

City of Palco Special Meeting

June 4, 2026

City Office

Call the Meeting to Order

Mayor Kyle Karlin called the meeting to order at 7:07 PM. Those present in-person included Mayor Kyle Karlin, City Clerk Larissa Wilson and Council Member Brandon Kuhn. Council Members Stephen Desaire and Don Steeples joined the meeting via phone call.

Approve Agenda and Minutes

Agenda was presented. Brandon motioned to approve the agenda. Don seconded. Motion carried 3-0.

Recognize Visitors

No visitors were present.

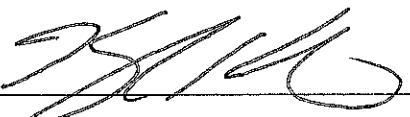
New Business

Woofter Construction & Irrigation Pay App #7, CDBG Disbursement Request #7 and KDHE STWSIA DW11 Disbursement Request #6 for the Nitrate Plant project were presented. Council was informed that certain supporting documentation required for submission of the disbursement requests remained outstanding and that questions regarding documentation requirements had not yet been fully resolved. Following discussion, Don motioned to approve Pay App #7 and Disbursement Request #7 from CDBG and #6 from KDHE STWSIA DW11, contingent upon receipt and verification of all required supporting documentation. Brandon seconded. Motion carried 3-0.

Council then discussed concerns regarding grant administration and documentation for the project. Documents submitted on May 5, 2026, are still not processed, and several returned documents contained errors that required additional review and correction. Larissa has devoted significant time to correcting document errors. It was noted that multiple questions regarding documentation requirements and specifications for contractor pay applications remain unanswered despite several follow-up communications. Concerns were expressed regarding the potential impact these issues may have on the recently approved 2-month time extension for the project timeline, payment processing, and overall project administration. This will be discussed further at the June 10, 2026, meeting.

Adjournment

Don motioned to adjourn the meeting at 7:14 PM. Brandon seconded. Motion carried 3-0.



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Kyle Karlin, Mayor



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Larissa Wilson, City Clerk