

City of Palco/McKenna Center Meeting

April 8, 2026

City Office

Call the Meeting to Order

Mayor Kyle Karlin called the meeting to order at 7:01 PM. Those present were Council Members Stephen Desaire, Brandon Kuhn, Joan Underhill and Don Steeples; City Clerk Larissa Wilson; Mayor Kyle Karlin; Treasurer Patricia Wendling; McKenna Center Director Brenda Lucas. Visitors present included Amy Karlin, Andrea Keller, Wanda Kortan, Marissa Jones and Matt Benoit. The following arrived after the meeting was called to order: Council Member Koleson Hubbard, Superintendent Marvin Keller; visitors Kedra Dopita, Faith Kenyon, Becky Benoit and Samantha Brown.

Approve Agenda and Minutes

The meeting agenda was presented, along with the minutes from March 10 and March 17, 2026. Don motioned to approve the agenda and meeting minutes; Joan seconded. Motion carried 4-0.

Recognize Visitors

Visitors were recognized.

New Business

Samantha Brown was not yet present when the council discussed the request for an additional 30-day extension for the clean-up of Aaron Towns' properties. Joan motioned to deny the extension request. Don seconded. Motion carried 4-0. It was decided that the city will have the property cleaned up.

Wanda Kortan requested reappointment to a second term on the Palco Library Board. Don motioned to reappoint Wanda; Brandon seconded. Motion carried 4-0.

Amy Karlin, on behalf of Palco VIP, requested a donation for After Prom. Don motioned to approve the purchase of three mini fridges, not to exceed \$400.00; Stephen seconded. Motion carried 4-0. After a short discussion regarding the After Prom, Amy also requested the McKenna Youth & Activity Center be used as the venue and that pop and popcorn be supplied. Don motioned to approve the use of the facility, popcorn and pop for the After Prom. Stephen seconded. Motion carried 4-0.

Executive Session

At 7:08 PM, Joan motioned to go into executive session until 8:00 PM to conduct interviews of applicants for the McKenna Advisory Board positions. Don seconded. Motion carried 4-0.

Applicants were interviewed individually during executive session from 7:10 PM to 7:51 PM. The executive session ended at 8:00 PM. At that time, Don motioned to go back into executive session for 5 more minutes. Joan seconded. Motion carried 5-0.

Return to New Business

At 8:05 PM, Joan motioned to appoint the following individuals to the McKenna Advisory Board: Don Steeples, Kedra Marcotte, Andrea Keller, Matt Benoit and Amy Karlin. Koleson seconded the motion. Motion carried 4-0-1, with Don abstaining. Amy, Becky, Andrea, Faith and Brenda departed at 8:08 PM.

Samantha Brown arrived during the executive session. Upon joining the meeting, she was permitted to speak on Aaron Towns' behalf and requested that the council grant an additional 30-day extension for the property clean-up. The council noted that Towns had already been granted multiple extensions and that no significant progress had been made. The request for an additional extension was denied.

Don motioned to approve Woofter Change Order #3 contingent on approval from KDHE and CDBG. Brandon seconded. Motion carried 5-0.

The Building Permit for construction of a carport located at 503 Gum Avenue was presented. Don motioned to approve the permit; Stephen seconded. Motion carried 5-0.

There was a discussion regarding a recodification of the City Code. Item was tabled and will be discussed at next month's meeting.

Kyle explained that there was a request for the city to spray the alleys and the properties in the flood plain for weeds and stickers. A discussion followed, item was tabled. Kyle will reach out to Brandt Born at Born K-Lawn and request a quote for the service.

Ordinance Number 324 regarding the adoption of policies for Short-Term Rentals was presented. Don moved to approve the adoption of the ordinance. Koleson seconded. Motion carried 5-0.

There was discussion regarding grant opportunities through the Hansen Community Foundation; the council will brainstorm and share their ideas at next month's meeting.

