

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

November 8, 2011

**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.

Councilmembers present: Mayor Stuteville and Council Members Pritchard, Wilhoite, House, and Minden.

Council Members absent: None.

Also present: City Manager Wieland, City Clerk Droste, City Attorney Tetwiler, Public Works Director Browning, Police Chief Smail, Joe Sinnett, Richard Lentz, Josh Furnish, 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 Minden 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 meeting of October 25, 2011.
- b. Approval of Salary Ordinance 11-22.
- c. Approval of Appropriation Ordinance No 713.
- d. Approval of the Journal Entries Report for October, 2011.
- e. Approval of the Pledged Securities Report for October, 2011.

After a discussion, Councilmember Minden made a motion to approve the Consent Agenda as presented and authorize the Mayor to sign. The motion was seconded by Councilmember Wilhoite and all voted aye. The motion passed 4 to 0.

Agenda Item 5 - REPORTS OF OFFICERS, BOARDS AND COMMITTEES

Agenda Item 5a - Consider an Ordinance renewing the franchise agreement with Kansas Gas Service.

Manager Wieland presented an Ordinance renewing the franchise agreement with Kansas Gas Service. He reported that this ordinance renews the current 5% franchise fee for a new term of 10 years. The Ordinance also renews the existing 5% fee for transportation customers located in the City of Paola.

Mr. Joe Sinnett with Kansas Gas Service addressed the Council and expressed his appreciation in working with City staff.

After discussion, Councilmember Pritchard made a motion to approve AN ORDINANCE, GRANTING TO KANSAS GAS SERVICE, A DIVISION OF ONEOK, INC., ITS SUCCESSORS AND ASSIGNS, A NATURAL GAS FRANCHISE, PRESCRIBING THE TERMS THEREOF AND RELATING THERETO, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT WITH OR IN CONFLICT WITH THE TERMS HEREOF. The motion was seconded by Councilmember House and all voted aye. The motion passed 4 to 0 and the Ordinance was assigned number 3038.

Agenda Item 5b – Review and discussion of the Snow and Ice Control Policy.

Public Works Director Browning presented the City’s Snow and Ice Control Policy. He indicated that there were no substantive changes in the policy from the previous year. The Policy identifies the following streets as Emergency Snow Routes:

- Baptiste Drive
- Peoria Street from Hospital Drive to the west city limit
- Osage Street from Hospital Drive to Silver Street
- Silver Street/North Pearl Street/Old KC Road
- East Street
- Hospital Drive from 303rd Street to the south city limit
- Angela Drive
- Panther Drive
- 303rd Street
- Hedge Lane from Baptiste Drive to 303rd Street
- The streets in the downtown area around the blocks where the Park Square, City Hall and the Fire Station are located.

Public Works Director Browning indicated that snow route signs would eventually be posted along these routes. He also indicated that the newspaper is planning to run an article about the policy and Clerk Droste reported that the policy and the Emergency Snow Route Map would be posted on the City’s website at www.cityofpaola.com. Mayor Stuteville suggested that information be posted on Cable Channel 6. Public Works Director Browning indicated that snow removal equipment is ready and that a good supply of salt is stockpiled for this coming winter snow season.

Agenda Item 5c – Discussion regarding a new Purchasing Policy.

Manager Wieland presented a draft of a purchasing policy for Council consideration at a later meeting. He stated that the objective of a formal policy would be to maximize the purchasing power and value of public funds and ensure the purchasing process is conducted in an ethical, fair, and open manner.

Manager Wieland summarized the policy noting that the policy provides guidelines for regular everyday purchases, purchases that require three quotes and purchases that require a sealed bid process. The policy also addresses sole source providers, selecting professional services, and procurements during emergencies.

Manager Wieland recommended that the Council study the draft and a final draft would be presented at a later meeting for adoption.

Agenda Item 6 – NEW BUSINESS

Clerk Droste reminded the Council about the League of Kansas Municipalities Regional Supper on November 17th.

Clerk Droste presented a summary report of year-to-date tax revenues for the city and discussed same.

Councilmember Minden asked about the timing of the approval of a Conditional Use Permit for Design 4 Sports. He indicated that the owner had contacted him to see if the Council could hold a special meeting to consider the CUP. The reason for the request is to finalize the CUP in advance of the closing on the sale of the real estate by the contract deadline on December 1st. After a discussion, the Council agreed that it should hold a special meeting after the Planning Commission meeting at 6:00 pm on November 29th for that purpose. Clerk Droste was instructed to draft a Call Notice for the Special Meeting.

Councilmember House suggested that the City consider a quarterly recognition program for individuals and groups who have certain successes or achievements. She indicated that there are other cities that have similar programs and was interested in starting one in Paola.

Councilmember Pritchard reported that there will be a meeting at 7:00 pm at the Fire Station to discuss the hiking/biking trail.

Mayor Stuteville reported that she would be attending the fund raising dinner for the Miami County Historical Society on Thursday evening at the Paola Community Center.

Agenda Item 7 – ADJOURNMENT.

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

Artie Stuteville, Mayor

ATTEST: (seal)

Daniel G. Droste, City Clerk