

**CITY OF LOUISBURG, KANSAS
MINUTES OF REGULAR MEETING
OCTOBER 4, 2021**

Livestream link: <https://boxcast.tv/view/louisburg-city-council-10-4-21-178447>

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.

Council Members Steve Town, Scott Margrave, Donna Cook, Sandy Harris, Kevin Vohs
City Administrator Nathan Law
City Clerk Traci Storey
City Attorney
Police Chief Tim Bauer
Fire Chief Gerald Rittinghouse
Communications Coordinator Jean Carder
Public Works Supervisor Craig Hufferd
Visitors Andy Nowachek, Jessie Faircloth, Elizabeth Ellis, Becky Bowes, Jessica McGowin, Diana Moore

PLEDGE OF ALLEGIANCE

Councilmember Sandy Harris led the pledge of allegiance.

APPROVAL OF CONSENT AGENDA

Councilmembers Donna Cook asked questions regarding the bills list. Administrator Law explained. Cook inquired about the minutes regarding use of ARPA funding for sidewalks. Administrator Law explained to use that funding for sidewalks it must be tied to a stormwater project in which a sidewalk failed due to stormwater issues.

Mr. Law asked for a 10-minute executive session be added after 9D to discuss non-elected personnel. Councilmember Harris moved to accept with the change, seconded by Councilmember Scott Margrave and carried 4-0, to approve

the consent agenda to include adoption of the agenda with the requested addition, approval of the regular meeting minutes from Sept. 20, 2021, and the bills list.

VISITORS

Andy Nowachek and Jessie Faircloth with the Farmer's Market thanked everyone for a successful summer. The Farmer's Market started 20 years ago with Marilyn Kelly and Alta Whitehead selling from the trunks of their cars. We are a friendly group and people love coming here. Mr. Nowachek presented the City with a \$200 donation and a bottle of his honey. He thanked everyone for all their help.

Elizabeth Ellis, Jessica McGowin, Becky Bowes and Diana Moore representing the Louisburg Library, City staff, Chamber of Commerce, and Recreation Commission, addressed the Council regarding a Christmas Parade. This event will be part of the Holiday Magic on Broadway. It will be Sunday, December 5th from 2-7 p.m. with Santa at City Hall, sleigh rides, Grinch photos at the Library, axe throwing from Blade and Timber, and ending with a tree lighting and light-up parade. The group is asking Broadway to be closed from S. First to S. Fifth. Councilmember Cook asked how much this was going to cost. Ellis said it will be shared cost of \$500 per entity. Mayor Southard asked Chief Bauer if he had any concerns. Chief Bauer said he had none. Councilmember Steve Town moved to approve the street closure, seconded by Councilmember Cook. Discussion occurred regarding insurance for the axe throwing. Ellis said the company provides the insurance. Motion carried 4-0, to approve the street closure for the Holiday Magic on Broadway event.

PUBLIC COMMENTS

Becky Bowes, Chamber of Commerce Director, said the Cider Run was a huge success. They had 540 runners registered with 475 of those being from out of town. There were 26 vendors set up as well. Thanks to everyone that made this such a successful event.

DEPARTMENT REPORTS

Fire Department: Fire Chief Gerald Rittinghouse said the aerial truck will be out of service about a week. It is going to Conrad in Olathe for warranty work.

Police Department: None

Public Works Department: None

CITY ATTORNEY'S REPORT

Administrator Nathan Law said City Attorney Jared Anderson is working on the property sales questions posed at a recent council meeting.

MAYOR'S REPORT

None

ADMINISTRATOR'S REPORT

Master Planning Review Continued: Mr. Law said tonight's master plan review focuses on City Park with information from the Master Parks Plan and the improvements desired for that park.

Councilmember Town said he noticed 6-8 cars parked in the grass along the edge of the street during recent pickleball play at the park. He asked if there is a need for additional parking perhaps along S. Fourth St. Mr. Law said it could be diagonal parking at some point but would need stormwater improvements. Mr. Law said the Master Park Plan calls for a shelter in the northeast corner of the park that may interfere with some parking consideration. There has also been talk of adding additional pickleball courts. Mr. Law noted the Park Board said if there is funding for a lower-ranked item that they would be happy to move it up the project list.

