

**CITY OF LOUISBURG, KANSAS
MINUTES OF REGULAR MEETING
MONDAY, AUGUST 15, 2011**

The Council of the City of Louisburg, Kansas met at 6:30 p.m. in regular session in the City Hall Council Chambers with Mayor Curt Shreckengaust presiding.

Council Members David Cannon, Ira Donovan, Steve Ward, Steve Town, Carolyn Karns
City Administrator Jeff Cantrell
City Clerk Traci Storey
City Attorney Mary Stephenson
Press Brian McCauley
Visitors Curtis Riley, Marcia Cook, Nadine Wells, Bill Richards

APPROVAL OF CONSENT AGENDA

Councilmember Steve Ward moved, seconded by Councilmember David Cannon and carried 5-0 to approve the consent agenda, to include adoption of the agenda, approval of the minutes of the August 1, 2011 Council meeting, and approval of the amended bills.

RECOGNITION OF VISITORS

Curtis Riley of the Porch Community Church inquired about banners to promote the church. Services will be held at Timbercreek Event Center for 5 months, but then will move to another location. The request will go back to staff for recommendations on the banner.

Chamber Director Marcia Cook spoke to the Council about the upcoming 5K Run/Walk on September 24th. Some of the questions directed to the Council are:

1. Could the City put information on facebook and the City's website? The Council agreed to accommodate this request.
2. Could letters be put inside doors of residents along the race route to give them information regarding the race? The Council advised

Ms. Cook that this would be a good idea and encouraged her to inform all residents within the affected areas.

3. Would signs be allowed in yards from Labor Day until the day of the race? The Council advised Ms. Cook that she would need to first obtain permission from the private property owners.
4. Would the Fire Department be on standby for the bonfire? Councilmember Town advised that he would attend the event in his capacity as a volunteer firefighter.
5. Could they use the picnic tables from Ron Weers Park, City Park or Lewis Young Park? The Council advised Ms. Cook that this would be permissible, provided the event volunteers would be responsible for picking them up and returning them.
6. Could the outlets on Broadway be used for special lighting? The Council cautioned Ms. Cook that there are amperage limitations with the electrical service in these areas, but they would be made available to her for the purposes of the event.
7. Could the bathrooms at Ron Weers Park be open? The Council agreed to have the restrooms open and available.
8. Would extra police officers be available before, during and after the race? The Council advised that this would require overtime and suggested that the event organizers contact and hire officers directly as this is a common practice. Cantrell concurred and informed the governing body that the city's insurance provides a moonlighting provision that allows such practices and that it is very similar to when the school district hires off-duty officers for traffic control at athletic functions.
9. Will Broadway be blocked off? The Council instructed Ms. Cook to obtain the permission of all property and business owners within the affected area. Once these approvals are obtained the Council will make a formal determination.
10. Would the City trailer be available for the band to set up on? The Council informed Ms. Cook that the trailer would be available and the

traffic control devices will be placed on the trailer when it is delivered.

11. Could we use the City's generator and portable lighting? The Council agreed to provide these resources, although they would likely be delivered to the site a day or two in advance due to staffing.
12. Would the City donate the police tape and orange cones for the race? The Council agreed to provide traffic control and advised Ms. Cook that the event volunteers would be responsible for placing the traffic control devices.
13. Closing of South 3rd Street to Amity and Broadway to Doyle. Councilmember Ward stated the American Legion would also be hosting around 150 people for the District Homecoming the same night and he expects some traffic issues. The Council instructed Ms. Cook to obtain approval from the residents located within the proposed street closure area. Once these releases are obtained the Council will make a formal decision.
14. A country band will be performing at the Farmer's Market from 6:30-9:00 p.m. as part of the event, will this be a problem? Staff believes that the early hours of the band will help prevent complaints.

Chamber Director Marcia Cook will return to the next Council meeting with event updates as well as the property owner consent approvals that were earlier requested by the Council.

PUBLIC COMMENTS

Dave Maddox stated sometimes he hears bands from Timbercreek at his house, but it doesn't bother him.

Nadine Wells of 407 North Broadway would like the stop sign by her house taken down before Labor Day. She told the Council the American Public Works Guidelines states a stop sign should not be used to slow down traffic. Mrs. Wells would like more police officers on her street and get rid of the stop sign. Another concern Mrs. Wells is having is the water coming

from South Trails onto her property. Bill Richards has fixed his water problem by digging a trench and using sheet metal and pipe. Administrator Jeff Cantrell informed the Council that this issue has been thoroughly investigated and that he met with property owners Bill Richards and Charlie Wells several years ago where it was determined to be a civil issue between the two adjacent owners. Cantrell advised that it was not a city issue.

Bill Richards explained how he diverted water away from his property.

Councilmember Ward is concerned that Richards's actions may have exacerbated the problem Mrs. Wells is facing. Richards concurred that he may have.

DEPARTMENT REPORTS

None

CITY ATTORNEY'S REPORT

City Attorney Mary Stephenson said she would be attending a conference that covers open meetings and open records on Saturday.

