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CITY COUNCIL AGENDA

Tuesday, January 18, 2011
7:00 p.m.

1. CALL TO ORDER

    A. Roll Call
    B. Invocation
    C. Pledge of Allegiance

2. MAYOR AND COUNCIL REPORTS

3. STAFF REPORTS

    A. City Attorney Report
    B. City Administrator Report
        1. North Campus Steering Committee.
        2. Power Plant Cooling Tower.
        3. New City Pool Project.

4. PUBLIC HEARING

    A. Unfit Structures

4. PUBLIC COMMENT

5. CONSENT AGENDA

    A. 1/4/11 City Council Meeting Minutes
    B. Appropriations 1B

6. ORDINANCES

    NONE

7. RESOLUTIONS

    A. 3-2011 Unfit Structures
    316 & 320 West 3rd

8. FORMAL ACTIONS

    A. Library Lease Agreement

9. CLOSED SESSION

10. ADJOURNMENT

WORK SESSION AGENDA

1. CORRESPONDENCE AND STAFF REPORTS

    A. January Community Development Report
    B. City Attorney Report
    C. City Administrator Report

2. DISCUSSION ITEMS

    A. City Council Goal Setting (John Divine)
    B. New Pool Financing (Rick Ensz)
    C. Educational Assistance Program

3. ADJOURNMENT

NOTE: Background information is available for review in the office of the City Clerk prior to the meeting.

The Public Comment section is to allow members of the public to address the Council on matters pertaining to any business within the scope of Council authority and <u>not</u> appearing on the Agenda. Kansas Statutes prohibit the Council from taking action on any item <u>not</u> appearing on the Agenda, except where an emergency is determined to exist.

BELOIT CITY COUNCIL MEETING MINUTES
January 4, 2011
Draft

The Beloit City Council met in regular session on January 4, 2011 in the Council Chambers. Mayor Rebecca Koster called the meeting to order at 7:00 p.m. City Council members in attendance were Denis Shumate, Bob Richard, Rick Brown, James Crowley, Tom Naasz, Pat Struble, Matt Otte, and Frank Delka. Also present were, City Administrator Glenn Rodden, City Attorney Brenon Odle and City Clerk Amanda Lomax.

Department heads in attendance were Lynn Miller, Murray McGee, and Mike Haeffele.

Mayor Koster gave the invocation and the Pledge of Allegiance was recited.

Mayor Koster thanked the Police Department for their quick resolution on the Isle of Lights and thanked the Community for putting it back together. Councilor Crowley commented on the good pool committee meeting the night before with the public, and the pool committee website is beloitpool.com. Councilor Struble wanted to stress to people the importance of filling out the pool survey for the pool project. Councilor Struble also commented on what a nice job the City crew did on 8th Street.

City Attorney Brenon Odle reported on the following items: 1. Beginning of the new year not wearing your seatbelt is a stoppable offense. 2. Beginning of the New Year court costs are increasing.

City Administrator Rodden reported on the following items: 1. The K-14 Project is winding up and they will met the deadline and should be open in a couple of weeks. 2. New pool project had 126 responses for pool survey online. 3. Wilson and Company should have a short report ready by next council meeting. 4. Met with Schwab-Eaton on waterline project and they should have their report ready in four to six weeks.

Employee of the Quarter for the fall quarter was awarded to Blake Miller with the Fire Department for his work he has done on grant writing. Employee of the Quarter for the winter quarter was awarded to Craig Marcotte. Craig is the city mechanic and rearranges his schedule to get the job done.

The Consent Agenda consisted of December 21, 2010 Council Meeting Minutes and Appropriations 1A. A motion was made by Councilor Shumate and seconded by Struble Richard to approve the Consent Agenda in its entirety. Roll call vote: Yeas: Crowley, Brown, Naasz, Struble, Delka, Richard, Otte, and Shumate. Nays: None.

Ordinance 2085 City Attorney Compensation was presented to Council for approval. Ordinance 2085 will go into effect January 1, 2011 setting the city attorney salary at $4,000.00 per month and $100.00 per hour for work done on behalf of the City. A motion was made by Councilor Otte and seconded by Councilor Naasz to approve Ordinance 2085 City Attorney Compensation. Roll call vote: Yeas: Brown, Struble, Delka, Richard, Crowley, Otte, Shumate, and Naasz. Nays: None.

Resolution 1-2011 Cemetery Deeds Transfer was presented to Council for approval. The Cemetery Deeds Transfer will set guidelines for private selling or purchasing a grave space in Elmwood Cemetery. A motion was made by Councilor Naasz and seconded by Councilor Richard to approve Resolution 1-2011 Cemetery Deeds Transfer. Roll call vote: Yeas: Naasz, Shumate, Otte, Crowley, Richard, Delka, Struble, and Brown. Nays: None.

Resolution 2-2011 2011 Fee Schedule was presented to Council for approval. A motion was made by Councilor Crowley and seconded by Councilor Brown to approve Resolution 2-2011 2011 Fee Schedule. Roll Call vote: Yeas: Naasz, Richard, Otte, Delka, Shumate, Brown, Crowley, and Struble. Nays: None.

Staff is recommending Council approve the Steering Committee for the North Campus. The Steering Committee will meet later in the month and have a strategic plan for the North Campus by April 2011. A motion was made from Councilor Naasz seconded by Councilor Otte to approve the Steering Committee for the North Campus. Motion carried 8-0. Nays: None.

A motion was made by Councilor Otte seconded by Councilor Struble for a Closed Session for Attorney-Client Privileged Information consisting of the Governing Body, City Administrator Glenn Rodden, City Attorney Brenon Odle, Verlin Kohlman, and Rick Larson for a period of 20 minutes. Motion passed 8-0. Starting time began at 7:31 p.m. ended at 7:51 p.m. No motions or decisions were made.

A motion was made by Councilor Struble seconded by Councilor Crowley for a Closed Session for Attorney-Client Privileged Information consisting of the Governing Body, City Administrator Glenn Rodden, City Attorney Brenon Odle, Verlin Kohlman, and Rick Larson for a period of 20 minutes. Motion passed 7-1. Nays: Councilor Rick Brown. Starting time began at 7:55 p.m. ended at 8:15 p.m. No motions or decisions were made.

A motion was made by Councilor Naasz seconded by Councilor Crowley for a Closed Session for Attorney-Client Privileged Information for Non-Elected Personal consisting of the Governing Body, City Administrator Glenn Rodden and City Attorney Brenon Odle for a period of 20 minutes. Motion passed 8-0. Starting time began at 8:20 p.m. ended at 8:40 p.m. No motions or decisions were made.

A motion was made by Councilor Struble and seconded by Councilor Crowley to adjourn the Council Meeting. Motion passed 8-0. The meeting ended at 8:44 p.m.

The Public Building Commission held their annual meeting after Council Meeting adjorned.

No Work Session Scheduled.

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REBECCA KOSTER, Mayor

ATTEST:

_____

AMANDA LOMAX, City Clerk

Vend# / Pay#	Vendor Name / Post Date	Due Date	Amount	Invoice	Date	PO#	Date	Status
	Account#	Work Order		Description			Debit	Credit
8	**ACE HARDWARE**							
44762	12/31/2010	01/20/2011	117.86		12/02/2010	6605		Posted
	25-00-7450			386081 keys, hardware			6.14	0.00
	25-00-7450			386177 toilet brush & cleaner			12.78	0.00
	25-00-7450			386410 hammer, utility knife			22.57	0.00
	25-00-7450			386960 HD lopper			32.99	0.00
	25-00-7450			387303 trash can			18.99	0.00
	25-00-7450			387781 scraper, mouse trap			24.39	0.00
							117.86	0.00
44783	12/31/2010	01/20/2011	189.73		12/14/2010	5096		Posted
	53-41-6000			387825 wiper fluid			9.96	0.00
	53-41-6000			386831 keys, nuts & bolts			5.00	0.00
	53-41-6000			386533 casters			27.96	0.00
	53-41-6000			386846 funnel & spout			11.78	0.00
	53-41-6000			386906 vise grip pliers			32.48	0.00
	53-41-6000			386891 great stuff cleaners			23.94	0.00
	53-41-6000			387301 epoxy			5.99	0.00
	53-41-6000			387248 socket, lite guard			7.08	0.00
	53-41-6000			387205 drill brush, wire brush			16.57	0.00
	53-41-6000			386977 batteries			17.98	0.00
	53-41-6000			386976 clock			30.99	0.00
							189.73	0.00
44835	01/20/2011	01/20/2011	18.71		01/05/2011	5482		Posted
	51-43-6000			388301 hose barb			9.39	0.00
	51-43-6000			388171 hardware			4.32	0.00
	51-43-6000			388058 propane cyl			5.00	0.00
							18.71	0.00
44844	01/20/2011	01/20/2011	19.97	388287	01/07/2011	5483		Posted
	53-43-6000			deck brush			19.97	0.00
44857	12/31/2010	01/20/2011	39.56		12/08/2010	5570		Posted
	10-18-6000			386866 N Campus heater parts			18.57	0.00
	10-18-6000			386538 toilet repair			20.99	0.00
							39.56	0.00
44862	12/31/2010	01/20/2011	15.77		12/13/2011	1111		Posted
	51-41-4360			#386813 fittings			14.76	0.00
	51-41-4360			#386814 returned fittings for correct ones			0.00	3.98
	51-41-4360			#387701 knife			4.99	0.00
							19.75	3.98
44863	01/20/2011	01/20/2011	336.00	44813	01/04/2011	5621		Posted
	10-11-6110			10 Cases of copy paper			336.00	0.00
9	**ACKERMAN SUPPLY**							
44846	01/20/2011	01/20/2011	61.98		01/06/2011	5486		Posted
	53-43-6000			202021 clip			1.99	0.00
	53-43-6000			201921 Polar king coat			59.99	0.00
							61.98	0.00
11	**ADVANCE INSURANCE COMPANY**							
44796	01/20/2011	01/20/2011	766.60		01/01/2011	5636		Posted
	21-00-2100			January Life Insurance			766.60	0.00
558	**AFLAC**							
44751	01/07/2011	01/07/2011	626.79					Posted
	10-00-2035			125 Plan			318.86	0.00
	51-00-2035			125 Plan			85.48	0.00
	52-00-2035			125 Plan			93.74	0.00
	53-00-2035			125 Plan			128.71	0.00
							626.79	0.00
44752	01/07/2011	01/07/2011	31.38					Posted
	10-00-2035			AFLAC Rider			31.38	0.00
767	**AIRGAS MID SOUTH INC**							
44830	12/31/2010	01/20/2011	81.34	106928735	12/30/2010	5496		Posted
	51-43-6260			Acetylene, argon, oxygen & nitrogen			81.34	0.00
44913	01/20/2011	01/20/2011	56.45	106441458	01/06/2011	5702		Posted
	53-41-6230			5 bottes of Nitrogen			56.45	0.00

