

**MINUTES OF THE COUNCIL MEETING  
OF THE CITY OF PAOLA, KANSAS  
PAOLA JUSTICE CENTER 805 N PEARL  
6:00 O'CLOCK P.M.  
November 14, 2023**

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

**Council Members present:** Mayor Leigh House and Council Members Dave Smail, Deborah Hayes, and LeAnne Shields.

**Council Members absent:** Council Member Kathy Peckman

**Also present:** City Manager Randi Shannon, City Clerk Stephanie Marler, Public Works Director Kirk Rees, Interim Chief of Police Chad Corbin, City Planner Jessica Newton, City Attorney Lee Tetwiler, HR Director Vicki Belt, Brian McCauley with the Miami County Republic, JR McMahon, Luke DeGrande, Ben Minden, Jana Harrington-Barcus and Ann Benton.

**CALL TO ORDER:** The regular council meeting was called to order by Mayor House.

**ROLL CALL:** Mayor House and Council Members Smail, Hayes, and Shields were all present.

**PRESENTATION:**

Jana Harrington-Barcus, President/Director and Ann Benton, Secretary of the Miami County Historical Museum, provided a presentation of the events that were put on each month throughout 2023. They have planned events for the remainder of the year and said all events have been well attended. They encouraged everyone to join in on the fun. Ms. Benton said a membership to the museum is \$25.00 a year and comes with a newsletter.

**Agenda Item 1 - CONSENT AGENDA**

- a. Approval of minutes of the meeting on October 10, 2023.
- b. Approval of Salary Ordinances 23-21, 23-22 & 23-23.
- c. Approval of Appropriation Ordinance 1010 & 1011.
- d. Approval of the Pledged Collateral Report for October 2023.
- e. Approval of the Journal Entries for October 2023.
- f. Renewal of the liquor license for the VFW, 202 Delaware.
- g. Leak Allowance approval for 10 N Miller.

Council Member Shields made a motion to approve the Consent Agenda as presented and authorize the mayor to sign. The motion was seconded by Council Member Hayes and all voted aye. The motion passed 3 to 0.

**Agenda Item 2 - COMMENTS FROM THE PUBLIC: None**

**Agenda Item 3 – EXECUTIVE SESSION**

**Agenda Item 3a – Discuss Matters Under Non-Elected Personnel Exception.**

Council Member Smail made a motion to move the city council recess into Executive Session to discuss the contract for the City Manager pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1). The meeting shall include the Mayor and Council, City Attorney and City Manager. The regular meeting shall reconvene in the Municipal Court Room at 6:18 PM. The motion was seconded by Council Member Hayes and all voted aye. The motion passed 3 to 0.

At 6:18 PM Council Member Hayes made a motion to reconvene the recessed meeting. The motion was seconded by Council Member Smail and all voted aye. The motion passed 3 to 0.

**Agenda Item 3b – City Manager Contract Consideration.**

Council Member Smail made a motion to renew the contract with City Manager Randi Shannon for 3 years to include negotiated changes. The motion was seconded by Council Member Hayes and all voted aye. The motion passed 3 to 0.

**Agenda Item 4 – OLD BUSINESS**

**Agenda Item 4a – Old Water Treatment Plant – Surplus Property – Resolution 2023-019.**

Clerk Marler said prior to selling property at 201 Waterworks Rd with the old City Water Treatment building and adjacent land with the settlement basin, it must be declared as surplus property by the City Council. She said to declare the property as surplus, the City Council must adopt a Resolution which details the reasoning for the declaration and authorizing the liquidation of the property.

Clerk Marler provided a draft resolution that stated in 1921 a water treatment plant was built at 201 Waterworks Rd. and ran by the City of Paola. Paola ceased operation in 2009, after the development of the Public Utility Authority and the plant and adjacent property have remained under ownership of the City of Paola but have been inactive for 14 years. She said since there is no longer a use for the mentioned property it can be declared surplus and sold.

Council Member Hayes made a motion to approve Resolution 2023-019 declaring the property at 201 Waterworks Road and adjacent settlement basin as surplus property. The motion was seconded by Council Member Smail and all voted aye. The motion passed 3 to 0.

**Agenda Item 4b – Old Water Treatment Plant Bid Selection.**

Manager Shannon stated at the September 12, 2023 Paola City Council meeting, the Council decided to set the reserve for the sale of the properties located at 201 Waterworks Rd. at \$35,000. She said the bid posting for the water treatment plant was advertised in the Miami County Republic. Bid submissions were open October 4th and were due on November 7th, at

4:00PM at Paola City Hall. The submitted bids were opened at the November 7th Work Study Session at 6:00 pm. Two bids were received and are as follows:

Bid #1: Joseph Lowman  
Lowman Loft LLC.  
Bid Price: \$52,000

Bid #2: Luke DeGrande  
D4 Enterprizes LLC.  
Bid Price: \$35,000

Manager Shannon said both submitted bids followed the proper bid producers and each bidder submitted letters stating their proposed uses of the property. She also noted the city reserves the right to accept any bid, reject any bid and hold another sale by public auction or sealed bid, or may waive irregularities for any reason or no reason at all.

Council Members discussed each submission and determined the bid from Luke DeGrande, D4 Enterprizes, LLC, would fit the best. They noted that although there is a financial difference, Mr. DeGrande had a good business plan that would fit with the established neighborhood.

Council Member Shields made a motion to accept the bid from Luke DeGrande, D4 Enterprizes, LLC, to purchase property located at 201 Waterworks Rd and adjacent settlement basin for the amount of \$35,000 as presented and authorize the necessary signatures. The motion was seconded by Council Member Smail and all voted aye. The motion passed 3 to 0.

