

## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>
December 6, 2011	PATROL OFFICER HIRE
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b> <input type="checkbox"/> <b>ORDINANCE</b> <input type="checkbox"/> <b>RESOLUTION</b>
Police	<input checked="" type="checkbox"/> <b>FORMAL ACTION</b> <input type="checkbox"/> <b>OTHER</b>

### RECOMMENDATION:

I recommend that the Council hire Bryan Ellis 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 Bryan Ellis 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@nckcn.com

November 30, 2011

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

From: Chief Brenon Odle

RE: Recommendation for hire as a Police Officer

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I would like to recommend the hiring of Bryan Ellis 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. Bryan will also be scheduled to attend Kansas Law Enforcement Training Center, January 9, 2011. Continued employment will be dependant on successful completion of training.

Bryan is currently scheduled to graduate December 9, 2011 from Fort Hays State University, with a Bachelor's degree in Criminal Justice. Tentative date to start employment will be December 21, 2011, possibly sooner depending on Bryan's availability.

Thank you for your time and consideration.

A handwritten signature in black ink, appearing to read "Brenon Odle", with a long, sweeping underline.

Brenon Odle  
Chief of Police

## REQUEST FOR COUNCIL ACTION

<b>DATE:</b> December 6, 2011	<b>TITLE:</b> SVED AGREEMENT FOR THE TRANSFER OF REAL ESTATE
<b>ORIGINATING DEPARTMENT:</b> Administration	<b>TYPE OF ACTION:</b> <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 Agreement for the transfer of Real Estate with Solomon Valley Economic Development.

### FISCAL NOTE:

### DISCUSSION:

Respectfully submitted,

Glenn Rodden  
City Administrator

## **AGREEMENT FOR THE TRANSFER OF REAL ESTATE**

THIS AGREEMENT is hereby made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2011, by and between Solomon Valley Economic Development, Inc. (hereinafter "SVED") and the City of Beloit, Kansas, a municipal corporation, (hereinafter "City").

WHEREAS, SVED is the owner of the following tract of real estate (the "Real Estate"):

A tract of land in the Northwest Quarter of the Northwest Quarter (NW/4 NW/4) of Section Four (4), Township Seven (7) South, Range Seven (7) West of the Sixth P.M., City of Beloit, Mitchell County, Kansas, more particularly described as follows: Commencing at the Northeast Corner of the Northwest Quarter of the Northwest Quarter (NW/4 NW/4) of Section Four (4), Township Seven (7) South, Range Seven (7) West; thence southerly along the East Line of said Northwest Quarter of the Northwest Quarter (NW/4 NW/4) on the record bearing taken from a survey by Cook, Flatt & Strobel of the Beloit Juvenile Correctional Facility dated June 2002, said bearing being S1°12'38"E a distance of 849.40 feet, to the POINT OF BEGINNING; thence continuing southerly along said East Line a distance of 466.30 feet to the Southeast Corner of the Northwest Quarter of the Northwest Quarter (NW/4 NW/4) of Section Four (4), Township Seven (7) South, Range Seven (7) West; thence along the South Line of said Northwest Quarter of the Northwest Quarter (NW/4 NW/4) on a bearing of N87°57'10"W a distance of 627.60 feet; thence N26°54'47"E a distance of 313.00 feet; thence N52°18'24"E a distance of 260.00 feet; thence N88°47'22"E a distance of 270.00 feet to the Point of Beginning.

WHEREAS, SVED desires to transfer the Real Estate to the City and the City desires to acquire the Real Estate.

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

1. SVED agrees to transfer the Real Estate to the City by Quit Claim Deed.
2. There shall be no consideration for the transfer of the Real Estate. The City shall pay all expenses associated with the transfer including but not limited to: preparation of this Agreement and the deed, and costs to record the deed.
3. Concurrent with the execution of this Agreement, SVED shall execute to the City of Beloit, Kansas, a Quit Claim Deed conveying the Real Estate, in fee simple, free and clear of

all encumbrances whatsoever, including taxes for the year of Closing and all prior years.

4. The parties agree that should the City sell the Real Estate at any point in the future, upon closing of said sale, the City shall transfer all of the sale proceeds to SVED, net of all costs associated with the sale.

5. The parties agree that time is of the essence of this agreement. The parties further agree that this Agreement shall be binding on the parties, their heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year above written.

Solomon Valley Economic Development, Inc.