Vend# / Pay#	Vendor Name / Post Date	Due Date	Amount	Invoice	Date	PO#	Date	Status
	Account#	Work Order		Description			Debit	Credit
21	**ALCO-DUCKWALL STORES INC (continued)**							
44813	12/31/2010	01/20/2011	13.98		12/22/2010	5287		Posted
	10-13-6000			221-06375 mini camera case			5.99	0.00
	10-13-6000			221-06373 shop towels			7.99	0.00
							13.98	0.00
44864	01/20/2011	01/20/2011	69.82	221-06397	01/03/2011	5622		Posted
	10-11-6110			(2) Inkjet cartridges			69.82	0.00
44911	01/20/2011	01/20/2011	29.99	221-06396	01/03/2011	5704		Posted
	53-41-6000			8g Duracell memory stick			29.99	0.00
813	**AMERIPRIDE LINEN SERVICES**							
44836	01/20/2011	01/20/2011	46.15	T750143	01/06/2011	5485		Posted
	51-43-6000			mops & mats			46.15	0.00
44841	12/31/2010	01/20/2011	250.35		12/02/2010	5484		Posted
	53-43-6000			T736907 mats, mops, rags			46.15	0.00
	53-43-6000			T739183 mats, mops, rags			46.15	0.00
	53-43-6000			T741854 mats, mops, rags			46.15	0.00
	53-43-6000			T744786 mats, mops, rags			65.75	0.00
	53-43-6000			T747501 mats, mops, rags			46.15	0.00
							250.35	0.00
2272	**APPLIED CONCEPTS, INC.**							
44906	01/20/2011	01/20/2011	259.50	199561	01/04/2011	6714		Posted
	10-13-4340			antenna repair			259.50	0.00
2032	**AT&T**							
44880	12/31/2010	01/20/2011	312.58	78573857351921	12/27/2010	6922		Posted
	10-18-5310			North Campus Phone Bill			312.58	0.00
63	**BELL MEMORIALS LLC**							
44905	01/20/2011	01/20/2011	404.00	4842	01/06/2011	6713		Posted
	10-13-4310			Durango lettering			404.00	0.00
80	**BELOIT TYPEWRITER EXCHANGE**							
44779	12/31/2010	01/06/2011	18.00	661230	12/14/2010	5097		Posted
	53-41-6110			typewriter coil tape			18.00	0.00
44789	12/31/2010	01/06/2011	206.99		12/15/2010	5473		Posted
	53-43-6000			661238 tickets			10.99	0.00
	53-43-6000			580799 laminator			196.00	0.00
							206.99	0.00
44790	12/31/2010	01/20/2011	17.21	580785	12/20/2010	5089		Posted
	52-41-3000			UPS Shipping			17.21	0.00
44793	12/31/2010	01/20/2011	237.33	580837, 662302	12/28/2010	5094		Posted
	51-41-6000			business cards, calendars, ink cartridges			57.96	0.00
	52-41-6000			business cards, calendars, ink cartridges			35.97	0.00
	53-41-6000			business cards, calendars, ink cartridges			143.40	0.00
							237.33	0.00
44910	01/20/2011	01/20/2011	102.51		01/03/2011	5705		Posted
	53-41-6000			582990 printer cartridge			43.89	0.00
	53-41-6000			582981 binders, markers			58.62	0.00
							102.51	0.00
44918	01/20/2011	01/20/2011	97.64		01/07/2011	5625		Posted
	10-11-6110			583052 date stamp, name plates			56.80	0.00
	10-11-6110			583059 15 folders			12.75	0.00
	10-11-6110			583075 Calendar			28.09	0.00
							97.64	0.00
669	**BLADE-EMPIRE PUBLISHING**							

Vend# / Pay#	Vendor Name / Post Date	Due Date	Amount	Invoice	Date	PO#	Date	Status
	Account#	Work Order		Description			Debit	Credit
669	**BLADE-EMPIRE PUBLISHING (continued)**							
44861	12/31/2010	01/20/2011	396.00		12/01/2010	5616		Posted
	10-11-5400			16390 Council Agenda			82.50	0.00
	10-11-5400			16493 Ordinance #2084			38.50	0.00
	10-11-5400			16494 Ordinance #2083			49.50	0.00
	10-11-5400			17067 Council Agenda			88.00	0.00
	10-11-5400			17068 Closed Ad			22.00	0.00
	10-11-5400			17138 Trojan Card Ad			25.00	0.00
	10-11-5400			17329 Deputy Clerk Ad			16.50	0.00
	10-11-5400			16474 Benson Ad			33.00	0.00
	10-11-5400			16365 Benson Ad			33.00	0.00
	10-17-5400			16502 Lifeguard Ad			22.00	0.00
	10-17-5400			16397 Lifeguard Ad			22.00	0.00
	10-11-5400			17388 Discount			0.00	62.51
	10-17-5400			17388 Discount			0.00	7.09
	10-11-6110			44679 case of paper			33.60	0.00
							465.60	69.60
88	**BLUE CROSS & BLUE SHIELD INSURANCE**							
44795	01/20/2011	01/20/2011	52,476.64		01/01/2011	5637		Posted
	21-00-2100			January Health Insurance			52,476.64	0.00
91	**BOETTCHER SUPPLY INC**							
44785	12/31/2010	01/20/2011	305.12		11/19/2010	5099		Posted
	53-41-4360			#661262-1 batteries			18.76	0.00
	53-41-4360			#659542-1 valve, adptrs			123.41	0.00
	53-41-4360			#660394-1 batteries			47.78	0.00
	53-41-4360			#658011-1 adptrs, bushing			24.53	0.00
	53-41-4360			#657915-1 50W HP sodium lamp			37.13	0.00
	53-41-4360			#662848-1 brass nipples			34.44	0.00
	53-41-4360			#662913-1 steel nipple			19.07	0.00
							305.12	0.00
44840	12/31/2010	01/20/2011	526.81	661141-1	12/15/2010	6614		Posted
	25-00-7450			runway lights			526.81	0.00
44850	12/31/2010	01/20/2011	150.26		12/03/2010	6827		Posted
	10-18-6000			659813-1 12V battery			78.36	0.00
	10-18-6000			661315-1 N Campus hot water parts			8.44	0.00
	10-18-6000			662092-1 N Campus hot water parts			44.37	0.00
	10-18-6000			660456-1 parts for office			19.09	0.00
							150.26	0.00
1258	**BUMPER TO BUMPER AUTO PARTS**							
44695	12/31/2010	01/20/2011	15.09	538938	12/21/2010	5090		Posted
	52-41-7450			socket extension			15.09	0.00
44763	12/31/2010	01/20/2011	310.74		12/03/2010	6611		Posted
	25-00-7450			537600 oil filters			9.20	0.00
	25-00-7450			537725 brake fluid			20.54	0.00
	25-00-7450			537790 antifreeze			8.58	0.00
	25-00-7450			538484 radiator & hose			170.50	0.00
	25-00-7450			538495 antifreeze & hose clamp			20.10	0.00
	25-00-7450			538415 air & oil filters			81.82	0.00
							310.74	0.00
44773	01/20/2011	01/20/2011	33.15		01/20/2011	5619		Posted
	10-11-4310			540028 UJOINT & OIL FILTER			25.38	0.00
	10-11-4310			540189 AIR FILTER			7.77	0.00
							33.15	0.00
44775	12/31/2010	01/20/2011	10.98	539050	12/22/2010	5690		Posted
	53-41-4360			valve grinding compound			10.98	0.00
44798	12/31/2010	01/20/2011	27.56	533882	10/18/2010	5290		Posted
	10-13-4310			PIGTAIL & TAIL LIGHT			27.56	0.00
44848	01/20/2011	01/20/2011	11.75	539961	01/04/2011	6711		Posted
	10-13-4310			oil filter, washer fluid			11.75	0.00
44854	12/31/2010	01/20/2011	4.41	538223	12/10/2010	5573		Posted
	10-18-6000			Silicone gasket- Daycare 2 N Campus			4.41	0.00
44912	01/20/2011	01/20/2011	3.41	539966	01/04/2011	5703		Posted
	53-41-6000			Permatex prussian blue for lapping valves			3.41	0.00