COUNCIL/COMMISSION REPORTS

Councilmember Karns: Councilmember Carolyn Karns stated she would like the Council Agenda to be put on the City's website and facebook. City Administrator Jeff Cantrell stated at this time we don't always have someone available to reliably update the website or facebook. City Clerk Traci Storey said anyone who would like to receive the agenda and minutes could email her and she would add them to the already existing distribution list. Ms. Cook suggested that the City hire a person that can perform these duties. Cantrell believes that posting of such information should be provided in a reliable and consistent manner and has concerns that staffing limitations will prevent it from becoming a reliable function which may individuals that are expecting reliable and timely dissemination.

Councilmember Cannon believes that facebook might not be the most appropriate means of conveying such information.

Councilmember Donovan: Councilmember Ira Donovan said someone from his ward has given information to him and Councilmember Town tonight (topic unknown). They will address the problem and help with a solution.

MAYOR'S REPORT

Tractor Pull Resolution: Mayor Curt Shreckengaust presented an adoptive resolution, allowing alcoholic beverages at L/Y Park. This resolution is in connection with the American Legion's Truck and Tractor Pull on September 2nd and 3rd, 2011. Councilmember David Cannon moved, seconded by Councilmember Steve Ward and carried 5-0, to approve the resolution (#08-15-11).

Standard Traffic Code Ordinance: Mayor Shreckengaust presented the Standard Traffic Code Ordinance. Councilmember Steve Ward moved, seconded by Councilmember Ira Donovan and carried 5-0, to adopt Ordinance (996) the Standard Traffic Code Ordinance.

Uniform Public Offense Code Ordinance: Mayor Shreckengaust presented the Uniform Public Offense Code Ordinance. Councilmember Steve Town moved, seconded by Councilmember David Cannon and carried 5-0, to adopt Ordinance (997) the Uniform Public Offense Code Ordinance.

Council Meeting 9-6-11: Mayor Shreckengaust explained that the next Council meeting would need to be moved to Tuesday, September 6th due to Labor Day. Councilmember Carolyn Karns moved, seconded by Councilmember Ira Donovan and carried 5-0, to approve the changing of the next Council meeting to Tuesday, September 6th.

ADMINISTRATOR'S REPORT

K-68 Improvements: City Administrator Jeff Cantrell said several weeks ago he learned from KDOT that Corridor funds are available to the five agency participants within the K-68 Corridor. KDOT projects will be limited to \$2 Million. However we are estimating the project at approximately \$1 Million or slightly more with somewhere in the range of \$400,000 in non-reimbursable costs. Ideally, the City and the County would share local unreimbursed costs. Administrator Cantrell has discussed the potential project with Miami County and there seems to be some support for mutual cost sharing despite some budgeting difficulties. A consensus was

reached by the Council to move forward by drafting a resolution to encumber future project funds. All the Councilmembers agreed to have Administrator Cantrell to continue working with Miami County and to obtain a letter of agreement while preparing the formal resolution.

RWD 4 Emergency Water Supply Contract: Administrator Jeff Cantrell presented a contract that provides RWD 4 an emergency interconnect. The contract provides safeguards for the City while meeting the needs of RWD 4. Councilmember Steve Ward moved, seconded by Councilmember David Cannon and carried 5-0, to authorize Mayor Shreckengaust to sign the contract.

Downtown Pavement Sealing: City Administrator Cantrell said we have engaged G-B Construction to seal coat the pavement in the downtown commercial district. This will also require crack sealing of a few areas and restriping of the entire area. The project is expected to fall below the City Administrators expenditure authority of \$10,000, but he would like consensus of the Council for overages over that amount due to quantities coming in higher than initially anticipated. The Council consensus was to approve any reasonable cost over the \$10,000 amount to ensure timely completion of the project.

Reverse Call System: Administrator Cantrell advised that he contacted Mo-Kan Dial regarding the reverse call system. According to Mo-Kan Dial, staff would be required to create a phone database that conforms to the targeted area. In most instances the utility disruption would be resolved long before the staff could formulate an accurate calling database. Considering the fact that the Miami County's reverse call targets a large number of cell phones, it seems likely that we would be notifying residents while they are away from home and unconcerned about a temporary disruption of service that would otherwise be repaired long before they return home. Administrator Cantrell recommends the use of door hangers if long term service disruptions are expected. This remains the practice of most major utility providers.

Lake Trail: Administrator Cantrell said around 600-800 feet of trail around the City Lake would need replaced. The areas affected are becoming a tripping hazard and the pavement has deteriorated to a point where it is breaking loose from the surface.

Executive Session: Administrator Cantrell asked for a 15-minute executive session to discuss a personnel matter. Councilmember Carolyn Karns moved, seconded by Councilmember Steve Ward and carried 5-0, to recess to executive session.

EXECUTIVE SESSION

The Council recessed to executive session to discuss a personnel matter at 7:35 p.m. and reconvened in regular session at 7:50 p.m.

REGULAR SESSION

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

ADJOURNMENT

At 7:51 p.m. Councilmember Steve Ward moved, seconded by Councilmember Carolyn Karns and carried 5-0, to adjourn the meeting.

Approved:

Curt Shreckengaust, Mayor

Attest:

Traci Storey, City Clerk