

**MINUTES OF THE COUNCIL MEETING  
OF THE CITY OF PAOLA, KANSAS  
6:00 O’CLOCK P.M.  
January 28, 2014**

**HELD AT THE PAOLA JUSTICE CENTER  
805 North Pearl Street in Paola**

The Governing Body of the City of Paola, Kansas, met with Mayor Stuteville presiding.

**Council Members present:** Mayor Artie Stuteville and Council Members Jim Pritchard, Gee Gee Wilhoite, Leigh House and Aaron Nickelson.

**Council Members absent:** None.

**Also present:** City Manager Jay Wieland, City Clerk Dan Droste, Public Works Director Craig Browning, Police Chief Dave Smail, City Planner Mike Gotfredson, Michael Oldfield, and Brian McCauley with the Miami County Republic.

**Agenda Item 1 - CALL TO ORDER:** The regular council meeting was called to order by Mayor Stuteville.

**Agenda Item 2 - ROLL CALL:** Mayor Stuteville and Council Members Pritchard, Wilhoite, House and Nickelson were all present. No one was absent.

**Agenda Item 3 - PETITIONS, REMONSTRANCES, AND COMMUNICATIONS:** Mayor Stuteville asked the audience if anyone desired to address the Council about any issue that is not an agenda item. No one addressed the Council.

**Agenda Item 4 - CONSENT AGENDA:**

- a. Approval of minutes of the regular meeting of January 14, 2014.
- b. Approval of Salary Ordinance 14-2.
- c. Approval of Appropriation Ordinance No 769.
- d. Approval of the Journal Entries Report for December, 2013.
- e. Approval of the Adjusting Journal Entries Report for December 2013.
- f. Approval of a Building Permit Waiver from the Miami County Historical Museum in the amount of \$30.00.

Council Member Wilhoite made a motion to approve the Consent Agenda as presented and authorize the Mayor to sign. The motion was seconded by Council Member Pritchard and all voted aye. The motion passed 4 to 0.

**Agenda Item 5 - REPORTS OF OFFICERS, BOARDS AND COMMITTEES:**

**Agenda Item 5a – Report by the City Clerk on Candidates who have filed for City Offices to be placed on the ballot on April 1, 2014.**

Clerk Droste reported that the deadline for filing for the positions of City Council Member for Wards 2 and 4 was 12:00 Noon on Tuesday, January 21, 2014. Gee Gee Wilhoite and Michael Oldfield have filed as candidates for the City Council Seat in Ward 2 and Aaron Nickelson was the only candidate to file for the City Council Seat in Ward 4. The general election will be held on Tuesday, April 1, 2014.

**Agenda Item 5b – Preliminary Financial Report for Budget Year 2013.**

Manager Wieland reported that a preliminary financial report for 2013 has been completed. He indicated that the report is prepared from the City's accounting system prior to the annual audit review.

Manager Wieland and Clerk Droste reviewed revenues and expenditures for each of the City's Budgeted Funds for 201. In total, the City's budgeted revenues amounted to \$14,450,706 which was just short of amended budget projections by 0.6% or \$87,298. Total budgeted expenditures amounted to \$10,870,268 which is under projections by \$433,538 or 3.8% below the amended budget. Consequently, the City's end of year cash balances exceeded the budget estimate by 9.7% or \$346,240 and totaled \$3,580,438 for all budgeted funds.

**Agenda Item 5c – Consider the approval of Payment Request No 5 for the Library Addition and Renovation Project #2013-001 – Part A.**

Manager Wieland reported that the payment request for the Library Project is segregated into two parts, A and B. He explained that Part A is the demolition of the 1980's addition and the expansion of the building with a new addition and Part B is the renovation of the original historical structure that was built in 1906. These are segregated to provide the appropriate accounting and documentation for the City's Tax Credit Application with the Kansas Historical Society. He reported that the Payment Request for Part A is in the amount of \$92,734.00 and is comprised primarily of expenditures related to the foundation walls, structural steel for the first floor, electrical work and some stored materials.

After additional discussion, Council Member Pritchard made a motion to approve payment request #5 from Legacy Contractors, LLC in the net amount of \$92,734.00 for the Library addition and renovation project #2013-001-Part A. The motion was seconded by Council Member House and all voted aye. The motion passed 4 to 0.

**Agenda Item 5d – Consider the approval of Payment Request No 1 for the Library Addition and Renovation Project #2013-001 – Part B.**

Manager Wieland presented a payment request for the Library Project for Part B which is the renovation of the original historical structure that was built in 1906. This request is in the amount of \$78,528.00 and is comprised of expenses related to demolition, removal of asbestos, tuckpointing, roof repair, rough in plumbing, and HVAC rough in.

After additional discussion, Council Member Nickelson made a motion to approve payment request #1 from Legacy Contractors, LLC in the net amount of \$78,528.00 for the Library addition and renovation project #2013-001-Part B. The motion was seconded by Council Member Wilhoite and all voted aye. The motion passed 4 to 0.

**Agenda Item 5e – Consider the approve of an Agreement to use the Paola Community Center with the Tallgrass Theater Company.**

Manager Wieland presented an agreement with the Tallgrass Theater Company for the use of the Paola Community Center. He reported that the group plans to use the Community Center for 4 major theater programs, 2 children’s theater workshops, 1 “Murder Mystery” fundraiser, use of one room on the third floor, and rent office space on the second floor. The agreement is for a term of one year and is renewable and the Tallgrass Theater Company will pay \$250.00 plus 10% of the gross receipts for each production, except for the children’s workshops and the fundraiser. They will also pay \$125.00 per month for office rental on the second floor. In addition, a \$250.00 security deposit and liability insurance will be provided to the City.

