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## CITY COUNCIL AGENDA

Tuesday, December 20, 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
4. PUBLIC COMMENT
5. CONSENT AGENDA
  - A. 12/6/2011 City Council Meeting Minutes
  - B. Appropriations 12B
6. ORDINANCES
  - A. Ordinance 2104 Solid Waste
7. RESOLUTIONS
  - A. Resolution 2011-14 Unfit Structure
8. FORMAL ACTIONS
  - A. Trash Collection Agreement
  - B. Eagle Scout Project
  - C. Cooling Tower Bid
  - D. Police Hire
9. CLOSED SESSION
  - A. None.

### 10. ADJOURNMENT

## **WORK SESSION AGENDA**

1. CORRESPONDENCE AND STAFF REPORTS
  - A. City Attorney Report
  - B. City Administrator Report
2. DISCUSSION ITEMS
  - A. Mandy Fincham – Walking Trail Grant
  - B. Trudy Collins – Minimum Housing Code
  - C. Scrap Dealer Ordinance
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 not appearing on the Agenda. Kansas Statutes prohibit the Council from taking action on any item not appearing on the Agenda, except where an emergency is determined to exist.**

BELOIT CITY COUNCIL MEETING MINUTES  
December 6, 2011

The Beloit City Council met in regular session on December 6, 2011 in the Council Chambers. Mayor Rebecca Koster called the meeting to order at 7:00 p.m. City Council members in attendance were Tom Naasz, Pat Struble, Frank Delka, Bob Richard, and Denis Shumate. Also present were, City Administrator Glenn Rodden, City Attorney Katie Cheney, and City Clerk Amanda Lomax. Councilors Kent Miller and Rick Brown was absent from the meeting. Councilor Matt Otte arrived after roll call.

Department heads in attendance were Murray McGee, Kendal Francis, Ron Sporleder, Brenon Odle, Lynn Miller, and Chris Jones.

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

Mayor Koster wanted to recognize the Eagle Scouts that attended the Council Meeting and had each one of them stand up and introduce themselves. Councilor Otte wanted to let people know about the Relay for Life bake sale that will be going on Sunday at the Porter House. Councilor Otte also got to shake hands with President Obama that day. Councilor Struble wanted to compliment the downtown and everyone who put up Christmas decorations. Councilor Shumate said he was glad to be back.

City Administrator Glenn Rodden reported on the following: 1. New Pool construction continues most of the forms are built and going to have a phone conference about putting in night lights. 2. The Crown Homes are still constructing homes and have all 9 of them framed. 3. The Law Enforcement Center is waiting for inspection. 4. Cooling Tower project had a pre-bid meeting with contractors and the bid openings will be December 16, 2011. 5. Had a public information meeting concerning the waterline project and had a good turnout of citizens that attended. The waterline project should start next week. 6. The automated meter reading system is still getting looked into; both part-time meter readers have quit and have somebody in mind to be a full time-temporary meter reader until the new system is installed. 7. North Campus platting and re-zoning request is ready to go to the Planning Commission. The Attorney General signed a quick claim deed for the Roadside Park. 8. K-14 part 3 is scheduled for 2013 it will be a 75%-25% split with the City being responsible for the 25%. This was applied for about 5 years ago.

The Consent Agenda consisted of November 15, 2011 Council Meeting Minutes, November 22, 2011 Special Meeting Minutes, and appropriations 12A. A motion was made by Councilor Delka and seconded by Councilor Struble to approve the Consent Agenda in its entirety. Roll call vote yeas: Naasz, Shumate, Otte, Richard, Struble, and Delka. Nays: None.

The work session began at 7:25 p.m. City Council members in attendance were City Council members in attendance were Matt Otte, Tom Naasz, Frank Delka, Bob Richard, Denis Shumate, and Pat Struble. Also present were, City Administrator Glenn Rodden, City Attorney Katie Cheney, and City Clerk Amanda Lomax. Councilors Kent Miller and Rick Brown was absent from the meeting.

Department heads in attendance were Murray McGee, Ron Sporleder, Kendal Francis, Chris Jones, and Lynn Miller.

Director of Park and Recreation Lynn Miller proposed a plan to Council to put in a ball field and community garden at the North Campus. Lynn wanted to get the permission to proceed from Council before any work was started.

Work Session ended 7:33 p.m.

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REBECCA KOSTER, Mayor

ATTEST:

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AMANDA LOMAX, City Clerk

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	<u>Account#</u>	<u>Work Order</u>			<u>Description</u>				<u>Debit</u>	<u>Credit</u>
<b>8 ACE HARDWARE</b>										
48474	12/22/2011	12/22/2011	33.99	406837	11/23/2011	9679				Posted
	51-41-6000			keys					4.00	0.00
	52-41-6000			flashlight					29.99	0.00
									<u>33.99</u>	<u>0.00</u>
<b>9 ACKERMAN SUPPLY</b>										
48486	12/22/2011	12/22/2011	11.40	209561	11/3/2011	9675				Posted
	51-41-4360			bolts for intake pump					11.40	0.00
48557	12/22/2011	12/22/2011	328.95		12/5/2011	9682				Posted
	53-43-6000			#210714 & #210421					228.95	0.00
	51-41-6000			#210714 & #210421					100.00	0.00
									<u>328.95</u>	<u>0.00</u>
<b>11 ADVANCE INSURANCE COMPANY</b>										
48482	12/22/2011	12/22/2011	666.72		12/1/2011	8814				Posted
	21-00-2100			Dec 2011 life insurance premiums					666.72	0.00
<b>21 ALCO-DUCKWALL STORES INC</b>										
48526	12/22/2011	12/22/2011	1.98	221-07441	12/7/2011	8821				Posted
	10-11-6000			2 gal water for humidifier					1.98	0.00
48579	12/22/2011	12/22/2011	136.93	221-07482	12/15/2011	8847				Posted
	10-11-6110			printer & printer ink					136.93	0.00
<b>813 AMERIPRIDE LINEN SERVICES</b>										
48480	12/22/2011	12/22/2011	47.93	2300099071	12/2/2011	8193				Posted
	51-43-3000			mops, rags & mat service					15.82	0.00
	52-43-3000			mops, rags & mat service					15.82	0.00
	53-43-3000			mops, rags & mat service					16.29	0.00
									<u>47.93</u>	<u>0.00</u>
48506	12/22/2011	12/22/2011	47.93	2300101833	12/9/2011	8853				Posted
	51-43-3000			mop, rags & mat					15.82	0.00
	52-43-3000			mop, rags & mat					15.82	0.00
	53-43-3000			mop, rags & mat					16.29	0.00
									<u>47.93</u>	<u>0.00</u>
<b>2032 AT&amp;T</b>										
48523	12/22/2011	12/22/2011	98.61	78573820471921	11/27/2011	8834				Posted
	10-19-5310			North Campus phone service					98.61	0.00
48607	12/22/2011	12/22/2011	684.65	7857382619678	12/16/2011	8974				Posted
	10-11-5310			Admin phone service					554.85	0.00
	10-20-5310			Cemetery phone service					34.98	0.00
	52-41-5310			Sewer phone service					94.82	0.00
									<u>684.65</u>	<u>0.00</u>
<b>2086 AWARDS NETWORK</b>										
48532	12/22/2011	12/22/2011	597.76	399799	11/10/2011	8826				Posted
	10-11-3000			service award packets					77.76	0.00
	10-15-3000			service award packets					70.00	0.00
	10-14-3000			service award packets					50.00	0.00
	10-20-3000			service award packets					75.00	0.00
	10-14-3000			service award packets					75.00	0.00
	51-43-3000			service award packets					100.00	0.00
	53-41-3000			service award packets					150.00	0.00
									<u>597.76</u>	<u>0.00</u>
<b>4000 BECKER AUTOS</b>										
48591	12/22/2011	12/22/2011	1,460.00	102	12/5/2011	8960				Posted
	34-00-7400			Suburban Grille Guard					765.00	0.00
	34-00-7400			Charger Grille Guard					695.00	0.00
									<u>1,460.00</u>	<u>0.00</u>
<b>75 BELOIT MOTOR COMPANY</b>										
48567	12/22/2011	12/22/2011	168.45		12/7/2011	7982				Posted
	10-13-7420			Suburban repairs #40763					26.85	0.00
	10-13-7420			Suburban repairs #40772					141.60	0.00
									<u>168.45</u>	<u>0.00</u>



