

**Call To Order:**

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

**Roll Call:**

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

**Councilmembers Present:**

**Ward 1:** Gene Kirby and Dave Trinkle

**Ward 2:** Don Studnicka and Marcus Majure

**Ward 3:** Jesse Garvey

**Ward 4:** Tony McNeill and Gregg Buehler

**Councilmembers Absent:** Kerry Brungardt

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**Councilmember Kirby and Councilmember Trinkle were present via teleconference.**

**OLD BUSINESS:**

**Approval of Minutes:** Councilmember Garvey moved to approve the regular meeting minutes of March 5, 2020, as presented. Councilmember Buehler seconded the motion. The motion was unanimously approved.

**Audience Participation:** Mayor Smith called for audience participation and no one came forward.

**Presentations: Graduation of Citizens' Academy Participants:** Mayor Smith stated that this has been postponed until further notice due to COVID-19 causing restrictions on gatherings of 10 people or more.

**Military Saves Month Proclamation:** Mayor Smith stated that April is Military Saves Month through the Armed Forces Bank. Mayor Smith signed the proclamation and it was mailed to Armed Forces Bank due to COVID-19 restrictions and city offices being closed to the public.

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Request for Cereal Malt Beverage License – QuikTrip:** Councilmember Trinkle moved to approve the Cereal Malt Beverage License for QuikTrip at 1205 Main Street. Councilmember Buehler seconded the motion. The motion was unanimously approved.

**Approval of Bid – Street Building Rehabilitation City Project 20-01:** Councilmember Studnicka moved to approve the bid from Brunson Builders in an amount not to exceed \$137,677.00 for Project No. 20-01: Street Division Building Rehabilitation. Councilmember McNeill seconded the motion.

- Councilmember Buehler asked does that include an overage, extra money added in there in case there's extra costs or is that.
  - Public Works Director Mike Spickelmier replied we do not have a contingency built into this.
    - Councilmember Buehler stated that's the word I was looking for.
      - Mayor Smith stated that's exactly why we're doing this now. That building, it's been at the top of the list. Any other discussion. Go ahead Tim, go ahead.
        - City Administrator Tim Vandall stated one thing I would say, we penciled in \$141,000 for this. It did come in a little bit less so there's a slight flexibility.
          - Mayor Smith responded good, any other comments.

The motion was unanimously approved.

**Site Plan – 633 South Main Street:** Community & Economic Development Director Matthew Schmitz stated this is really just an FYI. The Site Plan went to Planning Commission last night. They approved it with conditions. Those conditions were that they meet the requirements that were outlined in the staff report. That was some very minor things that we pointed out. Wastewater Director had a couple of things he wanted noted on the plans. Some nomenclature for some of the manholes and stuff like that.

- Mayor Smith asked Matt, is this the bank.
  - Community & Economic Development Director Matthew Schmitz replied yes, Mutual Savings Association.
    - Mayor Smith responded ok, thank you.
      - Community & Economic Development Director Matthew Schmitz stated, and I think if I remember right when we did the packet there was a Site Plan in there. It included the rendering too so you guys could see what it was going to look like. So that is really it.
- Councilmember Buehler asked so what were the conditions.
  - Community & Economic Development Director Matthew Schmitz responded general stuff. So, you guys don't have a copy of the Planning Commission staff report but when we do the staff reports now, we do a list of open items. So, it's anything that's outstanding that hasn't been addressed. Storm water was one of those things because this site will drain to the pond that is down by, down in the bottom there at Fawn Valley. There was a storm drainage report that was prepared back in 2002 or 2003 that included this entire area as one big development.
    - Councilmember Buehler asked including the one and a half acres next to it.
      - Community & Economic Development Director Matthew Schmitz replied correct, including the area where Mutual Savings is going to build. It was all designed to work together to have a regional detention basically and that is what they want to take advantage of. From a Planning Department perspective, we would like them to take advantage of that because obviously the ground right next to K7 is our most valuable ground. We don't want to put a detention basin there, so it works well for that. There are still a few things related to the calculations that were done for that. The C value for example, the City Engineer had some questions about the C value issues and the formula to do that calculation. They are working that stuff out with GBA. Nothing that can't be taken care of.
        - Councilmember Studnicka asked how is that storm water going to be carried down.
          - Community & Economic Development Director Matthew Schmitz responded the existing drainage ditch that's there, that is back there between the houses that will be the channel it flows through when it comes from MSA.
            - Councilmember Studnicka asked so going into 9 mile and then down.
              - Community & Economic Development Director Matthew Schmitz replied no, 9 mile is the creek that the pond drains into.
                - Councilmember Garvey stated its above ground.
              - Councilmember Studnicka replied I'm confused now. We're building here.
            - Community & Economic Development Director Matthew Schmitz responded right.
          - Councilmember Studnicka stated the pond is down there on the other end.
        - Community & Economic Development Director Matthew Schmitz replied correct.
      - Councilmember Studnicka stated by the creek. Where's the water going to go.
        - Community & Economic Development Director Matthew Schmitz responded so it drains underground until it gets on the east side of 1<sup>st</sup> Terrace and in between those homes there that are part of Fawn Valley and part of, what's the drive.
    - Councilmember Studnicka stated Reagan Dr.

