

**CITY OF LOUISBURG, KANSAS  
MINUTES OF REGULAR MEETING  
SEPTEMBER 20, 2021**

**Livestream link:** <https://boxcast.tv/view/city-council-9-20-21-317315>

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 7:08 p.m. 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 Gerald Rittinghouse  
Communications Coordinator Jean Carder  
Public Works Supervisor Craig Hufferd  
Visitors Katie Dillon, Shelly Arnett, Ron Perentis, Travis Thompson

**PLEDGE OF ALLEGIANCE**

Councilmember Steve Town led the pledge of allegiance.

**APPROVAL OF CONSENT AGENDA**

Councilmembers Sandy Harris would like to see the minutes changed regarding the Constitution Proclamation. It should read the Daughters of American Revolution. Councilmember Sandy Harris moved, seconded by Councilmember Steve Town and carried 3-0, to approve the consent agenda to include adoption of the agenda and approval of the regular meeting minutes September 7, 2021 and the bills list.

**VISITORS**

LHS Student Council President Katie Dillon asked permission to close Wildcat Drive to Broadmoor School entrance for Homecoming. This year's

homecoming will include a parade and pep rally at the stadium from 1:20 p.m. – 1:40 p.m. Mayor Southard asked if Chief Bauer had any concerns. Bauer said they would be happy to help and asked Katie to call him next Monday. Councilmember Steve Town moved, seconded by Councilmember Sandy Harris and carried 3-0, to allow the street closure for the LHS Homecoming.

## **PUBLIC COMMENTS**

Shelly Arnett and Ron Perentis are neighbors that live on S. 2<sup>nd</sup> and Berkley said they were here to talk about safety and sidewalks. They passed out information and pictures that showed children walking with the traffic and into ditches. There are no sidewalks in that area. This year the traffic was rerouted when you leave the middle school to now go through this neighborhood. They would like to see sidewalks put in. Arnett said that anyone can come and park in her driveway and see exactly how dangerous it is. Administrator Law said that area is on the top 10 list and is 2<sup>nd</sup> on the stormwater and sidewalk list. Councilmembers thanked them for coming and will keep in touch.

## **DEPARTMENT REPORTS**

**Public Works:** Craig Hufferd said they have an open public works position.

**Fire Department:** Fire Chief Gerald Rittinghouse thanked the Council for all the thoughts and prayers while he was off. So far this year they have had over 300 calls to the department. EMS will also be adding another ambulance so that will help a lot.

## **CITY ATTORNEY'S REPORT**

City Attorney Jared Anderson said with the help of the Police Department a subpoena was taken care of.

## **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. Shoreline and S. Metcalf would be done at the same time as the Metcalf 2.0 project. Councilmember Town asked if S. 16<sup>th</sup> and N. 14<sup>th</sup> would be included at the same time. Mr. Law said they would address that and we could possibly share costs. Councilmember Cook asked about the stormwater on N. 14<sup>th</sup> and the farm across the street. Mr. Law said the stormwater designs should be done at the end of the month.

**City Owned Property:** Administrator Law asked Councilmembers if they have the desire to sell these properties, and, if so, which properties. Councilmember Town said he would sell the property N. Broadway where the old railroad went through. The land across from Landmark Bank too. Law asked what everyone's preferred method of selling is. Councilmember Cook said can we put it in the bills or monthly newsletter. Councilmember Town said how about Facebook or Purple Wave. Administrator Law said there could be laws on that. Cook asked can we put the appraised value out. City Attorney Anderson said he would look into that. Councilmember Harris asked about local realtor's that would want to compete for the business. Mr. Law said he will have Anderson look into this. Harris is no in favor of selling property on Metcalf. Mr. Law said we don't have to sell.

**Historic Preservation Commission Request to Amend Preservation District:** Administrator Law presented an ordinance request from the Historic Preservation Commission to expand the boundaries for Louisburg Register of Historic Places. Councilmember Donna Cook moved, seconded by Councilmember Sandy Harris. Mr. Harris then asked if Travis Thompson from the Historical Preservation Commission had anything to add to the discussion. Mr. Thompson said someone might ask how someone can be removed from the register. If there is no change in ownership you can't be removed. Councilmembers had discussion. Councilmembers voted 3-0, to adopt Ordinance 1156 as presented.

Councilmember Vohs arrives at 7:08 p.m.

**Sidewalk Improvement Program for Existing Infrastructure:** At the previous meeting, Council discussed the establishment of a sidewalk improvement program that would be based on a 50/50 cost share between the City and the property owner and would not be based on any income requirement or other eligibility factors.

Due to economies of scale the sidewalk work could be incorporated into the City's concrete bid with the City's contractor performing the installation. For the first

year of the program starting next budget year, the focus would be the three corridors as discussed at the last meeting:

- S. Third from Broadway to Metcalf
- Broadway from S. Third to S. Fifth
- S. Fifth from Broadway to Metcalf

Staff could use the Master Trails Plan to determine which sidewalks would be in need of repair and communicate that information to the property owner by early December. Property owners can then chose from two options: 1) make repairs themselves or 2) participate in the program.

Council should consider the repayment option including number of years to pay off and what percentage, if any, interest is charged on outstanding bills.

- Repayment - potential five-year payback period through property tax bill. Bills that are unpaid by the due date will be applied to property taxes in five annual installments with 4% interest. (Council input desired.)

Council also directed Staff to look into grants. The Safe Routes to Schools grant is administered through the Mid-America Regional Council and is very competitive and if awarded, is generally two to three years out. Other grants are similar in having generally a two-year application/award process. Councilmember Cook asked about mud jacking. Mr. Law said he hasn't priced that. Discussion on the width of the sidewalk along with ADA requirements were discussed. Councilmember Cook said it could be hard on people to pay if they are on a fixed income. Can the Aquatic Center money go towards sidewalks? Administrator Law said a Capital Project where sidewalks could be considered. Cook would like the city to pay for the sidewalks. Mr. Law said he will get some bids and bring back to Council.

## **COUNCIL REPORTS**

**Councilmember Vohs:** None

**Councilmember Harris:** Councilmember Harris said he can't believe there are no sidewalks at Berkley and 2<sup>nd</sup> St. How does this happen so close to the

school? Mr. Law said back when those homes were built sidewalks weren't as important as they are today.

Harris asked if the City was going to mandate Covid vaccines among City Staff. Administrator Law said no.

There are boards on the lake bridge that are loose. Law said that would be taken care of.

Harris said it is very hard to hear Mr. Law and the other Councilmembers. Law said he will try and speak louder.

What is the group that is walking the Lake? Mr. Law said that is the Park Board, which is looking at trees. Some may need removed or replaced.

**Councilmember Cook:** Councilmember Donna Cook asked about N. 3<sup>rd</sup> and Broadway. Who is responsible for mowing that corner? Administrator Law said the property owner. He will address it as well.

The semi-truck that is on N. 1<sup>st</sup> St. they are parking on private parking. They can't park on public streets, but this is a private lot. Councilmember Town asked about the weight of the trucks. Mr. Law said there is no good place to park overnight. Zoning regulations would have to change and the Christian Church would have to pave and put in stormwater.

**Councilmember Town:** None

Councilmember Sandy Harris said Halloween on Broadway is October 23<sup>rd</sup> from 4-6 p.m.

**ADJOURNMENT**

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

Approved:

\_\_\_\_\_  
Marty Southard, Mayor

Attest: \_\_\_\_\_  
Traci Storey, City Clerk