

**Call To Order:**

The regular meeting of the Lansing City Council was called to order by Mayor McNeill at 7:00 p.m.

**Roll Call:**

Mayor McNeill called the roll and indicated which Councilmembers were in attendance.

**Councilmembers Present:**

**Ward 1:** Kevin Gardner and Gene Kirby

**Ward 2:** Donald Studnicka and Jake Kowalewski

**Ward 3:** Kerry Brungardt and Jesse Garvey

**Ward 4:** Dan Clemons and Pete Robinson

**Councilmembers Absent:** none

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**OLD BUSINESS:**

The Regular Meeting minutes of October 17, 2024, were provided for review.

**Councilmember Robinson made a motion to approve the Regular Meeting Minutes of October 17, 2024, as presented. Councilmember Clemons seconded the motion. No discussion occurred.**

**Roll Call Vote: Aye: Councilmembers Kowalewski, Garvey, Robinson, Clemons, Brungardt, Studnicka, Gardner and Kirby; Nay: none; Abstain: none; Absent: none; The motion was approved.**

**Audience Participation:**

**Presentations:**

**United Way Months Proclamation**

There were no representatives from the United Way of Leavenworth County for the presentation. City Clerk Sims will present

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Insurance Broker RFP**

There was discussion at two previous City Council meetings that with the addition of two new departments in 2025 and the rejection of a major insurance claim, staff felt it was an appropriate time to review our insurance broker services.

The City received proposals from two firms: Bukaty Companies out of Leawood, and The Reilly Company out of Leavenworth. Both proposals were included in the agenda packet. City Administrator Tim Vandall, Finance Director Beth Sanford and City Clerk/HR Director Tish Sims reviewed the proposals and felt confident in recommending Bukaty Companies to handle the insurance needs of the City.

**Councilmember Kirby made a motion to enter into an agreement with Bukaty Companies for insurance brokerage services. Councilmember Kowalewski seconded the motion.**

- Mark Pulliam, Natalie Sunderman and Mike Muldoon with Bukaty Company were present to answer questions and inform the Council on the services that they offer. Discussion of costs, services, companies and coverage occurred.

**Roll Call Vote: Aye: Councilmembers Kowalewski, Garvey, Robinson, Clemons, Brungardt, Studnicka, Gardner and Kirby; Nay: none; Abstain: none; Absent: none; The motion was approved.**

**Adoption of Resolution B-12-2024 – Support for Moderate-Income Housing (MIH) Grant Application**

Resolution B-12-2024 acknowledges the City of Lansing’s support of an application to the Kansas Housing Resources Corporation (KHRC) for a Moderate-Income Housing (MIH) Grant to support the Fairlane Townhomes Phase II project.

This grant application aims to address the shortage of quality housing within Lansing by providing financial assistance for housing development that caters to moderate-income families, enhancing the city’s capacity for sustainable economic growth.

**Councilmember Brungardt made a motion to adopt Resolution B-12-2024 to support Fairlane Townhomes Phase II housing development’s MIH grant application. Councilmember Clemons seconded the motion.**

- Community and Economic Development Director Joshua Gentzler and Jeremy Greenameyer answered questions regarding the application for the grant and the requirements for the grant.

**Roll Call Vote: Aye: Councilmembers Kowalewski, Garvey, Robinson, Clemons, Brungardt, Studnicka, Gardner and Kirby; Nay: none; Abstain: none; Absent: none; The motion was approved.**

**Adoption of Reinvestment Housing Incentive District Policy**

The proposed Reinvestment Housing Incentive Districts (RHID) Policy establishes guidelines and requirements for creating Reinvestment Housing Incentive Districts within the City.

Housing projects developed with City partnership through the RHID will be required to meet this policy. The policy aims to facilitate attainable housing development through tax incentives in designated areas, contingent upon approval by the City Council and the Kansas Secretary of Commerce

- Community and Economic Development Director Joshua Gentzler explained that the wording of the policy was incorrect. Under policy consideration #1 it states that “including the minimum of 1600 square feet. What it should state is an average of 1600 square feet.
- Another change is within the policy: amending items 1 and 4; to make item #1 clearer, moving from “all housing units shall have an average unit size of 1600 square feet” to “the development average housing unit size shall be no greater than 1600 square feet.”
- The change to #4, moving from “rental costs shall be no more than 30% of Median Family Income Level, as based on the latest release from the US Department of Housing and Urban Development” to “monthly rent costs shall not exceed \$2500 per month for any unit”.

Discussion occurred with Council and Staff regarding the potential wording.