By: \_\_\_\_\_  
Curtis A. Frasier, President

The City of Beloit

By: \_\_\_\_\_  
Rebecca Koster, Mayor

ATTEST: \_\_\_\_\_  
Amanda Lomax, City Clerk

## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>		
December 6, 2011	NORTH SUBSTATION REPAIR WORK		
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b>	<input type="checkbox"/> <b>ORDINANCE</b>	<input type="checkbox"/> <b>RESOLUTION</b>
Electric	<input checked="" type="checkbox"/> <b>FORMAL ACTION</b>	<input type="checkbox"/> <b>OTHER</b>	

### RECOMMENDATION:

I recommend that we approve the estimate from Solomon Electric Corporation to perform maintenance work on the North Substation.

### FISCAL NOTE:

Solomon Corporation has provided us with two options for this work that range from Option #1 at \$5,980.00 and Option #2 at \$15,800.00. Funding for this work is available in the FY2012 Budget under Electric Plant Division, Plant Equipment Repair, 53-41-4360.

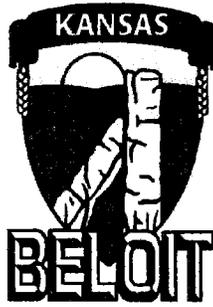
### DISCUSSION:

The contractor has provided two options because they will not know how much work needs to be done until they physically open up the transformer.

Respectfully submitted,

Glenn Rodden  
City Administrator

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



Power Plant  
Tel No (785) 738-5121  
Fax No (785) 738-6401

**To: Glenn Rodden City Administrator**  
**From: Henry Eilert Power Plant Operations Foreman**  
**Subject: North Sub-Repair Work**  
**Date: December-2-2011**

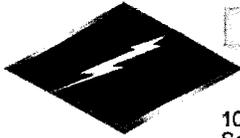
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Glenn we have a transformer that is in need of some repairs, this transformer is known as the north sub it is a 12.5/2400 high low voltage 2500 KVA rating transformer it was put into operation in the early 70's. This transformer has a oil leak around the divider board which is between the main tank and the LTC on the transformer, oil from the main tank is getting into the LTC and leaking out of the vent on the side of the transformer. This transformer feeds all of the 2400 load north of 8<sup>th</sup> street it also allows us to have to different types of voltages it allows us to have 12.470 voltage and also allows us to continue to have 2400 voltage. We have contacted Solomon Corporation the same company that did the work on the tie transformer here at the power plant and they have given us to options to consider.

**Option #1** is they will drain the oil from the transformer and check the bolts on the divider board if they find some bolts that have come loose they will tighten the bolts and hope that this stops the oil leak, then they will fill the transformer with new oil for a price of \$5,980.00.

**Option #2** They will drain the oil from the transformer then pull the divider board out of the transformer and replace the divider board and gasket then they will then vacuum fill the main tank after the divider board has been fixed with new oil for a price of \$15,800.00.

This transformer is very important to the city because it serves the entire 2400 load north of 8<sup>th</sup> street. Thank You Very Much for your consideration of this project.



# SOLOMON CORPORATION

Powerful Transformer Solutions

Established 1971

103 West Main Street  
Solomon, Kansas 67480

www.solomoncorp.com

785-655-2191  
FAX 785-655-2502  
Toll Free 800-234-2867

October 13, 2011

Beloit City Hall  
Beloit, KS  
Attn: Henry Eilert

Solomon Corporation offers the following Field Service Quotation for your consideration:

**Option#1: Scope of Work:**

- ~Mobilize Technicians to Job Site
- ~Drain & Clean UTSA LTC
- ~Replace Worn/Damaged Parts
- ~Fill with New Oil (214 gal)
- ~Add Approximately 50 gals of oil to the Main Tank

**Cost: \$5,980.00**

*(parts are additional)*

**Option#2: Scope of Work:**

- ~Mobilize Technicians to Job Site
- ~Drain & Clean UTSA LTC
- ~Replace Worn/Damaged Parts
- ~Fill with New Oil (214 gal)
- ~Pump Down Main Tank
- ~Vacuum Fill Main Tank after divider board has been fixed

**Cost: \$15,800.00**

*(parts are additional)*

Please call me at 1-800-234-2867 (ext. 193) if you have any questions.

Thank you,

Heath Funston - Territory Manager  
email: hfunston@solomoncorp.com

HF/cdc

# EMC Insurance Companies®

Count on EMC® to assist with your insurance to value needs!