Vend# / Pay#	Vendor Name / Post Date	Due Date	Amount	Invoice	Date	PO#	Date	Status
	Account#	Work Order		Description			Debit	Credit
118	**C & R BODY SHOP INC (continued)**							
44839	12/31/2010	01/20/2011	84.00	210047	12/02/2010	5492		Posted
	53-43-7420			repair 2008 ford truck #3678			84.00	0.00
1091	**CARD SERVICES**							
44901	12/31/2010	01/20/2011	130.82	5232	12/29/2010	6939		Posted
	53-41-5800			Pizza Hut, Dept Head Lunch			74.37	0.00
	51-41-5320			USPS postage			6.45	0.00
	51-41-5410			ASPA membership renewal			50.00	0.00
							130.82	0.00
44902	12/31/2010	01/20/2011	619.23	5251	12/29/2010	6938		Posted
	51-41-5320			USPS postage			6.45	0.00
	51-41-5320			USPS postage			11.45	0.00
	10-11-6260			Conoco- Fuel for dog school in KC			62.25	0.00
	10-11-5800			Holiday Inn- dog school in KC			465.85	0.00
	10-11-5800			Applebee's -dog school in KC			15.94	0.00
	10-11-5800			Granite City Brewery- dog school in KC			15.86	0.00
	10-11-5800			Long John Silver - dog school in KC			9.88	0.00
	10-11-5800			Hilton Airport Rest. - dog school in KC			12.65	0.00
	10-11-5800			Golden Corral - dog school in KC			8.02	0.00
	10-11-5800			Golden Corral - dog school in KC			10.88	0.00
							619.23	0.00
44903	12/31/2010	01/20/2011	797.55	6864	12/29/2010	6941		Posted
	10-13-3000			Kanpay-CMB license background checks			160.00	0.00
	10-13-6000			Perfect Pair - Bensen			32.40	0.00
	10-13-4330			Browns electronics phone equip repair			535.00	0.00
	10-13-6000			Walmart memory cards			64.20	0.00
	10-13-5320			USPS postage			5.95	0.00
							797.55	0.00
44917	12/31/2010	01/20/2011	292.65	5240	12/29/2010	6940		Posted
	51-41-5320			USPS postage			10.06	0.00
	10-21-6190			KanPay- Pool seasonal renewal fee			207.00	0.00
	53-41-3000			Plants Norton Antivirus renewal			75.59	0.00
							292.65	0.00
124	**CARRICO IMPLEMENT**							
44764	12/31/2010	01/20/2011	44.57		12/03/2010	6606		Posted
	10-15-4330			IA52875 rings			5.60	0.00
	10-15-4330			IA53446 washers			10.29	0.00
	10-15-4330			IA53666 sleeve & orings			6.70	0.00
	10-15-4330			IA53673 seals			2.25	0.00
	10-15-4330			IA53674 washers			2.52	0.00
	10-15-4330			IA54430 hyd hose			17.21	0.00
							44.57	0.00
44829	01/20/2011	01/20/2011	39.36	IA54595	01/04/2011	5497		Posted
	53-43-4310			light & relay			39.36	0.00
44852	12/31/2010	01/20/2011	77.54	IA53088	12/07/2010	6825		Posted
	10-18-4330			oil			77.54	0.00
126	**CATLIN'S FRIENDLY APPLE MARKET**							
44782	01/20/2011	01/20/2011	48.48	3657	01/03/2011	4637		Posted
	10-15-6000			toilet paper & paper towels			48.48	0.00
44791	12/31/2010	01/20/2011	93.39	3225	12/07/2010	5092		Posted
	51-41-6000			water, coffee, paper towels, peroxide			93.39	0.00
44837	01/20/2011	01/20/2011	7.52	0717	01/04/2011	5490		Posted
	53-43-6000			bottled water			7.52	0.00
158	**COMPUTER SOLUTIONS INC**							
44820	12/31/2010	01/20/2011	69.19	132072	12/20/2010	6709		Posted
	10-13-7460			Canon camera battery			69.19	0.00
431	**CONTINENTAL ANALYTICAL SERVICE**							
44814	12/31/2010	01/20/2011	338.00	132156	12/21/2010	5665		Posted
	52-41-3000			December influent/effluent test			338.00	0.00
1358	**CUNNINGHAM TELEPHONE & CABLE CO**							
44892	12/31/2010	01/20/2011	258.71	11854	01/01/2011	6937		Posted
	10-11-5310			Dec 2010 Admin phone bill			258.71	0.00

Vend# / Pay#	Vendor Name / Post Date	Due Date	Amount	Invoice	Date	PO#	Date	Status
	Account#	Work Order		Description			Debit	Credit
1358	**CUNNINGHAM TELEPHONE & CABLE CO (continued)**							
44893	12/31/2010	01/20/2011	167.85	13610	01/01/2011	6936		Posted
	10-22-5310			Dec 2010 Airport phone bill			167.85	0.00
44894	12/31/2010	01/20/2011	94.74	13609	01/01/2011	6935		Posted
	53-43-5310			Dec 2010 Systems phone bill			47.37	0.00
	51-43-5310			Dec 2010 Systems phone bill			33.15	0.00
	52-43-5310			Dec 2010 Systems phone bill			14.22	0.00
							94.74	0.00
44895	12/31/2010	01/20/2011	182.54	13094	01/01/2011	6934		Posted
	10-18-5310			Dec 2010 Parks/Rec phone bill			182.54	0.00
44896	12/31/2010	01/20/2011	199.86	12754	01/01/2011	6933		Posted
	53-41-5310			Dec 2010 Plant phone bill			119.92	0.00
	51-41-5310			Dec 2010 Plant phone bill			79.94	0.00
							199.86	0.00
44897	12/31/2010	01/20/2011	59.86	12334	01/01/2011	6932		Posted
	10-14-5310			Dec 2010 Fire Dept phone bill			59.86	0.00
44898	12/31/2010	01/20/2011	58.06	3362	01/01/2010	6931		Posted
	10-15-5310			Dec 2010 Street Dept phone bill			58.06	0.00
44899	12/31/2010	01/20/2011	195.54	11856	01/01/2011	6930		Posted
	10-13-5310			Dec 2010 Police dept phone bill			195.54	0.00
44900	12/31/2010	01/20/2011	31.68	13611	01/01/2011	6929		Posted
	10-21-5310			Dec 2010 Pool phone bill			31.68	0.00
2053	**EMG**							
44872	12/31/2010	01/20/2011	1,996.50	2359	01/07/2011	5630		Posted
	53-41-3000			Dec 2010 Consulting agreement, addtl hrs			1,996.50	0.00
556	**FARMERS AND MERCHANTS BANK**							
44909	01/20/2011	01/20/2011	25,663.90	WAPA-BL-11-01	01/12/2011	5698		Posted
	53-41-6220			WAPA Hydro power supply project for Jan			25,663.90	0.00
222	**FARMWAY COOP**							
44696	12/31/2010	01/20/2011	8.80	72504	12/20/2010	5087		Posted
	52-41-6000			mouse bait			8.80	0.00
44765	12/31/2010	01/20/2011	189.89		12/06/2010	6612		Posted
	10-15-6170			#072421 tordon			14.73	0.00
	10-15-6170			#072471 tordon			15.58	0.00
	10-15-6170			#072476 tordon			15.58	0.00
	10-15-6260			03111-027539 clear diesel			144.00	0.00
							189.89	0.00
44778	12/31/2010	01/20/2011	92.00	111-027548	12/13/2010	5148		Posted
	53-41-4360			Propane cyl exchange (2 bottles)			92.00	0.00
44878	12/31/2010	01/20/2011	(10.70)	023168	12/31/2010	6920		Posted
	10-15-6260			Diesel Excise tax credit			0.00	10.70
2500	**FEDERAL TAX WITHHOLDING**							
44786	12/31/2010	01/20/2011	1,699.97	136582	12/31/2010	5303		Posted
	21-00-2500			4th qtr unemployment tax			1,699.97	0.00
231	**SHAWN FEIK**							
44761	12/31/2010	01/20/2011	26.84	47609	12/22/2010	5481		Posted
	53-43-6000			Adjusting tool purchase reimbursment			26.84	0.00
427	**FOLEY EQUIPMENT INC**							
44766	12/31/2010	01/20/2011	994.69		12/20/2010	6609		Posted
	25-00-4330			PCSL0877634 SEALS & ORINGS			19.52	0.00
	25-00-4330			PCSL0877633 SEALS & ORINGS			38.40	0.00
	25-00-4330			PCSL0877632 SEALS & ORINGS			4.25	0.00
	25-00-4330			PCSL0877631 SEALS & ORINGS			14.93	0.00
	25-00-4330			PCSL0877630 SEALS			7.77	0.00
	25-00-4330			PCSL0877629 SEALS			5.30	0.00
	25-00-4330			PCSL0877627 BOOTS & SEALS			73.40	0.00
	25-00-4330			PCSL0877628 SEALS			5.55	0.00
	25-00-4330			PCSL0878393 SEAL KIT			45.21	0.00
	25-00-4330			PCSL0878923 SEALS			38.17	0.00
	25-00-4330			PCSL0878924 SEALS			14.06	0.00
	25-00-4330			PCSL0879892 SEALS			79.42	0.00
	25-00-4330			PCSL0880782 CYL			648.71	0.00
							994.69	0.00