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		<u>Account#</u>	<u>Work Order</u>			<u>Description</u>					
700	<b>EMC INSURANCE COMPANY (continued)</b>										
48584		10-21-3000		12/22/2011	843.89	9H50219	10/14/2011	8958		Posted	
		10-21-3000				Work Comp Claim #Z00811805			295.31		0.00
		53-43-3000				Work Comp Claim #Z00811783			500.00		0.00
						Work Comp Claim #Z00801263			48.58		0.00
									<u>843.89</u>		<u>0.00</u>
2053	<b>EMG, INC</b>										
48530		53-41-3000		12/22/2011	1,051.00	2769	12/7/2011	8828		Posted	
						Energy consulting agreement/mileage			1,051.00		0.00
2431	<b>ESRI, INC</b>										
48593		10-11-3000		12/22/2011	400.00		12/4/2011	8962		Posted	
						ArcView Maintenance Quote			400.00		0.00
222	<b>FARMWAY COOP INC.</b>										
48509		25-00-6260		12/22/2011	184.68	111-028650	11/23/2011	9750		Posted	
						clear diesel			184.68		0.00
48512		52-43-6000		12/22/2011	13.75	073385	10/17/2011	8530		Posted	
						mouse bait			13.75		0.00
2404	<b>FILE SAFE</b>										
48585		34-00-3000		12/22/2011	484.00	18527	11/22/2011	8959		Posted	
						Parts/Labor for key card system @ LEC			484.00		0.00
1838	<b>FINNEY MACHINE INC</b>										
48518		53-41-4360		12/22/2011	1,456.00	008337	11/4/2011	9092		Posted	
						replace top of cooling tank in power plant			1,456.00		0.00
297	<b>HARRISON LAW OFFICE</b>										
48610		10-12-3000		12/22/2011	200.00		12/13/2011	7994		Posted	
						Court appointed atty fees Case #20110026			200.00		0.00
868	<b>HARTLAND FUEL PRODUCTS, LLC</b>										
48521		53-41-6270		12/22/2011	25,131.27	S0I0265813	11/23/2011	9080		Posted	
						7500 gals low sulfur red diesel			25,131.27		0.00
305	<b>HISEROTE TRASH SERVICE</b>										
48545		10-18-4300		12/22/2011	515.00		11/30/2011	8839		Posted	
						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
									<u>515.00</u>		<u>0.00</u>
307	<b>ROBERT HOLWAY</b>										
48499		51-43-2911		12/22/2011	90.00	11941	12/5/2011	8531		Posted	
						employee boot reimbursment			90.00		0.00
321	<b>IKON FINANCIAL SERVICES</b>										
48525		10-11-3000		12/22/2011	1,158.00	86020090	11/30/2011	8832		Posted	
						rental agreement on copier			1,158.00		0.00
1221	<b>INTERNATIONAL CODE COUNCIL</b>										
48536		10-11-5410		12/22/2011	125.00	2868429	12/7/2011	8822		Posted	
						membership dues			125.00		0.00
1922	<b>JNT COMPANY LLC</b>										
48594		10-11-3000		12/22/2011	250.00	511	12/15/2011	8970		Posted	
						Web hosting & maintenance			250.00		0.00
2359	<b>KANSAS CORPORATION COMMISSION</b>										
48469		10-11-3000		12/22/2011	131.73		12/1/2011	8818		Posted	
						Katie Cheney - 1409 N Bell			64.40		0.00
		10-11-3000				Frasier & Johnson - 116 N Hersey			67.33		0.00
									<u>131.73</u>		<u>0.00</u>
251	<b>KANSAS GAS SERVICE</b>										
48596		10-19-6210		12/22/2011	1,248.73	121984891	12/8/2011	8968		Posted	
						1720 N Hersey - North Campus			1,248.73		0.00

