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## **AGENDA**

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

### **OLD BUSINESS**

#### **Approval of Minutes**

- [1.](#) Approval of Minutes

### **AUDIENCE PARTICIPATION**

### **PRESENTATIONS**

### **NEW BUSINESS**

- [2.](#) Public Hearing on and Ordinance No. 1073 Consideration of Exclusion of Property - 26629 155th Street
- [3.](#) Final Plat - Richardson Replat
- [4.](#) Memorandum of Understanding - Veterans Monument at Bernard Park
- [5.](#) Purchase of De-Icing Rock Salt
- [6.](#) Executive Session - Economic Development

### **REPORTS** - City Attorney, City Administrator, Department Heads, Councilmembers

### **PROCLAMATIONS**

### **OTHER ITEMS OF INTEREST**

### **ADJOURNMENT**

Regular meetings are held on the first and third Thursday of each month. For information on how to view prior meetings, please visit our website at <https://www.lansingks.org>. Any person wishing to address the City Council, simply proceed to the microphone in front of the dais after the agenda item has been introduced and wait to be recognized by the Mayor. When called upon, please begin by stating your name and address. A time designated "Audience Participation" is listed on the agenda for any matter that does not appear on this agenda. The Mayor will call for audience participation. Please be aware that the City Council and staff may not have had advance notice of your topic and that the City Council may not be able to provide a decision at the meeting. If you require any special assistance, please notify the City Clerk prior to the meeting.



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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
THRU: Sarah Bodensteiner, City Clerk  
FROM: Shantel Scrogin, Assistant City Clerk  
DATE: September 24, 2021  
SUBJECT: Approval of Minutes

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The Regular Meeting Minutes of September 16, 2021 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes of September 16, 2021, as presented.

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## AGENDA ITEM #

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## CITY OF LANSING

### CITY COUNCIL MEETING

REGULAR MEETING MINUTES  
September 16, 2021

#### 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:** Gene Kirby

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

**Ward 3:** Kerry Brungardt

**Ward 4:** Ron Dixon and Gregg Buehler

**Councilmembers Absent:** Jesse Garvey and Dave Trinkle

## OLD BUSINESS:

**Approval of Minutes:** Councilmember Brungardt moved to approve the Regular Meeting Minutes of September 2, 2021, as presented. Councilmember Studnicka seconded the motion. The motion was approved with Councilmember Buehler abstaining.

**Audience Participation:** Mayor McNeill called for audience participation on an item not on the agenda and there was none.

#### Presentations:

#### **COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Public Safety Pay Study – Final Report:** Mayor McNeill asked is she on.

- Finance Director Beth Sanford stated we're not sure where she is. She might be having trouble getting on. You've seen her presentation and hopefully she'll be able to get on and kind of go through that. In the meantime, we can go through what we had put together. Her presentation is just kind of a summary of the full report which you got. Ours is the same thing. We kind of pulled out the key points that we had heard at the last meeting where we discussed this. Just to address some of those questions you had. So, the first thing just of an overview of it. She emphasized that the starting salaries were within the average market range based on the cities we used for comparison. There was one position below the market mid-point and then all the other salaries although they were within the market, she talked about a competitive salary. There is a high demand for police officers, public safety officers and in order to stay competitive we might want to look at moving just a little bit above that range. What she proposed would put us fourth out of sixteen in the local area. Whereas we were, I think we are at eleventh currently. That would bump us up into fourth place. We are a little bit more competitive than we would be at our current rate. Some of the new hire incentives, we just wanted to touch on incentives because I know incentives was a big thing. These are the new hire incentives that are available when we hire someone brand new. When they graduate from KLETC, they get a 2% increase. If they've got an associates degree, they get credit, 2% increase for that. Bachelor's degree a 4%, an increase for a masters, if they are bilingual a 2% increase. We also offer tuition reimbursement and that is anywhere from \$1200-2400. It depends on the type of degree and its anything from an associate degree to a master's degree. It must be relevant to the position. We don't want somebody coming up with a marine biology for a public safety officer. That's not going to benefit the city in any way. It's not going to benefit them in their position. It has to be something, you know criminal justice, public relations, something along those lines.
  - Councilmember Brungardt stated question. It says \$1200-2400. Is that per degree or per year.
    - Finance Director Beth Sanford responded per year, I'm sorry. That's per year.
      - Councilmember Brungardt replied that is what I thought but just wanted to make sure.
        - Finance Director Beth Sanford stated yes. They must be employed for six months before we allow them to take advantage of that.



They are also required to remain employed for up to a year afterward or they have to pay it back.

- City Administrator Tim Vandall stated we made someone pay that back just a couple of years ago too.
  - Finance Director Beth Sanford replied we did, yes.
    - Councilmember Buehler asked this is not new. This is what we currently give and are continuing to give.
      - Finance Director Beth Sanford responded this is currently what we're doing. This is what we currently have in place. We also have C-Post. If they are already certified in C-Post for years of service, we'll give 2.5% up to five years. So, if you have one year of C-Post certification with a year of service, then you're going to get an additional 2.5% when we hire you, if you've got two years it's going to be 5%, three years 7.5%. This is currently in place for new hires.
    - Councilmember Buehler asked and C-Post is.
  - Finance Director Beth Sanford replied I think that is KLETC, the same thing.
- Councilmember Buehler stated so if you come in as a new employee, but you are already certified.
- Finance Director Beth Sanford replied yes. So, moving onto the incentives for existing employees. These are also incentives we currently have in place. Again, we have the bilingual incentive. We do have a couple of officers that are bilingual, so they had that 2% increase. There is a \$40 per paycheck stipend for a field training officer. We are actually above Leavenworth County, and, in her study, she also said we were a little bit above that range that she recommended. I think we are sitting pretty well there. Tuition reimbursement again, that is available to everybody. Anybody is welcome to take advantage of that. If they go ahead and earn their master's degree, there is a 2% increase and that is for all employees as well. Then we touched on compression. On our current pay scale, I pulled this from her report, but overall employees have moved through the pay range and there are a few employees, possibly due to performance, who are not within the range. It doesn't match their years of service. You know they are a little bit below that because of performance. It's part of how they move through the range. If they haven't gotten good performance evaluations, then that has moved them a little bit down below where they technically should be through years of service. So, on her recommended pay scale it places employees at the minimum of the pay scale first and then it adjusts for years of service. If you've had somebody who has had two years of service, I have to look at my sheet again. I did this and I get confused and I have to write it out next to each one. So, if they have two years of service, we're going to put them at the minimum of the range and then they are going to get the 3% merit and they are going to get 1.5% for







- Councilmember Majure stated that is what I was thinking too.
  - Finance Director Beth Sanford replied yeah.
    - Councilmember Majure stated to keep that person on.
    - Finance Director Beth Sanford responded yes. And then the other recommendation was the extra pay for the detective position. This is a rotating position, so they only serve in that position for two years but it's on the same pay range as the POII position. Sometimes these guys move into that position, and they don't get a pay bump because they are already POII. They are in that range, and they are where they should be so there first of all, is no incentive for them to do detective which I think is a little bit more work than just the POII has. We might look at moving them onto a different step on that salary range to incentivize that. And this is just some of the other topics that were touched on that you guys had questions on that we feel are better addressed once we complete the salary survey for the city because it is going to effect more than just the police department. And that would be benefits. This was really only a pay study. It was not to look at benefits or any other things. It was just really, hey, public safety officers, are we paying them what we should be or what is competitive with cities around us. Also, nobody likes to call it longevity but that is technically what it is, incentives to keep employees. What can we do to keep employees who start out with us but then leave to go somewhere else. We want something that is going to keep those people here with us. Did I miss anything Sarah. Any other questions. Did that kind of touch on everything that you had questions about.
      - Councilmember Studnicka stated I've got one question for you, maybe its for the Chief. Why is the detective position a rotated position? Why do we have in the pay scale a detective position.
    - Police Chief Steve Wayman replied when I went to a full-time detective, I rotated it every two years because with a smaller department, it allows other officers to move into that position to have more of a Monday through Friday. It gives them a little bit more stability. It also gets them off the road, so they don't burn out officers on



- Councilmember Studnicka stated it gives them the experience in that position too.

