

**MINUTES OF THE COUNCIL MEETING
OF THE CITY OF PAOLA, KANSAS
PAOLA JUSTICE CENTER 805 N PEARL
6:00 O'CLOCK P.M.
December 10, 2024**

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

Council Members present: Mayor Leigh House and Council Members J.R. McMahon, Deborah Hayes, Joshua Brown and LeAnne Shields.

Council Members absent: None

Also present: City Manager Randi Shannon, City Clerk Stephanie Marler, Police Chief Chad Corbin, Planning and Zoning Administrator Mitch Gabbert, Public Works Director Kirk Rees, Rob George and Andy Parks.

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

ROLL CALL: Mayor House and Council Members McMahon, Hayes, Brown and Shields.

Agenda Item 1 - CONSENT AGENDA

- a. Approval of minutes of the meeting on November 12, 2024.
- b. Approval of Salary Ordinances 24-23, 24-24, 24-25 & 24-26.
- c. Approval of Appropriation Ordinance 1038 & 1039.
- d. Approval of the Pledged Collateral Report for November 2024.
- e. Approval of Journal Entries November 2024.
- f. Renewal of the Drinking Establishment License for Papa C's BBQ Bar and Grill, 807 S Silver
- g. Renewal of the Drinking Establishment License for VFW, 202 Delaware
- h. CMB License Renewal for 2025:
 - a. Casey's General Store 119 N Hospital Dr \$75.00
 - b. Casey's General Store 404 S Silver \$75.00
 - c. Casey's General Store 333 Hedge Cir. \$75.00
 - d. Fuel Expresso 1005 N Pearl \$75.00
 - e. Wal-Mart 310 Hedge Ln \$75.00
 - f. Price Chopper 309 N Hospital Dr \$75.00
 - g. Milo's Steakhouse 16 W Peoria \$125.00

Council Member Brown 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 4 to 0.

Agenda Item 2 - COMMENTS FROM THE PUBLIC: None

Agenda Item 3 – ELECTION RESULTS

Consider Certificate of Election Results

Clerk Marler said the general election was held November 5, 2024 to elect Council Members from Ward 2 and Ward 4. The votes were canvassed by the Miami County Board of Canvassers on November 18, 2024. She said the results show Deborah Hayes with the most votes in Ward 2 at 515 votes and LeAnne Shields with the most votes in Ward 4 at 749 votes.

Council Member McMahon made a motion to accept the Certificate of Election Results showing Deborah Hayes and LeAnne Shields with the most votes. The motion was seconded by Council Member Brown and all voted aye. The motion passed 4 to 0.

Agenda Item 4. RECESS SINE DIE - Installation of newly elected City Council

Council Member McMahon made a motion to recess the City Council meeting. The motion was seconded by Council Member Hayes and all voted aye. The motion passed 4 to 0.

Agenda Item 5. ADMINISTRATION OF OATH OF OFFICE

Clerk Marler administered the oath of office to Council Members Deborah Hayes and LeAnne Shields.

Agenda Item 6 - INVOCATION

Pastor Andy Parks presented an invocation for the new City Council.

Agenda Item 7a- RESUME COUNCIL MEETING

Council Member Brown made a motion to resume the recessed meeting. The motion was seconded by Council Member Hayes and all voted aye. The motion passed 4 to 0.

Agenda Item 7 - ANNUAL ELECTION OF COUNCIL OFFICERS

Council Member Shields made a motion to nominate Council Member McMahon as President of the Paola City Council. The motion was seconded by Council Member Hayes and all vote aye. The motion passed 4 to 0.

Council Member Brown made a motion to nominate Council Member Hayes as Vice President of the Paola City Council. The motion was seconded by Council Member McMahon and all voted aye. The motion passed 4 to 0.

Agenda Item 8 - NEW BUSINESS

Agenda Item 8a - Erosion Prevention and Sediment Control - Ordinance #3226

Zoning Administrator Gabbert said during the building process of new residential construction, large areas of land are disturbed, which can lead to erosion of land and sediment being deposited onto city streets and into storm sewers. He said this creates issues for the traveling public, as well as the environment.

Zoning Administrator Gabbert said currently the City of Paola does not have any regulations requiring the use of erosion prevention or sediment control, otherwise known as best management practices (BMPs) on residential construction sites. Additionally, the international residential code does not list any specific requirements for the use of BMPs. He said this makes it difficult to enforce the prevention of erosion, and limits the need to react to it after the fact.

Zoning Administrator Gabbert said staff has researched this topic in other KC Metro cities, and put together a proposed addition to the municipal code. This addition will require the use of BMPs on all building projects that involve significant land disturbance.

Council Member Shields made a motion to adopt Ordinance No. 3226 adding section 4-111 Erosion Prevention and Sediment Control to the municipal code. The motion was seconded by Council Member Brown and all voted aye. The motion passed 4 to 0.

Agenda Item 8b - Final Site Plan - Aquatic Ecosystem Consultants (AEC)

Zoning Administrator Gabbert presented the final site plan for Aquatic Ecosystem Consultants (AEC). He said small changes to the preliminary site plan have been made, in order to satisfy the review comments provided by Wilson & Company. Additionally, the size of the proposed building has been increased from 7,200 square feet to 9,900 square feet. The site plan still meets all of the requirements of the Land Development Ordinance with the increased size of the building.