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394	<b>KRIERS' AUTO PARTS (continued)</b>								
48576	10-18-4330	12/22/2011	12/22/2011	23.32	94988	12/13/2011	9752	23.32	Posted 0.00
					oil seal for trailer tires				
2289	<b>PAT KRUSE</b>								
48471	10-15-7450	12/22/2011	12/22/2011	150.00	416059	12/9/2011	9602	150.00	Posted 0.00
					skid steer adapter plate				
2264	<b>KVSV</b>								
48573	10-20-5400	12/22/2011	12/22/2011	350.00	51-00014-0000	11/30/2011	9755	350.00	Posted 0.00
					cemetery caretaker radio ad				
405	<b>LEAGUE OF KS MUNICIPALITIES</b>								
48533	10-11-5410	12/22/2011	12/22/2011	1,735.09	12-34	12/1/2011	8825		Posted
	10-11-6400				2012 City Membership dues			1,335.09	0.00
					Kansas Gov Journal Subscription			400.00	0.00
								1,735.09	0.00
1732	<b>LIFELOC TECHNOLOGIES</b>								
48563	10-13-7450	12/22/2011	12/22/2011	124.47	0140810-IN	11/30/2011	7989	124.47	Posted 0.00
					easy-tab mouth piece				
424	<b>MCHENRY ELECTRIC &amp; SUPPLY</b>								
48494	51-43-6000	12/22/2011	12/22/2011	32.00	004951	12/2/2011	8521	32.00	Posted 0.00
					2 gal bar oil				
48502	53-43-7450	12/22/2011	12/22/2011	605.14	004987	12/8/2011	8855	605.14	Posted 0.00
					16" chain saw				
2069	<b>COLLEEN MCKEON</b>								
48546	10-11-5800	12/22/2011	12/22/2011	91.80		12/12/2011	8844	91.80	Posted 0.00
					mileage for 2011 from log book				
1153	<b>MID CONTINENT SALES</b>								
48516	53-41-6000	12/22/2011	12/22/2011	104.05	19621	11/22/2011	9095	104.05	Posted 0.00
					2-disc Dodge poly drive couplings				
1160	<b>MID STATES ENERGY WORKS INC</b>								
48515	53-41-3000	12/22/2011	12/22/2011	967.73	3263	11/28/2011	9096	967.73	Posted 0.00
					Install Yokogawa bolt meter				
459	<b>MISSISSIPPI LIME CO</b>								
48505	51-41-6170	12/22/2011	12/22/2011	4,544.54	995201	12/6/2011	9668	4,544.54	Posted 0.00
					24.920 tons of Lime				
2393	<b>MITCHELL COUNTY ABSTRACTS</b>								
48528	10-11-3000	12/22/2011	12/22/2011	200.00		12/1/2011	8830	200.00	Posted 0.00
					title search				
462	<b>MITCHELL COUNTY CLERK</b>								
48472	10-13-6210	12/22/2011	12/22/2011	185.27	121859545	12/1/2011	8817	185.27	Posted 0.00
					city share of Kansas Gas bill				
470	<b>MITCHELL COUNTY SOLID WASTE</b>								
48453	54-41-3000	12/22/2011	12/22/2011	20,564.91		12/1/2011	8812	20,564.91	Ck# 66565 Printed 0.00
					Trash Collection				
48488	52-43-3000	12/22/2011	12/22/2011	10.00		11/30/2011	8529	10.00	Posted 0.00
					landfill fees for #17090 & #17174				
48489	52-43-2911	12/22/2011	12/22/2011	90.00	8527	12/5/2011	8527	90.00	Posted 0.00
					employee boot reimbursement				
469	<b>MITCHELL COUNTY TREASURER</b>								
48582	10-19-3000	12/22/2011	12/22/2011	5,866.86		12/20/2011	8831		Posted
	10-19-3000				#1754 Youth Center			136.84	0.00
	10-11-3000				#1753 Youth Center			297.78	0.00
	30-00-3000				#1755 Meadowlark Lane			5.98	0.00
	52-41-3000				#956 1200 W 8th			2,356.98	0.00
	10-22-3000				#1756 Kennedy Farmland			150.30	0.00
	52-41-3000				#1758 1520 W 8th			856.30	0.00
	10-11-3000				#1759 Land Sewer plant			1,888.66	0.00
					#1760 US 24 Hwy			174.02	0.00
								5,866.86	0.00

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	<u>Account#</u>	<u>Work Order</u>			<u>Description</u>				<u>Debit</u>	<u>Credit</u>
<b>607 SHAMBURG OIL COMPANY (continued)</b>										
48475	12/22/2011	12/22/2011	316.54		11/29/2011	8851				Posted
	53-43-6270				#300008 diesel			136.53		0.00
	53-43-6270				#299036 diesel			180.01		0.00
								<u>316.54</u>		<u>0.00</u>
48495	12/22/2011	12/22/2011	70.00	297946	11/18/2011	8522				Posted
	51-43-6270			clear diesel				70.00		0.00
48550	12/22/2011	12/22/2011	92.27	299956	12/5/2011	8534				Posted
	51-43-6270			clear diesel				92.27		0.00
<b>2018 GRANT SNEATH</b>										
48500	12/22/2011	12/22/2011	142.21		12/12/2011	8819				Posted
	53-43-2911			employee boot reimbursment				142.21		0.00
<b>2367 SOLOMON CORPORATION</b>										
48514	12/22/2011	12/22/2011	44,460.00		11/26/2011	9097				Posted
	53-41-4360			#222887 install rebuilt LTC control				40,475.00		0.00
	53-41-4360			#222886 Drain & Clean LTC				3,985.00		0.00
								<u>44,460.00</u>		<u>0.00</u>
<b>626 SOLOMON VALLEY HOME CENTER</b>										
48511	12/22/2011	12/22/2011	22.50	10267712	11/8/2011	8514				Posted
	51-43-6000			box star gold screws				22.50		0.00
48548	12/22/2011	12/22/2011	3.49	10270129	12/13/2011	8446				Posted
	10-18-6000			black spray paint				3.49		0.00
48553	12/22/2011	12/22/2011	44.59		12/13/2011	9604				Posted
	30-00-6130			#10266288 expansion joint				33.01		0.00
	30-00-6130			#10266290 expansion joint				1.24		0.00
	30-00-6130			#10266074 line post				10.34		0.00
								<u>44.59</u>		<u>0.00</u>
<b>2148 MARK SPEAR</b>										
48470	12/22/2011	12/22/2011	90.00		12/9/2011	9603				Posted
	10-15-2911			employee boot reimbursment				90.00		0.00
<b>643 STANION WHSE ELECTRIC COMPANY</b>										
48589	12/22/2011	12/22/2011	1,652.83	3065135-00	12/8/2011	8857				Posted
	53-43-8300			wire #2 solder wire				1,652.83		0.00
<b>673 THOMPSON OK TIRE, INC</b>										
48547	12/22/2011	12/22/2011	264.00	1-43848	12/14/2011	8445				Posted
	10-18-6140			trailer tires				264.00		0.00
<b>1163 TMHC SERVICES INC</b>										
48540	12/22/2011	12/22/2011	313.50		11/30/2011	8845				Posted
	10-11-3000			157759 Employee assist program & admin				208.50		0.00
	10-11-3000			157758 Employee assist program & admin				105.00		0.00
								<u>313.50</u>		<u>0.00</u>
48580	12/22/2011	12/22/2011	213.75	156665	10/31/2011	8848				Posted
	10-11-3000			Employee assist program & admin fees				213.75		0.00
<b>1533 ULTRA CLEAN CAR WASH</b>										
48564	12/22/2011	12/22/2011	89.67		11/30/2011	7988				Posted
	10-13-7420			Nov 2011 car washes				89.67		0.00
<b>2067 VERIZON WIRELESS</b>										
48524	12/22/2011	12/22/2011	44.71	2666325072	12/3/2011	8833				Posted
	10-18-5310			Parks & Rec on-call phone				44.71		0.00
48561	12/22/2011	12/22/2011	274.42	2659887705	11/18/2011	7992				Posted
	10-13-5310			wireless phone service for PD				274.42		0.00
<b>721 WATER PRODUCTS OF OKLAHOMA</b>										
48549	12/22/2011	12/22/2011	297.60	0892496-IN	12/1/2011	8535				Posted
	51-43-8100			flare adapters & female couplers				297.60		0.00
<b>734 WESCO RECEIVABLES CORP</b>										
48476	12/22/2011	12/22/2011	609.12	012089	11/30/2011	8850				Posted
	53-43-7500			electric meters				609.12		0.00
<b>1035 BRUCE WILSON</b>										
48534	12/22/2011	12/22/2011	60.00		11/14/2011	8824				Posted
	10-11-3000			June 2011 bank reconciliation/journal entry				60.00		0.00

## REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
December 20, 2011	ORDINANCE 2104 SOLID WASTE
ORIGINATING DEPARTMENT:	TYPE OF ACTION:
Administration	<input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

### RECOMMENDATION:

I recommend that the Council approve Ordinance 2104 which amends Ordinance 1875.

### FISCAL NOTE:

- There is no direct cost associated with approval of this item. There will be an indirect cost for publishing this ordinance.

### DISCUSSION:

This ordinance adopts the fees for solid waste to the charges in the new five year contract with Dunstan Trucking approved by the county commission.

Respectfully submitted,

Glenn Rodden  
City Administrator

**ORDINANCE NO. 2104**

AN ORDINANCE AMENDING CHAPTER 17, ARTICLE 5. SOLID WASTE, OF THE CODE OF THE CITY OF BELOIT, KANSAS, AND REPEALING ORDINANCE NO. 1875.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BELOIT, KANSAS:

SECTION 1: Chapter 17, Article 5. Solid Waste, Section 17-520 of the Code of the City of Beloit, Kansas, is hereby amended to read as follows:

- 17-520. CHARGES. The city shall establish and collect a service charge to defray the cost and maintenance for solid waste collection and disposition of solid waste assessed by Mitchell County, which charges and assessments may be increased from time to time by Mitchell County and such charges and assessments for any increase thereof shall be assessed against each occupied residence receiving refuse disposal service which is individually metered for electricity or water by the city. The city shall establish and collect an administration fee to cover costs of administrating, billing and collection of the charges.

SECTION 2: Chapter 17, Article 5. Solid Waste, Section 17-521 of the Code of the City of Beloit, Kansas, is hereby amended to read as follows:

- 17-521. SAME; FEE SCHEDULE. The fee to each residential unit for service as provided in this article shall be as follows:
- (a) The trash collection fee shall be \$6.20 per month.
  - (b) The county landfill fee shall be \$8.00 per month.
  - (c) The city administration fee shall be 10% or \$1.42 per month. The total of the foregoing rates, \$15.62, shall be included in the monthly utility bills of the city for the calendar year 2012.
  - (d) Any increase in fees for solid waste service charged by Mitchell County to the City shall automatically increase on the effective date of such increase.
  - (e) On the effective date of any increase in fees charged by Mitchell County, the city's administration fee of 10% of the gross refuse charges, shall also increase on said effective date.

SECTION 3: Ordinance No. 1875 is hereby repealed.

SECTION 4: This ordinance shall be in full force and effect after its passage and one publication in the official City newspaper.

PASSED and ADOPTED by the Governing Body and signed by the Mayor this 20<sup>th</sup> day of December, 2011.

ATTEST:

\_\_\_\_\_  
Rebecca J. Koster, Mayor

\_\_\_\_\_  
Amanda Lomax, City Clerk



**RESOLUTION 2011-14**

RESOLUTION BY THE CITY OF BELOIT, KANSAS, CONCERNING A DANGEROUS AND UNSAFE STRUCTURE EXISTING AT 128 ROOSEVELT DRIVE IN THE CITY OF BELOIT, KANSAS.

WHEREAS, Chapter IV, Article 5, Dangerous and Unfit Structures, of the City Code provides if the governing body finds there are structures in the city which are dangerous, unsafe or otherwise inimical to the general welfare of the city, or conditions which provide a general blight upon the neighborhood or the surrounding properties, to have any such structure repaired, closed, demolished or removed; and

WHEREAS, Chris Jones, Code Enforcement Officer, made an inquiry and inspection of the property located at 128 Roosevelt Drive, and has filed a report with the governing body of the City of Beloit on December 6, 2011 that structures located on the following described real estate, to-wit:

A tract of land beginning at the Southeast corner of a tract of land conveyed by Omittee F. Hersey and husband to Kate J. Vreeland: thence North 60°30' West, One hundred sixty-four feet; thence South 15°10' West Three hundred and sixty feet, to the center of the Solomon River; thence up the center of said river Seventy-five feet; thence North 31°10' East Three hundred forty-eight and four tenth feet to the place of beginning, being a part of the Southeast Quarter of Southwest Quarter, Section Nine (0), Township Sever (7), South, Range Seven (7) West of the Sixth Principal Meridian in Mitchell County, Kansas,

owned by Whitney Haigh, are dangerous and unsafe structure as provided for in Section 4-501; and

WHEREAS, after reviewing the report of Chris Jones, Code Enforcement Officer, the governing body is of the opinion it shall fix a time and place at which the owner, owner's agent, lien holder, occupant and other parties of interest may appear and show cause why the structures should not be condemned and ordered repaired or demolished; and

WHEREAS, upon receipt of such report as provided for in Section 4-505, the governing body of the City of Beloit is required to give notice to all interested parties and hold a hearing as provided for in Section 4-505, and 4-506.