- Police Chief Steve Wayman responded yes it gives them that experience. It gives them something to do different than what they've been doing. It's just an opportunity to get different officers in that position. Give them a break off on that.

- 7



and get them trained. I try to look for things that are different they might enjoy to bring back and help teach us. So, we do that.

- Councilmember Majure stated there's requirements already.
  - Police Chief Steve Wayman replied yeah there is already requirements in place for them just to maintain their certification through the state.
- Mayor McNeill asked any other questions. Thanks Chief.

Councilmember Buehler moved to accept the final report and finalize the public safety pay study. Councilmember Kirby seconded the motion. The motion was unanimously approved.

### **Modification of Towne Center Declaration of Easements, Covenants and Restrictions:**

Councilmember Buehler moved to approve the modified Towne Center Declaration of Easements, Covenants and Restrictions as presented. Councilmember Kirby seconded the motion.

- Councilmember Studnicka asked are we doing this just for the eye center and that restriction stays in place for the other parts of Towne Center or are we removing it for the whole parcel.
  - Community & Economic Development Director Matthew Schmitz responded this declaration of restrictions piece applies to lots 2,3 and 4 which is the FEC lot, Mr. Dobski's lots and that is the only area it applies to. So, it would only apply to those but what I would say is because we own the ground, its not necessarily needed to have this restriction in there. If we didn't own the ground, then we would use this as a tool to make sure what we wanted would develop.
    - Councilmember Studnicka stated I understand why it's in there.
      - Community & Economic Development Director Matthew Schmitz replied sure. Does that answer your question?
        - Councilmember Studnicka replied that answers my question. Thank you.
          - Councilmember Majure stated that was my question 2,3,4. Where was the exact location. You answered it, thanks.
            - Community & Economic Development Director Matthew Schmitz replied ok.
              - Mayor McNeill asked any other discussion, nope?

The motion was unanimously approved.

**Executive Session – Economic Development:** Councilmember Buehler moved to recess into executive session to review economic development activities pursuant to the discussion of confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships exception K.S.A. 75-4319(B)(4) for 30 minutes, beginning at 7:21 PM and returning to the Council Chambers at 7:51 PM. Councilmember Brungardt seconded the motion. The motion was unanimously approved.

Councilmember Kirby moved to return to Open Session at 7:51 PM. Councilmember Buehler seconded the motion. The motion was unanimously approved.



**REPORTS:**

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

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

**City Administrator:** City Administrator Tim Vandall stated feedback in regard to the volunteer dinner was not to hold one.

- Mayor McNeill stated that was the decision and instead we would go to their homes and give them a gift. He'd be glad to help with that.

The school district reached out for a joint meeting like we have done in the past and asked the Council if they would be interested in doing another one.

- Councilmember Brungardt asked if they could come to us instead.
  - City Administrator Tim Vandall said he would reach out to them about that.

He had previously spoke to a couple of Councilmembers about the Wastewater Treatment parking lot getting bad, almost a trip hazard. Wastewater Utility Director Tony Zell is going to start looking into options to repair it starting in 2022 in two phases. Anything that we do will require bids so the Council will be aware of it as it comes up.

**Governing Body:** Councilmember Kirby spoke of a young officer who was still in training that was shot and killed the other day. Let's keep him and his family and all first responders in our thoughts and prayers. It can happen anywhere, anytime.

Councilmember Majure thanked all the city administration team along with all the first responders.

Councilmember Buehler stated he appreciates them coming in to talk and if our guidance is clear then we are good. He also added a fun fact, on this day in 1887, the first game of softball was played in Chicago, IL. Councilmember Dixon thanked the representative from McGrath for the presentation and Beth for stepping in.

Councilmember Brungardt thanked Beth stating she did well.

Councilmember Studnicka thanked Beth for her hard work. He gave the library and Terri a shout out for all the wonderful things they are doing there.

**ADJOURNMENT:**

Councilmember Studnicka moved to adjourn. Councilmember Brungardt seconded the motion. The motion was unanimously approved. The meeting was adjourned at 7:56 p.m.

**ATTEST:**

\_\_\_\_\_  
Mayor, Anthony R. McNeill

\_\_\_\_\_  
City Clerk, Sarah Bodensteiner, CMC




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## AGENDA ITEM

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TO: Tim Vandall, City Administrator

FROM: Matthew R. Schmitz, Director, Community & Economic Development 

DATE: October 7, 2021

SUBJECT: Ordinance No. 1073 – An ordinance excluding land from the City of Lansing, Kansas

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Explanation: William R & Virginia L Runnebaum, owners of property at 26629 155<sup>th</sup> Street, have filed a petition for exclusion of a portion of their property from the City Limits of Lansing, Kansas (Exhibit attached). This exclusion of property is being requested to facilitate the division of the 73.2-acre tract located primarily in Leavenworth County into three tracts, two at roughly 2.5 acres for home sites, and the remainder as a 68.2-acre large tract. One of the 2.5-acre tracts will be where the existing home is at on the property. The other 2.5-acre tract will be a buildable tract, and the property owners have signed voluntary annexation paperwork for this new 2.5-acre buildable tract to be annexed into Lansing after the property is split.

A public hearing is required for this item. A notice of hearing was published on Sept. 15<sup>th</sup>, 2021, in the Leavenworth Times as required by statute.

An exhibit showing the full tract, another showing the areas to be excluded (deannexed), and annexed, as well as the petition for exclusion and the ordinance are all attached for review.

Action: Staff recommends Council hold and close a public hearing, and then consider a motion to approve Ordinance No. 1073 – An ordinance excluding land from the City of Lansing, Kansas.



**PETITION FOR EXCLUSION**  
**(Exclusion by Request)**

TO: The Governing Body of the City of Lansing, Kansas.

