

## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>		
April 2, 2013	UNIFORM BID		
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b>	<input type="checkbox"/> <b>ORDINANCE</b>	<input type="checkbox"/> <b>RESOLUTION</b>
Administration		<input checked="" type="checkbox"/> <b>FORMAL ACTION</b>	<input type="checkbox"/> <b>OTHER</b>

### RECOMMENDATION:

I recommend that the Council approve the uniform bid from Action T's.

### FISCAL NOTE:

- The approximate cost of this item is \$5,980.00.
- Funding for this type of item is available in various funds (line item -2911) in the 2013 budget.

### BIDS RECEIVED:

<u>COMPANY</u>	<u>PRICE</u>
Action T's	\$5,980.00
Sunny View Custom Design	\$6,625.00
James Clothing	No Bid
Ackerman's	No Bid
Tipton Print Screening	No Bid
Unifirst	No Bid
Ameripride	No Bid

### DISCUSSION:

Attached is this year's bid tabulation for employee uniforms. We received a response from two vendors from the bid advertisement. The cost of uniforms will be split between four departments, including Transportation, Parks and Recreation, Plant Operations, and Systems Operations. The Police Department buys their uniforms on an as needed basis and staff from the City Administrator's Office receives a small yearly clothing allowance.

Although I estimate a total cost of approximately \$5,980.00, the actual total cost will be different from the estimate because sizes and quantities will vary. Therefore, I recommend that the Council approve the uniform bid from Action T's in the amount of \$5,980.00.

Respectfully submitted,

Glenn Rodden  
City Administrator



Action T's (Beloit)			
Short Sleeve Uniform Shirts (approximately 55)	each shirt	logo fee	
L-XL	21.00	0.00	\$630.00
2XL	23.00	0.00	\$345.00
3XL	24.00	0.00	\$120.00
4XL	25.00	0.00	\$125.00
Long Sleeve Uniform Shirts (approximately 45)			
L-XL:	21.00	0.00	\$420.00
2XL	22.00	0.00	\$330.00
3XL	23.00	0.00	\$115.00
4XL:	24.00	0.00	\$120.00
Short Sleeve T-Shirts (approximately 200)			
L-XL:	10.00	0.00	\$1,100.00
2XL:	11.00	0.00	\$495.00
3XL:	12.00	0.00	\$300.00
Long Sleeve T-Shirts (approximately 100)			
L-XL:	10.00	0.00	\$450.00
2XL:	11.00	0.00	\$330.00
3XL:	12.00	0.00	\$240.00
Polo Shirts (approximately 20)			
M-XL:	12.00		\$340.00
Administrative Shirts (approximately 20)			
M-XL:	21.00		\$520.00
<b>Approximate Total:</b>			<b>\$5,980.00</b>

Note: Screen Print ONLY for Logo  
Warranty: 100% replacement

**Denim Shirts**      **Short Sleeve**      each \$      15.00  
   **Long Sleeve**      each \$      18.00

Sunny View Custom Designs			
Short Sleeve Uniform Shirts (approximately)	each shirt	logo fee	
L-XL	19.00	0.00	\$570.00
2XL	20.00	0.00	\$300.00
3XL	20.00	0.00	\$100.00
4XL	20.00	0.00	\$100.00
Long Sleeve Uniform Shirts (approximately)			
L-XL:	20.00	0.00	\$400.00
2XL	22.00	0.00	\$330.00
3XL	22.00	0.00	\$110.00
4XL:	22.00	0.00	\$110.00
Short Sleeve T-Shirts (approximately 200)			
L-XL:	12.00	0.00	\$1,320.00
2XL:	14.00	0.00	\$630.00
3XL:	14.00	0.00	\$350.00
Long Sleeve T-Shirts (approximately 100)			
L-XL:	15.00	0.00	\$675.00
2XL:	17.00	0.00	\$510.00
3XL:	19.00	0.00	\$380.00
Polo Shirts (approximately 20)			
Short Sleeve	18.00	0.00	\$ 180.00
Long Sleeve	20.00	0.00	\$ 200.00
(approximately 20)			
M-XL:	18.00	0.00	\$ 360.00
<b>LOGO SET UP FEE</b>			\$ 25.00
<b>Approximate Total:</b>			<b>\$6,625.00</b>

