

**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:** Dave Trinkle and Gene Kirby  
**Ward 2:** Andi Pawlowski and Don Studnicka  
**Ward 3:** Jesse Garvey  
**Ward 4:** Tony McNeill and Gregg Buehler

**Councilmembers Absent:** Kerry Brungardt

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**OLD BUSINESS:**

**Approval of Minutes:** Councilmember Buehler moved to approve the regular meeting minutes of November 16, 2017, as presented. Councilmember Pawlowski seconded the motion. The motion was unanimously approved.

**Audience Participation:** Mayor Smith called for audience participation and there was none.

**Presentations**

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Consent Agenda:** Mayor Smith stated this is a renewal of cereal malt beverage licenses for Petro Deli #1, Shree Nivas, Inc., dba Finish Line, Truman Town dba Woody's Gas Express, and WKRP Managements, LLC dba Pizza Hut. Councilmember Buehler moved to approve the consent calendar as presented. Councilmember Pawlowski seconded the motion.

- Councilmember Kirby asked how come some of these people have pictures and some of them don't on their application.
  - Councilmember Buehler stated their driver's license.
    - City Clerk Sarah Bodensteiner replied some of them turn it in with the application.
      - Councilmember Buehler asked is it required.
        - City Clerk Sarah Bodensteiner replied it is not required.
- Councilmember Kirby stated then on one more here on Woody's, when they define it says off premises, what does that mean.
  - City Clerk Sarah Bodensteiner replied it cannot be consumed on premises, you can purchase it but you must leave the property.
    - Councilmember Kirby stated gotcha, I'm good.
      - Councilmember Pawlowski asked wouldn't that be the same for Petro Deli.
        - City Clerk Sarah Bodensteiner stated it's the same for all the others expect for Pizza Hut.

The motion was unanimously approved.

**Renewal of Special Use Permit (125 Rock Creek Loop):** Councilmember Buehler moved to approve the special use permit for 125 Rock Creek Loop. Councilmember Garvey seconded the motion. The motion was unanimously approved.

**Renewal of Special Use Permit (128 E. Kansas):** Councilmember Buehler moved to approve the special use permit for 128 E. Kansas. Councilmember Studnicka seconded the motion.

- Councilmember Trinkle asked no problems.
  - Animal Control Officer Wendy Burr replied no, and any problems we'll keep up on it.
- Councilmember Buehler asked this is the rabbits right.
  - Animal Control Officer Wendy Burr replied yes.
    - Councilmember Buehler asked was the odor, I know you said when you walk inside it was noticeable but was it noticeable from any distance outside of the building.
      - Animal Control Officer Wendy Burr responded no, not from a distance but just from a health standpoint for the rabbits themselves and anybody walking into the building it was a little above where I believe it should be, so I talked with the rabbit owner and we're going to do some spot checks and check after a good spring cleaning and see if it improves it.

The motion was unanimously approved.

**Renewal of Special Use Permit (401 Fairlane):** Councilmember Buehler moved to approve the special use permit for 401 Fairlane. Councilmember McNeill seconded the motion.

- Councilmember Pawlowski asked are we good?
  - Animal Control Officer Wendy Burr replied yes.
    - Police Chief Steve Wayman replied yes and this is a renewal.

The motion was unanimously approved.

**Renewal of Special Use Permit (218 E. Kansas):** Councilmember Buehler moved to approve the special use permit for 218 E. Kansas. Councilmember Garvey seconded the motion.

- Councilmember Pawlowski asked are they good too?
  - Animal Control Officer Wendy Burr replied yes.

The motion was unanimously approved.

**Request for Special Use Permit (224 Debra Street):** Councilmember Pawlowski asked can we hear first before a motion.

- Councilmember Buehler replied yeah we can talk. Any response to the letters from what was mailed out.
  - Animal Control Officer Wendy Burr replied no and I followed up with the subject individually, I go over in person and ask if they have comments or concerns.
- Councilmember Kirby asked what's our limit, three or four.
  - Councilmember Buehler replied four, more than four requires a permit.
- Councilmember Pawlowski asked how many do they have.
  - Councilmember Buehler replied five.
- Councilmember McNeill asked there were no issues on any of these.
  - Animal Control Officer Wendy Burr replied no, they are all geriatric dogs.
- Councilmember Trinkle asked when we say more than four, can they go up to seven.
  - Councilmember Pawlowski replied it means five or more Dave.
    - Councilmember McNeill stated they could go up to seven, if they are rabbits there could be seventy of them.
      - Councilmember Buehler stated if they want over four they have to ask us.
        - Councilmember Trinkle stated it says to house more than four, so four is, they are all being approved for four and under.
          - Councilmember Pawlowski stated no, over four.
            - Councilmember Buehler stated it only comes to us if it's more than four.
              - Police Chief Steve Wayman stated anybody that has more than four animals in combination, so if they have three cats and two dogs, you have to have a special use permit, so any combination thereof. So anything over four, but normally when we go in and do a bit, they are kind of telling us that they're looking at having six or seven, they are going to give us numbers. So if we go back in next year and all of a sudden there are twelve, that's probably going to raise a flag.
                - Councilmember Trinkle stated because it says more than four, what's the max.
              - Police Chief Steve Wayman stated usually when we go in there we do these every year and do spot checks and make sure of how many they have and what they are actually applying for.
            - Councilmember McNeill stated we just approved one for sixty to seventy rabbits just now, tonight, so it could be up to seventy depending on what kind of pets they are.
              - Councilmember Garvey stated I've got seventy-five fish in my koi pond, does that count.
          - Police Chief Steve Wayman stated just think how many bees are there.

