

**MINUTES OF THE COUNCIL MEETING
OF THE CITY OF PAOLA, KANSAS
PAOLA JUSTICE CENTER 805 N PEARL
6:00 O'CLOCK P.M.
November 10, 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, Joshua Brown and LeAnne Shields.

Council Members absent: Council Member Anthony Hugo

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, HR Director Jessica Newton, Brett Waggoner with G.A.S and Rob George with Legacy Contractors.

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

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

Agenda Item 1 - CONSENT AGENDA

- a. Approval of minutes of the meeting on October 14, 2025
- b. Approval of Salary Ordinances 25-22 & 25-23
- c. Approval of Appropriation Ordinance 1061 & 1062
- d. Approval of the Pledged Collateral Report for October 2025
- e. Approval of Journal Entries for October 2025

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 Brown and all voted aye. The motion passed 3 to 0.

Agenda Item 2 - COMMENTS FROM THE PUBLIC: None

Agenda Item 3 – UNFINISHED BUSINESS

Agenda Item 3a - 110 E. Peoria - CDBG Project Revision

Mr. Brett Waggoner with Governmental Assistance Services provided a brief explanation of the circumstances that brought him back in front of the council. He said the application was submitted timely but an advisor to the Department of Commerce suggested the allowable projects be reconsidered. Since the rules changed after the application was submitted, a letter of denial was received with a promise to negotiate the project scope of work. The suggested changes were made and Mr. Waggoner asked for Mayor House to sign a letter explaining the

city understands the change in scope of work and asked the Council to consider approving a new blight resolution to amend the projects that are no longer allowable for the grant funds.

Council Member McMahon made a motion to authorize the mayor to sign the change in scope of work letter and approve Resolution #2025-023 declaring 110 E. Peoria to be a blighted building. The motion was seconded by Council Member Brown and all voted aye. The motion passed 3 to 0.

Agenda Item 4 - NEW BUSINESS

Agenda Item 4a - 2026 Employee Benefits Renewal

HR Director Newton said the City has received the 2026 Employee Benefits Renewal summary that will become effective January 1st. She said the summary includes BlueCross and BlueShield of Kansas health insurance, Delta Dental of Kansas dental insurance, Surency Life and Health for vision insurance and FSA and HRA accounts, and MetLife for life insurance.

HR Director Newton said Tim Shrout with Gallagher Insurance presented rate actions that show a 15% increase to medical and a 2.8% increase to dental, while the remaining plans are in a rate lock from previous plan years. She said this renewal would keep all employees on the same plan as currently offered by the City for 2025.

Council Member Shields made a motion to approve the 2026 Employee Benefits Renewal with BlueCross BlueShield of Kansas, Delta Dental of Kansas, Surency Life and Health, and MetLife as presented. The motion was seconded by Council Member McMahon and all voted aye. The motion passed 3 to 0.

Agenda Item 4b - Kodion Preliminary Site Plan

Zoning Administrator Gabbert said at the October 21, 2025 Planning Commission meeting, commissioners voted unanimously to recommend approval of the preliminary site plan for a new facility for Kodion Energy at 1410 Industrial Park Dr. The preliminary site plan was completed by Zingre' & Associates, and has been reviewed by staff to determine compliance with the Land Development Ordinance and Industrial Park Covenants & Restrictions.

Zoning Administrator Gabbert said, as previously discussed, the allowed parking reduction may be addressed in the final site plan review. He also stated that drainage calculations would be discussed at the time of the final site plan review.

Council Member McMahon asked Mr. Rob George, with Legacy Contractors, when the expected ground breaking might take place. Mr. George mentioned that while the ground breaking itself would be quick, there could be other unanticipated delays.

Council Member Brown made a motion to approve the Preliminary Site Plan for the Kodion Energy facility, located at 1410 Industrial Park Dr. The motion was seconded by Council Member Shields and all voted aye. The motion passed 3 to 0.