Vend# / Pay#	Vendor Name / Post Date	Due Date	Amount	Invoice	Date	PO#	Date / Debit	Status / Credit
	Account#	Work Order		Description				
1858	**SCHAEFER FRALEY (continued)**							
44818	12/31/2010	01/20/2011	12.24		07/28/2010	6710		Posted
	10-13-5800			Meal reimbursement for evidence drop 7/2			12.24	0.00
241	**KENDAL FRANCIS**							
44875	01/20/2011	01/20/2011	58.00		01/12/2011	5667		Posted
	51-41-5800			Meal Per Diem for Public Mgr Training			58.00	0.00
243	**FRASIER AND JOHNSON LLC**							
44794	12/31/2010	01/20/2011	1,005.94		12/28/2010	5291		Posted
	10-12-3000			#201000075 Sarah Smith			682.44	0.00
	10-12-3000			#200900398 Keith Eilert			144.44	0.00
	10-12-3000			#201000365 Kimberly Conlin			123.06	0.00
	10-12-3000			#201000289 Gerald Ratcliffe			56.00	0.00
							1,005.94	0.00
271	**GUARANTY ST BANK & TRUST CO**							
44874	12/31/2010	01/20/2011	105.00		12/28/2010	5628		Posted
	10-11-3000			Boxes 701, 710, 726 & 839			105.00	0.00
305	**HISEROTE TRASH SERVICE**							
44866	12/31/2010	01/20/2011	515.00		12/31/2010	5624		Posted
	10-18-4300			TRASH REMOVAL			240.00	0.00
	25-00-7490			TRASH REMOVAL			85.00	0.00
	51-41-3000			TRASH REMOVAL			35.00	0.00
	53-43-4300			TRASH REMOVAL			40.00	0.00
	10-11-3000			TRASH REMOVAL			55.00	0.00
	10-13-3000			TRASH REMOVAL			25.00	0.00
	10-20-3000			TRASH REMOVAL			35.00	0.00
							515.00	0.00
321	**IKON FINANCIAL SERVICES**							
44870	12/31/2010	01/20/2011	1,186.54	83926298	12/31/2010	5631		Posted
	10-11-3000			Rental agreement on copier			1,186.54	0.00
2269	**LORNA JONES**							
44860	12/31/2010	01/20/2011	50.00		12/18/2010	5304		Posted
	10-17-6800			Rental refund			50.00	0.00
2147	**KANEQUIP INC**							
44853	12/31/2010	01/20/2011	276.12	7-141359	12/10/2010	6824		Posted
	10-18-4330			oil & oil filters			276.12	0.00
340	**KANSAS ASSOCIATION OF CHIEF OF POLICE**							
44815	01/20/2011	01/20/2011	100.00		01/01/2011	5286		Posted
	10-13-5410			KACP membership dues for 2011			100.00	0.00
356	**KANSAS DEPARTMENT OF REVENUE-ABC**							
44640	12/31/2010	12/31/2010	225.00	055-01	12/09/2010	5534		Ck# 65188 Printed
	10-11-3000			2011 CMB License fee (9 stamps)			225.00	0.00
251	**KANSAS GAS SERVICE**							
44887	12/31/2010	01/20/2011	645.76	121850373	01/03/2011	6928		Posted
	53-43-6210			Dec 2010, 416 E 12th, Systems			322.88	0.00
	51-43-6210			Dec 2010, 416 E 12th, Systems			226.01	0.00
	52-43-6210			Dec 2010, 416 E 12th, Systems			96.87	0.00
							645.76	0.00
44888	12/31/2010	01/20/2011	58.71	200774227	01/03/2011	6927		Posted
	53-43-6210			Dec 2010, 502E 12th Bldg B-Gene			58.71	0.00
44889	12/31/2010	01/20/2011	214.02	169801291	01/04/2011	6926		Posted
	53-41-6210			Dec 2010, 215B S Chestnut, PowerPlant			214.02	0.00
44890	12/31/2010	01/20/2011	543.43	162672864	01/04/2011	6925		Posted
	10-14-6210			601 N Mill, Fire Dept			543.43	0.00

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	Account#	Work Order		Description			Debit	Credit
251	**KANSAS GAS SERVICE (continued)**							
44891	12/31/2010	01/20/2011	5,060.31	1000270100	01/05/2011	6924		Posted
	10-11-6210			Dec 2010 gas bill			1,524.99	0.00
	10-22-6210			Dec 2010 gas bill			60.31	0.00
	10-18-6210			Dec 2010 gas bill			113.49	0.00
	10-18-6210			Dec 2010 gas bill			239.22	0.00
	53-41-6210			Dec 2010 gas bill			189.11	0.00
	10-15-6210			Dec 2010 gas bill			736.98	0.00
	53-43-6210			Dec 2010 gas bill			947.16	0.00
	51-43-6210			Dec 2010 gas bill			663.01	0.00
	52-43-6210			Dec 2010 gas bill			284.16	0.00
	51-41-6210			Dec 2010 gas bill			301.88	0.00
							5,060.31	0.00
44904	12/31/2010	01/20/2011	1,577.93	121984891	01/01/2011	6942		Posted
	10-18-6210			Dec 2010 gas bill, North Campus			1,577.93	0.00
44915	12/31/2010	01/20/2011	255.55	1562961 73	01/10/2011	5699		Posted
	53-41-6210			Dec 2010 gas service 216 S Chestnut			255.55	0.00
370	**KANSAS ONE CALL SYSTEM INC**							
44867	12/31/2010	01/20/2011	37.20	0120154	12/31/2010	1112		Posted
	53-43-3000			December locates			12.40	0.00
	51-43-3000			December locates			12.40	0.00
	52-43-3000			December locates			12.40	0.00
							37.20	0.00
2270	**KANSAS STATE SURPLUS PROPERTY**							
44859	01/20/2011	01/20/2011	25.00	22559	01/03/2011	6706		Posted
	10-13-3000			Cell phone date transfer kit			25.00	0.00
375	**KANSAS STATE TREASURER**							
44919	12/31/2010	01/20/2011	393.00		12/31/2010	6756		Posted
	10-12-3000			Judicial Branck Ed Fund for 2010			153.00	0.00
	10-12-3000			Law Enforce Train Center Fund 2010			240.00	0.00
							393.00	0.00
389	**KOHLER'S GARAGE**							
44767	12/31/2010	01/20/2011	20.00	81312	12/11/2010	6608		Posted
	25-00-7450			MUD FLAP			20.00	0.00
372	**KPERS-ELECTRONIC**							
44742	12/31/2010	12/31/2010	7.20					Posted
	10-00-2035			KPERS			7.20	0.00
44743	12/31/2010	12/31/2010	(7.20)					Posted
	10-00-2035			KPERS			0.00	7.20
44746	01/07/2011	01/07/2011	(7.20)					Posted
	10-00-2035			KPERS			0.00	7.20
394	**KRIERS' AUTO PARTS**							
44768	12/31/2010	01/20/2011	170.74	67304	12/21/2010	6607		Posted
	25-00-4310			ALT REPAIR			170.74	0.00
44788	12/31/2010	01/20/2011	55.41		12/22/2010	5477		Posted
	52-43-4310			67397 drill bits			35.41	0.00
	52-43-4310			67380 door parts			20.00	0.00
							55.41	0.00
44819	12/31/2010	01/20/2011	75.99	67113	12/18/2010	6708		Posted
	10-13-4310			lock tool			75.99	0.00
395	**KRIZ-DAVIS CO**							
44777	12/31/2010	01/20/2011	562.08	S10010887.002	12/22/2010	5149		Posted
	53-41-4360			6 - 4800 volt E-rated fuses			562.08	0.00
44832	01/20/2011	01/20/2011	274.76	S100121173.001	01/05/2011	5495		Posted
	53-43-6000			wedge clamps			274.76	0.00
188	**LAWSON PRODUCTS INC**							
44914	12/31/2010	01/20/2011	99.99	9928040	12/29/2010	5701		Posted
	53-41-7450			7 pc hex bit socket se			99.99	0.00
408	**LIBERAL GASKET MANUFACTURING CO**							
44772	01/20/2011	01/20/2011	214.22	116199	01/04/2011	5691		Posted
	53-41-4360			100' OF .025 SILICONE ORING CORD			214.22	0.00