After additional discussion, Council Member House made a motion to approve the AGREEMENT TO USE THE PAOLA COMMUNITY CENTER with the Tallgrass Theater Company and authorize the Mayor to sign. The motion was seconded by Council Member Nickelson and all voted aye. The motion passed 4 to 0.

**Agenda Item 5f – Consider bids to improve the sound system at the Schwartz Family Theater at the Paola Community Center.**

Manager Wieland reported that the Paola Community Center recently received a generous donation of \$10,000 for improvements to the facility. The Board has recognized the need to improve the sound system in the Schwartz Family Theater in the Paola Community Center and bids were solicited for a new surround sound system as follows:

Jim Bell	Movie Only Surround Sound:	\$2,290.00
Church Sight & Sound	Full Time Surround Sound:	\$3,490.00
Chad Kelsey	Total Bid less sales tax:	\$3,607.00
CR Sight & Sound		

After additional discussion, Council Member Pritchard made a motion to accept the bid from James Bell with Church Sight and Sound in the amount of \$3,490.00 for the installation of the proposed sound system in the Schwartz Family Theater at the Paola Community Center. The motion was seconded by Council Member Wilhoite and all voted aye. The motion passed 4 to 0.

**Agenda Item 5g – Consider a bid to install a KEYSKAN Security Card Access Door Control System at the Paola Community Center.**

Manager Wieland discussed the need to improve the security at the Paola Community Center. With the increased usage of the Paola Community Center, the Director has struggled with key management and security of the building. With all of the different groups that use the building, occasionally keys are lost or not returned and the security of the building is compromised.

Clerk Droste reported that at the Fire Station, City Hall, and soon in the Library, the City has installed the Keyscan Door Security System. This system utilizes electronic key cards and card reader door locks to provide greater control over who has access to a building. Additionally, the system is able to track when each key is used so that we know who is entering the building at any given time. When a key is lost or not returned, it is merely deleted from the system and security for the building is maintained without the expense of changing locks. Additionally, the software allows the buildings to be monitored and controlled either on site or remotely. A bid was solicited from GK Smith & Sons to install the Keyscan System in the Community Center. Because this is an “addition” to an existing proprietary system, competitive bids were not sought.

After additional discussion, Council Member Wilhoite made a motion to accept the bid from GK Smith & Sons in the amount of \$5,907.00 for the installation of the proposed a KEYSKAN Security Card Access Door Control System at the Paola Community Center. The motion was seconded by Council Member Pritchard and all voted aye. The motion passed 4 to 0.

#### **Agenda Item 5h – Consider approval of a Resolution of Support for a new lower income senior housing development.**

Manager Wieland reported that the Community Development Department was contacted by Dean Development about the possibility of constructing an additional low-income senior housing development in Paola. The new development would be similar to the one constructed by Dean Development on South Hospital Drive near Lakemary Center.

City Planner Gotfredson reported that the proposed development could be as many as 42 units and potentially could be located on North Hospital Drive near the intersection at Industrial Park Drive. The number of units and location is tentative and dependent upon approval by the Kansas Housing Resource Corporation (KHRC). Dean Development is requesting a Resolution of Support for their tax credit application to the KHRC.

After additional discussion, Council Member House made a motion to approve A RESOLUTION OF SUPPORT FOR DEAN DEVELOPMENT, LLC TO CONSTRUCT FORTY-TWO HANDICAP ACCESSIBLE LIVING UNITS FOR LOWER INCOME ELDERLY CITIZENS OF PAOLA AND THE SURROUNDING AREA. The motion was seconded by Council Member Wilhoite and all voted aye. The motion passed 4 to 0 and the Resolution was assigned number 2014-001.

#### **Agenda Item 6 – NEW BUSINESS**

Clerk Droste reported that sales tax revenues for the month of January totaled \$195,592 which is \$5,812 more than the same time period last year.

Manager Wieland reported that the Kansas Day Business Expo will be held on Saturday, February 1<sup>st</sup> at Paola High School from 9 am to 2 pm. The Paola Pathways Task Force will have a booth at the event to promote the new trail system in Wallace Park.

Manager Wieland reported that the Paola Community Center and the Paola Civic Theater group will host a Valentine's Day Dinner Theater and present "Rise & Shine, Summer Grove" on Friday February 14<sup>th</sup>.

Manager Wieland presented a report of activity for the Community Development Department for calendar year 2013. 403 building permits were issued for a total value of work in the amount of \$8,193,417.

Council Member Wilhoite reported that she recently drove through Indian Hills Subdivision and noted the narrowness of the streets.

Mayor Stuteville nominated Larry Ward to fill a vacant seat on the Library Board and she also nominated Wayne Oberheide to fill a vacant seat on the Community Center Board. Council Member Pritchard made a motion to approve the Mayor's nominations. The motion was seconded by Council Member Wilhoite and all voted aye. The motion passed 4 to 0.

#### **Agenda Item 7 – ADJOURNMENT**

With no additional business to come before the Council, Council Member Wilhoite made a motion to adjourn. Council Member Nickelson seconded the motion and all voted aye. The motion passed 4 to 0.

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Artie Stuteville, Mayor

ATTEST: [seal]

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Daniel G. Droste, City Clerk