

City of Palco/McKenna Center Meeting

March 10, 2026

City Office

Call the Meeting to Order

Mayor Kyle Karlin called the meeting to order at 7:00 PM. Those present included Mayor Kyle Karlin; Council Members Brandon Kuhn, Koleson Hubbard, Don Steeples and Joan Underhill; City Clerk Larissa Wilson via Teams Video Call; Treasurer Patricia Wendling; visitors present included Roger Hrabe, Jeanine McKenna, Andrea Keller. The following individuals arrived after the meeting began: visitor Nancy Beyea (7:02 PM); Superintendent Marvin Keller (7:21 PM); McKenna Center Director Brenda Lucas (8:00 PM); McKenna Tenant Manager/Fire Chief Gregg Whisman (8:45 PM) via phone call. Those not present included Council Member Stephen Desaire.

Approve Agenda & Meeting Minutes

The agenda and meeting minutes were presented. Don motioned to approve the agenda and meeting minutes; Brandon seconded. Motion carried 4-0.

Recognize Visitors

Roger Hrabe introduced Jeanine McKenna as the new Rooks County Economic Development Director. Roger shared information on grants the county recently received. Roger explained that the Economic Development Board needs a representative for the Damar/Palco area; meetings are at 4:00 PM on the 3rd Monday of the month. Roger stated that the City of Palco will have to designate the individual serving the area. Roger and Jeanine departed at 7:19 PM.

Andrea Keller stated that she was present to discuss the McKenna Advisory Board.

New Business

The following documents were presented for approval: Woofter Pay Application #5, Woofter Change Order #2, KDHE STWSIA DW11 Disbursement Request #4, CDBG Disbursement Request #5, Wilson & Company and Northwest Planning & Development Commission invoices to be submitted to KWO. Don motioned to approve all. Joan seconded. Motion carried 4-0.

Don moved to send unapproved meeting minutes to Stockton Sentinel; Joan seconded. Motion carried 4-0.

Koleson moved to purchase the GoPro, chest mount harness and SD card for use by the code enforcement officer. Brandon seconded. Motion carried 4-0.

There was discussion on applying for a grant through Heartland Community Foundation for new Christmas Decorations as several were ruined due to high winds. Don motioned to table the item. Koleson seconded. Motion carried 4-0.

Surveillance camera change was discussed. Item was tabled until Nex-Tech provides quote.

Old Business

The Locable Website proposal was discussed again. Don motioned to accept the proposal for the website. Joan seconded. Motion carried 4-0.

Kyle provided an update the inoperable vehicles in town. He reminded the council that there were more than 50 inoperable vehicles in town when the process began; approximately 13 remain. Kyle also informed the council that he granted Aaron Towns a 30-day extension on the property clean-up; the deadline is March 29, 2026.

The previously approved conference table is still out of stock. Larissa contacted Greg at the NWKS Agriculture Education Center to ask whether students might be interested in building the table. They indicated interest, provided that the city covers the cost of materials. Don motioned to approve the purchase of supplies for the students to build the table. Koleson seconded. Motion carried 4-0.

City Superintendent Report

Marvin has ordered a seal for the trash truck; he is waiting for it to arrive. He has been patching streets on warm days. He shared that the construction has been completed for the animal confinement space; the city will need to purchase 4 large panels (10'X6') for the animal confinement space to attach onto the fencing to provide adequate shade. 1 panel will have twin doors to open. There will be four animal runs.

While he was cleaning up around the animal impound site, he loaded up a stainless-steel tank that came off an old fire truck to transport to Leon's and have the bottom cut off and replaced. Once it has been replaced, the tank will be put on the flat bed to haul the wastewater from the Nitrate Plant.

McKenna Director Report

Brenda shared that the Multi-Purpose Room has been used for birthday parties and daycare training. She held a PJ party for the Hopper movie; 54 participated.

The McKenna will be closed on Good Friday and Easter. She plans to show the new Super Mario movie on Wednesday, Thursday and Saturday that week.

There was discussion about opening a line of credit for the McKenna. Don talked to the bank in regard of the available options. The options presented were opening a line of credit or pulling from the CD. Joan motioned to open a Line of Credit through Mid-America Bank in the amount of \$75,000.00 to help get through the change of land rent payments process, then will be utilized for land updates and unforeseen circumstances. Don seconded. Motion carried 4-0.