The undersigned owners of record of the following described land hereby petition the Governing Body of the City of Lansing, Kansas, to exclude such land from said City, pursuant to K.S.A. 12-504 et seq., without further notice to the undersigned. The land to be excluded is described as follows:

Tract of land in the Northwest Quarter of Section 23, Township 9 South, Range 22 East of the 6th P.M., City of Lansing, Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on July 9, 2021, more fully described as follows:

Commencing at the Northwest corner of said Northwest Quarter; thence South 01 degrees 36'38" East for a distance of 331.48 feet along the West line of said Northwest Quarter to the TRUE POINT OF BEGINNING; thence North 88 degrees 40'16" East for a distance of 54.32 feet to the proposed Westerly right of way of 155th Street (said right of way being 30 feet each side of centerline as it exists today); thence South 16 degrees 01'49" East for a distance of 213.79 feet along said right of way; thence along a non-tangent curve to the right having a radius of 695.00 feet and an arc length of 364.30 feet, being subtended by a chord bearing of South 02 degrees 37'50" West and a chord distance of 360.14 feet, along said right of way; thence South 17 degrees 11'48" West for a distance of 212.34 feet along said right of way; thence South 06 degrees 09'55" West for a distance of 92.16 feet along said right of way to the West line of said Northwest Quarter; thence North 01 degrees 36'38" West for a distance of 858.79 feet along said West line to the point of beginning.

Together with and subject to covenants, easements, and restrictions of record.

Such land lies upon or touches the City boundary line.



The undersigned further warrant and guarantee that they are the only owners of record of the land.

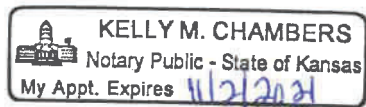
William R. Runnebaum  
William R. Runnebaum, Owner

Virginia L. Runnebaum  
Virginia L. Runnebaum, Owner

STATE OF KANSAS                     )  
  )ss.  
COUNTY OF LEAVENWORTH    )

On the 24<sup>th</sup> day of August, 2021, before me, the undersigned, notary public in and for the County and State aforesaid, came William R. Runnebaum and Virginia L. Runnebaum who are personally known to me to be the same person(s) who executed the foregoing instrument, and duly acknowledged the execution of the same.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year last above written.



Kelly M. Chambers  
Notary Public



Notice of Public Hearing

TO: Any person interested in the matter of the exclusion of the land described below, started by petition from the landowner duly filed with the City Clerk of the City of Lansing, Kansas. Take Notice that the City Council of Lansing, Kansas, shall hold a public hearing to consider excluding certain land to the City of Lansing. The hearing will commence at 7:00 p.m., on the 7<sup>th</sup> day of October 2021, at Lansing City Hall, 800 1<sup>st</sup> Terrace, Lansing, KS 66043. At that time, the City Council of Lansing, Kansas, shall hear testimony as to the advisability of such exclusion. Comments from any interested persons will be accepted by the City Council of Lansing, Kansas, at that date and time.

Legal Description:

Commencing at the Northwest corner of said Northwest Quarter; thence South 01 degrees 36'38" East for a distance of 331.48 feet along the West line of said Northwest Quarter to the TRUE POINT OF BEGINNING; thence North 88 degrees 40'16" East for a distance of 54.32 feet to the proposed Westerly right of way of 155<sup>th</sup> Street (said right of way being 30 feet each side of centerline as it exists today); thence South 16 degrees 01'49" East for a distance of 213.79 feet along said right of way; thence along a non-tangent curve to the right having a radius of 695.00 feet and an arc length of 364.30 feet, being subtended by a chord bearing of South 02 degrees 37'50" West and a chord distance of 360.14 feet, along said right of way; thence South 17 degrees 11'48" West for a distance of 212.34 feet along said right of way; thence South 06 degrees 09'55" West for a distance of 92.16 feet along said right of way to the West line of said Northwest Quarter; thence North 01 degrees 36'38" West for a distance of 858.79 feet along said West line to the point of beginning.

Together with and subject to covenants, easements, and restrictions of record.

Owners of the Land Proposed to be Excluded:


William R. Runnebaum and Virginia L. Runnebaum

This Notice, together with the name of the owners of land described herein, shall be published in the official city newspaper not less than twenty (20) days before the date fixed for the public hearing.