Agenda Item 4c - MXU Upgrade

Director Marler said as previously discussed at the work study meeting, a large portion of meters are needing new MXU's (Meter Transceiver Unit) to improve the meter reads. He said some of the old MXU's run on an old system that is no longer supported, therefore they need to be replaced. Non-reads require additional time and manpower to go back through and manually read the ones that do not read.

Director Marler presented a bid from Core & Main, who currently supplies the meters, for 1400 single port MXU's, 150 dual port MXU's, and 600 sensor wires. The proposed amount is \$245,871.50. He said the cost will be paid out of bond proceeds from the recently acquired water improvements bond.

Council Member McMahon made a motion to approve the proposed bid from Core & Main, not to exceed the amount of \$250,000. The motion was seconded by Council Member Shields and all voted aye. The motion passed 3 to 0.

Agenda Item 4d - Transportation Safety Action Plan - Resolution #2025-024

Manager Shannon presented the final Transportation Safety Action Plan (TSAP). She said the City was awarded \$120,000 from the Federal Highway Administration (FHWA), and \$22,500 from the Kansas Department of Transportation (KDOT) for the development of a TSAP. Over the last year, Kimley-Horn has been working along with staff to develop the proposed plan.

Manager Shannon said the TSAP is a strategic document that identifies transportation risks and outlines specific actions to reduce or eliminate traffic fatalities and serious injury accidents within the city. She said by approving draft Resolution #2025-024 the Governing Body approves the adoption of the TSAP and joins a nationwide group of cities that are also making a commitment to eliminate traffic deaths and serious injuries on their streets.

Council Member Shields made a motion to approve Resolution #2025-024 adopting the Paola Transportation Safety Action Plan. The motion was seconded by Council Member McMahon and all voted aye. The motion passed 3 to 0.

Agenda Item 4e. - Vehicle Purchase for Public Works

Manager Shannon asked to add an additional action item to the agenda for the purchase of a vehicle. Mayor House approved the additional item.

Director Marler reported that he has been looking to purchase a new mechanics truck. He stated that he found a 2024 Ford F250, equipped with a service body toolbox bed, that has been reduced by \$8,000, bringing the price to \$54,600. He said the funds are available in the 2025 budget and would not require financing. He also noted that this truck purchase would help get ahead on the fleet replacement program.

Council Member McMahon made a motion to approve the purchase of a 2024 Ford F250 with a mechanic bed, not to exceed \$55,000. The motion was seconded by Council Member Shields and all voted aye. The motion passed 3 to 0.

5. STAFF REPORTS

Chief Hartig said the Fire Department has 4 new hires and is now fully staffed. He said it has been a busy couple weeks with house fires and reminded everyone to check their batteries in their smoke alarms.

Director Marler mentioned the playground equipment is fully installed. He said the 500 block of Shawnee St. that was redone has some curb work remaining and should be completed soon.

Zoning Administrator Gabbert said the department has issued 500 permits so far this year. The Planning Commission will have 2 public hearings at the next meeting, as well as a plat for Paola Crossing and a site plan for Les Schwab Tires.

Clerk Marler reported the results of the November 4th election, confirming that Mayor House and Council Members McMahon and Brown will retain their seats on the council.

Agenda Item 5 - MISCELLANEOUS MATTERS FROM THE COUNCIL

Council Member Brown said he is thankful for the opportunity to serve another term and appreciates the staff.

Agenda Item 6 - MISCELLANEOUS MATTERS FROM THE MAYOR

Mayor House said congratulations to Council Members McMahon and Brown on the election. She said there is an event at the Veteran's Memorial on Tuesday for Veteran's Day.

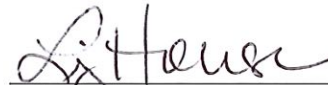
Mayor House told everyone to have a Happy Thanksgiving and said the Mayor's Tree Lighting will be November 28th at 6:00.

Agenda Item 7 - ADJOURNMENT


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

ATTEST: [signature]





Leigh House, Mayor



Stephanie Marler, City Clerk