VALUATION CREATED FOR: **BELOIT CITY**

Date: **10/18/2011**

Policy No.:	9A5-02-19	Policy Period:	04/01/2011 - 04/01/2012
Serial No.:	0021808	Agent:	FOUTS INSURANCE AGENCY, INC. &
Valuation No.:	L-9A50219-2012-012-10/13/2011		121 E MAIN ST
Survey Date:	10/13/2011		BELOIT, KS
Location No.:	012		67420
Loc Address:	100 N WALNUT ST	Underwriter:	143
	BELOIT, KS		
	67420-2440		

REPORTED ADDITIONS:	Reconstruction Cost
TRANSFORMERS 2 - 2.4 High/Low Voltage (KV), 2000 kVA Rating	\$ 73,890
TERMINAL EQUIPMENT	235,171
SWITCHES/BREAKERS 2 - 2.4 KV	120,586
<b>ADDITIONS SUB-TOTAL</b>	<b>\$ 429,647</b>

*North sub-station*

## INSURANCE SUMMARY:

TOTAL INSURED AMOUNT	\$	386,685
PERCENT INSURED TO VALUE		90%

<b>VALUATION GRAND TOTALS</b>	<b>\$</b>	<b>429,647</b>
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For more information, visit [www.emcins.com](http://www.emcins.com) and click on Loss Control.

Property valuations are supported by Marshall & Swift/Boeckh BVS Commercial™. MS/B costs include material, labor, and normal profit and overhead, as of the date of this valuation. Values for trade fixtures, process equipment, or machinery are included only if listed. Reconstruction Costs (RC) for buildings include generalities and assumptions that are common to the occupancy and construction type represented. Reconstruction Costs should not be considered equivalent to a detailed quantity survey. The Actual Cash Value (ACV) amounts shown on this valuation are for building structures only, and were determined based solely on reported building age. Other important factors, including, but not limited to, market value, maintenance, remodeling or repairs, obsolescence, and other conditions, should be considered when establishing Actual Cash Value limits for buildings or equipment.

This valuation was prepared by Employers Mutual Casualty Company (EMC) or an affiliated insurance company. Our valuation is provided for consideration of insurance purposes only, and is based on information gathered by an EMC representative from an on-site survey completed on the Survey Date indicated above. As building structures and other relevant factors may change without notice to EMC, neither you, your organization, your employees, or any other person, should rely solely on this valuation for any reason.

# Community Development Report

## November 2011

**North Campus Facility-** Two recent inquiries have been made into the Administration Building. The City Attorney is working on the acquisition of land from the Solomon Valley Business Park to assist with the housing section of the property. Once this has been completed the Beloit City Planning Commission can continue with their process to address the final plat and zoning of the property.

**Housing-** Work continues on the Crown Homes project in the Ackerman Addition. Several of the homes have been framed, roofed and totally enclosed.

There is also a new push through the Kansas Housing Resources Commission to develop “workforce” or “wage appropriate” housing. They are considering a plan to develop a separate housing fund to get away from the income restrictions that are attached to federal funding for housing projects.

**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. One current property owner has already inquired about an additional lot. SVED is also looking at selling off the southeast corner of their property for the North Campus Development to assist with a roadway and housing development. Curt Frasier was working to close on the 3<sup>rd</sup> property sold and the business is going to come forward with a Neighborhood Revitalization application soon.

**KEDA Conference-** I attended the Kansas Economic Development Alliance conference in Dodge City. Much of the discussion centered on housing needs in Kansas. It was clear the state is going to look into possibly creating a housing fund to get away from restrictions associated with federal housing programs. There were also several programs on global trade opportunity for Kansas businesses and economic forecasts. These all emphasized the demand for agricultural products is expected to increase greatly which should benefit rural Kansas communities and the agricultural economy. We also had a session on special incentives and programs. A great deal of the discussion centered on Community Improvement Districts which has also been discussed by the City of Beloit. I visited with the City Manager from Herington to get more details on how they have utilized this program.

**Rural Opportunities Conference-**I attended the Kansas Rural Opportunities Conference where a lot of discuss centered in broadband communications, green energy resources and adapting to change. The conference was also used to help generate more discussion about a new “tagline” for the state and to discuss unique marketing opportunities some communities are beginning to explore.