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

Section 1. The governing body of the City of Beloit, Kansas, shall hold a hearing on **February 14, 2012 at 7:00 p.m.** in the city council meeting room, Municipal Building, 119 North Hersey, Beloit, Kansas, at which time the governing body shall determine whether or not the structure located on the following described real estate located in the City of Beloit, Kansas, to-wit:

A tract of land beginning at the Southeast corner of a tract of land conveyed by Omittee F. Hersey and husband to Kate J. Vreeland: thence North 60°30' West, One hundred sixty-four feet; thence South 15°10' West Three hundred and sixty feet, to the center of the Solomon River; thence up the center of said river Seventy-five feet; thence North 31°10' East Three hundred forty-eight and four tenth feet to the place of beginning, being a part of the Southeast Quarter of Southwest Quarter, Section Nine (0), Township Sever (7), South, Range Seven (7) West of the Sixth Principal Meridian in Mitchell County, Kansas.

119 North Hersey Avenue  
P O Box 567  
Beloit, Kansas 67420



Tel No (785) 738-3553  
Fax No (785) 738-2517  
Email cjones@beloitks.org

Building Inspectors  
**REPORT of UNFIT/UNSAFE STRUCTURE**

To: The Governing Body of Beloit, Kansas  
Re: Statement of Dangerous or Unsafe Structure  
Date: December 7, 2011

**The following described structures are in a dangerous or unsafe condition:**

a) description of structure including legal description:

Two greenhouse structures on a tract of land beginning at the Southeast corner, thence North 60°30' West, One hundred sixty-four; thence South 15°10' West three hundred and sixty feet, to the center of the Solomon River; Thence up the center of said river Seventy-five feet; thence North 31°10' East Three hundred forty-eight and four tenths feet to the place of beginning, being a part of the Southeast Quarter of Southwest Quarter, Section Nine (9), Township Seven (7) West of the Sixth Principal Meridian in Mitchell County, Kansas.

- b) street address: 128 Roosevelt Drive
- c) owner(s): Whitney Haigh
- d) owner's agent: None
- e) occupant(s): None
- f) lienholder(s) of record: None
- g) other "parties in interest" Kansas Department of Revenue

The property is found to be dangerous and unsafe because of the following conditions:

The structures mentioned above have been unused as intended for many years and have not been maintained. They are open to varmints, rodents and reptiles. They are dangerous and unsafe and can be considered an "attractive nuisance" to unsupervised children in the park area. They have deteriorated to the point that the cost of repair would far exceed the current value of the structures. A notice was sent to the property owner and the Kansas Department of Revenue.

Building Inspector

Attachments

## **Procedures to Manage Dangerous and Unsafe Structures by City Code**

### **A. ENFORCING OFFICERS STATEMENT**

1. Code Enforcement Officer (CEO) recognizes a dangerous/unsafe structure
2. CEO creates a file and begins the investigation
3. CEO issues informal, verbal notice to owner (optional)
4. CEO initiates a title search of property to determine actual property owner and any parties of interest
5. CEO attempts to secure a signed consent from owner to enter upon property
6. CEO conducts precise physical inspection of structure and takes photos (*with consent; without written consent an "administrative warrant is required to gain access to the property)*
7. CEO issues formal, written notice to owner to abate the conditions and submits his report to the council

### **B. RESOLUTION SETTING HEARING**

1. By resolution, the council will fix a time & place for hearing to show cause
2. Publish resolution once each week for 2 weeks
3. A minimum 30 day waiting period from second publication

### **C. HEARING AND DETERMINATION OF FINDINGS**

1. At the hearing the council considers if structure is:
  - a. Neither unsafe nor dangerous (hearing ends)
  - b. Unsafe and/or Dangerous, then
2. By Resolution issues order to 1) repair or 2) remove

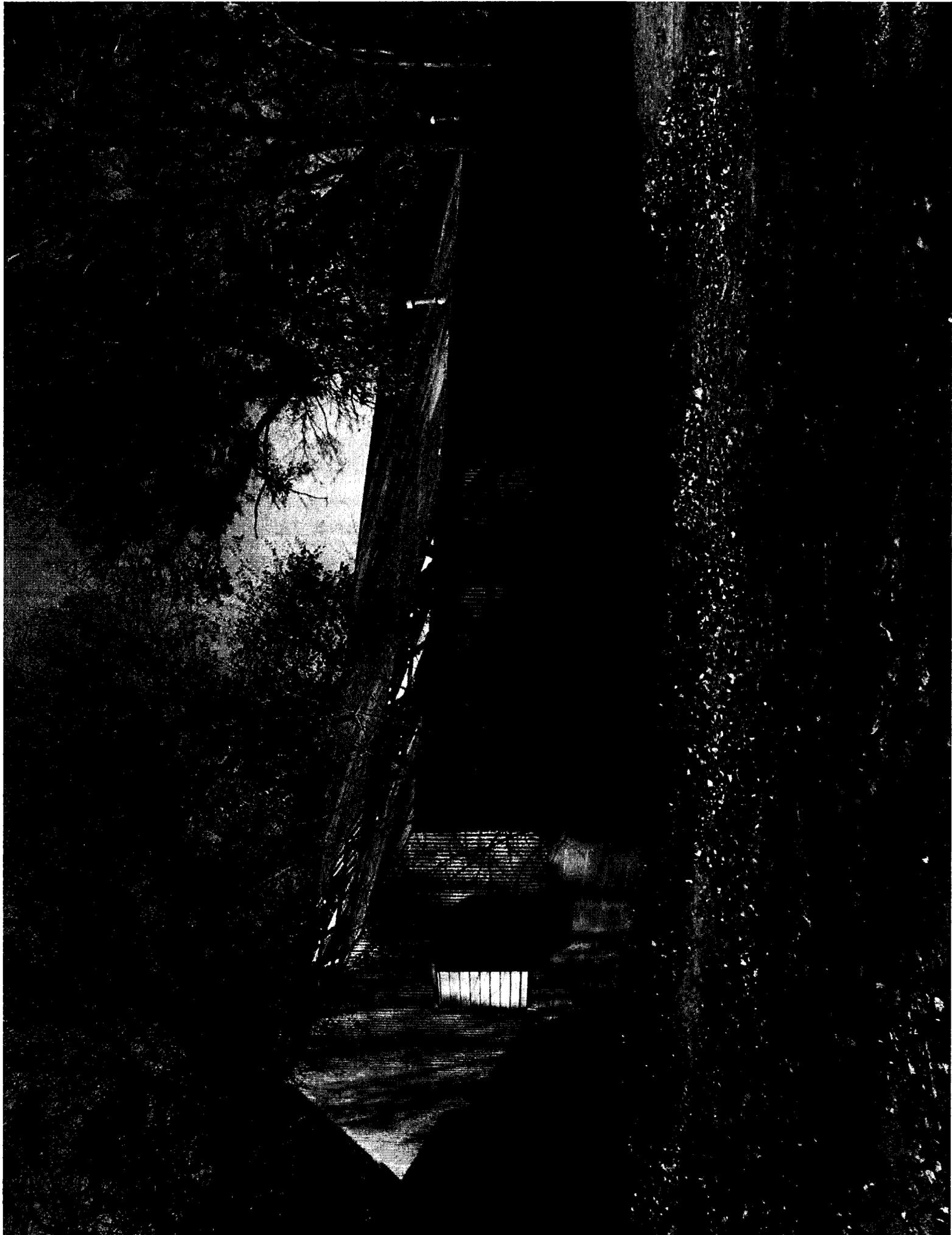
### **D. OWNER COMPLIES WITH RESOLUTION, OR**

