

**CITY OF LOUISBURG, KANSAS
MINUTES OF REGULAR MEETING
AUGUST 2, 2021**

Livestream link: <https://boxcast.tv/view/louisburg-city-council-8-2-21-239852>

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 Scott Margrave was absent.

Council Members Steve Town, Donna Cook, Sandy Harris, Kevin Vohs
City Administrator Nathan Law
City Clerk Traci Storey
City Attorney Jared Anderson
Police Chief Tim Bauer
Fire Chief
Communications Coordinator Jean Carder
Public Works Supervisor Craig Hufferd
Visitors

PLEDGE OF ALLEGIANCE

Councilmember Kevin Vohs led the pledge of allegiance.

APPROVAL OF CONSENT AGENDA

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

VISITORS

None

PUBLIC COMMENTS

None

DEPARTMENT REPORTS

Public Works: Public Works Supervisor Craig Hufferd said a candidate for the water plant has been chosen. Mark Allen, the water plant lead operator, has chosen James Schroff. He has passed all the necessary tests needed. Councilmember Steve Town moved, seconded by Councilmember Vohs and carried 4-0, to hire James Schroff with a pay grade of 2-2A. Cook asked when he would start. Hufferd said within the next couple of weeks.

Police Department: Police Chief Tim Bauer gave an update on a potential officer. So far all the testing has been passed and there is one more test left to finish. Bauer hopes to bring the candidate back at the next meeting for hiring.

CITY ATTORNEY'S REPORT

None

MAYOR'S REPORT

Louisburg Library Summer Bash: Mayor Marty Southard presented the information for the Summer Bash. The Library is asking to close Broadway from S. Second St. south to Bank Midwest's drive-thru entrance. Councilmember Vohs asked if there were any conflicts with Fox Hall. Jean Carder said no there is nothing there_at Fox Hall that evening. Councilmember Vohs moved, seconded by Councilmember Cook and carried 4-0, to approve the Summer Bash.

Councilmember Harris moved, seconded by Councilmember Vohs and carried 4-0, to approve the street closures as discussed.

ADMINISTRATOR'S REPORT

Master Planning Review Continued: Administrator Law said this is the second section of the Master Trails Plan but the eighteenth section of master planning review. Law asked if anyone would like to discuss any of the items. Councilmember Vohs asked how much real estate is taken up with a standard bike lane. Mr. Law said ideally a bike lane only goes into the right-of-way space but

pointed out that homeowners maintain the rights-of-way and mow to the street edge. On a narrow street might take 6-10 ft of right of way but on a wider street it may be possible to paint a bike lane on the road surface. Councilmember Harris asked about the schedule and timing. Law said these mid-term projects are planned for 3-6 years out. Councilmember Cook asked about N. 16th from Broadway to Metcalf and if this if figured into the budget. Mr. Law said this is not part of this budget and these items are presented if the Council desires to prioritize any projects. Councilmembers discussed sidewalks.

Draft Budget Summary: Administrator Law presented the draft budget summary reflecting discussions in two budget workshops. Mr. Law is seeking authorization from Council to publish the 2022 notice of hearing to exceed the revenue neutral rate in conjunction with the budget hearing to be set for September 7th as part of the regular Council meeting. The current year mill levy is 32.834 while the expected mill levy for the 2022 budget is 32.441. Councilmember Cook said she still has questions about the budget and perhaps she needs to meet with Mr. Law. Mayor Southard asked councilmembers if they would like to have another workshop. Mr. Law explained the general fund process and that the most guaranteed revenue source is from property taxes. If council wants to cut the budget, then Mr. Law said large ticket items like services or employees may need to be cut. Councilmember Harris said he is not in favor of another budget workshop. Councilmembers had discussion. Mr. Law said his recommendation is to stay close to the same mill rate but capture those increased valuation. Councilmember Town said he agrees with Councilmember Harris that Mr. Law has looked into this for the best interest of the City. Councilmember Cook said she would like to go over salaries and vehicles. Mr. Law said that was the purpose of the budget workshops to allow time for councilmembers to ask department heads about their requested items. Councilmember Cook said her concern is not being able to approve items when they come up for purchase if they are in the budget. Mr. Law said that is allowed by the purchasing policy that items in the budget are considered approved by council. Mayor Southard asked what will be gained by waiting to publish the budget. Councilmembers had discussion. Councilmember Cook thinks that we need to hire a city engineer or planner. Councilmember Harris asked staff if the recommendation is to publish the budget and set the budget hearing date at which time council would approve the budget. Administrator Law said that was correct, and at that meeting council can take comments from the public and make certain adjustments to the budget. Councilmember Harris moved to authorize publication of the 2022 budget summary and notice of hearing to exceed the revenue neutral rate in conjunction with the budget hearing. Councilmember Town seconded the motion. Councilmember Vohs said he thinks it sounds as if Councilmember Cook wants to

change the purchasing policy. Councilmember Harris said that sounds like micromanaging. Mayor Southard asked for the vote and the motion passed 4-0.

Hazard Mitigation Plan: Administrator Law presented a resolution, incorporating the contents of the Kansas Homeland Security Region J Hazard Mitigation Plan. Councilmember Steve Town moved, seconded by Councilmember Kevin Vohs. Councilmember Harris asked if there were any expenses. Mr. Law said no. Motion carried 4-0, to adopt Resolution 8-2-2021.

Harassment Training: Staff has received return contact from Kansas Department of Labor representative for what has previously been an annual mandatory training for all City employees. In the past Councilmembers have been encouraged to attend this training as well. The date and time of the next training is Wednesday, August 25 at 8 a.m. in City Hall Council Chamber.

COUNCIL REPORTS

Councilmember Cook: Councilmember Cook asked about the dirt piles on the vacant lot near N. 4th and Broadway located behind the garden. Mr. Law said the owners are planning on building there. He will check into it.

Councilmember Harris: Councilmember Harris said a resident that lives in Ward 4 contacted him recently about sidewalk conditions and stated she had fallen on a sidewalk near downtown in February. She asked Mr. Harris to encourage the Council to make sidewalks safe.

Councilmember Vohs: Councilmember Vohs asked the last time there was discussion on sign ordinances. Mr. Law said that is a yearly discussion. They have been talking about wayfinding signs and feather signs this year. Vohs said he as a business owner would like to have a sign at his building. Law said that would have to go to Planning Commission. There is one monument sign per building. Vohs said there are people that tell him they never knew the pharmacy was there. He would like to see something looked at. Councilmember Cook thinks the signs should be revisited as well. Vohs said he would go to a Planning Commission meeting.

ADJOURNMENT

At 7:40 p.m. Councilmember Vohs moved, seconded by Councilmember Cook and carried 4-0.

Approved:

Marty Southard, Mayor

Attest: _____
Traci Storey, City Clerk