

**MINUTES OF THE COUNCIL MEETING  
OF THE CITY OF PAOLA, KANSAS  
PAOLA JUSTICE CENTER 805 N PEARL  
6:00 O'CLOCK P.M.  
August 12, 2025**

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, Anthony Hugo, 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 Brett Marler, Fire Chief Bruce Hartig, Renee Slinkard with Daughters of the American Revolution, Brett Waggoner with Governmental Assistance Services, Blake Heid, Keith Myers & Hailey Upshaw.

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

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

**PROCLAMATION** - Mayor House signed a proclamation naming September 17th - 23rd as Constitution Week. Renee Slinkard with the Daughters of the American Revolution noted the 250th anniversary of our independence will be July 4, 2026.

**Agenda Item 1 - CONSENT AGENDA**

- a. Approval of minutes of the meeting on July 8, 2025
- b. Approval of Salary Ordinances 25-15 & 25-16
- c. Approval of Appropriation Ordinance 1055 & 1056
- d. Approval of the Pledged Collateral Report for July 2025
- e. Approval of Journal Entries for July 2025
- f. Approve the renewal of a liquor license for Park Plaza Liquor at 1403 Baptiste Dr.
- g. Approve the renewal of a drinking establishment license for Applebee's at 1301 Kansas Dr.

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 Hugo and all voted aye. The motion passed 4 to 0.

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

### **Agenda Item 3 – PUBLIC HEARING**

#### **Public Hearing for Potential CDBG Commercial Rehab Project at 110 E Peoria St.**

Council Member McMahon made a motion to open the public hearing regarding a potential CDBG Commercial Rehab Project. The motion was seconded by Council Member Hugo and all voted aye. The motion passed 4 to 0.

Brett Waggoner with Governmental Assistance Services spoke regarding the changes to the project that triggered the need for another public hearing.

No public spoke regarding the project.

With no further comments Council Member McMahon made a motion to close the public hearing. Then motion was seconded by Council Member Hugo and all voted aye.

#### **Agenda Item 3a - Consider approval of CDBG application & documents.**

Council Member McMahon made a motion to approve and execute the CDBG application documents, to include Resolution #2025-015, for 110 E Peoria St, and authorize the necessary signatures. The motion was seconded by Council Member Hugo and all vote aye. The motion passed 4 to 0.

### **Agenda Item 4 - NEW BUSINESS**

#### **Agenda Item 4a - 2025 Standard Traffic Ordinance**

Clerk Marler said the city annually incorporates by reference the Standard Traffic Ordinance for Kansas Cities (STO) published annually by the League of Kansas Municipalities. She said this is done by passing and publishing an ordinance which contains the statement “incorporated by reference.”

Council Member Hugo made a motion to adopt Ordinance No.3234 incorporating by reference the 52nd edition of the STO with certain omissions and amendments. The motion was seconded by Council Member McMahon and all voted aye. The motion passed 4 to 0.

#### **Agenda Item 4b - 2025 Uniform Public Offense Code**

Clerk Marler said the city annually incorporates by reference the Uniform Public Offense Code (UPOC) published annually by the League of Kansas Municipalities. She said this is done by passing and publishing an ordinance which contains the statement “incorporated by reference.”

Council Member Shields made a motion to adopt Ordinance No. 3235 incorporating by reference the 41st edition of the UPOC with certain omissions and amendments. The motion was seconded by Council Member Hugo and all voted aye. The motion passed 4 to 0.

#### **Agenda Item 4c - 2025 Audit Letter of Engagement**

Clerk Marler presented a Letter of Engagement from Agler & Gaeddert for the 2025 independent audit of financial statements. She said the proposed amount is \$16,990 which is the same as the previous year.

Council Member Hugo made a motion to accept the Letter of Engagement with Agler & Gaeddert to audit the City of Paola for calendar year 2025 in the amount of \$16,990 and authorize the necessary signatures. The motion was seconded by Council Member McMahon and all voted aye. The motion passed 4 to 0.