### **E. CITY ABATES THE CONDITION AND SENDS ASSESSMENT TO THE OWNER**

### **F. CERTIFICATE OF REMOVAL**

The city clerk shall certify to the County Appraiser that the structure has been removed

These procedures are by city code and in accordance with KSA 12-1750, et al. Once the process begins, the only "early-out" mechanisms are for the owner to abate the existing conditions before the public hearing or for the Governing Body to determine that the costs of leaving the structure standing outweigh the costs of removing the structure since there are no guarantees that the removal costs will be recovered.









## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>
December 20, 2011	SOLID WASTE AGREEMENT
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b>
Administration	<input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

### RECOMMENDATION:

I recommend that the Council approve Solid Waste Agreement with the County.

### FISCAL NOTE:

- There is no direct cost associated with approval of this item.

### DISCUSSION:

This agreement adopts the fees for solid waste to the charges in the new five year contract with Dunstan Trucking approved by the county commission.

Respectfully submitted,

Glenn Rodden  
City Administrator



Mitchell County Highway Dept.  
P O Box 8  
Beloit, KS 67420  
Phone (785) 738-3171 Fax (785) 738-2709  
E-Mail Address: [mchighway@nckcn.com](mailto:mchighway@nckcn.com)

Nov. 30, 2011

City Clerks:

Enclosed you will find the Agreement for Solid Waste Collections. If you would please have the Mayor and you sign it and mail it back to me. Once I receive it I will have the Chairman and the County Clerk sign it and I will mail you back a copy for your records.

Also you will find is the new trash collection routes and days. If you would please forward these to all your customers, and let them know when trash collection will be. I will also publish this in the Waconda Trader before the end of the year.

Dunstan Trucking will be collecting the trash for the next 3 years. Effective January 1, 2012. The new rate will be \$6.20 per month per residence for collection and the County's landfill charge will remain the same at this time at \$8.00. These compare to the existing rates of \$6.39 and \$8.00 respectively. The new total of \$14.20 per residence will be reflected in our billing for January 2012.

If you have any questions regarding either of these please feel free to give me a call.

Sincerely

Larry Emerson

Public Works Director

**Attention Residents**  
**Of**  
**Beloit, Cawker City, Glen Elder, Tipton & Hunter**

Beginning Jan. 1, 2012 Dunstan Trucking will be taking over collection of Trash.

The Holidays that will change are as followed:

Independence Day – July 4, 2012 Wednesday's Route will be picked up on MONDAY JULY 2, 2012

Thanksgiving Day Nov. 22, 2012 Thursday's Route will be picked up on MONDAY NOV. 19, 2012

Christmas Day Dec. 25, 2012 Tuesday's Route will be picked up on MONDAY DEC. 24, 2012

**Change in Collections**

Tuesday's Routes will be Cawker City and Glen Elder.

Wednesday's Routes will be Beloit South of 8<sup>th</sup> & West of Campbell, North of 8<sup>th</sup>

Thursday's Routes will be South of 8<sup>th</sup> and East of Campbell

Friday's Routes will be Tipton & Hunter

**AGREEMENT FOR SOLID WASTE COLLECTION**  
**WITHIN CITY LIMITS OF BELOIT, KANSAS**

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2012, by and between Mitchell County, Kansas, hereinafter referred to as the "County", and the City of Beloit, Kansas, hereinafter referred to as the "City".

WITNESSETH:

WHEREAS, the County and City had previously entered into an agreement dated July, 2002, wherein the County through its contractor provided the public service of weekly solid waste collection within the city limits of the City of Beloit, Kansas, and:

WHEREAS, said agreement has expired and the City and County are desirous of entering an Inter-local Agreement pursuant to K.S.A. 12-2901 as amended et. Seq. for the continued collection of solid waste within the city limits of Beloit, Kansas by the County's contractor.

NOW THEREFORE, it is agreed between the parties as follows:

1. The County will provide the service of the collection and disposal of solid waste and the City, will compensate the County for such service in the manner hereinafter described.
2. In consideration therefore, compensation will be payable to the County by the City for the collection and disposal of solid waste, and said consideration shall be paid monthly equal to the number of residences within the city limits of the City of Beloit, Kansas, as identified by Ordinance No. \_\_\_\_\_ multiplied by the unit rate due the contractor as accepted by the County and annually adjusted.
3. It is further agreed that the City shall also remit an equal payment per residence for any residence lying outside the city limits, which is receiving other City services and who has requested solid waste collection from the City and make payment therefore. Said total compensation due the County shall be made by the last day of the month of which the service was provided.
4. The parties further agree that if there does occur delinquencies by residences for payment for the solid waste collection, the City will provide a copy of all outstanding delinquent utilities, specifically solid waste, to the County. The parties agree upon receipt of notice of non-payment, the County would not be obligated to collect said solid waste at those identified residences until said delinquency is paid in full. In the event a delinquency occurs and said delinquency is cured by payment, the city will pay the same to the County.
5. The parties further agree that the consideration payable to the County by the City for the solid waste collection and disposal shall equal monthly the number of residences multiplied by an amount established by the County, which amount may include administrative cost incurred in managing the collection of disposal programs. This consideration shall be paid in accordance with Paragraph 2 and 3.
6. The parties further agree that no licenses, permits or fees of any refuse hauler with whom the County contracts will be required.
7. This agreement will commence on the \_\_\_\_ day of \_\_\_\_\_ 2012, and expire on the \_\_\_\_ day of \_\_\_\_\_, 2012. It shall continue unless dissolved by mutual agreement between the

parties or until such time as either party shall furnish written notice of their intent to terminate this agreement. Such notice to terminate shall be given on or before the first day of November of any year in which either or of the parties desire to terminate this agreement and the effective date of the termination shall not be until December 31, of the same year of which such notice is given.