Vend# / Pay#	Vendor Name / Post Date	Due Date	Amount	Invoice	Date	PO#	Date	Status
	Account#	Work Order		Description			Debit	Credit
414	**LOCKWOOD COMPANY INC (continued)**							
44811	12/31/2010	01/20/2011	210.26	095000	07/26/2010	5289		Posted
	10-13-6000			Uniform Notice to Appear invoices			210.26	0.00
424	**MCHENRY ELECTRIC & SUPPLY**							
44769	12/31/2010	01/20/2011	338.34		12/14/2010	6604		Posted
	25-00-7450			002433 CHAINSAW CHAIN			8.35	0.00
	25-00-7450			002462 SHARPEN 5 CHAINS			20.00	0.00
	25-00-7450			002464 HEDGE TRIMMER			309.99	0.00
							338.34	0.00
44845	01/20/2011	01/20/2011	45.07	002577	01/04/2011	5489		Posted
	53-43-6000			sharpen chains & shorten drags			45.07	0.00
1979	**MERRICK COMPANY**							
44842	01/20/2011	01/20/2011	173.27	MI-49512	01/06/2011	5663		Posted
	51-41-4360			proximity sensor for lime slaker			173.27	0.00
459	**MISSISSIPPI LIME CO**							
44781	12/31/2010	01/20/2011	4,063.82	938742	12/29/2010	5658		Posted
	51-41-6170			24.02 tons of 1/2" pebble lime			4,063.82	0.00
462	**MITCHELL COUNTY CLERK**							
44873	12/31/2010	01/20/2011	316.14		12/29/2010	5629		Posted
	10-13-6210			City portion of gas bill for jail			316.14	0.00
2271	**MITCHELL COUNTY EMS**							
44907	12/31/2010	01/20/2011	416.00	PAT-002824	12/31/2010	6755		Posted
	10-12-3320			Restitution for case, Kyle Hanson bill			416.00	0.00
470	**MITCHELL COUNTY SOLID WASTE**							
44787	12/31/2010	01/20/2011	8.00	2224	12/30/2010	5100		Posted
	52-41-3000			disposal for 5th bag of screenings			8.00	0.00
44855	12/31/2010	01/20/2011	31.50	015157	12/15/2010	5571		Posted
	10-18-7000			New Library ceiling tiles			31.50	0.00
499	**NCKTC**							
44827	01/20/2011	01/20/2011	775.00	1552	01/06/2011	5499		Posted
	52-43-3000			Keith Anderson CDL license			775.00	0.00
827	**NETWORKS PLUS**							
44881	12/31/2010	01/20/2011	24.00	86599	12/31/2010	6923		Posted
	10-11-3360			Monthly spam filtering			24.00	0.00
517	**PDQ EMERGENCY PRODUCTS**							
44816	12/31/2010	01/20/2011	119.96	14480	12/29/2010	5285		Posted
	10-13-2911			Under armor for uniforms			119.96	0.00
44849	01/20/2011	01/20/2011	59.98	14500	01/03/2011	6707		Posted
	10-13-2911			underarmor gloves & liners			59.98	0.00
1155	**PLUM CREEK RESTAURANT**							
44838	12/31/2010	01/20/2011	1,540.00	318	12/26/2010	5493		Posted
	51-43-3000			Xmas party dinner			231.00	0.00
	52-43-3000			Xmas party dinner			539.00	0.00
	53-43-3000			Xmas party dinner			770.00	0.00
							1,540.00	0.00
536	**POST MASTER**							
44703	12/31/2010	12/31/2010	765.07		12/28/2010	5302		Ck# 65193 Printed
	10-11-5320			Postage for Utility Bills			765.07	0.00
1263	**PRAIRE FIRE COFFEE ROASTERS**							
44826	01/20/2011	01/20/2011	74.30	265442	01/06/2011	5500		Posted
	53-43-6000			Coffee			74.30	0.00
2262	**ROY F JOHNSON CO.**							
44776	12/31/2010	01/20/2011	234.53	10-455	12/22/2010	5150		Posted
	53-41-4360			thermometers/brass sockets			234.53	0.00
94	**SCHENDEL PEST CONTROL**							
44828	01/20/2011	01/20/2011	50.00	493506	01/07/2011	5498		Posted
	53-43-6170			pest control			50.00	0.00
607	**SHAMBURG OIL COMPANY**							
44489	12/31/2010	01/20/2011	(71.83)	161552	10/28/2010	5355		Posted
	53-43-6270			Excise tax credit on Diesel			0.00	71.83

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	Account#	Work Order		Description			Debit	Credit
607	**SHAMBURG OIL COMPANY (continued)**							
44833	12/31/2010	01/20/2011	786.22		12/03/2010	5487		Posted
	53-43-6260			245313 clear diesel			79.68	0.00
	53-43-6260			245296 clear diesel			118.00	0.00
	53-43-6260			245297 clear diesel			89.02	0.00
	53-43-6260			245838 clear diesel			86.90	0.00
	53-43-6260			247593 clear diesel			130.49	0.00
	53-43-6260			248816 clear diesel			92.21	0.00
	53-43-6260			249201 clear diesel			104.92	0.00
	53-43-6260			249195 clear diesel			85.00	0.00
							786.22	0.00
44834	12/31/2010	01/20/2011	47.21	246328	12/10/2010	5488		Posted
	51-43-6260			Clear Diesel			47.21	0.00
44879	12/31/2010	01/20/2011	(49.89)	165348	12/28/2010	6921		Posted
	53-43-6260			Excise tax credit for diesel			0.00	49.89
626	**SOLOMON VALLEY HOME CENTER**							
44770	12/31/2010	01/20/2011	57.26		12/01/2010	6613		Posted
	25-00-6130			10244407 SIGN PAINT			15.99	0.00
	25-00-6130			10245838 SIGN PAINT			41.27	0.00
							57.26	0.00
44784	12/31/2010	01/20/2011	357.27		12/02/2011	5098		Posted
	53-41-6000			10245244 kero heater			239.99	0.00
	53-41-6000			10244957 rubber caster			25.16	0.00
	53-41-6000			10244483 painting supplies			92.12	0.00
							357.27	0.00
44847	01/20/2011	01/20/2011	59.34	10246923	01/10/2011	5491		Posted
	51-43-6130			lumber			59.34	0.00
44858	12/31/2010	01/20/2011	680.61		12/01/2010	6828		Posted
	10-18-6000			10245233 tube, tee, valve, adpt & coupling			58.62	0.00
	10-18-6000			1024485 sewer line parts, N Campus			25.95	0.00
	10-18-6000			10245303 N Campus hot water heater			499.99	0.00
	10-18-6000			10245896 line caps for N Campus			17.90	0.00
	10-18-7000			10244442 lumber & screws			78.15	0.00
							680.61	0.00
628	**SOLOMON VALLEY VET HOSPITAL PA**							
44871	12/31/2010	01/20/2011	405.90	189328	12/30/2010	5632		Posted
	10-13-3510			Gunner food & boarding			200.02	0.00
	10-11-3500			Pound animals			205.88	0.00
							405.90	0.00
2222	**STANLEY SECURITY SOLUTIONS, INC**							
44856	12/31/2010	01/20/2011	1,258.09	DN-943036	12/29/2010	4730		Posted
	10-18-7000			Keys for N Campus			1,258.09	0.00
1853	**THE CLOSET**							
44851	12/31/2010	01/20/2011	94.00		12/30/2010	6826		Posted
	10-17-6800			Walk fit t-shirts			94.00	0.00
1669	**THE PERFECT PAIR**							
44865	12/31/2010	01/20/2011	30.00	287	12/30/2010	5623		Posted
	10-11-6000			Benson Reception			30.00	0.00
673	**THOMPSON OK TIRE COMPANY**							
44771	12/31/2010	01/20/2011	431.92		12/01/2010	6610		Posted
	10-15-6140			1-26798 TIRE FOR STREET SWEEPER			333.59	0.00
	10-15-6140			1-26904 TIRE REPAIR			12.00	0.00
	10-15-6140			1-27835 TIRE REPAIR			45.90	0.00
	10-15-6140			1-27926 TIRE REPAIR			28.43	0.00
	10-15-6140			1-27953 REPAIR MOWER TIRE			12.00	0.00
							431.92	0.00
44792	12/31/2010	01/20/2011	30.00	1-27618	12/22/2010	5480		Posted
	53-43-6140			flat repair			30.00	0.00
1533	**ULTRA CLEAN CAR WASH**							
44817	12/31/2010	01/20/2011	76.60		12/31/2010	5284		Posted
	10-13-4310			December 2010 car washes			76.60	0.00

Vend# / Pay#	Vendor Name / Post Date	Due Date	Amount	Invoice	Date	PO#	Date / Debit	Status / Credit
	Account#	Work Order		Description				
1887	**UMB BANK-KMEA GRDA FUND (continued)**							
44908	01/20/2011	01/20/2011	61,926.18	GRDA-BE-11-02	01/11/2011	5697		Posted
	53-41-6220			GRDA Power supply project for Feb 2011			61,926.18	0.00
822	**USA BLUE BOOK**							
44843	01/20/2011	01/20/2011	959.15	303994	01/03/2011	5661		Posted
	52-41-4360			replacement cable/probe			959.15	0.00
702	**UTILITY SERVICE COMPANY**							
44780	01/20/2011	01/20/2011	8,741.02	255626	01/01/2011	5662		Posted
	51-41-3000			Maintenance contract with north tower			8,741.02	0.00
2067	**VERIZON WIRELESS**							
44812	12/31/2010	01/20/2011	230.24	2499377694	12/09/2010	5288		Posted
	10-13-5310			Police Dept Wireless			230.24	0.00
44868	12/31/2010	01/20/2011	127.81	2505935593	12/21/2010	5626		Posted
	26-00-5310			Economic Development			127.81	0.00
44869	12/31/2010	01/20/2011	44.84	2510441154	01/03/2011	5627		Posted
	10-18-5310			Noth Campus WIreless for Dec 2010			44.84	0.00
712	**WACONDA TRADER**							
44883	01/20/2011	01/20/2011	18.00	18750	01/11/2011	5669		Posted
	51-41-6110			200 business cards			18.00	0.00
721	**WATER PRODUCTS OF OKLAHOMA**							
44831	12/31/2010	01/20/2011	539.07	0842021-IN	12/01/2010	5494		Posted
	51-43-7450			5 pc swing tool set			539.07	0.00

193,088.13 143 Non-voided payables listed.

Report Setup
- AP - Accounts Payable Listing : Vendor Name
- Filter Options
  - Starting: 12/31/2010
  - Ending: 01/20/2011
  - Banks: All
  - Payable Status: Unpaid
  - All Vendors Selected

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:	
January 18, 2011	RESOLUTION NO. 3-2011 UNFIT STRUCTURE	
ORIGINATING DEPARTMENT:	TYPE OF ACTION: ____ORDINANCE	_X_RESOLUTION
Administration	____FORMAL ACTION	____OTHER

RECOMMENDATION:

I recommend that the City Council approve Resolution No. 3-2011.

FISCAL NOTE:

- There is no director cost for adopting this resolution.