Erosion and Sediment Control Regulations Update: Mr. Law said the erosion and sediment control standards for properties 1 acre or less could be incorporated into City Code with approval of the suggested ordinance. He noted that this is for properties under 1 acre as larger properties have other requirements already in place. Councilmember Cook asked if seeding was acceptable erosion control. Mr. Law said it would be but controls have to be in place until seeding takes. Cook asked who handles these violations. Mr. Law said the building inspector along with Public Works. It is really a team effort and could be a number of employees. Councilmember Town asked if it needs to go to the Planning Commission. Mr. Law said that group has already reviewed it. Councilmember Harris asked about the penalties for violations. Mr. Law said there is a notice in place, but a violator can also be fined for each day they remain in violation.

Councilmember Harris moved, seconded by Councilmember Town and carried 4-0, to authorize Mayor Southard sign Ordinance 1157.

Sidewalk Improvements Program for Existing Infrastructure: Mr. Law presented information regarding pricing estimates for sidewalk work from other communities that gives Council an idea of the cost scale. He provided a map with linear feet of blocks being considered for new sidewalks along with cost estimates and what the additional tax bill might be if the Council allowed for repayment through assessed taxes. Councilmember Cook asked if any of the sidewalks could just be repaired. Law explained the rating that was presented for each sidewalk.

Discussion centered on sidewalk width and ADA requirements. Councilmember Cook asked about grants. Mr. Law said most grants are for smaller projects and the Safe Routes to School grants are funded through MARC and that is extremely competitive. Councilmember Cook asked if there is money for this project. Mr. Law said there is and as discussed at the last meeting Council could use funds from the Special Highway Fund or the Infrastructure Improvement Fund. Mr. Law said he could continue to work on cost share aspects if the Council desires and wants to prioritize sidewalks or streets. Councilmembers had discussion. Councilmember Town moved, seconded by Councilmember Scott Margrave and carried 5-0, to move ahead with estimates with the 3 established areas.

Park Board Recommendations: Mr. Law brought to the Council a recommendation from the Park & Tree Board to purchase identifying signs for plants around the lake trail as well as tree trimming and dead tree removal at the trail and, as requested by the Fire Department, in the rights-of-way at The Lake and Summerfield subdivisions. Councilmember Cook asked if it's the responsibility of the homeowner to trim those trees. Mr. Law said it typically is but since the Fire Department is making the request the City will cover the cost of the trimming in the rights-of-way. Councilmember Harris moved, seconded by Councilmember Cook and carried 5-0, to approve signage for 30 plants at the lake trail.

Councilmember Town moved, seconded by Councilmember Margrave to accept the bid from L&T Tree Service for tree trimming/removal. Councilmember Town confirmed the trimmer cannot take the limbs to the City's burn site. Mr. Law said that is correct and haul-off is included in the bid price. Motion carried 5-0.

EXECUTIVE SESSION

Councilmember Town moved, seconded by Councilmember Vohs and carried 5-0, to recess into executive session for 10-minutes, starting at 7:25 p.m. to discuss candidates for the Finance Director position pursuant to the non-elected personnel matter exception, K.S.A 75-4319(b)(1). The open meeting to resume at 7:35 p.m. in City Council Chamber.

REGULAR SESSION

Staff recommends hiring Richard Mikesic as the new finance director with a pay grade of 12-10C. Councilmember Harris moved, seconded by Councilmember Town and carried 5-0, to accept the recommendation to hire Richard Mikesic as Finance Director with pay grade of 12-10C.

COUNCIL REPORTS

Councilmember Town: Councilmember Town said leaf season is approaching and asked about advising the public about taking items to the burn pile and if leaves will still be taken to the Osawatomie facility. Craig Hufferd said they are still planning on that.

Town said LHS Band will hold their electric light show on October 16th. There will be fireworks after the show.

Councilmember Margrave: None

Councilmember Cook: Councilmember Cook asked about the weeds on the corner of North 3rd and Broadway. Mr. Law said he will see how we had contacted the owner and follow up.

Councilmember Harris: Councilmember Harris said the west finger of the lake has a foul smell and isn't sure if anything can be done but asked that it could be checked. Hufferd said since it is a run-off lake and not spring-fed, it just sits until we get a good rain. Mr. Law said they will check and see if they can add something to help it.

Harris attended the Planning Commission meeting last week and said signs were discussed and the group will continue that process. Harris said it is nice to see the Methodist Church is building a new recreation building. The school also has been making building improvements.

Councilmember Vohs: Councilmember Vohs said the Louisburg Recreation Commission will have a town hall meeting at 7:30 p.m. Oct. 12 at Fox Hall to discuss the LRC ballot question.

ADJOURNMENT

At 7:45 p.m. Councilmember Vohs moved, seconded by Councilmember Cook and carried 5-0 to adjourn the meeting.

Approved:

Marty Southard, Mayor

Attest:

Traci Storey, City Clerk