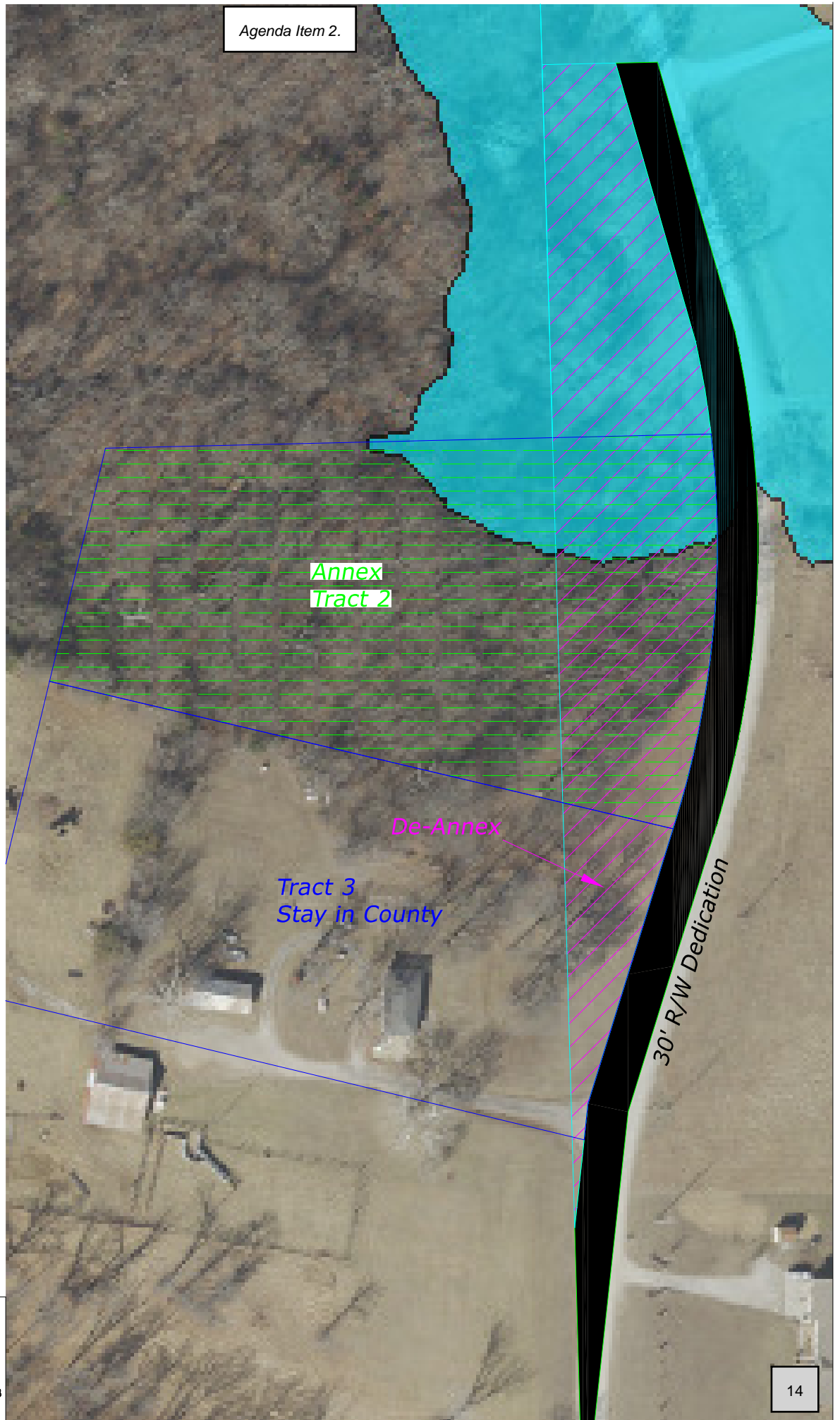


Anthony R. McNeill, Mayor

**Attest:**

  
Sarah Bodensteiner, CMC, City Clerk



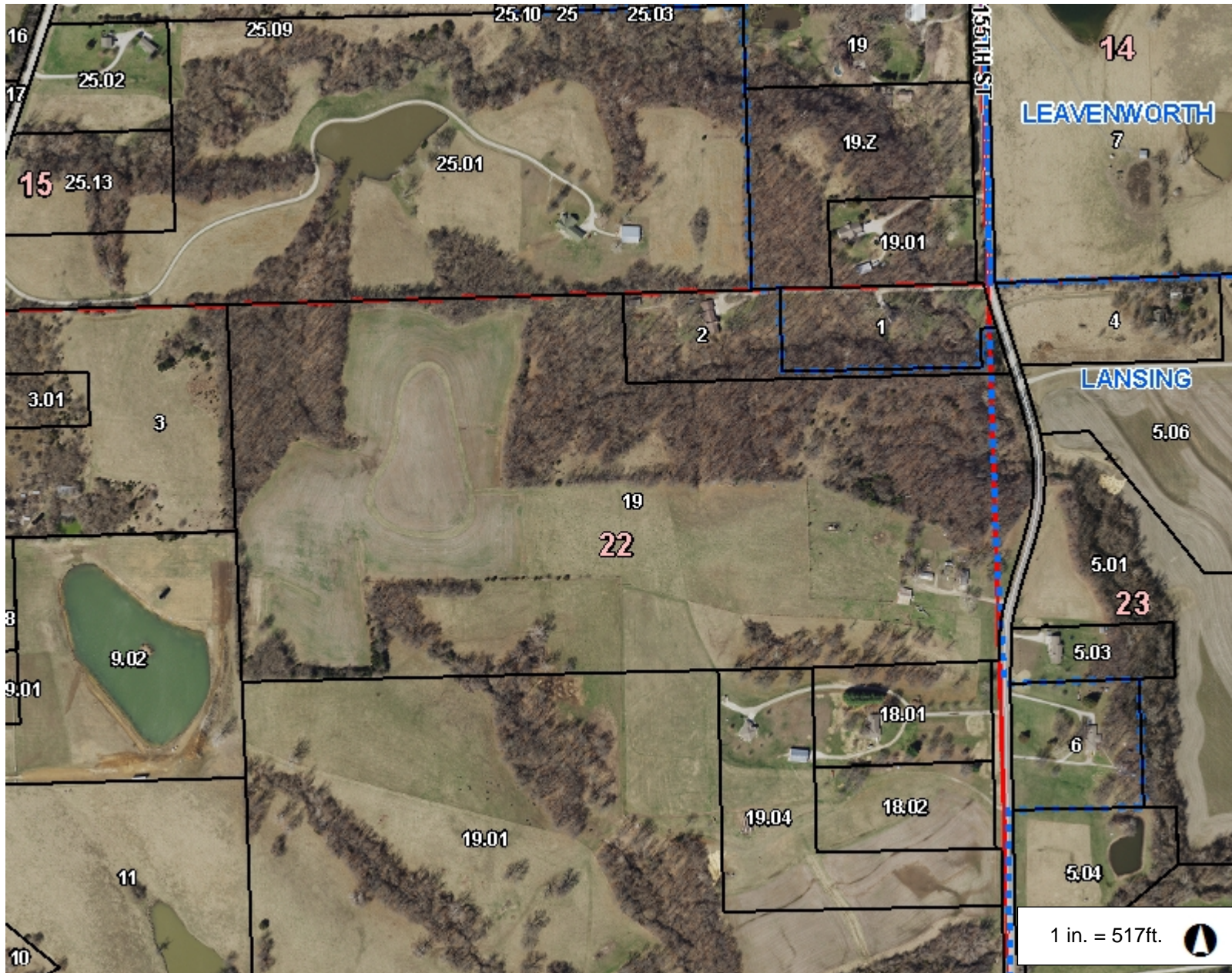


Job # K-20-1374



# Leavenworth County, KS

Agenda Item 2.



## Legend

- Parcel Number
- Parcel
- City Limit Line
- Major Road
- <all other values>
- 70
- Road
- Railroad
- Section
- Section Boundaries
- County Boundary

## Notes

1,033.5 0 516.76 1,033.5 Feet

This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



**Ordinance excluding land pursuant to K.S.A. 12-504 and K.S.A. 12-505**

**ORDINANCE NO. 1073**

**AN ORDINANCE EXCLUDING LAND FROM THE CITY OF LANSING, KANSAS**

WHEREAS, the following described land adjoins the city of Lansing, Kansas, of which the entire eastern boundary of said parcel is contiguous with the city boundaries, and is located at 26629 155<sup>th</sup> Street, Leavenworth, Kansas;

WHEREAS, a petition from the landowner duly filed with the City Clerk of the City of Lansing, Kansas for exclusion of the following described land, pursuant to K.S.A. 12-504 and K.S.A. 12-505, as amended; and

WHEREAS, the Governing Body of the city of Lansing, Kansas, finds it advisable to exclude such land.

**NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LANSING, KANSAS:**

**SECTION 1.** That the following described land is hereby excluded and removed as part of the city of Lansing, Kansas:

Commencing at the Northwest corner of said Northwest Quarter; thence South 01 degrees 36'38" East for a distance of 331.48 feet along the West line of said Northwest Quarter to the TRUE POINT OF BEGINNING; thence North 88 degrees 40'16" East for a distance of 54.32 feet to the proposed Westerly right of way of 155<sup>th</sup> Street (said right of way being 30 feet each side of centerline as it exists today); thence South 16 degrees 01'49" East for a distance of 213.79 feet along said right of way; thence along a non-tangent curve to the right having a radius of 695.00 feet and an arc length of 364.30 feet, being subtended by a chord bearing of South 02 degrees 37'50" West and a chord distance of 360.14 feet, along said right of way; thence South 17 degrees 11'48" West for a distance of 212.34 feet along said right of way; thence South 06 degrees 09'55" West for a distance of 92.16 feet along said right of way to the West line of said Northwest Quarter; thence North 01 degrees 36'38" West for a distance of 858.79 feet along said West line to the point of beginning.

Together with and subject to covenants, easements, and restrictions of record.

**SECTION 2.** That this ordinance shall take effect from and after its adoption by the Governing Body and upon publication in the official city newspaper as provided by law.

**PASSED AND APPROVED** by the Governing Body of the city of Lansing, Leavenworth County, State of Kansas, this 7<sup>th</sup> day of October, 2021.

**CITY OF LANSING**

{SEAL}

\_\_\_\_\_  
Anthony R. McNeill, Mayor

**Attest:**

\_\_\_\_\_  
Sarah Bodensteiner, CMC, City Clerk



APPROVED AS TO FORM:

Agenda Item 2.