## **Prospective business expansions-**

1. **Project OO-** On August 3<sup>rd</sup> I was contacted by a business person who is working on a large business expansion project. They wanted to discuss City of Beloit Tax Abatement policy versus the Neighborhood Revitalization Program. They are working on a plan and should have something decided in September. **September Update-**This business has met with contractors and received estimates for their expansion. **October Update-**This project continues to make progress. Expecting more firm news within the next 30 days. **November Update-** This project has started. Super 8 is undergoing an expansion project totaling over \$800,000. **Success!!!**
2. **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.

## **Prospective new business developments-**

1. **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.
2. **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.
3. **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.
4. **Project Big Ben-** October 3, I was contacted by a person interested in locating existing buildings that could be developed into several uses. One of those being multi-family housing. Several properties were discussed including those in Tipton, Jewell and Beloit. **November Update-**They could not find anything that would pencil out for them. **Case Closed**

5. **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.
  
6. **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.
  
7. **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.
  
8. **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! October Update-**  
**Construction next Spring (November update-They have considered partnering with another business looking to move to Beloit)**

9. **Project Cart**-Our initial conversation began in December 2010. They picked up in January. This is an existing retail business with multiple locations in north central Kansas. They are considering opening a location in Beloit.. **March Update**-I have made several calls to continue this discussion. They have expressed “some” interest in Beloit. **April**-Nothing new to report  
**May Update**-I have been told they are going to “test” our local market soon to determine if their business could succeed.  
**June Update**-They have expressed a very clear interest in coming to Beloit. **July Update**-Nothing new to report. More discussion is expected to take place with the North Campus property becomes available. **August Update**-They continue to express an interest in coming to Beloit. We are trying to work around vacation schedules to meet and look at locations for the business.  
**September Update**-They are still interested. Still working on a meeting with the business and potential contractors. **October Update**-We have encouraged them to complete a market study and make local contacts. **November Update**-Nothing new to report
10. **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.  
**June Update**-After nothing new to report for several months I have spoken with the manager of this business. They are still interested in locating in Beloit. They should be better prepared to provide further information in August and more direction will be set in the 4<sup>th</sup> quarter of the year. This project will take a considerable amount of time. **July Update**- I have spoken with the business manager. They had a new opportunity arise recently. They have addressed that opportunity and will be setting their direction for relocating in Beloit in the 3<sup>rd</sup> or 4<sup>th</sup> quarter of this year. **August Update**-We are still on hold and anticipate an update on this project later this year. **September Update**-This business is looking at a new position for their business. This still includes interest in relocating to Beloit.

### **Additional Business Notes-**

- Assisted with hosting Quickbooks classes for local business owners and staff
- Assisted with organizing a program to assist business interested in the procurement process with state agencies. (November 22 in Concordia)
- Assisted a couple looking for residential building lots.

Port Library Bd. of Trustees

September 06, 2011

The meeting was called to order at 5:30 p.m. Members present were Verlin Kolman, Rick Larson, Sally Williams, Craig Cousland, Connie Kopsa, Kitty Wagner and Jeri Bates & Director Rachel Malay.

The minutes of the meetings of Aug. 8<sup>th</sup> and 30<sup>th</sup> were approved as corrected on a motion by Craig and seconded by Connie.

Financial reports for August were reviewed and approved on a motion by Rick and seconded by Craig. There was some discussion as to where to invest the Shafer money that we will be receiving soon. Rick moved to put \$ 150,000 in Central National and the balance in 1st National depending on what information Verlin gets from 1st National and Jeri seconded. Documents were signed to transfer a Central National CD to a savings account.

Rachel reviewed her reports for August activities.

Old Business: Connie discussed her talks to Rotary & Lions about the new library and the support level for contributions.

New Business: Rachel introduced the new Circulation Asst. Karen Greist. We welcomed her to the staff. Verlin discussed the idea of a committee to look into offering some benefits to our employees. Craig agreed to chair the committee comprised of Rick, Jeri & Rachel.

Meeting adjourned at 6:20 on a motion by Sally with a second by Connie.

---

President

Secretary

Port Library Bd. of Trustees  
October 03, 2011

President Verlin Kolman called the meeting to order at 5:30 p.m. Present were Verlin Kolman, Rick Larson, Kitty Wagner, Craig Cousland, Connie Kopsa, Sally Williams, Jeri Bates and Director Rachel Malay.

Minutes of the September meeting were reviewed and approved on a motion by Connie and seconded by Kitty.

The financial report was reviewed and bills approved for payment on a motion by Craig with a second by Jeri.