- Community & Economic Development Director Matthew Schmitz responded Reagan Drive, yes. In between there, there is a creek or a valley that runs down through there and there's a pond at the bottom of that valley. That's how it's getting to that pond and they ran calculations on that to make sure that drainage way was sufficient to handle that water without any adverse impacts or long-term erosion or anything like that. We wanted to make sure we weren't going to be on the hook, you know, to fix anything 10 years from now.
  - Councilmember Studnicka replied I understand totally. That is why I am asking these questions.
    - Community & Economic Development Director Matthew Schmitz responded absolutely.
      - Councilmember Studnicka stated we had problems years ago. Thank you.
- Councilmember Majure stated so let me ask this, so based on that drainage study we're talking about a lot of pavement. So how did they do a study based on the amount of water when we're talking a lot of pavement here that increases velocity and increases water flow. That's not going to be a problem?
  - Community & Economic Development Director Matthew Schmitz replied no. When they did the original calculations, they based it on ultimate build out, i.e. pad sites, pavement, etc. all being there. And what MSA is putting in is actually just a little less than what they calculated when they did it originally.
    - Councilmember Majure stated they planned for overage. Ok.
      - Community & Economic Development Director Matthew Schmitz responded right. They planned for ultimate build out when they designed the whole thing.
- Councilmember Garvey asked the access points, there is one on 1<sup>st</sup> Terrace and the other is adjacent to Petro, right.
  - Community & Economic Development Director Matthew Schmitz responded it's shared with the drive with Petro Deli. There is an access easement there already that was on the books before MSA ever decided to build there. It was designed for this purpose, to give access to the lot Greenamyre owned which MSA is building on as well as Petro.
    - Councilmember Majure stated I like that.
- Mayor Smith asked any other questions on this one.

**REPORTS:**

**Department Heads:** Department Heads had nothing to report.

**City Attorney:** City Attorney Greg Robinson had nothing to report.

**City Engineer:** City Engineer Matt Harding had nothing to report.

**City Administrator:** City Administrator Tim Vandall reported on what each department is doing to mitigate the risk of contracting/spreading Coronavirus as the pandemic takes over the United States. The Finance, Utility Billing and Administration Departments at City Hall are closed to the public, but staff is present during normal business hours to assist over the phone or by email. Social distancing is being practiced within offices. Desks have been moved and even for this evenings Council Meeting, we have spread everyone out. Trash and yard waste pick up occurred today as normal however bulk item pick ups are on hold for the foreseeable future. Citizens will not incur late fees on utility bills at this time. Some cities have allowed Commercial accounts to do a payment plan on their utility bills until they are up and running at their normal level. The Council agreed that would be best for our businesses. Community Center rentals have been cancelled and renters have been very understanding given the circumstances. City Administrator Tim Vandall asked for the Council's opinion on holding next week's Work Session.

- Mayor Smith suggested since there is only one item on the agenda that we cancel until the April meeting.

Parks & Recreation has cancelled the Spring soccer season. Residents will be receiving a refund in the coming weeks. The Activity Center has been closed to the public. Baseball, T-ball and Softball registrations will likely be extended and they're hoping they don't have to cancel the season. Staff will be putting signs up at City parks letting residents know it's a play at your own risk since we can't guarantee that they are disinfected.

- Mayor Smith asked since sales tax dollars aren't coming in right now, if our reserve will take a hit.
  - City Administrator Tim Vandall stated one of the first things they heard is the building going up at 400 N Main is on hold because they are unsure once it's built, they will be able to rent out spaces. We'll keep tabs on our local businesses. LCDC has reached out to businesses as well. The City has been wanting to do something for the volunteer boards so that has been ramped up. They will each be getting a \$40 gift card to local restaurants. We want these businesses to do well and the current situation is worrisome. It will have an impact on our sales tax.