DISCUSSION:

Adopting this resolution directs the owner of the property located at 316 and 320 W. 3rd Street to either repair or remove the structures located on that property. The city code officer has received numerous complaints about this property and he has made numerous attempts to work with the property owner rectify the situation. The property owner, however, has not complied with his requests and therefore the matter comes before the city council to resolve. The property owner will have until February 1st, 2011 to submit a plan to the governing body.

Respectfully submitted,

Glenn Rodden
City Administrator

RESOLUTION 3-2011

A RESOLUTION BY THE CITY OF BELOIT, KANSAS, FINDING THAT THE STRUCTURES LOCATED IN THE CITY OF BELOIT, MITCHELL COUNTY, KANSAS COMMONLY KNOWN AS 316 & 320 W. 3RD STREET ARE UNSAFE OR DANGEROUS AND DIRECTING THE STRUCTURES BE REPAIRED, REMOVED OR DEMOLISHED AND THE PREMISES MADE SAFE AND SECURE.

WHEREAS, Chris Jones, Code Enforcement Officer for the City of Beloit filed a report with the governing body of the City of Beloit on November 16, 2010; and

WHEREAS, the governing body of the City of Beloit did by Resolution 24-2010, dated the 16th day of November 2010, fix the time and place of a hearing at which the owner, his or her agent, any lienholders of record and any occupant of such structure could appear and show cause why such structure should not be condemned and ordered repaired or demolished, and provided for giving notice thereof as provided by law; and

WHEREAS, such Resolution was published in the official city newspaper on the 17th day of November 2010 and on the 24th day of November 2010; and

WHEREAS, on this 18th day of January, 2011, the governing body has heard all evidence submitted by Chris Jones, Code Enforcement Officer, and interested parties.

NOW THEREFORE, BE IT RESOLVED by the governing body of the City of Beloit, Kansas:

Section 1. That said governing body adopts the suggested findings of the Code Enforcement Officer and further finds that the structures located in the City of Beloit, Mitchell County, Kansas, commonly known as 316 & 320 W. 3rd Street, are unfit for human use or habitation because of dilapidation, defects increasing the hazards of fire or accidents, structural defects or other conditions which render such structures unsafe, unsanitary or otherwise inimical to the general welfare of the city.

Section 2. The governing body hereby orders the owner of the property to demolish and remove the structures in order to render the premises safe, secure and to eliminate the general blight of the neighborhood caused by the present appearance of the structure. It is further ordered that the owner of the premises is hereby given sixty (60) days from the date of publication of this Resolution to complete the demolition and removal of such structures, or in the alternative, the owner may submit to the governing body at 7:00 p.m. on February 1, 2011, at the regular meeting of the governing body, plans and specifications to repair, alter or improve the structures to code, including cost estimates, contractor, if any, completion date and proof of ability to pay the cost thereof, for the consideration of approval by the governing body. The proposed plan of repairs, alterations or improvements to the structures should render it safe for human use or habitation and eliminate the unsightly appearance of the structures.

Section 3. If such owner fails to demolish or remove the structure within sixty (60) days, or fails to have the plans and specifications to repair, alter or improve the structures approved by the governing body, the governing body will cause the structures to be demolished and removed and the costs, less salvage, if any, to be assessed as a special assessment against the lots or parcels of land upon which the structures are located as provided by law.

Section 4. The City Clerk shall cause this Resolution to be published once in the official city newspaper as provided for in K.S.A. 12-1753. A copy of this resolution shall be mailed, by certified mail

within three days after publication to the owner, The Laundry Basket, c/o Terry Amerine at the last known place of residence, and shall be marked "deliver to addressee only."

PASSED and ADOPTED by the Governing Body and signed by the Mayor this 18th day of January, 2011.

_____
Rebecca J. Koster, Mayor

ATTEST:

_____
Amanda Lomax, City Clerk

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:		
January 18, 2011	Library Lease		
ORIGINATING DEPARTMENT:	**TYPE OF ACTION:**	____ORDINANCE	____RESOLUTION
Administration		_X_FORMAL ACTION	____OTHER

RECOMMENDATION:

I recommend that the City Council approve the enclosed lease with the Library for the Cafeteria on the Beloit North Campus.

FISCAL NOTE:

• Under this lease, the City will be responsible for the costs of electricity, water and wastewater for the first 24 months the building is operated as a library.

DISCUSSION:

The enclosed lease incorporates the concerns that were expressed by the city council and the library board at the last council meeting.

Respectfully submitted,

Glenn Rodden
City Administrator

LEASE AGREEMENT

THIS LEASE AGREEMENT made and entered into as of the ____ day of January, 2011, by the City of Beloit, a municipal corporation of the State of Kansas, hereinafter referred to as "Lessor" and Beloit Port Library Board of Trustees, hereinafter referred to as "Lessee".

WITNESSETH, that Lessor, in consideration of the covenants and agreements of Lessee hereinafter set forth, does let and lease to Lessee, the following described property, to-wit:

> The Beloit Port Library, located in the cafeteria building and grounds located at the former Beloit Juvenile Correctional Facility, as designated on the attached drawing marked Exhibit "A"

WHEREAS, the parties agree as follows:

1. TERM

Lessee to have and hold the building and grounds described in Exhibit "A" for a term to begin on the 1st day of January, 2011, and lease term to end on the 31st day of December, 2060. This lease shall be automatically renewed for an additional 1 year unless either party desires to terminate the lease by giving written notice to the other party one hundred eighty (180) days prior to any extended term thereof.

2. RENT

There shall be no rent for the building and grounds used by Lessee.

3. USE OF PREMISES

Lessee, at its expense, shall have the full and unrestricted use, including the ability to add to or improve the facilities of the property, install new air conditioning and pay for the replacement of the same, and to decorate or paint the interior of the premises of the building and grounds set forth on Exhibit "A" for the term of this lease or any renewal thereof for the following purposes:

(a) Public library maintained according to American Library Association guidelines for citizens of Beloit and surrounding area.

(b) Use the adjacent parking lots and driveway for staff and patrons.

If Lessee shall, at its own expense, add to, expand or improve the facilities of the property, any structural, mechanical, electrical or plumbing improvements shall become part of the building and grounds set forth on Exhibit "A" and shall remain with the property following the expiration of the term of the lease. Such additions, expansions and improvements shall not give Lessee an ownership interest in either the building and grounds and shall not entitle the Lessee to any rights of ownership.

4. RENOVATIONS

Lessee, at its expense, will install plumbing, heating, air conditioning and electrical equipment in the building.

5. ITEMS FURNISHED BY LESSOR AT ITS EXPENSE

a. Any necessary labor for repairs to the plumbing, heating, air conditioning and

electrical equipment of the building.

b. Lessor shall maintain the roof, exterior walls, downspouts and structural parts of the building herein described.

c. Cost of snow removal and grounds upkeep.

6. UTILITIES

Upon occupancy of the building by the Lessee for full-time library use, the utility expenses shall be divided as follows for the first period of twenty-four (24) months:

(a) All heat, gas, telephone and extermination services and expenses used in the premises shall be paid by the Lessee.

(b) The Lessor shall be responsible for the electricity, waste water and water expenses during the course of the twenty-four (24) month period.

(c) Upon completion of the twenty-four (24) month period following Lessee's occupancy of the building, Lessor will review the electricity, waste water and water usage by the Lessee. At that time, Lessor and Lessee will renegotiate the utility expense distribution and shall reach a separate agreement regarding the payment of utilities for the remaining term of the lease.

7. BUILDING MAINTENANCE

Lessee shall maintain the interior of the building in good condition during the term of the lease, including basic custodial services and supplies, and shall have the right to remodel, at its expense, the interior during the term of this lease.

8. OPTION TO RENEW

Lessee is hereby given an option to renew this Lease for an additional term of one (1) year at the expiration of this Lease upon the same terms and conditions provided in this Lease. If Lessee exercises this option, it shall do so by giving the Lessor written notice one hundred eighty (180) days prior to the term of this Lease.

9. SUBLETTING AND CHANGING PROVISIONS OF LEASE

(a) Lessee shall not have the right to sublet any or all of the space leased without the consent of the Lessor.

(b) Parties agree the provisions of this Lease may be changed from time to time by written mutual agreement.

10. HOLD HARMLESS

Lessee covenants and agrees to hold the Lessor harmless through insurance or otherwise for any injury, loss or damage to any person or property on said premises due directly or indirectly to its use or occupancy of the aforesaid premises or any part thereof.

11. MISCELLANEOUS PROVISIONS

a. It is expressly agreed that if the buildings on the premises shall be damaged by fire or other unavoidable casualty so that it is rendered unfit for use and occupancy, then at the election of the Lessor or the Lessee the leasehold rights hereby created shall thereby be terminated.

b. The Lessee further agrees with the Lessor at the expiration of this Lease to give

peaceable possession of the premises to the Lessor in as good condition as they are now except for the usual wear, unavoidable accidents and loss by fire or other casualty.

c. It is further agreed if default shall be made by the Lessee of any of the covenants herein contained, it shall be lawful for the Lessor to re-enter into and repossess the premises without notice or demand, and the Lessee and each and every other occupant to remove and put out; that the Lessee will yield and deliver up the premises in like condition as in taken, reasonable use and wear thereof and damage by the elements expected.

d. All plumbing, heating, electrical equipment shall remain therein at the termination of this Lease, this applying to the building proper and not referring to any special connections or fittings installed in connection with or as part of the equipment owned by the Lessee. Lessee agrees to repair any damage done to the premises caused by the removal of any such special connections or fittings.

e. The Lessee covenants with Lessor that it will consent that the building shall not be overloaded or damaged or that any trade or occupation shall be carried on upon premises or any use made thereof which shall be unlawful or contrary to any state or federal law or any city ordinance or regulation; and that no act or things shall be permitted upon the premises which shall make void or voidable any insurance on the premises of the building again fire or other casualty.

f. The Lessee further agrees to cooperate with the Lessor in maintaining favorable fire insurance rating conditions during the full term of this Lease.

g. It is understood and agreed that all property in the described premises shall be at the risk of the Lessee only, and that the Lessor shall not be liable for any damage to property however occurring.

h. Other changes made by Lessee to the building during the term of this Lease shall only be made with the written consent of Lessor.