Rachel presented a review of her monthly report. The circulation assistant has resigned due to health issues. A new circulation assistant will begin working on Oct. 17<sup>th</sup>. There was some discussion about modifying the job description for the Youth Services person. Rachel will bring a draft to the next meeting. Rachel is checking on ways to reduce the phone bill and will give options at the next meeting.

Old Business: NONE.

New Business: Craig discussed the finding that he and Rick gathered about health insurance options. Information was presented about Blue Cross/Blue Shield, AFLAC & American Fidelity. To gather information they had talked to North Central Kansas Regional Planning Commission, NCKTC, & Angie Odle at Woods & Durham CPA's, plus the representatives from AFLAC & BC/BS. There was discussion about possibilities and it was decided to have the AFLAC representative come to our next meeting to talk about what was available, and to set up a phone conference call or maybe a video call with the BC/BS representative.

Bid opening for the new building will be Oct. 04, 2011 in the reading room. A special meeting will be called when Mr. Marrs has a recommendation for us.

Meeting adjourned at 6:15 on a motion by Connie and second by Sally.

Port Library Bd. of Trustees  
Special Meeting  
October 6, 2011

President Verlin Kolman called the meeting to order at 6:15 p.m. Present were Verlin Kolman, Rick Larson, Kitty Wagner, Connie Kopsa, Jeri Bates, and Director Rachel Malay.

Verlin stated the purpose of the meeting was to award contracts for the remodel & construction of the new facility for the Port Library. After a couple of comments by board members Kitty Wagner moved to award the renovation contract for \$689,400.00 to Busboom & Rauh Co. of Salina, Kansas, and the Lead/Asbestos Abatement work for \$19,268.00 to ISI Environmental. Rick Larson seconded the motion and it carried. A signed copy of the motion is attached to these minutes. Sally Williams and Craig Cousland were unable to attend but voted YES by proxy.

Verlin said the abatement would take 2 to 3 weeks after getting the permit, which will take about 10 days. This means that construction could start approximately the second week of November and take about 180 days.

After the vote Verlin thanked everyone for their work on the new facility, especially the members that had worked for several years to get to this moment.

Another meeting was set for November 13<sup>th</sup> at 12:00 p.m. to plan a public tour of the new facility before work begins and discuss furniture for the new building.

The meeting adjourned at 6:35 p.m. on a motion by Connie with a second by Jeri.

Port Library Bd. of Trustees  
Special Meeting  
October 13, 2011

Vice President Kitty Wagner called the meeting to order at 12:05 p.m. The following were present: Rick Larson, Kitty Wagner, Connie Kopsa, Sally Williams, Jeri Bates, and Director Rachel Malay. Verlin Kolman arrived later.

The stated purpose of the meeting was to discuss plans for a public tour and furniture for the new facility. After some discussion the tour date was set for Oct. 23rd from 2:00 p.m. to 4:00 p.m. The purpose of the tour will be to give the public a chance to see the building before construction begins. All attendees will receive a floor plan of the new facility, a fact sheet about what we do and some statistics about libraries in general and The Port Library specifically.

Rachel presented a sheet of prices she had taken off the internet for shelving, chairs and other furniture for the new facility. These were just for reference and we were asked to look for ourselves to see what we could find. There is a lot of different shelving to choose from and after looking we will have a better idea of what we want in the new building. Mainly we need to decide the type of shelving we want.

Rachel said she would contact Cunningham Cable/TV about wiring the new facility for internet and phone service.

The Parks & Recreation Department has asked how many keys we need for the new building and when we want them. After some discussion it was agreed that when we take possession of the new building we would rekey all the doors. For now we do not need a key and can get one from them if needed. The two front doors would be one key and all other doors would be on a different key.

Rachel discussed a possible moving schedule but till we get closer to the moving day it is just discussion.

The meeting adjourned at 1:00 p.m. on a motion by Verlin with a second by Sally.

Port Library Board of Trustees  
Regular meeting  
November 07, 2011

Present were Verlin Kolman, Rick Larson, Kitty Wagner, Sally Williams, Craig Cousland, Jeri Bates and Rachel Malay, director. Connie Kopsa was absent.

President Verlin Kolman called the meeting to order at 5:30 p.m. The minutes of the meetings of October 3, 6, and 14 were reviewed and approved with a correction to the October 06 minutes on a motion by Craig with a second by Jeri. Rachel reviewed the financial statements for the month. The motion for approval of the report and to allow payment of bills was made by Rick with a second by Kitty. Jeri moved to transfer the CD # 15910 at 1<sup>st</sup> National to a savings account as it was maturing. Rick seconded and motion carried.