There was discussion regarding conducting interviews for the McKenna Advisory Board. It was decided that there will be a Special Meeting at 7:00 PM on Tuesday, March 17, 2026. The McKenna Land Tenant Drawing will be done, as well as the interview of Calvin DeYoung.

The McKenna reconciliations for Astra and Mid-America were presented, along with the unpaid bills. Don moved to approve reconciliations and pay the bills. Koleson seconded. Motion carried 4-0.
843 PM.

McKenna Land Report

Gregg was called at 8:45 PM. Gregg received approximately ten phone calls from individuals interested in the McKenna land. Kyle let Gregg know that there had been discussion on hosting a Special Meeting next week to interview those interested in serving on McKenna Advisory Board; it was decided that the meeting will be scheduled on Tuesday, March 17, 2026, at 7:00 PM.

Chris Lambert expressed that he is unhappy with the contract change regarding rebuilding fence. He does not want to pay for the labor and brought up another tenant did not have to pay for the labor, as it went through government payments. Brenda is to look through QuickBooks in reference to this.

Gregg is still working on getting the terrace work started. There was no update on the reimbursement from Cody Howland. Brenda sent an invoice to Chris for the tree removal, per existing contract. Brenda departed at 9:01 PM.

Fire Department Report

Gregg reminded council of the upcoming Fish Fry this month.

Gregg stated that a representative from Hays Fire let him know that he could potentially fix the old pumper truck. Therefore, they may not have to trade trucks. Kyle asked if he had reached out to Western Cooperative regarding a 0% loan for a new fire truck; Gregg had not. Marvin will request information and bring the paperwork.

He has ordered three new helmets, gloves and other equipment; the department will pay out of the Fire Department's bank account for these items. The State Firefighter Conference is in April. No date was established for the firefighters' CPR class. Gregg's report concluded at 9:06 PM; the phone call ended.

City Clerk Report

Larissa shared that she had applied for and was awarded a scholarship for the CCMFOA Conferences. She went on to explain that the MCC Conference is free to attend; she will pay for the hotel room with her own card, as the state will reimburse her for the hotel room and mileage.

The new copier has been received. Larissa ordered the following: rabies gloves, exhaust fans for the trash truck bay and striping machine and attachments. (Paint was not ordered yet.) She also let the council know that she ordered a different office chair for the clerk's desk, as the new ones lack any lumbar support. The employees' uniforms have been received; the rugs are in the process of customization.

The invoice for the animal impoundment facility was received; it was \$250.00 more than the original quote. Larissa emailed Gabe and requested that the original price be honored, as there was no indication of any changes made to the project plans. Koleson motioned to pay the extra \$250.00 if he will not honor the original price; Brandon seconded. Motion carried 4-0.

The council was made aware that there have been several reports of gas siphoning from vehicles around town in the last few weeks and the altercation with Lynnette Goodro. Kyle and Larissa have attended several TextMyGov trainings and have been working on getting the program tailored to the city's needs.

The City Council was informed of the NIMS training in Hays next month. The Kansas Water Office is supposed to announce grant recipients this month; if the city does not receive the grant funds for the water tower project, the city could potentially apply for it through the KDHE loan for the project. The interest rate is 2.87% and there is potential of 60% principal forgiveness.

Reconciliations for Petty Cash and all three Mid-America Bank accounts were presented, along with the unpaid bills. Don motioned to approve the reconciliations and pay the bills. Brandon seconded. Motion carried 4-0.

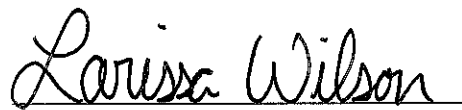
Adjournment

Koleson motioned to adjourn at 9:53 PM. Don seconded. Motion carried 4-0.

There will be a special meeting held on March 17, 2026 at 7:00 PM. The next regular meeting will be held on April 8, 2026, at 7:00 PM.

A handwritten signature in black ink, appearing to read 'K. Karlin', written over a horizontal line.

Kyle Karlin, Mayor

A handwritten signature in black ink, reading 'Larissa Wilson', written over a horizontal line.

Larissa Wilson, City Clerk