12. REMOVAL OF PERSONAL PROPERTY

All personal property placed, installed or constructed upon the premises by Lessee during occupancy, which may be removed at any time by Lessee at the end of the term without substantial damage to the real estate, shall be and remains the sole property of Lessee and may be removed. If substantial damage would occur, Lessee may elect to remove the property and restore the premises.

13. AGREEMENT WITH KANSAS LAW

This Lease Agreement shall be subject to, governed by, and construed according to the laws of the State of Kansas.

14. BINDING EFFECT

The terms and conditions of this Lease shall be binding upon the parties, their heirs, agents, administrators, executors or legal successors.

15. LIABILITY FOR DAMAGES

Notwithstanding any language to the contrary, neither party shall be responsible for any damages caused by the public or its employees of their respective area, except as provided in the Kansas Tort Claims Act, K.S.A. 75-6101 *et seq.,* as amended.

IN WITNESS WHEREOF, this Lease Agreement is executed the day and year first above written, and by signing the Lease Agreement, the parties certify that the agreement is being entered into within the authority of law, with their approval and they are authorized to do so.

THE CITY OF BELOIT, KANSAS
A Municipal Corporation

By_____
Rebecca J. Koster, Mayor

ATTEST:

_____
Amanda Lomax, City Clerk

"LESSOR"

BELOIT PORT LIBRARY BOARD OF TRUSTEES

By_____
Verlin Kolman, President

ATTEST:

_____
Kitty Wagner, Secretary

"LESSEE"

Community Development Report
January 2011

North Campus Facility- Harbin Construction is starting work on the new law enforcement center; City Crews have completed demolition work inside the cafeteria to prepare it for construction for the library and the North Campus Development Steering Committee recently started meetings to plan development of the ag land to the west and north of the campus area.

Housing- Manske & Associates have exercised their options on land for the Crown Homes project. They should start construction this Spring. The North Campus Development Steering Committee is looking at the possibility of opening an area of land for housing development.

Neighborhood Revitalization Summary-In the past program cycle that ended October 15, 2010 we had 6 commercial projects totaling $1,961,705. There were 18 residential projects totaling $1,845,946 and 8 Ag projects totaling $742,507. This is a total of $4,550,158 in construction. (This is not the amount of money rebated)
There were a total of 33 construction projects in the Neighborhood Revitalization Program from October 16, 2009 to October 15, 2010. Of those 16 were in the City of Beloit; 10 were near Beloit; 2 were in Glen Elder; 2 were outside Glen Elder; 2 were in Tipton and 1 was outside Tipton.

E-Community Application- I have been in contact with Linda Sutton from the Small Business Development Center in Concordia. She will be working with us again this year to complete an E-community application that could help us create our own fund to assist with small business start ups. I started this process last year and have most of the forms and application materials completed.

Grant Application- Linda Sutton is encouraging us to participate in a regional grant application to the Federal Home Loan bank in Topeka for a $25,000 grant. The funds can be used to assist in keeping the Small Business Development Center in our region and to fund the Economic Development FAM tour this Spring.

Prospective business expansions-

1. **USDA Office-**the USDA has issued a request for proposals for office space in Beloit. I have assisted several property owners and a contractor with information. I expect there will be several proposals offered to USDA.

2. **Project Plow-** On Oct. 29, I met with a local business and representatives from KS Dept. of Commerce. Together we discussed this business needs to export some of their products to other countries and tap into new markets. We are continuing our dialog and searching for an export broker. (This project came as a result of the discussion we had with their BRES Survey this past Summer.)

3. **Project Mouse**-On October 11, I was contacted by a local business interested in expanding in the downtown business district. We discussed several possible locations for them and they are in the process of contacting property owners.
   December 14-I contacted the business again to make sure they were aware the school district will be vacating their building in the downtown area. The business will be in contact with the school district as soon as possible.
   January 4-I was told they were working on a contract.

Prospective new business developments-

1. **Project Shop-** On January 4 I was contacted by a site selector specializing in retail/service business leases. He was asking for information on two specific properties from our Location One property list. I was able to provide all the information he requested for his client.

2. **Project Corner**-On January 10 I received a a request from a site selector looking for an available property on Highway 24. We were able to provide him with photographs, property details and other information. He visited Beloit and took his own pictures of the property and added it to a list for his client.
3. **Project T-** In November I was contacted by a new resident in the community who would like to start a new business. She has experience owning several businesses in the past and has a wide variety of interests. She is currently studying the market to determine her niche and looking at available buildings.
   December-Nothing new to report

4. **Project Racer-**On November 15, I was contacted by a person who had expressed interest in putting a new business in the Solomon Valley Business Park. They first contacted me with this project in Sept. 2008 **NOVEMBER-** I sent them a map of the business park with their lot marked along with a copy of the Business Park zoning regulations. I asked them to get back with me to discuss their intentions.
   December 8, 2010-I made a follow up call. **December 16-** I heard back and they are still interested.

5. **Project Tech-** On November 9, I was contacted by a person who is in the process of opening two new retail/service stores in Ellsworth and Beloit. They plan to start the new business and make their announcement in January 2011. **Success (Ribbon Cutting for 4-D Communications tentatively set for January 28)**

6. **Project Sugar-** On October 27, I was contacted by the Department of Commerce to submit a proposal for a "small" processing company. They are specifically looking at North Central Kansas locations. We were able to submit three possible locations that met their criteria.
   November- According to the Dept. of Commerce representative the proposals are still under review. We have withdrawn one of the three locations we submitted.
   December-Nothing new to report.

7. **Project 32-** On October 13, I was contacted by a person interested in starting a new business in the downtown area. They have discussed this idea in the past.
   November-This project began to change in both the product to be sold and the location.
   December 13 & 14- For two days I have visited off and on with this person. They now have two possible locations they like. They will be in contact with the property owners this week. They have also decided on a product to sell.
   January 13- I visited with this person again. They are still working on a business plan and looking for a location. They have talked to a couple property owners.

8. **Project Volt-** I was first contacted on **September 1**, by a local person who was aware of a business in our region that had expressed interest in relocating to Beloit. I followed up on the information and confirmed the business does have interest in relocating to Beloit.
October- I have been working on providing additional information on our area.
November- We are still working on getting them information. This project will take some time to complete.
December 15-A new packet of information was forwarded and we are working on setting up a schedule to meet to discuss potential locations for this business.
January-Nothing new that I can report. More information will be available in March.

9. **Project Heart**-I was first contacted **September 2,** by a person interested in starting a new service business in Beloit. **SUCCESS**
A Ribbon Cutting was held December 17th for Lost Creek Therapies at Dr. Drakes former office.

Other Business Activity:

1. **Krier Farm Supply**-I was contacted by a person assisting this business. They would like to sell the business. I was provided with information on the property, sale price and contact information.

2. **Plum Creek-**Brett Wichers has started renovation work on the top level of the former Captains Quarters for his restaurant.

3. **Assisting the Chamber with plans for their annual Banquet February 12th.** The Keynote speaker will be Lyle Butler from the Manhattan Chamber. He will talk about the new National Ag Bioscience Defense Facility and the impact in will have on our region.

4. **1st National Bank-**Work continues on site at 1st National. Traffic and parking issues seem to have worked themselves out. Everyone is eager to watch this project proceed.

5. **Statewide Job Fair-**We have been working with the Kansas Economic Development Alliance and Department of Commerce to promote the 2011 Kansas Statewide Job Fair in Salina. It will be February 1 from 2:30 to 6:030 at the Bicentennial Center.

Businesses/Organizations requested information or assistance.

	Current Month	Current YTD	'10 YTD	'09 YTD
Expansion Plans	0	0	1	2
Tax Assistance	0	0	0	0
Marketing/Planning Assistance	0	0	0	0
Employment Assistance	0	0	1	1
New Business Prospect	2	2	3	0

ITEMS FOR COUNCIL DISCUSSION

DATE:	TITLE:
January 18, 2011	WORK SESSION DISCUSSION

DISCUSSION:

Items for discussion at your January 18, 2011 Work Session will include the following:

1. **City Goal Setting (John Divine)**. Mr. Divine will attend the next council meeting to follow-up on the goal-setting session that the council participated in last year.

2. **New Pool Financing (Rick Ensz)** City Financial Advisor Rick Ensz will attend the next meeting to brief the council on the steps that we need to take to place the new pool question on the ballot for a vote this spring or summer.

3. **Educational Assistance Program** Enclosed is a copy of the current City of Beloit tuition re-imbursement policy. Also enclosed is a copy of the IRS code that governs tax liability for workers using the policy.

Respectfully submitted,

Glenn Rodden
City Administrator

Cooper Malone McClain, Inc.

P.O. BOX 23565 ✱ OVERLAND PARK, KANSAS 66283

FAX 913-681-8185 800-657-5730 PHONE 913-681-8185

5 January 2011

Honorable Mayor and City Council
Attn: Glenn Rodden
City Hall
119 North Hersey
Beloit, KS 67420

(Electronic Delivery Only)

RE: Time line for placing a sales tax question on the 7 June 2011 ballot and the issuance of Public Building Commission revenue bonds.