Rachel gave her Directors report for the month.

Old Business: Kristy Bechard from AFLAC Insurance presented us with some options for an employee benefit package that her company has available to us. She had several options for us to consider and we had several questions. We will discuss it more at the next meeting. Rachel presented some changes to the Youth Services Positions for us to consider. She is proposing it to be a part-time position and focus only on Youth programming. After some Q & A discussion Craig moved to allow the changes and Sally seconded. Motion carried. Rachel will advertise to fill the vacancy.

New Business: Rachel presented a lending agreement & policy for the new video cameras available for circulation. After some discussion Rick moved to approve both and Jeri seconded. Motion carried. Rachel then presented us a revised fines policy to consider. The new policy covers the new electronic devices plus the usual books, magazines, and cd's. The policy was approved on a motion by Jeri with a second by Craig.

The meeting was adjourned on a motion by Craig with a second by Sally.

Rick Larson Sec.

## ITEMS FOR COUNCIL DISCUSSION

DATE:

December 6, 2011

TITLE:

WORK SESSION DISCUSSION

### DISCUSSION:

Items for discussion at your December 6, 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.

#### **North Campus:**

Lynn Miller, Director of Parks and Recreation will discuss proposed ball field and community garden at the North Campus. See the enclosed maps.

Respectfully submitted,

Glenn Rodden  
City Administrator

Lynn Miller  
Director of Parks and Recreation  
119 North Hersey Avenue  
P O Box 567  
Beloit, Kansas 67420



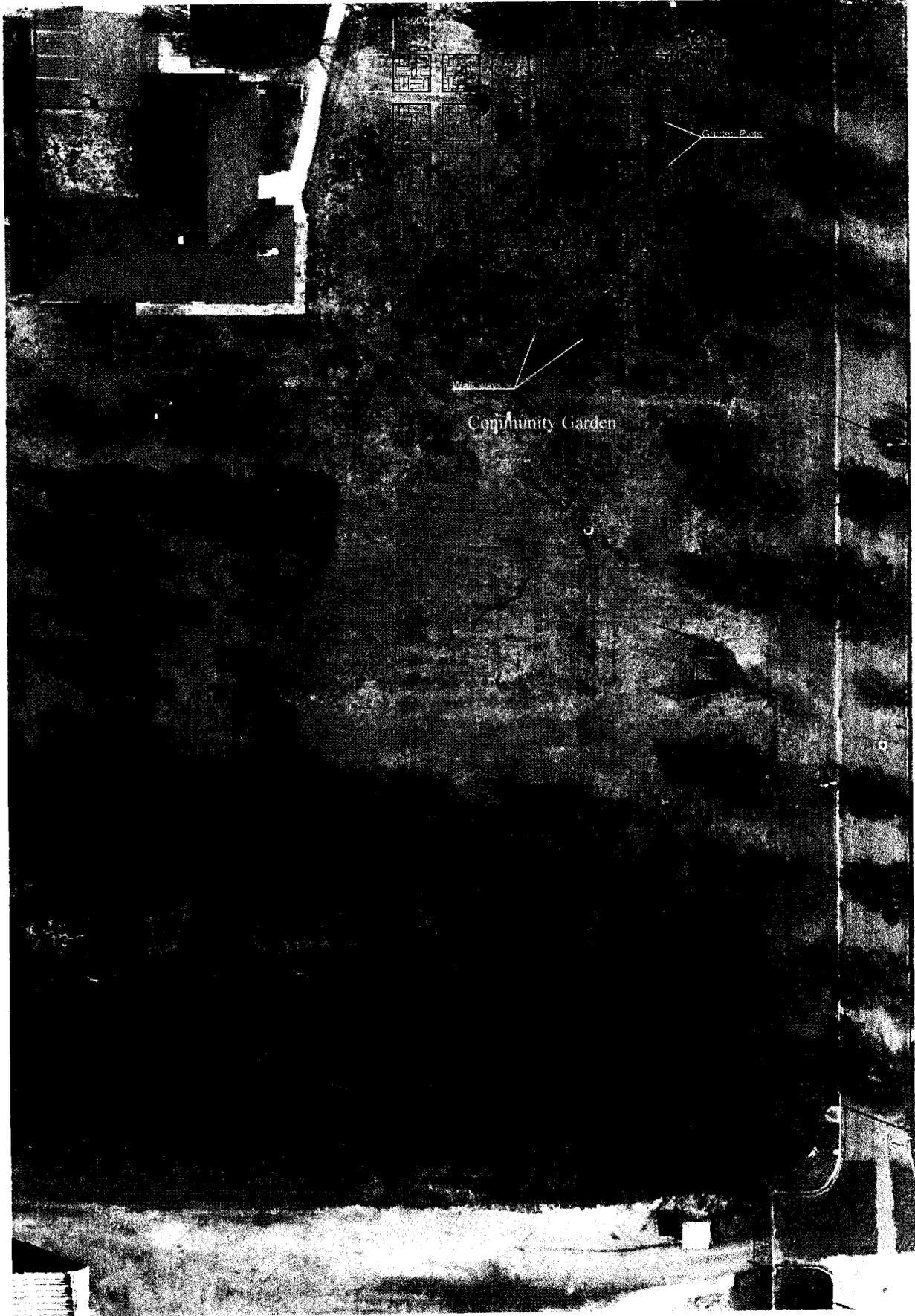
Tel No (785) 738-2270  
Fax No (785) 738-2517  
Email: [beloitparks@nckcn.com](mailto:beloitparks@nckcn.com)

