
BHC Rhodes – 8.59  
CFS Engineering – 8.36  
GBA – 8.10  
MHS – 8.30  
McClure – 8.14  
RIC – 8.11

SKDG – 8.64

Vireo – 8.33

Councilmember Cook said she liked how 3 of the companies gave alternative solutions. Cook would like to go with one of these. Administrator Law said they all have great qualifications. Councilmember Harris asked if for future projects weighting of criteria can be better explained. Administrator Law said that will be part of future RFQ/RFP presentations to Council for approval of the process before being sent out. Councilmember McKiernan said the scores are very close between the two highest ranked submittals. Councilmembers had discussion. Councilmember McKiernan moved, seconded by Councilmember Steve Town and carried 5-0, to select SK Design Group for the trail project.

**Miami County Economic Development Strategic Plan:** Provided to Councilmembers directly on May 22 was a copy of the executive summary of the Miami County Economic Development Strategic Plan. This summary document shows in brief the information included in the full strategic plan. County Commissioners met and received the strategic plan, opting to delay taking action until after they receive input from cities regarding the plan's direction.

Attached for Council consideration is a draft resolution of support for the Miami County Economic Development Strategic Plan, encouraging the Miami County Commission to support and regularly review and act on the contents thereof.

Councilmember Cook asked what phase are we in right now. Administrator Law said we are in phase one. Miami County Economic Development Director Janet McRae said this is being presented to the County, Schools, Chambers and many other agencies. Councilmember Cook said it sounds great. Councilmember Cook moved, seconded by Councilmember Steve Town and carried 5-0, to accept Resolution 6-1-2020, for the Miami County Economic Development Strategic Plan.

## **COUNCIL REPORTS**

**Councilmember McKiernan:** Councilmember McKiernan asked how pool passes were going. Law said this was the first day and so far everything is fine.

McKiernan said we should be careful when getting RFQs when some of the people on staff that involved with city government, there may be an appearance of

wrongdoing. Administrator Law said staff agrees with the care needed in regard to an image of impropriety and that staff removes all possible bias when reviewing submittals, focusing only on stated criteria when scoring.

**Councilmember Harris:** Councilmember Harris expressed his concerns regarding the silt getting into the north end of the Lake. Councilmember Smith asked what the plans in that area are. Law said the property owners have been contacted and plan on getting the erosion under control.

Councilmember Harris said since Danford has added the second entrance, there are more children in the area. He would like to see a pedestrian crosswalk painted at both crossings at the intersection of Lakeview Drive and Broadmoor Drive that proceeds to the Broadmoor Elementary School property. Councilmembers had discussion. Administrator Law said that if Council would like to paint a crosswalk that could be done. Councilmember Sandy Harris moved, seconded by Councilmember Kalee Smith. Councilmember Town asked if that could be tied into the east and west across Lakeview Drive as well. Councilmember Harris amended his motion. Councilmember Harris moved and to add another crosswalk to the east and west across Lakeview Drive. Councilmember Kalee Smith seconded and carried 5-0.

Councilmember Harris said east of his house on Danford and Shoreline he would like to see a three-way stop. Administrator Law said that would be something Chief Bauer would look at and bring back to the Council.

Harris asked if Bike across Kansas is still going on. Janet McRae from the audience said it has been cancelled.

**Councilmember Smith:** Councilmember Kalee Smith asked if the Parks and Fox Hall were back open. Law said signs were replaced today for the Park playground equipment cautioning use due to lack of cleaning and sanitizing, and Fox Hall is starting to take reservations.

**Councilmember Town:** Councilmember Steve Town said the trees need to be trimmed at North 3<sup>rd</sup> and Broadway. Town asked if the fishing derby was cancelled this year. Law said yes it was cancelled by the individuals that run that event each year.

**Councilmember McKiernan:** Councilmember Thorvald McKiernan said the wastewater treatment plant contractors are doing a great job on erosion control. McKiernan said he would hope the local contractors would do the same.

Councilmember Harris asked about the area next to Napa. Administrator Law said it is being filled in following installation of engineered stormwater infrastructure extension.

**Councilmember Cook:** Councilmember Donna Cook asked if the Farmer's Market was going to open this year. Law said yes they are taking extra measures on keeping everyone safe. Cook said the speed limit on N. 9<sup>th</sup> is 20 mph, which also has a deaf child playing sign. This sign has been up for over 20 years and asked if the family still lives in the area. Law said he would look into it.

### **EXECUTIVE SESSION**

Councilmembers recessed into executive session at 7:17 p.m. and reconvened in regular session at 7:47 p.m.

### **REGULAR SESSION**

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

### **ADJOURNMENT**

At 7:47 p.m. Councilmember Kalee Smith moved, seconded by Councilmember Donna Cook and carried 5-0, to adjourn the meeting.

Approved:

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Marty Southard, Mayor

Attest:

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Traci Storey, City Clerk