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Gregory Robinson, City Attorney

Published: *Leavenworth Times*

Date Published:



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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Matthew R. Schmitz, Director, Community & Economic Development  
DATE: October 7, 2021  
SUBJECT: Final Plat – Richardson Replat

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Explanation: Russell L. & Audeana M. Connell, owners of property at 600 Beth St. and 00000 Beth St., and Chad & Christina Clark, owners of property at 605 Carol St., have applied for approval of a final plat for the Richardson Replat subdivision, which will replat Lots 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, and part of Tract D, Block 14, Town of Richardson. This final plat, if approved, will allow the property owners to complete the platting process and file a Final Plat with Leavenworth County Register of Deeds, which will subdivide approximately 1.84 acres allowing for the potential future construction of four residential homes along Beth St., and the extension of the Clark's current property at 605 Carol to the west. No modification of zoning is being requested in association with this final plat, and no modification of existing right of way is included in this replat. **The vacation of the alley has been added to the plat after Staff and the applicant were unable to locate the original vacation of this alley. Due to this modifying public lands, the plat has come back for review and acceptance again.**

The final plat has been updated to reflect the conditions listed in the Staff Report and meets the requirements of the checklist, with the exception of final signatures for each required signatory. Those signatures will be obtained before the plat can be filed with Leavenworth County Register of Deeds.

The staff report, revised final plat, the checklist, and minutes from the Sept. 15<sup>th</sup> Planning Commission meeting are attached for review.

The Planning Commission voted to recommend approval of this final plat application with a 5-0 vote.

Action: Staff recommends a motion to approve the final plat for Richardson Replat.



## Project Facts

### Applicant

Russell & Audeana Connell  
Chad & Christina Clark

### Address

600 Beth St.  
00000 Beth St.  
605 Carol St.

### Property ID

094-18-0-30-02-014.00-0  
094-18-0-30-02-013.00-0  
094-18-0-30-02-015.00-0

### Zoning

R-2 Single-Unit Residential District

### Future Land Use

Single Family Residential

### Land

80,045 SF (1.84 acres)

### Requested Approvals

Final Plat



## Summary

Russell L. & Audeana M. Connell, owners of property at 600 Beth St. and 00000 Beth St., and Chad & Christina Clark, owners of property at 605 Carol St., have applied for approval of a final plat for the Richardson Replat subdivision, which will replat Lots 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, and part of Tract D, Block 14, Town of Richardson. This final plat, if approved, will allow the property owners to complete the platting process and file a Final Plat with Leavenworth County Register of Deeds, which will subdivide approximately 1.84 acres allowing for the potential future construction of four residential homes along Beth St., and the extension of the Clark's current property at 605 Carol to the west. No modification of zoning is being requested in association with this final plat, and no modification of existing right of way is included in this replat. **The vacation of the alley has been added to the plat after Staff and the applicant were unable to locate the original vacation of this alley. Due to this modifying public lands, the plat has come back for review again.**



## Discussion points from Checklist

The checklist was reviewed and completed by the Director of Community & Economic Development. Items marked no are discussed below:

- Item 7.L. – There is no signature on the submitted plat, this will need to be added before the city signs the plat.

## Community & Economic Development / Public Works / Wastewater / City Engineer Comments

**Comments on this final plat from the preliminary plat process have been addressed. Additional comments redlined on the plat have been identified and can be addressed before the plat is signed by the Chairman of the Planning Commission either before or after approval by the City Council.**

Final plats are a refined version of the preliminary plat that presents proposed ownership and development patterns, as well as the specific location of public facilities and public property based on detailed designs. After approval of the preliminary plat, the applicant may submit a final plat for all or portions of the preliminary plat area for consideration at the next scheduled Planning Commission meeting. A final plat must be reviewed by staff and brought before the Planning Commission for approval, approval with conditions, or denial.

### Community & Economic Development Review (from Article 2.02-E of the UDO):

- The layout and design of the final plat is in substantial compliance with the approved preliminary plat considering the number of lots or parcels; the block layout, street designs and access; the open space systems and civic design elements; the infrastructure systems; or other elements of coordinated developments.
  - The final plat appears to be consistent with the approved preliminary plat.
- The construction plans for any utilities, infrastructure or public facilities meet all technical specifications.
  - No construction plans related to any utilities, infrastructure, or public facilities have been reviewed as no construction is planned at this time.
- The phasing and timing of public improvements ensures construction and performance guarantees.
  - No construction plans or phasing plans were provided at this time, as no construction is planned.
- Any deviations in the final plat from the preliminary plat brings the application in further compliance with the Comprehensive Plan and the purposes and intent of this Code.
  - The final plat does not deviate from the approved preliminary plat.
- The recommendations of professional staff, or any other public entity asked to officially review the plat.
  - Based on substantial compliance with the approved preliminary plat, and subject to the review of any technical drawings or legal review, Staff from Community & Economic Development find this proposed final plat acceptable, subject to revisions noted in this report.

### Public Works / City Engineer:

- Public Works / City Engineer comments have been addressed.

### Wastewater:

- Wastewater reviewed the final plat and had no comments.



## Acknowledgments

The following City of Lansing staff members reviewed this project and provided information for this report:

- Matthew R. Schmitz, MPA – Director, Community & Economic Development
- Michael Spickelmier, P.E. – Director, Public Works / City Engineer
- Anthony Zell, MBA – Director, Wastewater
- Abby Kinney – Planning Consultant, Gould Evans

## Notice of City Codes

The Applicant is subject to all applicable City codes within the Municipal Code – whether specifically stated in this report or not – including, but not limited to, Zoning, Buildings and Construction, Subdivisions, and Sign Code. The Applicant is also subject to all applicable Federal, State, and local laws.

## Recommendation

Staff recommends that the Planning Commission approve the Final Plat and recommend to the City Council approval of this final plat, with the condition of modification of the plat to rectify the items outlined herein.



# RICHARDSON REPLAT

A Replat of Lots 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18,  
and Part of Tract D, Block 14, Town of Richardson, City of Lansing,  
Leavenworth County, Kansas.

## FINAL PLAT

### PREPARED FOR:

Russell L. & Audeana M. Connell  
600 Beth Drive  
Lansing, KS 66043  
PID # 094-18-0-30-02-014

Chad M. & Christina N. Clark  
605 Carol Street  
Lansing, KS 66043  
PID # 094-18-0-30-02-015

### DESCRIPTION:

Lots 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, that part of the vacated alley, Block 14, and part of Block D, TOWN OF RICHARDSON, City of Lansing, Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 dated June 24, 2021, more fully described as follows: Beginning at the Northeast corner of said Lot 4; thence South 01 degrees 23'18" East for a distance of 139.00 feet; thence North 88 degrees 28'40" East for a distance of 90.00 feet to the Northeast corner of said Lot 18; thence South 01 degrees 23'18" East for a distance of 124.97 feet to the Southeast corner of said Lot 18; thence South 88 degrees 28'21" West for a distance of 326.73 feet along the North right of way line of Carol Street as it exists today; thence North 11 degrees 50'48" West for a distance of 268.34 feet along the Easterly line of vacated railroad; thence North 88 degrees 28'40" East for a distance of 285.44 feet along the South right of way line of Beth Street as it exists today to the point of beginning.

Together with and subject to covenants, restrictions, and easements of recorded.

Said property contains 1.84 Acres, more or less.