Note: One time art fee of \$25.00  
Warranty: None



Action T

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



Tel No (785) 738-3551  
Fax No (785) 738-2517  
Email mlomax@beloitks.org

## NOTICE OF BID

The City of Beloit, 119 N. Hersey, Beloit, Kansas, will be accepting sealed bids at the Office of the City Clerk until:

**Date: March 27, 2013**

**Time: 3:30 P.M.**

For the purchase of the following items:

Approximately 45 Long Sleeve Uniform Shirts  
Approximately 55 Short Sleeve Uniform Shirts  
Approximately 115 Short Sleeve T-Shirts  
Approximately 100 Long Sleeve T-Shirts  
Approximately 20 Polo Shirts  
Approximately 20 Denim Shirts

**All bids are to be submitted in a sealed envelope prominently marked  
"Uniform Bid-2013"**

All bids received by the closing date and time will be publicly opened and read aloud at  
**3:30 p.m., March 27, 2013**  
at the Beloit City Office, 119 N. Hersey, Beloit, Kansas.

The City of Beloit, Kansas reserves the right to select the lowest and/or best bid, waive formalities, or reject any or all bids.

For additional information or results of bid opening, contact the Beloit City Office at (785) 738-3551, Monday-Friday, 8:00 a.m. to 5:00 p.m.

Amanda Lomax  
City Clerk

534-2062

LARRY SUTTON

# Action T

## BID SHEET

This form must be completed for bid to be valid. If minimum requirements cannot be met or sheet is not completed, bid will not be considered. Bids must include all items requested. Attach a description to indicate any deviation from the specifications as long as item still meets minimum requirements. Please bid one price per item.

<u>ITEM</u>	<u>MINIMUM SPECIFICATIONS</u>	<u>PRICE</u>
Short Sleeve Uniform Shirts (approximately 55)	65/35 or 50/50 Polyester-cotton, snaps or buttons, Blue, EMBROIDERED CITY LOGO	L: 21.00 XL: 21.00 2XL: 23.00 3XL: 24.00 4XL: 25.00
Long Sleeve Uniform Shirts - (approximately 45)	65/35 or 50/50 Polyester-cotton, snaps or buttons, Blue, EMBROIDERED CITY LOGO	L: 21.00 XL: 21.00 2XL: 22.00 3XL: 23.00 4XL: 24.00
Short Sleeve T-Shirts w/ pockets (approximately 200)	Light gray, heavy duty, durable t-shirt CITY SCREEN PRINT LOGO (Regular and Big & Tall sizes)	L: 10.00 XL: 10.00 2XL: 11.00 3XL: 12.00 4XL: 13.00
Long Sleeve T-Shirts w/ pockets (approximately 100)	Light gray, heavy duty, durable t-shirt CITY SCREEN PRINT LOGO	L: 10.00 XL: 10.00 2XL: 11.00 3XL: 12.00 4XL: 13.00
Polo Shirts w/ pockets Short Sleeve &/or Long Sleeve	Cotton, multi-color choices, EMBROIDERED CITY LOGO	S: 12.00 M: 12.00 L: 12.00 XL: 12.00
Administrative Shirts	Variety EMBROIDERED CITY LOGO	S: 20.00 M: 21.00 L: 21.00 XL: 21.00

Delivery Date: 2-10th week or sooner - Per Customer

Warranty (if any): 100 Percent Replacement Warranty

Return Policy: none

Restocking Fee (if any): \$ none

Logo Fee (for silkscreen imprint on t-shirts, if not included in price) \$ none

Logo Fee (embroidery on administrative apparel & uniform shirts.) \$ WE Just Screen Print Only

Sorting Fee (if any): \$ none

Measurements Fee (if any): \$ none

Miscellaneous Fee (if any): \$ none

Denim SS 15.00 - Each

Denim Long 18.00 - Each



*Sunny View  
Custom Designs*  
  
*Embroidery and Printing*

859 North 30th Road  
Glasco, KS 67445

CJ Tobald, owner  
785-568-2310  
sunnyviewcustomdesigns.com

Attached is the bid sheet plus descriptions for the items bid for City  
Uniforms – 2013.