8. The parties hereto shall establish and maintain a budget sufficient to carry out their respective obligations of the agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

City of Beloit a Municipal Corporation

Chairman, Board of County

Commissioners

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Mayor

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Chairman

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City Clerk

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County Clerk

## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>
December 20, 2011	EAGLE SCOUT PROJECT
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b> <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION
Parks and Recreation	<input checked="" type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

### RECOMMENDATION:

I recommend that the city council approve a request from the Eagle Scouts to make fire rings in Chautauqua Park.

### FISCAL NOTE:

- There is no cost for this action.

### DISCUSSION:

James Collins is interested in presenting and briefly discussing an idea with the city council that he believes will work for an Eagle Scout project. James is a freshman at St. Johns and a member of Boy Scout Troop 98 in Beloit. His idea is to build 2 or 3 fire rings near shelters in Chautauqua Park much the style of those at various state parks in Kansas. A similar idea was approved for another scout back in 2006, but work and basketball and girlfriend obligations kept him from beginning it and finishing it before he turned 18.

Respectfully submitted,

Glenn Rodden  
City Administrator

## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>
December 20, 2011	COOLING TOWER BID
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b>
POWER PLANT	<input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION
	<input checked="" type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

### RECOMMENDATION:

I recommend that the Council approve the bid for Cooling Tower Bid from Utility Contractors, Inc. pending a past performance review by the Project Engineer Doug Mull.

### FISCAL NOTE:

- The cost of this item is \$2,077,000.00.
- Funding for this type of item is available from the Revenue Bonds that were issued December 2011.

UTILITY CONTRACTORS, INC	
BASE	\$1,987,000.00
ALTERNATE A	\$90,000.00
LUMP SUM BASE	
BID	\$2,077,000.00

PROSSER WILBERT CONSTRUCTION, INC	
BASE	\$1,949,000.00
ALTERNATE A	\$180,000.00
LUMP SUM BASE	
BID	\$2,129,000.00

P1 GROUP, INC	
BASE	\$1,991,000.00
ALTERNATE A	\$172,470.00
LUMP SUM BASE	
BID	\$2,163,470.00

### DISCUSSION:

Respectfully submitted,

Glenn Rodden  
City Administrator

## REQUEST FOR COUNCIL ACTION

DATE:	TITLE:		
December 20, 2011	PATROL OFFICER HIRE		
ORIGINATING DEPARTMENT:	TYPE OF ACTION:	<input type="checkbox"/> ORDINANCE	<input type="checkbox"/> RESOLUTION
Police	<input checked="" type="checkbox"/> PERSONNEL ACTION	<input type="checkbox"/> OTHER	

### RECOMMENDATION:

I recommend that the Council hire Cody Silva as Patrol Officer for the City of Beloit, Kansas.

### FISCAL NOTE:

This position is currently at pay grade 24, step 1 which pays a wage of \$14.04 per hour.

### DISCUSSION:

After interviewing several candidates for this position, Police Chief Brenon Odle has recommended that we hire Cody Silva to serve as a police officer for the City of Beloit, Kansas.

Respectfully submitted,

Glenn Rodden  
City Administrator

114 South Campbell Street  
Beloit, Kansas 67420



Tel No (785) 738-2203  
Fax No (785) 738-2759

Chief Brenon Odle

bpdchief@ncken.com

December 16, 2011

TO: Mayor Becky Koster  
Beloit City Council  
Glenn Rodden, City Administrator

From: Chief Brenon Odle

RE: Recommendation for hire as a Police Officer

---

I would like to recommend the hiring of Cody Silva as a Police Officer for the Beloit Police Department at Grade 24 Step 1, \$14.04. This offer is subject to a successful drug screening, psychological and physical screening, as well as City Council approval. Cody will also be scheduled to attend Kansas Law Enforcement Training Center, January 9, 2011. Continued employment will be dependant on successful completion of training.

Cody recently was honorably discharged from the U.S. Army and returning to be in the area with his family. Tentative date to start employment will be December 21, 2011.

Thank you for your time and consideration.

A handwritten signature in black ink, appearing to read "Brenon Odle", with a long horizontal flourish extending to the right.

Brenon Odle  
Chief of Police

# Community Development Report

## December 2011

**North Campus Facility-** The City of Beloit has completed the transfer of a piece of land from the business park to the North Campus Development Area for the housing portion of the development. The Beloit Planning Commission should be setting a meeting in January to discuss the platting and zoning of the property. Glen & I also gave a tour of the Administration Building to a group on December 6<sup>th</sup>. This is referenced under Project Kansas One.

**Housing-** Work continues on the Crown Homes project in the Ackerman Addition. Application information is available now at the Regional Planning Commission office for those interested in these homes.

The Kansas Housing Resources Commission was working on a proposal to create a fund to assist in the development of “Workforce” or “wage appropriate” housing. The fund would have to be approved by the Legislature.

Other communities are now looking at building homes from shipping containers.

**Brownfields Application-** A consultant for KDH&E has surveyed the property at 5<sup>th</sup> & Mill. Phase I of the review has been completed. They have recommended the city move forward with Phase II which would consist of test drilling for soil samples of the property.

**SVED Business Park-**Three lots have been sold this year. One building is currently under construction. At least two more are expected next Spring.

**Clean Line Energy Partners-** I attended a special county commission meeting on December 12<sup>th</sup> to hear a presentation from Diana Coggins, project manager for Clean Line Energy Partners of Texas. They are working on a proposal to build, own and operate a high power electrical transmission line to run from Ford County, KS to Illinois or Indiana. She explained the line would be a DC power line and not AC like the wind farms generate in Cloud and Lincoln Counties. They are converting the wind farm power in Ford County into DC power. They say with DC they will have less “line loss” of the energy over the hundreds of miles of line they need to get to customers in Illinois. They also say the DC power lines will require less right-of-way needed for the towers and it will require less money for construction. They are currently meeting with county commissioners from several counties in Kansas while they consider various potential routes for the transmission lines. They will return for future public meetings and round table discussions with land owners who might be impacted and those they will need to negotiate with for leases.

### **Prospective business expansions-**

1. **Project GO-** On June 28, I met with a local business that is looking at adding more employees and possibly a physical expansion of the business. We reviewed new state programs that are available to assist them. **August Update-**They are working on plans to move forward with at least part of this project soon. **September update-**This business is currently advertising for bids. **October Update-**This project is moving forward. **November Update-**they were opening bids.