#### **Agenda Item 4d - Private Placement for Series 2025 OG Bonds**

Manager Shannon said at the Paola City Council meeting on July 8, 2025 the City Council passed Ordinance No. 3233 Project Authorization. She said Ordinance No. 3233 authorized the construction and acquisition of the Projects under K.S.A 65-163d through 65-163u (the Water Act) at a total estimated cost of \$1,050,000, plus interest costs on temporary financing and costs of issuing bonds or notes. She said these bonds will be paid off utilizing the existing Bond and Interest mill, with the last payment being issued in 2029. She said the City will be seeking private placement with the Rural Water Financing Agency (RWFA) for the Series 2025 General Obligation Bonds.

Manager Shannon said the three water infrastructure projects authorized by the Ordinance No. 3233 are as follows:

1. Address streambank erosion along Wea Creek that impacts the City's main water line from the Public Utility Authority by performing necessary streambank stabilization or rerouting of the main water line, and all work necessary and related thereto, at an estimated cost of \$600,000 plus interest costs on temporary financing and the costs of issuing bonds or notes, as authorized by the Water Act;
2. Updating meters in the City water system by acquiring radio read water meters to replace outdated meters currently being phased out by providers, and all things necessary and related thereto, at an estimated cost of \$250,000 plus interest costs on temporary financing and costs of issuing bonds or notes, as authorized by the Water Act;
3. Replace certain water service lines to reduce lead and copper, as required by applicable regulations, and all things necessary and related thereto, at an estimated cost of \$200,000, plus interest costs on temporary financing and the costs of issuing bonds or notes, as authorized by the Water Act.

Manager Shannon said the next three steps in the process are for the City Council to approve the private placement with the RWFA, adopt an ordinance authorizing the issuance of the General Obligation Bonds, Series 2025, and approve a resolution outlining the form and details of, and authorizing and directing the sale and delivery of the Series 2025 Bonds.

**di.** Council Member Hugo made a motion for the City to seek a private placement of its General Obligation Bonds, Series 2025 with: RURAL WATER FINANCING AGENCY,

Bowling Green, Kentucky, through its Public Project Flexible Term Program, subject to the execution of a Bond Purchase Agreement for the Bonds which results in a true interest cost for the Bonds not exceeding 4.0%. The motion was seconded by Council Member Shields and all voted aye. The motion passed 4 to 0.

**dii.** Council Member McMahon made a motion to adopt Ordinance No. 3236, authorizing the issuance of the City's General Obligation Bonds, Series 2025. The motion was seconded by Council Member Hugo and all voted aye. The motion passed 4 to 0.

**diii.** Council Member Shields made a motion to adopt and approve Resolution No. 2025-016 prescribing the form and details of, and authorizing and directing the sale and delivery of the City's General Obligation Bonds, Series 2025, with certain terms of the Bonds determined in and subject to conditions described in the Bond Purchase Agreement between the City and RWFA, as authorized and described in Section 2 of the Resolution. The motion was seconded by Council Member Hugo and all voted aye. The motion passed 4 to 0.

#### **Agenda Item 4e - Interlocal Emergency Response Agreement**

Chief Corbin presented an Interlocal Emergency Response Agreement made and entered into by and between:

- The City of Louisburg
- Miami County
- The City of Osawatomie
- The City of Paola

Chief Corbin said the purpose of this Agreement is to authorize each Law Enforcement Agency (LEA) to request and respond to triple tone alerts as appropriate. As well as authorize Miami County Sheriff's Communications Division to initiate a triple tone alert when requesting emergency officer assistance on behalf of any LEA. The Agreement also outlines the Triple Tone Protocol for all LEA to follow, as well as each LEA responsibility and liability.

Chief Corbin assured there will still be an officer in Paola to respond to local calls.

Council Member Brown made a motion to approve the Interlocal Emergency Response Agreement and authorize the necessary signatures. The motion was seconded by Council Member Hugo and all voted aye. The motion passed 4 to 0.