CJ Tobald  
Owner



## BID SHEET

This form must be completed for bid to be valid. If minimum requirements cannot be met or sheet is not completed, bid will not be considered. Bids must include all items requested. Attach a description to indicate any deviation from the specifications as long as item still meets minimum requirements. Please bid one price per item.

<u>ITEM</u>	<u>MINIMUM SPECIFICATIONS</u>	<u>PRICE</u>
Short Sleeve Uniform Shirts (approximately 55) <i>SP24 Red Cap</i>	65/35 or 50/50 Polyester-cotton, snaps or buttons, Blue, EMBROIDERED CITY LOGO	L: \$19 w/logo XL: \$19 w/logo 2XL: \$20 w/logo 3XL: \$20 w/logo 4XL: \$20 w/logo
Long Sleeve Uniform Shirts - (approximately 45) <i>SP14 Red Cap</i>	65/35 or 50/50 Polyester-cotton, snaps or buttons, Blue, EMBROIDERED CITY LOGO	L: \$20 w/logo XL: \$20 w/logo 2XL: \$22 w/logo 3XL: \$22 w/logo 4XL: \$22 w/logo
Short Sleeve T-Shirts w/ pockets (approximately 200) <i>8300 Ash Golden</i>	Light gray, heavy duty, durable t-shirt CITY SCREEN PRINT LOGO (Regular and Big & Tall sizes)	L: \$12 w/1 color logo XL: \$12 w/1 color logo 2XL: \$14 w/1 color logo 3XL: \$14 w/1 color logo 4XL: \$14 w/1 color logo
Long Sleeve T-Shirts w/ pockets (approximately 100) <i>BAYSIDE 8100 US Made</i>	Light gray, heavy duty, durable t-shirt CITY SCREEN PRINT LOGO	L: \$15 w/1 color logo XL: \$15 w/1 color logo 2XL: \$17 w/1 color logo 3XL: \$19 w/1 color logo 4XL: \$19
Polo Shirts w/ pockets Short Sleeve &/or Long Sleeve <i>BG7206 S/L BG7206 L/S</i>	Cotton, multi-color choices, EMBROIDERED CITY LOGO	S: \$13 \$20 w/logo M: \$13 \$20 w/logo L: \$13 \$20 w/logo XL: \$13 \$20 w/logo
<i>7210 S 7210 (men's) 6210 S 6210 (ladies)</i> Administrative Shirts <i>Women's &amp; Men's Available</i>	Variety EMBROIDERED CITY LOGO	S: \$13 w/logo M: \$13 w/logo L: \$13 w/logo XL: \$13 w/logo

Delivery Date: *30 days after order*

Warranty (if any): *none*

Return Policy: *no return once sewn or printed*

Restocking Fee (if any): \$ *N/A*

Logo Fee (for silkscreen imprint on t-shirts, if not included in price) \$ *25 (art fee, one time only)*

Logo Fee (embroidery on administrative apparel & uniform shirts.) \$ *0 (logos included)*

Sorting Fee (if any): \$ *0*

Measurements Fee (if any): \$ *0*

Miscellaneous Fee (if any): \$ *0*

SunnyView Custom Designs



## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>		
April 2, 2013	ENTRYWAY BID		
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b>	<input type="checkbox"/> <b>ORDINANCE</b>	<input type="checkbox"/> <b>RESOLUTION</b>
Sewer Plant Department		<input checked="" type="checkbox"/> <b>FORMAL ACTION</b>	<input type="checkbox"/> <b>OTHER</b>

### RECOMMENDATION:

I recommend that the Council approve the bid from

### FISCAL NOTE:

- The cost of this item is \$13,016.00.
- Funding for this type of item is available in line item 52-41-7490.