#### **Agenda Item 5 – NEW BUSINESS**

##### **Agenda Item 5a – 2024 Group Health Insurance**

HR Director Belt discussed the renewal of the group health insurance for employees. She said the proposal for health insurance from Blue Cross and Blue Shield came in at a 33% increase, but the negotiated rate dropped to 22% increase. She said Mike Keller with Gallagher gave some options with Blue Cross Blue Shield that would decrease the rate such as considering a different drug plan.

HR Director Belt said the plan with Delta Dental shows a slight increase of 2.74% with no change in the policy. Life and AD&D shows an increase of 9.42% and Voluntary Life and AD&D is 0% increase.

Council Member Hayes made a motion to approve the renewal with Blue Cross and Blue Shield, Delta Dental, Surency and MetLife as presented. The motion was seconded by Council Member Shields and all voted aye. The motion passed 3 to 0.

##### **Agenda Item 5b – 2023 Employee Christmas Gifts**

Council Member Smail made a motion to approve a Christmas gift of \$250 for full time, \$125 for part time and \$50 for aids, to be processed through the payroll system. The motion was seconded by Council Member Hayes and all voted aye. The motion passed 3 to 0.

### **Agenda Item 5c – Consider Changes to Pet Registrations- Ordinance 3215**

Clerk Marler said as far back as 1901 residents have been required to register their pets with the city and receive an annual tag. She said the dollar amount seems to have gone from \$2 in 1901 to \$5 in 1927 and stayed that way for 96 years.

Clerk Marler said the current process to register a pet is time consuming. She said residents must come into City Hall annually with a copy of their pet's rabies certificate. The certificate does not always have the information required for a tag so oftentimes that requires a return visit by the resident or a call to the vet for a new copy of the certificate. She said although the tag is good from January to December of the current year, people typically get their registration when they get the pets vaccination, which could be in September. Meaning their pet is not legally registered for most of the year.

Clerk Marler said when an animal is picked up by animal control and they do not have a tag, the owner is charged an additional fee and just need to provide vaccine info to get the city tag, most people do not. She said as for identification purposes, places like Regina's Rescues will do free microchipping and animals can be scanned and returned to their owner. She said Regina has provided this service at the annual dog swim.

Clerk Marler said the new ordinance will still require owners to have their pet up to date on their rabies vaccination or they will be ticketed.

Council Member Shields made a motion to adopt Ordinance No 3215 removing the annual pet registration requirement and tax from the Paola City Code effective January 1, 2024. The motion was seconded by Council Member Hayes and all voted aye. The motion passed 3 to 0.

### **Agenda Item 5d – Pool Age Policy Update**

Manager Shannon said according to the Paola Family Pool Policy, in order to purchase a group pass the requirement is for at least one individual on the pass to be 18 years of age. According to the Paola Family Pool Rules, children 8 years and older are permitted to access the pool without an adult. She said many families have requested to allow their children's summer caregiver or babysitter to be considered the required adult for the group pass due to the fact they are the ones taking their children to the pool during the working days. She said staff is proposing lowering the age requirement for the pass to 13. This allows for summer caregivers to be able to be on the summer group pass with the children, instead of the adults 18 years and older.

Council Member Hayes made a motion to lower the required age for a group pool pass to 13 years of age from 18 years of age. The motion was seconded by Council Member Smail and all voted aye. The motion passed 3 to 0.

### **Agenda Item 6 - STAFF REPORTS**

Interim Chief Corbin said thank you for the Christmas gift.

Director Rees said thank you for the Christmas gift and the boot allowance for his employees.

Planner Newton said the VA Clinic permit was approved and 4 new home permits are moving forward in November.

Planner Newton said the Planning Commission will meet November 15<sup>th</sup> and the consideration for a CUP for the trailer park will be discussed.

Manager Shannon said the Council's board appointment for the Paola Recreation Board is up for renewal in 2024. She said the notice will be posted and interested individuals can submit applications.

Manager Shannon said the Hootin' Annie's and Cowboys event is taking place at the Paola Community Center on November 18<sup>th</sup> and doors open at 6:30 pm.

Manager Shannon said herself and Clerk Marler had a meeting with Rick Zingre regarding future improvements to the 115 W Wea building and how to proceed with plans.

Manager Shannon said she attended a Paola Family Pool meeting to get an update on the progress. She said the pool house renovations are moving along.

Manager Shannon said the Christmas tree decorations are planned for November 20<sup>th</sup>.

Manager Shannon reminded the Council about the Last Alarm Ceremony for Assistant Fire Chief Wendell Phillips on November 28<sup>th</sup>.

#### **Agenda Item 7- MISCELLANEOUS MATTERS FROM THE COUNCIL:**

Council Member Hayes asked about the Shop with a Cop event and asked if volunteers were needed to wrap presents. Interim Chief Corbin said it is scheduled for December 19<sup>th</sup>.

#### **Agenda Item 8- MISCELLANEOUS MATTERS FROM THE MAYOR:**

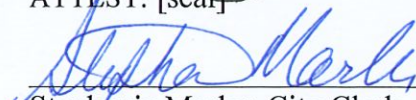
Mayor House reminded everyone the Mayor's Tree Lighting will be on November 24<sup>th</sup> on the Park Square. She has asked the Miami County Historical Museum to assist with the lighting.

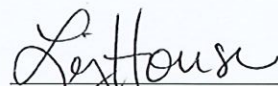
#### **Agenda Item 9- ADJOURNMENT**

With no additional business to come before the Council, Council Member Smail made a motion to adjourn. The motion was seconded by Council Member Hayes and all voted aye. The motion passed 3 to 0.



ATTEST: [seal]

  
Stephanie Marler, City Clerk

  
Leigh House, Mayor