Mr. Glenn Rodden recently asked me to update the time line for placing a sales tax question on the 7 June 2011 ballot. Below is the time line I have prepared:

1.	18 January 2011 (Tue.)	Cooper Malone McClain presents project financing schedule to city council.
2.	15 February 2011 (Tue.)	Governing body finalizes project features, scope, and budget.
3.	1 March 2011 (Tue.)	Cooper Malone McClain determines preliminary debt service and presents to governing body.
4.	1 March 2011 (Tue.)	Cooper Malone McClain determines additional sales tax necessary to meet debt service and presents to governing body.
5.	1 March 2011 (Tue.)	Governing body approves bond issue not-to-exceed size.
6.	2 Mar. – 14 Mar. 2011	City/Cooper Malone McClain rework 3, 4, and/or 5, if necessary, to meet council objectives and budget.
7.	15 March 2011 (Tue.)	Governing body approves bond issue not-to-exceed size.
8.	15 March 2011 (Tue.)	Governing body identifies sale tax language to place on the city retailer's sale tax ballot question.
9.	5 April 2011 (Tue.)	Governing body passes retailer's sales tax Ordinance calling for an additional _____ percent sales tax, which would increase the total city retailer's sale tax to _____ percent.
10.	6 April 2011 (Wed.)	City Clerk faxes a copy of the Ordinance calling for an additional _____ percent sales tax which would increase the total city retailer's sale tax to _____ percent, to the Mitchell County Election Commissioner.

11. April 2011	Cooper Malone McClain/Engineer/City conduct public meeting(s) to explain project features and financing. Dates and frequency to be determined by the City.
12. May 2011	Cooper Malone McClain/Engineer/City conduct public meeting(s) to explain project features and financing. Dates and frequency to be determined by the City
13. 7 June 2011 (Tue.)	Election held at the same time as the regular City general election on a question proposing an additional_____ percent retailer's sale tax which, if authorized, would increase the total city retailer's sale tax to _____ percent.

.

It is my understanding that design for the facilities would begin shortly after a successful sales tax referendum. Depending on whether or not the City required bond proceeds to pay for design and construction costs, or just construction costs, the schedule for issuing PBC revenue bonds would be slightly different. Assuming the bonds would pay for design and construction, the steps to issue PBC revenue bonds is as follows:

14. 21 June 2011 (Tue.)	Governing body passes the Resolution of Intent to issue PBC Revenue Bonds. This Resolution has to be published twice in the City newspaper and then is subject to a 30 –day protest period.
15. 23 June 2011 (Thu.)	Publish PBC revenue bond Resolution of Intent.
16. 30 June 2011 (Thu.)	Publish PBC revenue bond Resolution of Intent.
17. 1 July 2011 (Fri.)	PBC revenue bond Resolution of Intent protest period begins.
18. 30 July 2011 (Sat.)	PBC revenue bond Resolution of Intent protest period ends.
19. 9 August 2011 (Tue.)	Governing body passes PBC revenue bond Ordinance and documents.
20. 24 August 2011 (Wed.)	PBC revenue bond closing.

The time line is coordinated with scheduled governing body meetings except for the 9 August 2011 meeting which would require a special meeting. Some items in the time line could be accelerated should the council want to consider additional special meetings.

Of particular importance for item 8 - the city retailer's sales tax question can be prepared to provide for various possibilities and the council will need to give careful thought to how the question is worded. For example, will the sales tax:

A. Sunset or not sunset?
   1. If it sunsets, when? At the end of the 20 year bonds or some other defined timeframe?

B. Be just for the pool or also for other governmental purposes?

C. Be for constructing, equipping, operating, and maintaining the pool (and possibly other governmental purposes) – one, some, or all of these?

I plan to attend the 18 January 2011 governing body meeting to go over this time line, provide further details, and to answer questions.

Sincerely,

Cooper Malone McClain, Inc.

Rick D. Ensz, P.E.

RDE/rde

SUBJECT: OFF-DUTY TUITION REIMBURSEMENT

PURPOSE:

To promote and facilitate training and career education which meets the dynamic needs of the City.

STATEMENT OF POLICY:

Employees are encouraged to continue their formal education through participation in off-duty/non-working hours educational programs. Reimbursement for educational expenses incurred by such participation may be granted for job related courses with prior approval of the City Administrator, provided funds have been budgeted for such reimbursement.

Consideration of employee requests for tuition reimbursement is dependent upon budgetary constraints and the recommendation of that employee's Department Head. Time spent in attendance at these courses shall be considered the employee's personal time and is not counted as time worked.

PROCEDURES:

Any reimbursement shall only be after successful completion of the course/program. Successful completion shall be defined as receipt of a certificate of satisfactory completion or a grade of C (2.0 grade point) or better in the case of academically rated courses (or attainment of pass in a pass/fail grading system). Tuition reimbursement is for the course only; no reimbursement will be allowed for books, lab fees, travel expenses or material costs. Approval for tuition reimbursement shall only be allowed for courses offered by accredited colleges, universities or vocational training institutes.

Request for reimbursement must be made within 30 days following the completion of the course of study.

Upon separation, employees will reimburse the City for all tuition reimbursement received in the prior 12 months.

Any dispute regarding eligibility or the level of reimbursement may be appealed to the City Administrator for resolution.

Employees who acquire training on their own time and expense are encouraged to notify the City Clerk so the information can be noted in the employee's personnel file.

Educational Assistance

This exclusion applies to educational assistance you provide to employees under an educational assistance program. The exclusion also applies to graduate level courses.

Educational assistance means amounts you pay or incur for your employees' education expenses. These expenses generally include the cost of books, equipment, fees, supplies, and tuition. However, these expenses do not include the cost of a course or other education involving sports, games, or hobbies, unless the education:

- Has a reasonable relationship to your business, or
- Is required as part of a degree program.

Education expenses do not include the cost of tools or supplies (other than textbooks) your employee is allowed to keep at the end of the course. Nor do they include the cost of lodging, meals, or transportation.

Educational assistance program. An educational assistance program is a separate written plan that provides educational assistance only to your employees. The program qualifies only if all of the following tests are met.

- The program benefits employees who qualify under rules set up by you that do not favor highly compensated employees. To determine whether your program meets this test, do not consider employees excluded from your program who are covered by a collective bargaining agreement if there is evidence that educational assistance was a subject of good-faith bargaining.
- The program does not provide more than 5% of its benefits during the year for shareholders or owners. A shareholder or owner is someone who owns (on any day of the year) more than 5% of the stock or of the capital or profits interest of your business.
- The program does not allow employees to choose to receive cash or other benefits that must be included in gross income instead of educational assistance.
- You give reasonable notice of the program to eligible employees.

Your program can cover former employees if their employment is the reason for the coverage.
For this exclusion, a highly compensated employee for 2011 is an employee who meets either of the following tests.

1. The employee was a 5% owner at any time during the year or the preceding year.
2. The employee received more than $110,000 in pay for the preceding year.

You can choose to ignore test (2) if the employee was not also in the top 20% of employees when ranked by pay for the preceding year.
Employee. For this exclusion, treat the following individuals as employees.

- A current employee.
- A former employee who retired, left on disability, or was laid off.
- A leased employee who has provided services to you on a substantially full-time basis for at least a year if the services are performed under your primary direction or control.
- Yourself (if you are a sole proprietor).
- A partner who performs services for a partnership.

Exclusion from wages. You can exclude up to $5,250 of educational assistance you provide to an employee under an educational assistance program from the employee's wages each year.
Assistance over $5,250. If you do not have an educational assistance plan, or you provide an employee with assistance exceeding $5,250, you can exclude the value of these benefits from wages if they are working condition benefits. Property or a service provided is a working condition benefit to the extent that if the employee paid for it, the amount paid would have been deductible as a business or depreciation expense. See *Working Condition Benefits*, later.

Introduction

If you receive educational assistance benefits from your employer under an educational assistance program, you can exclude up to $5,250 of those benefits each year. This means your employer should not include those benefits with your wages, tips, and other compensation shown in box 1 of your Form W-2. This also means that you do not have to include the benefits on your income tax return.

You cannot use any of the tax-free education expenses paid for by your employer as the basis for any other deduction or credit, including the American opportunity credit, Hope credit, and lifetime learning credit.

Educational assistance program. To qualify as an educational assistance program, the plan must be written and must meet certain other requirements. Your employer can tell you whether there is a qualified program where you work.

Educational assistance benefits. Tax-free educational assistance benefits include payments for tuition, fees and similar expenses, books, supplies, and equipment. The payments may be for either undergraduate- or graduate-level courses. The payments do not have to be for work-related courses.

Educational assistance benefits do not include payments for the following items.

1. Meals, lodging, or transportation.
2. Tools or supplies (other than textbooks) that you can keep after completing the course of instruction.
3. Courses involving sports, games, or hobbies unless they:
    a. Have a reasonable relationship to the business of your employer, or
    b. Are required as part of a degree program.

Benefits over $5,250. If your employer pays more than $5,250 for educational benefits for you during the year, you must generally pay tax on the amount over $5,250. Your employer should include in your wages (Form W-2, box 1) the amount that you must include in income.

Working condition fringe benefit. However, if the benefits over $5,250 also qualify as a working condition fringe benefit, your employer does not have to include them in your wages. A working condition fringe benefit is a benefit which, had you paid for it, you could deduct as an employee business expense. For more information on working condition fringe benefits, see *Working Condition Benefits* in chapter 2 of Publication 15-B, Employer's Tax Guide to Fringe Benefits.