### BIDS RECEIVED:

<u>COMPANY</u>	<b>Bid</b>	<u>PRICE</u>
B & M CONSTRUCTION		\$13,016.00
SENGER CONSTRUCTION		\$17,750.00
TREB CONSTRUCTION		No Bid
WISE CONSTRUCTION		No Bid

### DISCUSSION:

Respectfully submitted,

Glenn Rodden  
City Administrator



215 S. Chestnut  
P O Box 567  
Beloit, Kansas 67420



Tel No (785) 738-2275  
Fax No (785) 738-6401  
beloitplants@nckcn.com

**TO:** Glenn Rodden, City Administrator

**FROM:** Kendal Francis, Director of Water/ Wastewater Operations

**RE:** Office Entryway

**DATE:** March 18, 2013

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We recently requested bids for the construction of a new entryway to the office at the wastewater plant. We received the following bids.

Contacted Bidders:

1. B & M Construction - \$13,016.00
2. Senger Construction - \$17,750.00
3. TREB Construction – No Bid
4. Wise Construction – No Bid

The bid from B & M construction meets all the required specifications, and having spoken about the project with the owner, Bob Miller, I am convinced that they will provide us with an excellent finished product. Therefore I recommend we accept the bid from B&M construction in the amount of \$13,016.00. I have budgeted for this expenditure in line item 52-41-7490, in the amount of \$28,250.00. The current balance of this line item is \$28,250.00

Thank you for your consideration of this matter.



## City of Beloit Bid Sheet

### Bids Must Be Submitted On This Sheet

I propose to perform the services and provide the materials according to the specifications:

Construction of:

(1) - 7' x 15' wood frame building with breezeway and awning style roof.

- 2" x 6" construction
- Roof rafters to be sheeted with 5/8" OSB and 29ga. tin
- Exterior walls to be sheeted with 7/16" OSB and 29ga. tin
- Interior walls to be sheeted with 1/2" A/C Plywood.
- R-19 batt insulation on walls and ceiling
- 3' x 7' steel entry door with window and hardware

7' x 15' concrete building footing reinforced with 1/2" rebar.

Concrete foundation wall minimum 6" above floor height.

Approximately 300' of 5" concrete flooring and adjoining sidewalk reinforced with 1/2" rebar on 2' centers.

All item(s)/material(s) are to be bid F.O.B. Wastewater Treatment Plant 1651 310 Road Beloit, Ks.

This bid is guaranteed for no less than thirty (30) days from the date of the bid opening.

Bid Amount: \$ 13,016.00

Submitted By: Robert Miller

Printed Name: Robert Miller

Company Name: B&M Const.

Date: 2-28-13



## City of Beloit Bid Sheet

### Bids Must Be Submitted On This Sheet

I propose to perform the services and provide the materials according to the specifications:

Construction of:

(1) - 7' x 15' wood frame building with breezeway and awning style roof.

- 2" x 6" construction
- Roof rafters to be sheeted with 5/8" OSB and 29ga. tin
- Exterior walls to be sheeted with 7/16" OSB and 29ga. tin
- Interior walls to be sheeted with 1/2" A/C Plywood.
- R-19 batt insulation on walls and ceiling
- 3' x 7' steel entry door with window and hardware

7' x 15' concrete building footing reinforced with 1/2" rebar.

Concrete foundation wall minimum 6" above floor height.

Approximately 300' of 5" concrete flooring and adjoining sidewalk reinforced with 1/2" rebar on 2' centers.

All item(s)/material(s) are to be bid F.O.B. Wastewater Treatment Plant 1651 310 Road Beloit, Ks.

This bid is guaranteed for no less than thirty (30) days from the date of the bid opening.