Error of Closure - 1 : 292302

### CERTIFICATION AND DEDICATION

The undersigned proprietors state that all taxes of the above described tract of land have been paid and that they have caused the same to be subdivided in the manner shown on the accompanying plat, which subdivision shall be known as: RICHARDSON REPLAT.

Easements shown on this plat are hereby dedicated for public use, the rights of way which are shown with dashed lines on the accompanying plat, and said easements may be employed to locate and maintain sewers, water lines, gas lines, poles and wires and any other form of public utility now and hereafter used by the public over, under and along the strips marked "Utility Easement" (U/E) or "Drainage Easement" (D/E).

Streets shown on the accompanying plat and not heretofore dedicated for public use are hereby so dedicated.

Building Lines or Setback Lines (B.S.L.) are hereby established as shown on the accompanying plat and no building or portion thereof shall be built or constructed between this line and the street line.

In accordance with KSA 12-512b, all rights, obligations, reservations, easements, or interest not shown on this plat shall be vacated as to use and as to title, upon filing and recording of this plat. The proprietors, successors and assigns of property shown on this plat hereby absolve and agree, jointly and severally, to indemnify the City of Lansing, Kansas, of any expense incident to the relocation of any existing utility improvements heretofore installed and required to be relocated in accordance with proposed improvements described in this plat.

### IN TESTIMONY WHEREOF,

We, the undersigned owners of RICHARDSON REPLAT, have set our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2021

Russell L. Connell

Audeana M. Connell

Chad M. Clark

Christina N. Clark

### NOTARY CERTIFICATE:

Be it remembered that on this \_\_\_\_\_ day of \_\_\_\_\_, 2021, before me, a notary public in and for said County and State came Russell L. Connell and Audeana M. Connell, husband and wife, to me personally known to be the same persons who executed the forgoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

### NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_ (seal)

### NOTARY CERTIFICATE:

Be it remembered that on this \_\_\_\_\_ day of \_\_\_\_\_, 2021, before me, a notary public in and for said County and State came Chad M. Clark and Christina N. Clark, husband and wife, to me personally known to be the same persons who executed the forgoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

### NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_ (seal)

### APPROVALS

This Plat of RICHARDSON REPLAT has been submitted and approved by the Lansing Planning Commission this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Chairman - Ron Barry

Secretary - Melissa Baker

This Plat approved by the City Council of Lansing, Kansas, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Mayor - Anthony R. McNeill

Attest: City Clerk - Sarah Bodensteiner

Director of Public Works - Michael Spickelmier, P.E.

Director of Community & Economic Development  
Matthew R. Schmitz, MPA

City Attorney - Gregory Robinson

I hereby certify, as the County Treasurer of Leavenworth County, Kansas, that all taxes and special assessments due and payable on the foregoing subdivision have been paid on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Leavenworth County Treasurer - Janice VanParys

I hereby certify this plat meets the requirements of KSA-58-2005. The face of this plat was reviewed based on Kansas Minimum Standards for Boundary Surveys. No field verification is implied. This review is for surveying information only.

LEAVENWORTH COUNTY SURVEY REVIEWER  
Michael J. Bogina, KS PS-1655

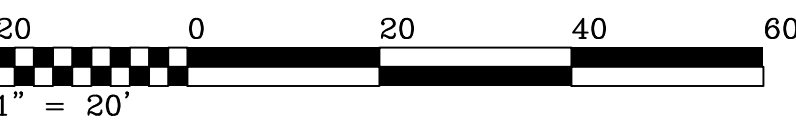


Scale 1" = 20'

### REGISTER OF DEED CERTIFICATE:

Filed for Record as Document No. \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 2021 at \_\_\_\_\_ o'clock \_\_\_\_ M in the Office of the Register of Deeds of Leavenworth County, Kansas,

Register of Deeds - TerriLois Mashburn



### SURVEYOR'S CERTIFICATE:

I, the undersigned, do hereby certify that I am a professional surveyor in the State of Kansas with experience and proficiency in land surveying, that the heretofore described property was surveyed and subdivided by me, or under my supervision, that all subdivision regulations of the City of Lansing, Kansas have been complied with in the preparation of this plat, that this survey conforms to the Kansas Minimum Standards for Boundary Surveys, and that all monument shown hereon actually exist and their positions are correctly shown to the best of my knowledge and belief. The field work was completed on \_\_\_\_\_, 2021.

### BY:

Joseph A. Herring, KS PS # 1296



### ZONING:

R-2 - Single Unit Residential District

### LEGEND:

- - 1/2" Rebar Set with Cap No.1296
- - 1/2" Rebar Found, unless otherwise noted.
- - Concrete Base to be Set around Monument
- △ - PK Nail Found in Place
- ( ) - Record / Deeded Distance
- U/E - Utility Easement
- L/E - Landscape Easement

### NOTES:

- This survey does not show ownership.
- All distances are calculated from measurements or measured this survey, unless otherwise noted.
- All recorded and measured distances are the same, unless otherwise noted.
- Error of Closure - 1 : 34616
- Basis of Bearing - KS SPC North Zone 1501, North Line of Plat
- Monument Origin Unknown, unless otherwise noted.
- Benchmark - NAVD88  
Project Benchmark (BM) - Center of Cul-de-sac - 879.6'
- Reference Surveys:
  - TOWN OF RICHARDSON recorded July 25, 1900
  - DGW - D.G.White Survey S-14 #60 dated 1990
  - LTH - L.T.Hahn Survey dated 2018
- Subject to Covenants, Restrictions, and Easements of Record.
- Setback Lines
  - Front - 30' (shown hereon)
  - Side - 10'
  - Rear - 30'



**CHECKLIST FOR COMPLETENESS  
OF  
APPLICATION FOR PLANNING COMMISSION  
REVIEW AND APPROVAL  
OF  
FINAL PLAT  
FOR**

**RICHARDSON REPLAT  
(Name of Subdivision)**

Matthew R. Schmitz  
**Person Completing Checklist**

9-15-2021  
**Date**

COMPLETION OF THIS CHECKLIST IN NO WAY CONSTITUTES AN EVALUATION OF THE MERITS OR ACCURACY OF THE PLANS, DESIGN OR ENGINEERING OF THE FINAL PLAT. THIS STEP IS INTENDED ONLY AS AN ADMINISTRATIVE REVIEW OF THE COMPLETENESS OF THE APPLICATION FOR APPROVAL BEFORE IT UNDERGOES STAFF EXAMINATION BY THE CITY ENGINEER FOR HIS RECOMMENDATION TO THE PLANNING COMMISSION.



