

**CITY OF LOUISBURG, KANSAS  
MINUTES OF REGULAR MEETING  
APRIL 15, 2019**

The Council of the City of Louisburg, Kansas met at 6:30 p.m. in regular session in the City Hall Council Chambers. Councilmember Lee Baer arrived at 6:50 p.m. Mayor Marty Southard presiding.

Council Members Lee Baer, Steve Town, Sandy Harris, Thorvald McKiernan, Kalee Smith  
City Administrator Nathan Law  
City Clerk Traci Storey  
City Attorney Kelly Stohs  
Police Chief Tim Bauer  
Communications Coordinator Jean Carder  
Public Works Supervisor  
Fire Department Gerald Rittinghouse  
Press  
Visitors Scott Allen & Diana Moore

**PLEDGE OF ALLEGIANCE**

Councilmember Steve Town led the pledge of allegiance.

**APPROVAL OF CONSENT AGENDA**

Councilmember Steve Town asked a question regarding the bill's list. Councilmember Thorvald McKiernan moved, seconded by Councilmember Sandy Harris and carried 4-0, to approve the consent agenda to include adoption of the agenda, approval of the April 1, 2019, minutes and bills list.

**VISITORS**

Scott Allen of Timbercreek Bar & Grill asked the Council for permission to set up an outdoor bar for its May 18, 2019 motorcycle run. Councilmember Steve Town moved, seconded by Councilmember Kalee Smith and carried 4-0, to approve the event.

Diana Moore representing LRC said they are hosting a Health Fair on May 4, 2019 at the Wildcat Activity Center. The event will be from 10 a.m. until 1:00

p.m. LRC is asking if the Council would donate a family pool pass for one of the door prizes. They would also like to do a fun run that is a short distance for younger children. Councilmembers asked to LRC to coordinate the fun run with Police Chief Bauer. Councilmember Kalee Smith moved, seconded by Councilmember Thorvald McKiearnan and carried 4-0, to approve the pool pass. Councilmember Steve Town moved, seconded by Councilmember Sandy Harris and carried 4-0, to approve the fun run for kids allowing Broadway Street and certain area streets to be closed, with the Police Chief's approval.

### **PUBLIC COMMENTS**

None

### **DEPARTMENT REPORTS**

**Fire Department:** Gerald Rittinghouse gave an update over the past two weeks stating there has been an increase in fire calls. The Fire Department has brought over the new firetruck that we just put in service if anyone would like to look at it.

At 6:40 p.m. Councilmember Steve Town moved, seconded by Councilmember Kalee Smith and carried 4-0, to take a 10-minute break to look at the firetruck.

Councilmember went back in regular session at 6:50 p.m. Councilmember Lee Baer arrived at that time.

### **CITY ATTORNEY'S REPORT**

City Attorney Kelly Stohs said her firm Polsinelli would be moving in August to the Plaza. The only change anyone would notice will be the billing address.

### **COUNCIL REPORTS**

**Councilmember McKiearnan:** Councilmember Thorvald McKiearnan asked if there is enough staffing with the Miami County Ambulance. It seems that there are many standbys. City Administrator Law said he would be having a meeting soon with the County and would bring this up. Gerald Rittinghouse also told the Council the fire department has several firefighters that are also

paramedics. Ambulance standbys mostly come when a patient is transferred from Miami County Medical to Olathe Medical.

**Councilmember Baer:** Councilmember Lee Baer asked if there was an update regarding the no parking signs for Summerfield. City Administrator said he was not sure if they were in yet, but Public Works will get them installed quickly once delivered.

**Councilmember Kalee Smith:** Councilmember Kalee Smith asked about the yield sign that was going in at Price Chopper and Merrill Group. Administrator Law said Merrill Group did agree to put a sign up. He would talk to Craig Hufferd to see when the sign would be here. Councilmember Smith also asked about the sign for K-68 by Timbercreek where it should be right lane ends. Administrator Law said the request had been sent to KDOT since it is a State Highway.

**Councilmember Steve Town:** Councilmember Steve Town asked if it would be possible to expand the culvert enough now on North Metcalf where the sidewalks are going just in case Metcalf expands in the future. Administrator Law will contact Road and Bridge to discuss.

## **MAYOR'S REPORT**

**Arbor Day Proclamation:** Mayor Marty Southard presented an Arbor Day Proclamation that proclaims April 26, 2019 as Arbor Day. Councilmember Sandy Harris moved, seconded by Councilmember Thorvald McKiearnan and carried 5-0, to authorize Mayor Southard sign the Arbor Day Proclamation.

**Arbor Day Poster Contest:** The Governing Body voted for their top three posters for the Arbor Day Poster Contest from each 5<sup>th</sup> grade class.

## **ADMINISTRATOR'S REPORT**

**City Park Benches:** City Administrator Nathan Law presented information that was requested by City Council at their last meeting regarding park benches. The Park and Tree Board was reluctant to add the benches due to the cost of the items, but ultimately recommend Council consider adding a number of benches to City Park to allow for parent or guardian to monitor children utilizing playground items along the north side of the park, rather than install a fence line along that section of the park. Staff attached maps and images to provide visual aide to see where the benches could be placed.