Zoning Administrator Gabbert said the Planning Commission recommends approval of the final site plan for Aquatic Ecosystem Consultants, located at 1008 Industrial Park Dr.

Council Member McMahon made a motion to approve the final site plan for Aquatic Ecosystem Consultants, located at 1008 Industrial Park Dr. The motion was seconded by Council Member Shields and all voted aye. The motion passed 4 to 0.

Agenda Item 8c - SS4A Transportation Safety Action Plan RFP

Manager Shannon said the City made a significant investment in its Planning Paola Comprehensive Plan in 2022, which emphasizes its sense of community and quality of life. She said as part of improving quality of life, that plan repeatedly emphasizes the need for improving transportation safety for all users and abilities. She said the City has received 2023 (Safe Streets for All) SS4A funding for a total project fund of \$150,000 for a Transportation Safety Action Plan (TSAP).

Manager Shannon said the City published the Request for Proposals in the Miami County Republic on September 25, 2024, on the City of Paola Website, as well as sent directly to multiple engineering firms. She said the proposals were due on November 4, 2024 and the City received two TSAC Proposals by the deadline from Wilson and Company, and Kimley Horn.

Manager Shannon said both proposals were reviewed by the selection committee. She said each committee member was given a decision matrix with the same weighted criteria to evaluate each proposal. She said fortunately both proposals that were received would help the City with an exceptional TSAP, the selection committee gave Kimley Horn the best overall score.

Council Member Hayes made a motion to select Kimley Horn to develop a Transportation Safety Action Plan. The motion was seconded by Council Member McMahon and all voted aye. The motion passed 4 to 0.

Agenda Item 8d - Campground Regulation Update - Ordinance #3227

Manager Shannon said as discussed at the December 3rd Work Study meeting, staff does an evaluation at the end of the camping season to determine if changes are needed before the next camping season. She presented a draft ordinance that included changes such as an additional fee to be assessed for clean up of abandoned property, pets cannot be secured to public property like picnic tables, trees or utilities, and an additional fee assessment for campsite cleanup, excessive trash and animal waste.

Council Member Brown made a motion to adopt Ordinance No 3227 amending the Lake Miola Camping Regulations. The motion was seconded by Council Member Shields and all voted aye. The motion passed 4 to 0.

Agenda Item 8e - Personnel Policy Update - Resolution #2024-009

Manager Shannon said at the suggestion of the City Attorney, there is a small update in the Personnel Policy. She said section 7.6 Investigation, Prosecution and Termination, will have a sentence change to the following.

The City ~~will~~ shall immediately terminate and ~~may~~ vigorously prosecute any and all employees found to be responsible for or involved in any of these activities.

Manager Shannon said this will allow staff to determine if the offense is severe enough to prosecute.

Council Member Shields made a motion to approve Resolution No 2024-009 amending Section 7.6 of the Personnel Policy. The motion was seconded by Council Member Hayes and all voted aye. The motion passed 4 to 0.

Agenda Item 8f. - TNR Program Approval

Manager Shannon said, as discussed at the December 3rd Work Study meeting, Eunice Mollette with Four Kids For Kritters, would like to start a Trap Neuter Release program in Paola. She said this program will pair up volunteer trappers with areas of known stray cat issues to get the cats trapped and spayed/neutered, vaccinated and released back where they were originally picked up.

Manager Shannon said if the Council is interested, staff will work with Ms. Molette on legal waivers and insurance requirements before the program will get up and running.

Council Member Hayes made a motion to allow Four Kids For Kritters to operate a Trap Neuter Return program in Paola after the legal requirements with the City are executed. The motion was seconded by Council Member McMahon and all voted aye. The motion passed 4 to 0.

Agenda Item 9. STAFF REPORTS

Chief Corbin said the department is preparing for Shop with a Cop on December 13th. He said the officers will be treated to lunch on December 16th.

Director Rees said Killough is progressing on the Lake Miola Dam. He said fiber crews are working through town and work quality has gotten better.

Zoning Administrator Gabbert said there are 413 building permits so far in 2024.

Manager Shannon said the Tiny Home Groundbreaking at My Fathers House will be on December 13th at 2:00 followed by a reception indoors.

Agenda Item 10. MISCELLANEOUS MATTERS FROM THE COUNCIL

Council Member McMahon thanked the Mayor for the tree lighting on the square. He also suggested the Council discuss the City Manager evaluation process at the January Work Study meeting.

Agenda Item 11. MISCELLANEOUS MATTERS FROM THE MAYOR

Consider the appointment of Angie Berryman to the Paola Community Center board

Council Member McMahon made a motion to appoint Angie Berryman to the Paola Community Center Board. The motion was seconded by Council Member Hayes and all voted aye. The motion passed 4 to 0.

Consider the appointment of Bryce Zahn to the Paola Community Center board

Council Member Shields made a motion to appoint Bryce Zahn to the Paola Community Center Board. The motion was seconded by Council Member Brown and all voted aye. The motion passed 4 to 0.

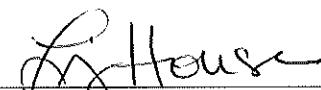
Mayor House thanked Public Works for making the square look so nice for the Mayor's Christmas Tree Lighting.

12. ADJORNMENT

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

ATTEST: [signature]




Leigh House, Mayor


Stephanie Marler, City Clerk