## FINAL PLAT CHECKLIST

	<u>YES</u>	<u>NO</u>	<u>N/A</u>
1. Preliminary Plat has been approved.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Applicant agrees to submit an original with all final revisions in both paper and electronic format to the Community and Economic Development Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Material is submitted at least fourteen (14) days prior to Planning Commission meeting at which it is desired to be considered.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Original copy contains names and locations for duly acknowledged and notarized signatures of the owner(s) of the property.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Final Plat is drawn at scale of at least 1" = 200'	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6. Size of sheet on which final plat is prepared is at least 36 inches by 24 inches. If more than one sheet required, all are same size and index map is provided.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7. FINAL PLAT CONTAINS:			
A. Name of Subdivision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
B. Location, including section, township, range, county and state	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
C. Location and description of existing monuments or benchmarks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D. Location of lots and blocks with dimensions in feet and decimals of feet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
E. Location of alley, street and highway rights-of-way, parks and other features including radii on curves with dimensions in feet and decimals of feet.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
F. Clear numbering for all lots.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
G. Clear numbering or lettering.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
H. Locations, widths and names of all streets and alleys to be dedicated. (If applicable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. Boundaries and descriptions of any areas other than streets to be dedicated or reserved for public use. (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
J. Minimum area and associated minimum elevation for the building on each lot (building site). (If requested by Planning Commission)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



Final Plat Checklist

Page 2

		<u>YES</u>	<u>NO</u>	<u>N/A</u>
K.	Building setback lines along all streets, with dimensions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
L.	Name, signature, seal of licensed engineer or registered land surveyor preparing plat.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
M.	Scale of plat, (shown graphically) date of prep and north point.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
N.	Statement dedicating all easements, streets, alleys and all other public areas not previously dedicated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8.	A copy of any restrictive covenants applicable to the subdivision is provided. (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9.	Required certifications/acknowledgements are present:			
A.	Certificate signed and acknowledged by all parties having any record, title or interest in the land subdivided, and consenting to the preparation and recording of said subdivision map.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
B.	Certificate (as above) dedicating or reserving all parcels of land shown on the final plat and intended for any public or private use including easements, and those parcels which are intended for the exclusive use of the lot owners of the subdivision, their licensees, visitors, tenants and servants.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
C.	Certificate of responsibility by registered land surveyor preparing final map, accompanied by seal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D.	Certificate(s) signed by City Clerk and County Treasurer that all taxes and special assessments due and payable have been paid.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
E.	Notary acknowledgement in form shown in Subdivision Regulation (Pg. 10).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
F.	Endorsement by Planning Commission in form shown in Subdivision Regulations (Pg. 10).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
G.	Public use acceptance by Governing Body in form shown in Subdivision Regulation (Pg. 10, 11).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	





## PLANNING COMMISSION SEPTEMBER REGULAR MEETING

Council Chambers, 800 1st Terrace, Lansing, KS 66043  
Wednesday, September 15, 2021 at 7:00 PM

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### MINUTES

**CALL TO ORDER-** The regular September meeting of the Lansing Planning Commission was called to order by Vice- Chairman Jake Kowalewski at 7:00 p.m.

**ROLL CALL / QUORUM ANNOUNCEMENT-** In attendance were Vice-Chairman Jake Kowalewski, Commissioners Amy Baker, Nancy McDougal, Jerry Gies, and Richard Hannon. Jake Kowalewski noted there was a quorum present.

#### OLD BUSINESS

1. Approval of Minutes - July 21, 2021, Regular Meeting

Motion by Mrs. McDougal to approve and seconded by Mrs. Baker to approve the meeting minutes – motion passed 5-0.

#### NEW BUSINESS

2. **Final Plat Application Case # SDFP-2021-3a**

Application submitted by Russell L. & Audeana M. Connell, owners of property at 600 Beth St. and 00000 Beth St., and Chad & Christina Clark, owners of property at 605 Carol St. This application is for a final plat consisting of 5 lots and approximately 1.84 acres. The property is currently zoned as R-2 Single-Family Residential District, is made up of multiple lots and a tract which are part of the original Town of Richardson Plat. **Vacation of the original Alley has been added to the Plat, hence the need for an additional review.**

Mr. Gies started the meeting by asking how the plat is different now compared to what it was previously. Mr. Schmitz replied that on the original drawing that the planning commission had approved, it showed the 14-foot alley vacated by others or something similar to that affect. It was stated that the drawing now shows the original alley/vacated plat, and that the filing of this plat will vacate that area. Originally there was a belief that the alley had already been vacated. When the surveyor took it to the county for review, the county stated that they wanted to see a copy of the document. However, the document was unable to be located. Mr. Gies then asked if it would be automatically vacated by replating. Mr. Schmitz stated that anytime you add/remove property to a city, the council must approve it. When they originally approved it, it was their understanding that it was already vacant, which it wasn't. Therefore, it needed to be brought back to the planning commission again for approval.

Commissioner Jerry Gies made a motion to approve the final plat application for Russell L. & Audeana M. Connell and Chad and Christina Clark. Commissioner Nancy McDougal seconded the motion. Motion passed 5-0.

**NOTICES AND COMMUNICATIONS-** Mr. Schmitz sent an email regarding a webinar and encouraged anyone on the planning commission to register and attend. The annual volunteer dinner will possibly be cancelled.

#### REPORTS - Commission and Staff Members



Mr. Jerry Gies discussed sanitary issues along Main St. The planning commission and Mr. Schmitz then discussed the possible development of various areas and discussed the locations of sewers within those areas.

**ADJOURNMENT-** - Mr. Geis made motion to adjourn, Mrs. McDougal seconded. Meeting was adjourned.

For information on how to view prior meetings, please visit our website at <https://www.lansingks.org>. If you require any special assistance, please notify the Community and Economic Development Director prior to the meeting.

Respectfully submitted,

Melissa Baker, Secretary

Reviewed by,

Matthew R. Schmitz, Community and Economic Development Director



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## AGENDA ITEM

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TO: Tim Vandall, City Administrator

FROM: Mike Spickelmier, Director of Public Works *NEWS 10/1/2021*

DATE: October 1, 2021

SUBJECT: MOU on responsibilities for the Veteran's Monument at Kenneth Bernard Park

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In 2009 the Veteran's of Foreign Wars (VFW) began the project of constructing a veteran's monument in Lansing. This resulted in the Veteran's Monument that is currently located in Kenneth Bernard Park (KBP). This MOU works to clarify and codify the responsibilities of the City and the Veteran Service Organizations (VFW and American Legion) to continue to provide this valuable asset to the residents of Lansing, Kansas.

Policy Consideration: This MOU codifies the agreement between the City, VFW Post 12003, and American Legion Post 411 on the responsibilities of each party in regard to the Veteran's Monument at KBP.

Financial Considerations: The costs associated with the MOU are outlined in the document. The cost to the City of Lansing is primarily staff time and efforts generally associated with park maintenance.

Action:

1. Approve the MOU between Lansing, VFW Post 12003 and Legion Post 411



# MEMORANDUM OF UNDERSTANDING

Between

The City of Lansing and

The Veterans of Foreign Wars Post 12003 (Lansing) and  
American Legion Post 411 (Lansing)

## I. AUTHORITY.

This Memorandum of Understanding (MOU) is made and entered into by and between the City of Lansing Kansas (hereafter known as the City), the Veterans of Foreign Wars Post 12003 (hereafter known as the VFW), and American Legion Post 411 (hereafter known as the Legion) to maintain the Field of Honor memorial plaza (hereafter known as the Monument) at Kenneth Bernard Park (hereafter known as KBP).

## II. PURPOSE.

The purpose of this agreement between the City, VFW, and Legion is to outline the responsibilities of each party to provide for the continued operations and maintenance of the Monument in a way that is both of value to the community and in a manner that is respectful to those it honors.

The Monument was initiated by the VFW in 2009. The City decided the Monument would be built in KBP, rather than at the Lansing Community Center. Verbal agreements made at that time had the Veteran's organizations responsible for building the Monument, and the City agreed to maintain the Memorial. This MOU clarifies and codifies the agreement.