#### **Agenda Item 4f - NPR Interlocal Agreement**

Manager Shannon said the Neighborhood Revitalization Plan (NRP) was adopted in 2004. She said the plan requires an interlocal agreement with the taxing entities within the district, which include Miami County and the Paola School District. These interlocal agreements were approved following the adoption of the NRP in 2004.

Manager Shannon said the NRP is still in place, but the interlocal agreements with Miami County and the Paola School District have expired. She said therefore, if the City Council wishes to continue with this program, new interlocal agreements are required. She said there will be no amendments to the NRP by updating the interlocal agreements. After approval from

the City Council, the agreements will be presented to the Miami County Board of Commissioners, and the Paola School Board for execution. The executed agreements will then be sent to the Kansas Attorney General for review and approval.

Council Member Hugo made a motion to approve the Neighborhood Revitalization Agreements with Miami County and the Paola School District, and authorize the necessary signatures. The motion was seconded by Council Member McMahon and all voted aye. The motion passed 4 to 0.

**Agenda Item 4g - Confirmation of notice of EMMA filing.**

Clerk Marler said the 2024 Financial Statement and 2024 Operating Data were filed on the Electronic Municipal Market Access (EMMA) system on July 24th. She said pursuant to the City's Continuing Disclosure Policy, the Council must be notified within 5 days. The Council received an email with the information and notice of filing on July 28th.

Clerk Marler asked the council to acknowledge the confirmation of document submission to be in compliance with the Continuing Disclosure Policy.

Council Member Shields made a motion to acknowledge that in compliance with Section II (2) of the Continuing Disclosure Policy for the City of Paola, the City Clerk did provide to the Governing Body written confirmation that the 2024 Audit Report and 2024 Operating Data for the City of Paola were electronically filed on the Electronic Municipal Market Access (EMMA) system on July 24, 2025. The motion was seconded by Council Member Hugo and all voted aye. The motion passed 4 to 0.

**Agenda Item 4h - Professional Services Agreement - Wea Creek Waterline - Kaw Valley Engineering, INC.**

Manager Shannon said initially, the City worked with Kaw Valley for a plan to stabilize the Wea Creek Streambank to combat the erosion and protect the main waterline from the PUA servicing Paola. After extensive staff research and conversations with other utility companies, it was found that it is possible to reroute the line across 311th in the right of way along the south side of the road. The change of project scope necessitates a new agreement with Kaw Valley Engineering.

Manager Shannon said the new agreement cost will be \$40,050 and will include the following scope of services:

Surveying Scope:

1. Topographic Survey

Engineering Scope:

1. Prepare Plans
2. Permitting through KDHE
3. Prepare Contract and Bid Document
4. Provide Construction Administration

Construction Testing and Inspection Scope:

1. Construction Testing and Inspection
2. Administrative and Project Management

Council Member McMahon made a motion to approve the Professional Services Agreement from Kaw Valley Engineering, INC. in the amount of \$40,050.00 and authorizing the necessary Signatures. The motion was seconded by Council Member Hugo and all voted aye. The motion passed 4 to 0.

#### **Agenda Item 4i - Bid Consideration for 115 W Wea**

Zoning Administrator Gabbert said the City of Paola accepted sealed bids from June 25th, until August 5th, 2025, for the acquisition of property at 115 W Wea. The City Council set no reserve price for the bid submissions. He said the request for bids was published in the Miami County Republic and on the City of Paola website on June 25, 2025. Site inspections for the property were available by appointment Monday - Friday from 7:30 AM - 4:00 PM. Bids closed on August 5th, 2025 at 4:00 PM.

Zoning Administrator Gabbert said 4 bids were received by the deadline.