Bid Amount: \$ 17,750<sup>00</sup>

Submitted By: SENGER CONST. LLC

Printed Name: JOHN SENGER / SENGER CONST.

Company Name: \_\_\_\_\_

Date: 3/15/13



## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>		
April 2, 2013	KOHLER AGREEMENT		
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b>	<input type="checkbox"/> <b>ORDINANCE</b>	<input type="checkbox"/> <b>RESOLUTION</b>
Administration		<input checked="" type="checkbox"/> <b>FORMAL ACTION</b>	<input type="checkbox"/> <b>OTHER</b>

### RECOMMENDATION:

I recommend that the Council approve enclosed contract with David Kohler.

### FISCAL NOTE:

- There is no cost associated with this item.

### DISCUSSION:

This agreement outlines the conditions for re-imbursing the city for the extension of electric utilities to Mr. Kohler's new business.

Respectfully submitted,

Glenn Rodden  
City Administrator



**AGREEMENT FOR THE PURCHASE AND INSTALLATION OF  
ELECTRICAL SERVICE EQUIPMENT OUTSIDE THE CITY LIMITS**

THIS AGREEMENT, made and entered into this \_\_\_\_ day of April, 2013, by and between The City of Beloit, Kansas, a Kansas municipality, party of the first part, hereinafter referred to as "City", and David Kohler dba Kohler Manufacturing, party of the second part, hereinafter referred to as "Customer".

WHEREAS, the Customer has requested electrical service from the City of Beloit to his place of business located at 1627 KS Hwy 14, Beloit, Kansas. Said place of business is outside the city limits of the City of Beloit.

WHEREAS, the City of Beloit requires all electric customers located outside the city limits who have requested new electrical service to pay the total installation cost including the cost of the electrical equipment, labor, and equipment rental.

WHEREAS, being fully advised of the premises, the parties hereby agree as follows:

1. PROJECT COST. The Customer agrees to pay the City One Hundred Nineteen Thousand Ninety-Four and 10/100 Dollars (\$119,094.10) for the installation of new electrical service.

2. PAYMENT. The Customer agrees to make ten (10) equal semi-annual payments to the City in the amount of Eleven Thousand Nine Hundred Nine and 41/100 Dollars (\$11,909.41) each in accordance with the following payment schedule:

<u>Payment</u>	<u>Due Date</u>
\$11,909.41	June 30, 2013
\$11,909.41	December 31, 2013
\$11,909.41	June 30, 2014
\$11,909.41	December 31, 2014
\$11,909.41	June 30, 2015
\$11,909.41	December 31, 2015
\$11,909.41	June 30, 2016
\$11,909.41	December 31, 2016
\$11,909.41	June 30, 2017
\$11,909.41	December 31, 2017

3. PROJECT. The City agrees to complete installation of the new electrical service on or before September 1, 2013.

4. DEFAULT. If Customer fails to make any payment as hereinbefore set forth, the entire amount of the Project Cost shall become immediately due and payable at the option of the City, without notice to the Customer.

5. ATTORNEYS' FEES. In case an action is brought by City or Customer to enforce this contract or any of its provisions, the successful party in such action shall be entitled to attorneys' fees in addition to ordinary taxable costs of the action.

6. CONCLUSIVENESS. All of the terms and conditions of this agreement between the parties hereto are stated herein and no representations or inducements have been made to the Customer or City other than those herein set forth.

7. BINDING ON HEIRS. This contract shall be binding upon the heirs, executor, administrators, successors and assigns of the respective parties hereto.

8. GOVERNING LAW. The parties agree that this contract shall be interpreted and enforced in accordance with the laws of the State of Kansas.

IN WITNESS WHEREOF, this contract has been executed by the parties hereto on the day and year first above written.