### III. THE PARTIES.

A. The City of Lansing Kansas, A municipality incorporated in the state of Kansas, hereafter know as the CITY. The Monument is located within and is part of Kenneth Bernard Park (KBP), a city owned property/park. The Monument consists of three flag poles, three stone markers, park benches, and a brick courtyard with embossed names.

B. The James Taylor Lansing Memorial Post 12003, Veterans of Foreign Wars of the United States (VFW) is a nonprofit Veterans Service Organization comprised of eligible veterans and military service members from the active force and reserve component. In addition to citizenship and honorable service, VFW membership requires service in a war, campaign, or expedition on foreign soil or in hostile waters.

C. The American Legion Post 411 is a nonprofit Veterans Service Organization comprised of eligible veterans and military service members from the active force and reserve component. Membership is open to all Veterans.

### IV. STATEMENT OF MUTUAL INTERESTS AND BENEFITS.

It is mutually agreed by the Parties that they shall work in cooperation through timely communication to ensure their goals. To accomplish this, the division of responsibilities is as follows:



A. The City:

1. Will tend to the landscaping, benches, concrete to keep a state of operations and repair consistent with other city facilities.
2. Will maintain the flag poles, with the following provisions:
  - a) The United States (US) Flag will be flown in accordance with the US Flag Code.
  - b) The US Flag will be flown at full staff, unless directed by the City, State, or Federal governments. Exceptions require coordination between the parties.
  - c) The City will maintain all Flags (including raising and lowering as required) and the light atop center flagpole.
  - d) In addition to the US flag, other flags may be flown (in accordance with the flag code) and coordinated between the parties. The City is not responsible for maintaining any additional flags.
3. Will fly additional flags for the following holidays. The flags will be per custom for the occasion.
  - a) Memorial Day. The POW/MIA flag and the Kansas State Flag.
  - b) Independence Day. The Kansas State Flag and the City of Lansing Flag.
  - c) Veterans Day. The POW/MIA flag and the Kansas State Flag.

B. The VFW/Legion will maintain the Monument. This includes but is not limited to:

1. Jointly determine the requirements, planning, and funding of the maintenance and upgrading of the Monument.
2. Responsible for the replacement of broken, settled, or missing bricks, including the resourcing to accomplish this task.
3. Determine the requirements any additions to the monument, including placement of new bricks within the memorial.
4. Responsible for resourcing new requirements.
5. Keep records associated with the brick layout, to include names, locations, and inscriptions for the bricks.
6. Coordinate with the City on any proposed improvements to the Monument.

C. The Parties will work cooperatively to maintain the three stone markers.

1. The Field of Honor marker is currently in place
2. The marker stones flanking the center stones have yet to be inscribed at the time of this agreement.
3. Costs for repair maintenance or enhancement for those stones will be by separate agreement in a cooperation between these and possible outside parties.

V. SEVERABILITY.



In the event that any court, tribunal, or administrative agency with competent jurisdiction over the matters addressed within this agreement determines any provision is void, this agreement will no longer be valid.

VI. PRINCIPAL CONTACTS:

Commander, VFW Post 12003  
PO Box 295  
Lansing, KS 66043  
[Adjutant@VFW12003.org](mailto:Adjutant@VFW12003.org)

Commander, American Legion Post 411  
PO Box 2415  
Lansing, KS 66043  
[Adjutant@ALKS411.org](mailto:Adjutant@ALKS411.org)

Mayor, City of Lansing  
800 First Terrace  
Lansing, KS 66043  
[mayor@lansingks.org](mailto:mayor@lansingks.org)

City Administrator, City of Lansing  
800 First Terrace  
Lansing, KS 66043  
[tvandall@lansingks.org](mailto:tvandall@lansingks.org)

Public Works Department  
730 First Terrace, Suite 3  
Lansing KS, 66043  
[publicworks@lansingks.org](mailto:publicworks@lansingks.org)

Parks & Recreation Department  
108 S. 2<sup>nd</sup> Street  
Lansing KS, 66043  
[parks@lansingks.org](mailto:parks@lansingks.org)

FOR THE CITY OF LANSING KS

FOR THE VETERAN SERVICES ORGANIZATIONS

\_\_\_\_\_  
Mayor Date

\_\_\_\_\_  
Commander, VFW Post 12003 Date

\_\_\_\_\_  
Attest Date

\_\_\_\_\_  
Commander, American Legion Post 411 Date



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## AGENDA ITEM

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TO: Tim Vandall, City Administrator

FROM: Mike Spickelmier, Director of Public Works *NEWS 9/21/2021*

DATE: September 21, 2021

SUBJECT: Salt Prices for 2022

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Policy Consideration: Cooperative purchase for salt is authorized under the City purchasing policy. Leavenworth County has again solicited pricing for bulk purchase of rock salt. The quantity includes material for LVCO, City of Leavenworth, City of Basehor, City of Tonganoxie, and the City of Lansing.

Financial Consideration: \$50,000 is budgeted in the 2022 Fund 22 for Ice Control. 500 tons is our annual quantity forecast which results in \$27,130 in project expenditure. The remainder of the line item is used to purchase de-icing chemical (a MgCl and CaCl mixture) that is used in conjunction with rock salt application.

Salt prices for 2021 was \$60.13 per ton, with 740 tons purchased.

The salt dome is currently full and ready for winter.

Action:

1. Accept the bid of \$54.26 per ton from Independent Salt Company in cooperation with Leavenworth County.

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## AGENDA ITEM #

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# COUNTY OF LEAVENWORTH

## Department of Public Works



### *Leavenworth County Department of Public Works*

23690 187<sup>th</sup> Street  
Leavenworth, KS 66048

September 2, 2021

Independent Salt Company  
Attn: Chris Tully  
PO Box 36  
Kanapolis, KS 67454

RE: Salt Bids for Leavenworth County

We are pleased to announce that Independent Salt Company has been awarded the bid for Leavenworth County.

On 08.23.2021 bids were opened for 3,000 tons of medium rock salt (with the option to purchase more if necessary) for Leavenworth County. In addition, the City of Tonganoxie, City of Basehor and City of Leavenworth and the City of Lansing are added as bulk bids. Each municipality would make arrangements and purchase their requested amount of rock salt directly from Independent Salt Co. The following is a bid tabulation of the bids received:

#### 2021 Salt Bid Tabulation

<u>Vendor</u>	<u>Bid Price per ton</u>	<u>Bid Alternate per ton</u>
Compass Minerals	No bid	No bid
Hutchinson Salt	\$58.80	\$58.80
Independent Salt	\$54.26	\$54.26
Cargill	No bid	No bid
Central Salt	\$60.74	\$60.74

We are pleased that Independent Salt Company was awarded the bid, and look forward to working with you this upcoming winter. If you have any questions or concerns, please feel free to contact either myself or Vincent Grier, Rd & Br Superintendent at 913-727-1800.

Sincerely,

Bill Noll  
Infrastructure and Construction Services Director



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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Sarah Bodensteiner, City Clerk  
DATE: October 4, 2021  
SUBJECT: Executive Session – Economic Development

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Executive Session will be called to review Economic Development activities pursuant to the discussion of confidential data relating to the financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorship, K.S.A. 75-4319(b)(4).

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## AGENDA ITEM #

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