**Councilmember Studnicka made a motion to table the adoption of the Reinvestment Housing Incentive District Policy until further notice. Councilmember Kirby seconded the motion.**

**Roll Call Vote: Aye: Councilmembers Kowalewski, Garvey, Robinson, Clemons, Brungardt, Studnicka, Gardner and Kirby; Nay: none; Abstain: none; Absent: none; The motion was approved.**

**Bid Approval for Town Center Sewer Extension Project (City Project 2021-03)**

This project will extend the sewer from Town Center north to the new 7 Mile Interceptor and remove approximately 800 feet of aging pipe that is 60 years old. All necessary easements have been acquired.

Two bids were received and opened on October 16th:

- o Abay Construction \$1,226,683.00
- o Linaweaver Construction, Inc. \$1,030,365.00

**Councilmember Robinson made a motion to accept the bid from Linaweaver Construction for the construction of City Project 2021-03, in the amount of 1,081,884.00 (Base bid plus 5% construction contingency). Councilmember Clemons seconded the motion.**

Wastewater Director Tony Zell and Council discussed the project.

**Roll Call Vote: Aye: Councilmembers Kowalewski, Garvey, Robinson, Clemons, Brungardt, Studnicka, Gardner and Kirby; Nay: none; Abstain: none; Absent: none; The motion was approved.**

**Purchase of Radar Detection Equipment for K7 (Main Street) & Fairlane**

Section 4-10 Sole Source Purchasing in the Lansing Purchasing Manual allows for the purchasing of specific equipment for various technical requirements. The Wavetronic radar detectors are the systems that are installed three of the 5 signals in Lansing. Purchasing of this specific system will keep the radar detectors consistent in terms of compatibility, operation, and maintenance.

This is a new more cost-effective system. Our current radar detector system requires 4 units per intersections

**Councilmember Brungardt made a motion to authorize the Public Works Department to purchase of the radar detection equipment for the Fairlane & Main Street traffic signal from Mid-American Signal in the amount of \$16,467. Councilmember Kirby seconded the motion.**

Public Works Director Mike Spickelmier and Council discussed the ownership of the lights, maintenance, locations and operations.

**Roll Call Vote: Aye: Councilmembers Kowalewski, Garvey, Robinson, Clemons, Brungardt, Studnicka, Gardner and Kirby; Nay: none; Abstain: none; Absent: none; The motion was approved.**

**REPORTS:**

**Department Heads:** Nothing to report.

**City Attorney:** Nothing to report.

**City Administrator:**

- Replacement of totaled Police Vehicle with a Durango that is at Main Street. Discussion occurred between Administrator Vandall, Council and Police Chief Steve Wayman. Approval was made for the purchase utilizing insurance proceeds for the purchase.

- Developers are reaching out to the City about ways to keep housing prices reasonable. Some include density, tight lot sizes and the RHID Program. Discussion occurred about tight lot sizes.
- Asset allocation with Fire District 1 has progressed. An MOU should hopefully be presented on November 21 meeting. Discussion occurred.
- The Leavenworth County Historical Society received a grant to fund “Spirit of the Buffalo” statues throughout Leavenworth County. A Lansing family has agreed to sponsor a buffalo, and it will be placed on City Hall property, near the digital sign. Discussion occurred.
- Fire truck purchased and being built.

**Governing Body:**

Councilmember Kowalewski:

- Thanked City Administrator Vandall and CED Director Joshua Gentzler for working towards creative and innovation solutions to affordable housing.

Councilmember Garvey:

- Agreed with Councilmember Kowalewski and thanked all of the volunteers.
- Mr. Garvey spoke on the election that just occurred.

Councilmember Robinson:

- Callen Thomas with Boy Scout Troup #165 is in attendance earning his Communication Badge.
- Agreed with Councilmember Kowalewski and spoke of the talented and great staff that the City has.

Councilmember Clemons:

- Agreed with Councilmember Kowalewski
- Shout out to City Administrator Vandall, CED Director Gentzler and PW Director Spickelmier on the great job hosting an HOA meeting which had questions about water and drainage.

Councilmember Brungardt:

Councilmember Studnicka:

- Questions about the old golf course. Discussion occurred.
- Questions about the accident that happened last night. Police Chief Wayman gave the Council an update on the accident.

Councilmember Gardner:

- Thanked CED Director Gentzler for meeting and answering questions.
- Thanked City Administrator Vandall, Councilmembers Kirby and Clemons and Mayor McNeill for working with FD1.

Councilmember Kirby:

- Agreed with Councilmember Kowalewski
- Spoke of the affordable housing issue and that we are moving forward with it.

**Proclamations: Veteran’s Day Proclamation**

**ADJOURNMENT:**

**Councilmember Kirby made a motion to adjourn. Councilmember Clemons seconded the motion.** No discussion took place.

**Roll Call Vote: Aye: Councilmembers Kowalewski, Garvey, Robinson, Clemons, Brungardt, Studnicka, Gardner and Kirby; Nay: none; Abstain: none; Absent: none; The motion was approved.**

The meeting was adjourned at 7:56 PM.

**ATTEST:**

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City Clerk Tish Sims, CMC