The City of Beloit, Kansas

By \_\_\_\_\_  
Tom Naasz, Mayor

Attest:

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

\_\_\_\_\_  
David Kohler dba Kohler Manufacturing

## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>
April 2, 2013	SUNFLOWER MANUFACTURING AGREEMENT
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b> <input type="checkbox"/> <b>ORDINANCE</b> <input type="checkbox"/> <b>RESOLUTION</b>
Administration	<input checked="" type="checkbox"/> <b>FORMAL ACTION</b> <input type="checkbox"/> <b>OTHER</b>

### RECOMMENDATION:

I recommend that the Council approve enclosed contract with Sunflower Manufacturing.

### FISCAL NOTE:

- There is no cost associated with this item.

### DISCUSSION:

This agreement outlines the conditions under which Sunflower Manufacturing will re-imburse the city for the electric utility extension to Sunflower's new addition.

Respectfully submitted,

Glenn Rodden  
City Administrator



**AGREEMENT FOR THE PURCHASE AND INSTALLATION OF  
ELECTRICAL SERVICE EQUIPMENT OUTSIDE THE CITY LIMITS**

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of April, 2013, by and between The City of Beloit, Kansas, a Kansas municipality, party of the first part, hereinafter referred to as "City", and AGCO Corporation, party of the second part, hereinafter referred to as "Customer".

WHEREAS, the Customer has requested electrical service from the City of Beloit to its place of business located at 3154 Hallie Trail, Beloit, Kansas. Said place of business is outside the city limits of the City of Beloit.

WHEREAS, the City of Beloit requires all electric customers located outside the city limits who have requested new electrical service to pay the total installation cost including the cost of the electrical equipment, labor, and equipment rental.

WHEREAS, being fully advised of the premises, the parties hereby agree as follows:

1. PROJECT COST. The Customer agrees to pay the City Seventy-Six Thousand Five Hundred Fourteen and 83/100 Dollars (\$76,514.83) for the installation of new electrical service.
2. PAYMENT. The Customer agrees to make one lump sum payment in the amount of Seventy-Six Thousand Five Hundred Fourteen and 83/100 Dollars (\$76,514.83) on or before December 31, 2013.
3. PROJECT. The City agrees to complete installation of the new electrical service on or before September 1, 2013.
4. ATTORNEYS' FEES. In case an action is brought by City or Customer to enforce this contract or any of its provisions, the successful party in such action shall be entitled to attorneys' fees in addition to ordinary taxable costs of the action.

5. CONCLUSIVENESS. All of the terms and conditions of this agreement between the parties hereto are stated herein and no representations or inducements have been made to the Customer or City other than those herein set forth.

6. BINDING ON HEIRS. This contract shall be binding upon the heirs, executor, administrators, successors and assigns of the respective parties hereto.

7. GOVERNING LAW. The parties agree that this contract shall be interpreted and enforced in accordance with the laws of the State of Kansas.

IN WITNESS WHEREOF, this contract has been executed by the parties hereto on the day and year first above written.

The City of Beloit, Kansas

By \_\_\_\_\_  
Tom Naasz, Mayor

ATTEST:

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

AGCO Corporation

By \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(printed name)  
(title)

## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>		
April 2, 2013	POLICE 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 the Council approve hiring of Lawrence Lee as a patrol officer for the City of Beloit, Kansas.

### FISCAL NOTE:

Patrol Officer would start at pay Level 25, Step 5, with an hourly rate of \$17.64.

### DISCUSSION:

Mr. Lee would replace former police officer Schaefer Fraley who left the Beloit PD for Michigan a few months ago. Mr. Lee comes to us from a rural community in upstate New York.

Respectfully submitted,

Glenn Rodden  
City Administrator



1716 North Hersey Avenue  
Beloit, Kansas 67420



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

Chief Brenon Odle

bpdchief@nckcn.com

March 29, 2012

TO: Glenn Rodden  
From: Chief Odle  
RE: Hiring Recommendations

---

I would like to extend an offer of employment to Lawrence Lee as a patrol officer. At this time, the Beloit Police Department has one patrol opening.