Previously provided was the per bench cost estimate of \$1,376.99. After measuring the area and deciding to limit the distance between items, staff now estimates need for six benches, totaling \$8,261.94. Councilmember Town inquired about sidewalks at the park. Councilmember Smith said that was a lot of money for just benches. Councilmember McKiernan doesn't think we need that many benches. Councilmember Smith said since the new swings are not as close to the road as she previously thought they would be placed, we really don't need benches there at all. Councilmembers had discussion regarding where and how many benches should be placed. Councilmember Thorvald McKiernan made a motion to add three park benches. Two benches would be placed between tree 1 and 2 and one bench would be placed between trees 3-4, as shown on the included map. Councilmembers had discussion. Councilmember Sandy Harris seconded and motion carried 5-0, to give staff authority to place 3 benches at the park.

**Master Parks Plan:** City Administrator Nathan Law presented the Master Parks Plan Update. This document has been in the works for a number of months, and has been discussed in part with the Park and Tree Board. The current form includes mention of the Council directed work at the aquatics center and farmer's market, but those are not presented in the same manner as all other parks in the plan document because the Park and Tree Board was not involved with those discussions. However, Park and Tree Board has requested that Council direct staff to survey community preference for projects and concepts listed in the plan document, and those in regard to the aquatic center and farmer's market.

In consideration of the stated request of the Park and Tree Board for surveying public opinion, and considering the separate conversations regarding aquatic center and farmer's market, staff believes it beneficial to continue the planning process with at least one public forum to gauge opinion of listed projects, and, perhaps, an additional survey process to solidify opinion on overall project prioritization.

Councilmember Steve Town said he would also like to see the public's input on what they would like. Councilmember Sandy Harris moved, seconded by Councilmember Thorvald McKiernan to accept the Master Parks Plan and arrange staff to have a public forum and make suggestions. Councilmember Steve Town said he would also like a survey sent out since forums are not always well attended. Motion carried 5-0, to accept the update on the Master Parks Plan with including the public forum and survey.

**Land and Water Conservation Fund Application Authorization:** Administrator Law stated staff has put in a considerable amount of effort into filling out an application and compiling additional information for a potential Land and Water Conservation Fund grant for Lewis-Young Park amenities that support the goal of that Kansas program. This process included a lengthy application form. Supplemental narrative of the goals for improvements and accommodations at L-Y Park, and master planning information that supports the stated goals and accommodations. Law attached a memorandum copy of the cost breakdown of the various projects intended with this application process and potential funds, along with an affirmative action policy required to be approved by the City.

If approved, this application would realize 50% funding of the total amount requested, or a one-for-one match. With the number of projects included in the application process, the total request is scalable to accommodate any partial funding made available.

Attachments were included for Council with the cost of breakdown compiled for this application process, totaling \$520,500. Listed in the breakdown are the individual projects, which includes consideration toward future goals of use, connectivity and accessibility of Lewis-Young Park. All of the City match toward the full slate of projects can be made available during the 2019 budget, but the projects are intended to be accomplished over 2019-2021 budget/calendar years.

**Recommendation:** Authorize staff and Mayor to sign and submit the application and include budget consideration toward the stated projects/goals for future budget years, and authorize Mayor to sign the Affirmative Action Policy as presented. Councilmember Kalee Smith moved, seconded by Councilmember Thorvald McKiernan and carried 5-0, to authorize Mayor Southard sign the Affirmative Action Police as presented.

Councilmember Steve Town moved, seconded by Councilmember Sandy Harris and carried 5-0, to authorize staff to sign and submit the application and include budget consideration toward the stated project/goals for future budgeted years.

**Stormwater – Systematic Culvert Maintenance Continued:** At the last Council meeting it was requested staff update information regarding stormwater culvert maintenance and return with pricing. Information has been updated as follows:

- a. Two (2) part-time employees (30 hours/week at \$16/hr) -\$960/week\*
- b. Currently have an old well used jetter that will need to be replaced as soon as possible - \$80,000
- c. New ditch bucket for the mini excavator - \$2,000
- d. Erosion control matting with seed (6x118') - \$120/roll
- e. Biodegradable stakes (500 4" stakes) - \$50
- f. Green-beam cross-line laser - \$350
- g. F550 dump bed truck – currently owned
- h. Truck, mini excavator and trailer – currently owned

\*Summer help must be at least 18 years old and qualified to run the equipment safely and correctly.

There will be full-time labor needed to assist with the truck and jetter trailer for approximately 10 hours/week at an estimated \$20/hour, or \$200/week. Councilmember Thorvald McKiernan moved, seconded by Councilmember Kalee Smith and carried 5-0, to have staff move with the proposal as presented.

### **ADJOURNMENT**

At 7:30 p.m. Councilmember Thorvald McKiernan moved, seconded by Councilmember Sandy Harris to adjourn the meeting. Motion carried 5-0.

Approved:

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Marty Southard, Mayor

Attest:

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Traci Storey, City Clerk