Along the lines of Public Works, we did have a letter and survey ready for Adams Acres so the Council will get a copy of that. KDOT has sent some people home, but work can continue on DeSoto Rd. Engineers are still working on the K-7/Eisenhower intersection. There has been talk about a Federal Stimulus package, but we don't know what it will entail. We are nudging our engineers to finish up the design for the roundabout at 4H and DeSoto. If there is money for infrastructure projects in the next stimulus package, hopefully we can apply for it.

- Councilmember McNeill asked about the asphalt quantity estimate. He asked if it's typical they underestimate by that amount. Over time, other engineering firms do the estimate, drill and then find rock and we take the hit. This one they underestimated the asphalt and we have to suck up those costs. At what point do we tell these companies to make the estimate somewhat reasonable to where they would be penalized.
  - City Administrator Tim Vandall explained they were told that, and he got the impression the company may contribute a little bit to the financing of the extra amount if needed.
    - Councilmember McNeill stated we need to keep track of the engineering firms that keep putting us in this position and not use them anymore.
      - Mayor Smith asked if these subcontractors are being hired by the engineering firm and they are the ones failing to see if rock or whatever is there.
        - Public Works Director Mike Spickelmier replied in this case, he believes it was just an oversight of the consultant. They just didn't do their math right. They omitted a portion of the project.
          - Councilmember Studnicka asked if we can add penalties to the contract if they miscalculate.
            - Public Works Director Mike Spickelmier replied that could drive our consulting costs through the roof because they will bid high. He stated they understand we are not pleased with their performance.

The Police Department has been wiping down vehicles at the beginning and end of every shift. They will not be entering homes on medical calls for the foreseeable future unless they are needed. Municipal court dates and trials have been pushed back. Pet registrations have been extended until June 1<sup>st</sup>. The Library has closed to the public. Library Director Terri Wojtalewicz has increased digital downloads for patrons. Staff is present and you can request books for staff to bring to your car. The Wastewater project is still moving forward. They are slightly behind schedule but moving forward. Our Public Information Officer will be helping out with public messaging and the Joint Information Center for the County Health Department. There has been a lot of discussion at the County about rules for restaurants and establishments during these times. A clarification letter was sent out the day before that if there are 10 or less people, they can dine in but they have to ensure no more than 10 people are in the establishment.

- Councilmember Studnicka asked if any of the City staff would be affected by the slow down. Do we anticipate anyone being laid off?
  - City Administrator Tim Vandall stated not at this time, while things might be slower for all the staff there are things than can be done in all the offices and buildings.

**Governing Body:** Mayor Smith stated this virus has caught us off guard and staff is doing a great job getting information out multiple times a week. This is tough on businesses so if you are able to do curbside, please support the businesses in our community.

Councilmember Trinkle thanked City Administrator Tim Vandall and staff on everything they have accomplished so far. We know now we can do this digitally for however long this takes us to recover from without sacrificing anyone’s health.

Councilmember Kirby agreed City Administrator Tim Vandall and staff have done a great job making adjustments. The library has done an excellent job changing and adapting on an almost daily basis even shorthanded with staff. We are in uncharted waters and we aren’t going to get answers to a lot of questions but with patience we’ll keep moving forward.

Councilmember Majure thanked City Administrator Tim Vandall and city officials for going above and beyond informing the public. They are pushing information out on all platforms as quickly as they can. He did want to highlight the first responders as he witnessed first-hand how quickly they respond to an incident. Councilmember Majure also pointed out the recent Fire Board meeting was long but thorough and productive. They did a nice job.

Councilmember Garvey thanked City Administrator Tim Vandall for going over all the departments in response to COVID-19. He stated Public Information Officers are very important right now and doing a great job.

Councilmember Buehler echoed everyone’s sentiments on staff doing a great job. He asked if this would affect the contractors working on QuikTrip.

- Community & Economic Development Director Matthew Schmitz stated QuikTrip is moving full speed ahead as well as COOP and all other development in town. No one has pulled back to date. I think everyone understands this as a blip on the radar and we may see some affects from it, but we don’t believe it’s going to be a long term thing.

Councilmember Buehler also provided a fun fact, on this day in 1953, the Academy Awards was broadcast on tv for the first time.

Councilmember McNeill echoed what the other Councilmembers stated and let Public Information Officer Ken Miller know he really appreciates him getting the word out. He stated be safe and do the five things the CDC says to do to protect yourself.

**ADJOURNMENT:**

Councilmember McNeill moved to adjourn. Councilmember Garvey seconded the motion. The motion was unanimously approved. The meeting was adjourned at 7:39 p.m.

**ATTEST:**

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Michael W. Smith, Mayor

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Sarah Bodensteiner, City Clerk