To: Mr. Rodden

From: Lynn Miller

I would like to present to the City Council a proposed recreational development plan for the south area of North Campus. Currently there is a practice ball field, a tennis/VB/BB court and a shelter house with restrooms. I would like to begin the process of developing a sand VB court, a playable baseball/softball field and playground equipment in the area southeast of the front lane and a community garden west of the lane. The development process will be done in stages as budgeting and/or donations allow. See maps (drawn by Mr. Clark of the Transportation Department).

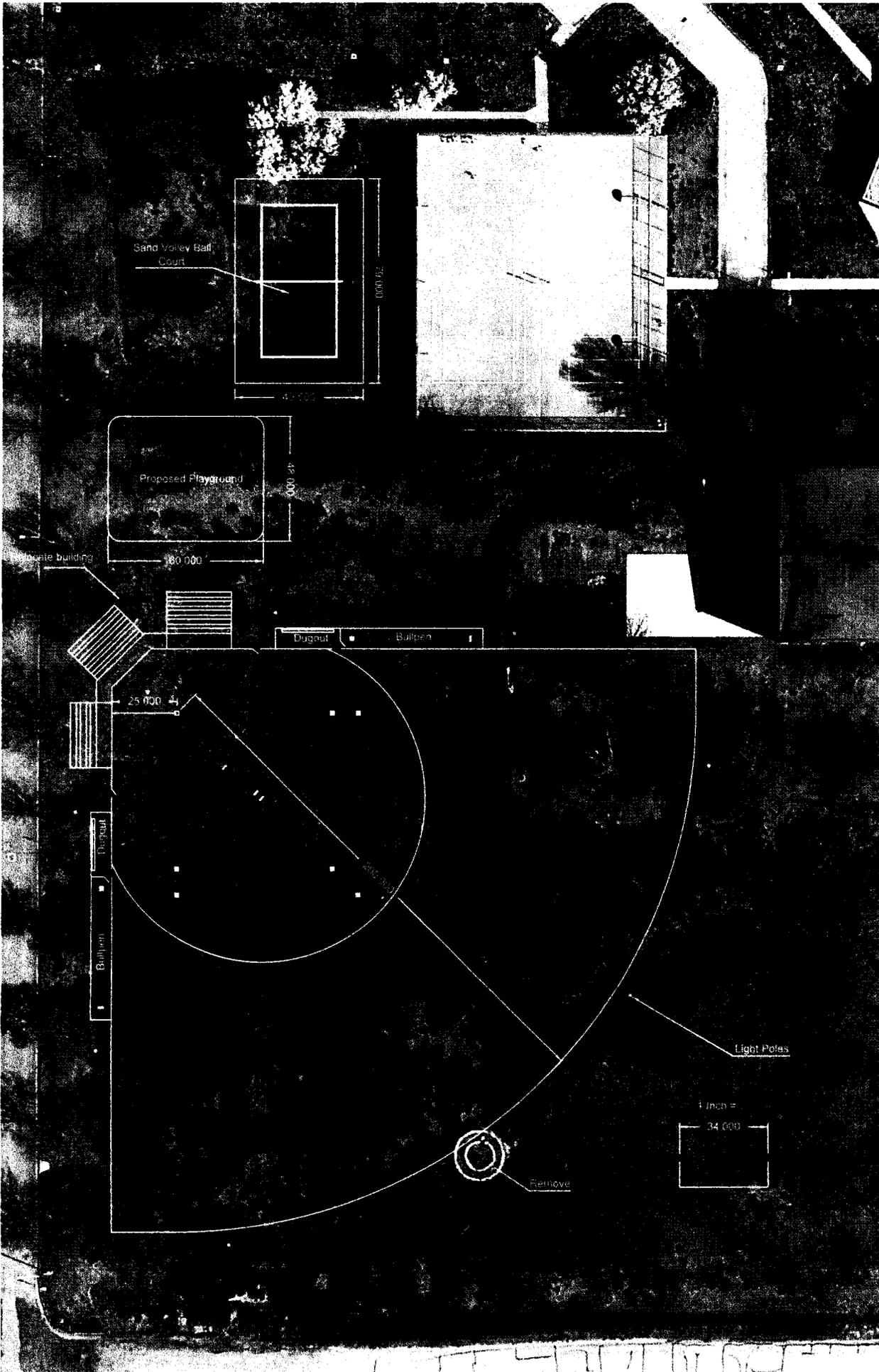
Thanks for your consideration of this proposal.