Executive Session

At 8:36 PM, Brandon motioned to go into Executive Session for 5 minutes to discuss employee personnel. Koleson seconded. Motion carried 5-0. Executive Session ended at 8:41 PM; no action was taken.

Old Business

There was discussion regarding applying for the Heartland Community Foundation grant. Stephen moved to submit the grant for the purchase of the Happy Holidays Frame Photo Op and a 14' Christmas tree from Holiday Outdoor Decor. Don seconded. Motion carried 5-0.

Nex-Tech Surveillance change was discussed. Joan motioned to accept the proposal. Don seconded. Motion carried 5-0.

McKenna Land Report

Gregg was unable to attend the meeting but provided Larissa with a report to share on his behalf: Gregg has not finished the contracts for the three new tenants; he will try to get them finished next week. Quinton went to the USDA Office and switched the paperwork into his name; the terrace work will begin mid-May.

City Superintendent Report

Marvin attended the mosquito spraying training; the fogger was re-certified and chemicals were ordered. He ordered new blades for the mower. Shale delivery has been scheduled for April 18, 2026; the quantity ordered should be adequate to fully repair West 4th Street.

Marvin also shared that several homeowners have experienced sewer backups in the last few weeks due to tree root intrusion and that the line on the reel of the Sewer Jetter is cracking; he is waiting on a quote for a replacement line.

McKenna Director Report

Brenda shared that the last day for the After-School Program is April 29, 2026; the Summer Program will start after Memorial Day. Upcoming movie showings include *Project Hail Mary*, *GOAT*, *The Devil Wears Prada 2*, a Michael Jackson biopic, *Star Wars: Mandalorian & Grogu*.

There was discussion regarding the 4th of July Celebration and the Christmas in July event. Brenda stated that Don Burlison is sponsoring *Sheep Dog* on April 15, 2026. She is unsure if it will be a private showing. Gregg's salary for March is \$200.00

Reconciliations for both McKenna Bank accounts were presented as well as the unpaid bills. Don motioned to approve the reconciliations and to pay the bills; Koleson seconded. Motion carried 5-0. Brenda departed at 9:25 PM.

Fire Department Report

Larissa provided the following report for the Fire Department on behalf of Gregg. The fish fry was a success—they planned for 250 people and still ran out of fish.

The pumper truck is still experiencing electrical problems and is scheduled for repairs Monday. Three individuals are interested in joining the Fire Department; Brandon motioned to appoint Dalton Brown and John Littlechild to the Fire Department, with Calvin DeYoung's appointment pending the successful completion of his 6-month city employment probationary period. Koleson seconded. Motion carried 5-0.

City Clerk Report

Larissa requested an Executive Session at 9:31 PM. Brandon motioned to go into Executive Session for 10 minutes. Don seconded. Motion carried 5-0. Executive Session ended at 9:41 PM. At that time, Brandon motioned to go back into Executive Session for 10 more minutes. Larissa was dismissed at 9:46 PM. Executive Session ended at 9:53 PM. No action was taken.

Larissa shared that she and Kyle have been working on getting the TextMyGov system tailored to the city's needs and that she completed the start-up for the website and submitted the design. Several reports have already been submitted this month, including the KWO quarterly report, CDBG quarterly report, KHRC quarterly report, KHRC annual compliance report, and the WPF quarterly report. The ARPA report is also due this month.

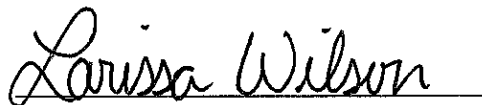
Reconciliations for the city's bank accounts and petty cash were presented along with the unpaid bills. Joan motioned to approve the reconciliations and to pay the bills; Don seconded. Motion carried 5-0.

Adjournment

Koleson moved to adjourn the meeting at 10:00 PM; Stephen seconded. Motion carried 5-0. The next meeting will be May 13, 2026.



Kyle Karlin, Mayor



Larissa Wilson, City Clerk