## Prospective new business developments-

1. **Project PC-** On December 13, I was contacted by a business that has locations in Kansas and several neighboring states. This is a service related business that has been in contact with some of our local employers to discuss their “business to business” programs and services. They have expressed interest in finding an office location in Beloit. We have provided them with some initial leads.
2. **Project Aqua-** On November 29 I was contacted by a person interested in starting a new ag based business. They have been researching an alternative growing process and alternative ag products.
3. **Project Nature-** On November 22, I was contacted by a person who has a small home based business in North Central Kansas. They are interested in relocating and expanding the business in Mitchell County. Their spouse also has a home based business they would like to relocate to our area as well. Over the past several weeks we have researched state and federal programs and incentives that could be utilized to assist this business. They are also working on a new business plan to assist with accessing financing for their relocation and expansion. This would clearly be a “value added” agriculture business. We have been in contact with the Kansas Department of Commerce to request assistance.
4. **Project Scan-** On November 19, I was contacted to meet with a person to look at a building in downtown Beloit. They are looking for a location for a potential new business.
5. **Project Twist-** On November 14 I was contacted by a service related business interested in finding a permanent location in Beloit. We have been trying to communicate with each other for the past 60 days. They need to get established in Beloit on a permanent basis. They would prefer a downtown location. I did forward them information on a couple of potential locations and put them in touch with a realtor. I will follow up with more information within the next week.
6. **Project Light-** On November 8, I was contacted by an existing business owner. They are interested in starting up another business. They would prefer a location on Highway 24. We discussed their needs and properties they are interested in at this time. I have put them in touch with the property owners and assisted them in determining market rates for property. **December Update-** They continue to speak with property owners we discussed last month.
7. **Project Kansas One-** In October, I was contacted by a representative from a Kansas agency. They have specifically requested information on available properties in Beloit. We forwarded information on all properties that meet their criteria and have submitted information to the Department of Commerce for assistance. **November Update-** We have been contacted again by a representative of the state agency. They have expressed interest in one of the properties we provided information on in October. We have forwarded them further details and will wait for a reply. We expect to know more within 2 weeks. **December Update-** On December 6<sup>th</sup>, City Administrator Rodden and met with several representatives from this agency. We toured the Administration Building on the North Campus. They were impressed with the building but would not need the use of the entire space. They had a couple areas of concern and wanted to discuss their ideas in further detail and get back to us at a later time. In the meantime they have asked us to review their contracts and standard facility requirements. That information has been forwarded to the City Attorney.

8. **Project Buggy-** On July 18 I was contacted by a business from Salina that was looking for a building in Beloit. We discussed several options and they did meet with one property owner. They have not been able to find what they are looking for yet. They may be able to go in with another person who is planning to put up a building next year. We are continuing to discuss their options. **September Update-**They have been in contact with a local business that is planning to put up a new building this year. They may be able to have space with them. **October Update-**This project is expected to sit this winter and proceed in the Spring. **December Update-** I was contacted on December 10<sup>th</sup> and was informed this business plans to locate in an existing building in Beloit fell through recently. They are looking for a building again. We have discussed a couple of potential locations that could be available soon and some that will be available in the Spring. We are continuing to work through this process.
  
9. **Project Stone-**This business first contacted me over a year ago to express interest in opening a new store in Beloit. Within the past several weeks they have been in Beloit to look for a place to locate a store. They have contacted several property owners but have not found a suitable location at this time. **July Update---** We have an opportunity for this business to possibly purchase a building in downtown Beloit. We are discussing the potential for this opportunity now. **August Update-** I continued discussing building options with this business. They have recently met with a building owner in Beloit. **September Update-**They are continuing to look for a location. They are slowing down their process. **October Update-**A decision is expected by the end of October. **November Update-**I visited with this person at their current business location. They are still very interested in opening a new store in Beloit.
  
10. **Project Cabinet-** This project first came up about two years ago. It has been discussed back and forth since that time. Last summer we had meetings with staff from NCK Regional Planning Commission to discuss financial assistance for the project. They are looking at 2 to 3 new jobs and a 50,000 s.f. facility. In **May 2011** they began looking at this again and they are looking at two possible locations with much more interest than last year. We hope to meet with them again before the end of the month. **June Update-**Nothing new to report. I have called them a couple of times but have not been able to speak to them. **July Update-**Nothing new to report. Anticipate more information when the North Campus property is available. **August Update-**They are looking at a specific piece of property to purchase and put up a building for their business. At the time of this report no contract has been signed. **September Update-**They have been in contact with Curt Frasier to purchase a property in the Solomon Valley Business Park. **October Update-**Expect construction next Spring. **November Update-**They are working to close on the property and plan to submit a Neighborhood Revitalization Application soon.
  
11. **Project Bone-**On April 13 I was contacted by a business owner in a neighboring county. He is interested in finding an office location in Beloit. We discussed several existing buildings that are available. He also asked about building something new on the North Campus property. On **May 10 Update-**this person was in Beloit to look at available buildings. **June Update-**This person is still looking for a location in Beloit. They have looked at several buildings and I have met with them at a couple of buildings. They have made an offer on one building but never heard back from the owner. **July Update-**This person was back on July 11. They have not been able to find a suitable existing building. They are now scouting locations to build what they need to get their business established in Beloit. We looked at several potential building locations and they have contacted several property owners. **August Update-**This person has been back several times. They have switched from looking for an existing building to considering options to put up their own building. They are ready to make an offer on a property at this time. **September Update-**They have purchased the lot at 3<sup>rd</sup> & Mill in Beloit and plan to put a new business at this location. **SUCCESS! Construction in Spring.**

## **Additional Business Notes-**

- Construction is underway on the expansion project at Super 8
- Thompson Tire has a new addition going on to the north end of their buildings
- 
- Work continues on the new entrance to the grocery store
- Eva Shurts has expanded her fitness business and has taken over both sides of the building at the corner of Mill and Court Streets. She will have an open house and ribbon cutting for her business, Body Flex Fitness on December 30<sup>th</sup>. The open house will be from 5:00 to 7:00 PM.
- I recently attended a training program in Concordia to learn how to assist businesses that are interested in contracting for products and services with state and federal agencies. We can assist them in getting their businesses registered and gather information on contracting process for various agencies.

## ITEMS FOR COUNCIL DISCUSSION

<b>DATE:</b>	<b>TITLE:</b>
December 20, 2011	WORK SESSION DISCUSSION

### **DISCUSSION:**

Items for discussion at your December 20, 2011 Work Session will include the following:

#### **Property Maintenance:**

The city code officer will discuss the enclosed preliminary draft of a new property maintenance policy. Trudy Collins will be attending to discuss the property maintenance policy.

#### **Sunflower Trail Grant:**

Mandy Fincham will discuss the progress of the walking trail grant.

#### **Scrap Dealer Ordinance:**

Respectfully submitted,

Glenn Rodden  
City Administrator