Bid #1: Keith Myers  
H+K LLC  
Bid Price: \$20,000

Bid #2: Rob George  
Legacy Properties & Development, LLC  
Bid Price: \$20,000

Bid #3: Victoria & Joseph Lowman  
Lowman Realty & Investments, LLC  
Bid Price: \$52,000

Bid #4: Jason Eastland  
Bid Price: \$50,000

Manager Shannon noted that bids #2 and #4 were missing some of the necessary documentation. However, she also mentioned that the City Council has the authority to waive this requirement and accept the bids. The Council proceeded to discuss the best path to sell the building.

Council Member McMahon said although higher bids would have been great, the process was followed and the highest bid should be accepted.

Council Member Hugo agreed it would be best to choose one of the submitted bids to get the building back on the tax rolls and try to generate tax money.

Council Member Brown suggested not accepting any bids and listing it on the MLS. He said he realizes a profit will not be made on the building but a larger return is possible.

Council Member Shields said since the restoration was done with ARPA money and not tax payer dollars, she would feel comfortable accepting the highest bid amount and not try to list with a realtor.

Mayor House suggested not going with a realtor but having a decision made by the next meeting.

Council Member McMahon made a motion to approve bid #3 from Victoria & Joseph Lowman, Lowman Realty & Investments, LLC for bid price \$52,000. The motion was seconded by Council Member Shields. Council Member McMahon, Hugo and Shields voted aye. Council Member Brown voted nay. The motion passed 3 to 1.

## **5. STAFF REPORTS**

Chief Corbin said a lot is happening with his department. He extended an offer to fill the last open officer position in the department. He said Officer Rakoski is the new School Resource Officer. He mentioned school is starting back up and encouraged people to be patient in school traffic. He said August 13th will be an active attack training for Holy Trinity School and Sgt. Oathout conducted the first fitness award testing with great results.

Chief Corbin also stated he attended Officer Ming's funeral along with Paola Police Officers and Manager Shannon.

Director Marler discussed the newly painted crosswalks around town and lines painted on Baptiste Dr. He said his crew was able to wrap up the intersection work by the schools before the start of the school year.

Zoning Administrator Gabbert said he has recently had two new business consultations. He said the Paola Planning Commission will have two public hearings for conditional use permits and AEC has passed inspection.

Zoning Administrator Gabbert said the condemned property at 209 N Pearl was sold and a demolition permit was issued. He also noted the barn at 610 E Kaskaskia will be demolished once the baby turkey vultures leave the structure.

Manager Shannon thanked Chief Corbin for inviting her to attend the Ming funeral with his department.

## **Agenda Item 6 - MISCELLANEOUS MATTERS FROM THE COUNCIL**

Council Member McMahon thanked several departments for the work being done to run the city. He also thanked the council for being respectful even when there are disagreements.

Council Member Hugo discussed the pedestrian bridges over the creek in Wallace Park and the need for improvements.

Council Member Brown wanted to second the comments made by Council Member McMahon.

Council Member Shields would like to encourage homeowners to uncover the sidewalks in front of their homes and get a plan for the City to install new sidewalks.

## **Agenda Item 7 - MISCELLANEOUS MATTERS FROM THE MAYOR**

### **Consider an appointment to the Paola Recreation Commission board.**

Council Member McMahon made a motion to appoint Ben Babcock to the Paola Recreation Commission board. The motion was seconded by Council Member Shields and all voted aye. The motion passed 4 to 0.

Mayor House said there was a good discussion about tax information at the City/County Summit meeting. She reminded everyone to be patient with school starting back up.

Mayor House thanked Director Marler for getting the intersection work completed at Hedge Ln and 303 before the start of the school year.

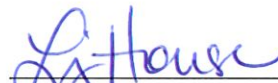
Mayor House noted the Roots Festival is coming up at the end of August. She also thanked the council for their participation in the fair parade.


## **Agenda Item 8 - ADJOURNMENT**

Council Member Hugo made a motion to adjourn. The motion was seconded by Council Member McMahon and all voted aye. The motion passed 4 to 0.



ATTEST

  
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Leigh House, Mayor

  
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Stephanie Marler, City Clerk