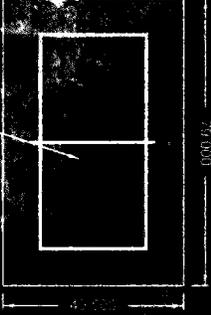
Community Garden

Walkways

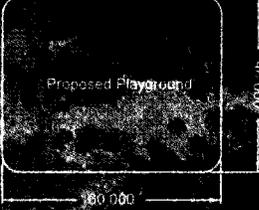
Children's Park



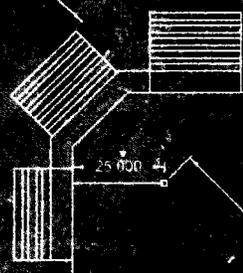
Sand Volley Ball Court



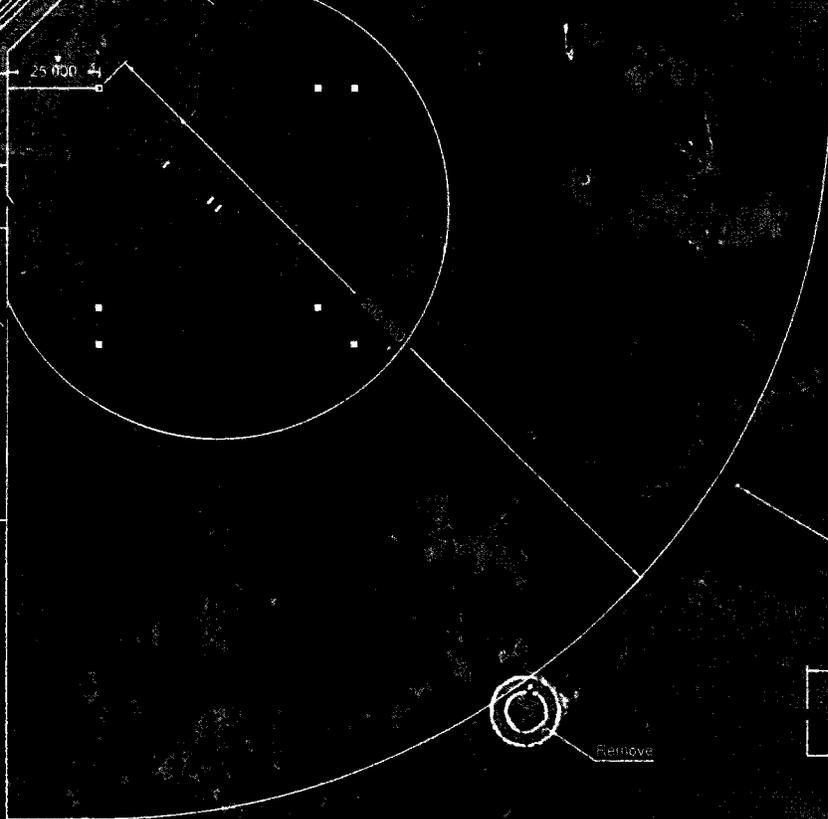
Proposed Playground



Baseball building



Dugout Bullpen



Dugout Bullpen

Light Poles

1 inch =

34,000



Remove