Councilmember Buehler moved to approve the special use permit for 224 Debra Street. Councilmember Garvey seconded the motion. The motion was approved, with Councilmember Kirby voting against the motion.

**Parks & Recreation Advisory Board Appointments:** Councilmember Trinkle moved to appoint Garrett Martin, Bob Lamborn, Brian Sweet, and Mike Williams to the Lansing Parks & Recreation Advisory Board for a term ending December 31, 2019, and appoint Steven Farr to the a term ending December 31, 2018. Councilmember McNeill seconded the motion. The motion was unanimously approved.

**Tree Board Appointments:** Councilmember Buehler moved to appoint Al Gledhill and Randy Dorff to the Lansing Tree Board for a tem ending December 31, 2020. Councilmember Pawlowski seconded the motion. The motion was unanimously approved.

**Request for Special Event on Park Property:** Councilmember Studnicka moved to approve the request from Drew Warninghoff and the Kaw District Boy Scouts to use Bernard Park from 5:00 pm on April 6, 2018 to 11:30 am on April 8, 2018, for the Kaw District Camporee. Councilmember Garvey seconded the motion.

- Councilmember Garvey asked will there be a certain number of adults there per child.
  - Requestor Drew Warninghoff replied our ratio is two individuals for every five to ten boys depending on the units that are coming. So we always have a youth protection guideline and there is always two deep leadership every time for all events.
- Councilmember McNeill asked is the park going to stay open during that time.
  - Parks & Recreation Director Jason Crum stated to the public? Yes.
    - Councilmember Garvey stated they are way in the back right?
      - Councilmember McNeill replied they have stations all over the park.
        - Parks & Recreation Director Jason Crum stated they have stations all over and they are aware that they still need to make way for the public to access the park.
- Councilmember Pawlowski asked we don't have any trouble with them, they always leave it clean?
  - Parks & Recreation Director Jason Crum replied no trouble, they actually usually leave it better than they found it and in this particular event they actually take on a special project for us while they are there, so we usually get a little labor out of them.

The motion was unanimously approved.

**2018 Court Services Contract:** Councilmember Pawlowski moved to approve the 2018 Court Services Contract as presented. Councilmember Buehler seconded the motion. The motion was unanimously approved.

**Ordinance No. 994 – Condemnation for DeSoto Road Project:** Councilmember Kirby moved to adopt Ordinance No. 994. Councilmember Pawlowski seconded the motion.

- Councilmember Studnicka asked is this the foreclosure property.
  - City Administrator Tim Vandall replied yes.
- Councilmember McNeill stated that map that was attached, I'm thoroughly confused, it looks like it's Bernard Park or something.
  - City Clerk Sarah Bodensteiner replied that is Item 13.
    - City Administrator Tim Vandall replied that is a separate thing.
      - Councilmember McNeill replied I thought that was a map of the property and was like what.
        - City Administrator Tim Vandall replied no it's not, I can give you guys the address if this helps you.
          - Councilmember McNeill stated no that's alright, I didn't see a topic with that last one.

The motion was unanimously approved.

## **REPORTS:**

**Department Heads:** Public Works Director Jeff Rupp provided a status update to the governing body on the DeSoto Road Project.

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

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

**City Administrator:** City Administrator Tim Vandall mentioned that the City was approached by the surveyor of the property that borders Bernard Park about a requirement to put in an easement. The City doesn't have any road slated for that area in the Park Master Plan, but a few people have mentioned that a second access point would be nice to have for the fireworks event at the park, due to the abundance of cars with only one way in and out. There are terrain issues and no plans for a road at this time, but the surveyor did ask for a response from the City regarding the easement. After Council discussion, the consensus was to begin talks with the surveyor for an easement as it made more sense to get the easement now, even if plans to utilize the area and build a road are down the road. Tim said that he would speak to the surveyor and relay the council's desires.

**Governing Body:** Mayor Smith thanked the councilmembers that attended the Mayor's Christmas Tree Lighting and stated that next year he won't hit the switch quite as fast. He also thanked the City Clerk's Office staff for their work on the program, as it is greatly appreciated. Mayor Smith also mentioned that it may be time to consider looking at a different venue for the lighting ceremony, as the crowd size continues to grow and our Community Center cannot accommodate all the attendees for seating. He finished up with welcoming Jeff Rupp back to work and congratulated Library Director Terri Wojtalewicz on her upcoming graduation with her Master's Degree.

Councilmember Trinkle agreed that consideration should be given to move the location of the Mayor's Christmas Tree Lighting Ceremony. That way anyone who wants to attend can come and not worry about lack of seating or room for performances.

Councilmember Kirby stated it was a nice program and stated he was asked why Santa was brought in in a police car and not a fire truck this year.

- City Clerk Sarah Bodensteiner replied that this year we decided to highlight the Police Department and have Santa show up in a police car, as the last several years it has solely been the fire truck.

Councilmember Kirby also stated that one of the properties that participated in the cost share removal program has a new home being built on the lot and he is glad the program was able to help make that a reality and it will really benefit the City in the long run.

Councilmember Garvey echoed the comments of Councilmember Trinkle in looking at a larger venue for the lighting ceremony, and that he enjoyed all the performances that evening.

Councilmember Buehler stated that it is Pearl Harbor Day, and provided a fun fact, on December 7, 1963, instant replay was used for the very first time at a sporting event, the Army vs. Navy football game.

**ADJOURNMENT:** Councilmember Studnicka moved to adjourn. Councilmember Pawlowski seconded the motion. The motion was approved, with Councilmember Trinkle voting against the motion. 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