Officer Lee is currently a fully certified law enforcement officer in the State of New York and is employed by the Red Hook Police Department in upstate New York and has been employed with them since 2011. He has an exceptional record and all of his references and colleagues spoke very highly of him. At this time, I would recommend hiring him as a Patrol Officer, at Level 25, Step 5, with an hourly rate of \$17.64 per hour. Officer Lee served 5 years in the Coast Guard and was their weapons officer. He will be serving as the Police Department's fitness coordinator, range master and firearms instructor.

This would complete all hirings for the Beloit Police Department.

Thank you for your consideration.

Chief Odle



## ITEMS FOR COUNCIL DISCUSSION

**DATE:**

April 2, 2013

**TITLE:**

WORK SESSION DISCUSSION

**DISCUSSION:**

Items for discussion at your April 2, 2013 Work Session will include the following:

1. Comprehensive Plan Proposals

The committee received six proposals and the committee will meet next Thursday to review and discuss.

2. Sidewalk Policy

Councilman Bob Petterson would like to talk about funding our sidewalk program through some of the money the city received from the Atrazine settlement.

3. KMU Power Plant Training.

Kansas Municipal Utilities has recently developed a training program for power plant operators. Electric Operations Director Ronald Sporleder is recommending that the City of Beloit participate in this training program for reasons outlined in the attached memorandum.

Respectfully submitted,

Glenn Rodden  
City Administrator



502 East 12<sup>th</sup> Street Tel No (785) 738-3781  
Beloit, Kansas 67420 Fax No (785) 738-2290

**TO:** Glenn Rodden  
City Administrator  
Beloit City Council

**FROM:** Ronald Sporleder  
Director of Electric Operations

**RE** KMU Power Plant Operator Certificate

**Date:** 2-13-2013

The Beloit Power plant is valued at approximately 40 million dollars. This makes me think we should have trained operators for the future of the Beloit Power Plant. Charles Axtell is retiring April 1<sup>st</sup> and Steve Nelson is reaching the age of retirement in a few years. We will have 3 new operators to train and perhaps a total of 5 operators to train in the near future.

Flint Hills Technical College Emporia Kansas received a grant from Kansas Energy Works which will fund online course development for a 36 credit hour Power Plant Technology Program. SchwindTEC has teamed with Flint Hills Technical Collage to develop the online program. This program is comprised of 18 separate courses such as: Power Plant Fundamentals, Basic Math and Physics, Basic Mechanic and Basic Electricity. In addition there are courses on scaffolding, fuel and water chemistry, diesel equipment, rigging and lifting equipment and basic computing courses.

This by itself doesn't make a trained operator. The Power Plant Foreman will also need to train on running the Engines & Generators, the operation of the Plant and the Plant Foreman will need to setup a written test to be given.

This is a 4 year course with 8000 hours of on the job training and estimated cost 3,000.00 dollars per Operator. All tests results will go in to the employee's personal file. I would like to make it mandatory for new hires, and for existing employees it would be highly recommend for them to take the course, to be able to advance up to another pay grade. If they choose not to take the course, we will, make sure they know that when they top out in their pay grade, they will not be able to advance up to a higher pay grade.

The Power Plant Foreman has 32 years working for the City of Beloit. He will be grandfathered in; he is at pay grade 30 steps 8 he will top out at \$ 27.46 per hour. The Operator 3 has 13 years working for the City of Beloit his pay grade is 26 step 6 \$19.26 he has 4 steps to top out at \$22.54 he is the lead operator. If he takes the power plant training course & passes all the tests. I would like to move the operator spot to Grade



28 step 8 \$22.98 he would top out at 24.89 for a difference of \$2.32, from the top of grade 26 to grade 28.

The Operator 2 has 11 years with the City Of Beloit his pay grade is, grade 22 step 9 \$17.79 a hour he will top out at \$18.50. If he takes the course and passes it, I would like move the operator 2 to grade 24 step 8 \$18.84.

The Operator 1 has 10 months with the City of Beloit his pay grade is, grade 21 step 5 \$14.48 Up on passing this course move him to grade 24.

It is my recommendation to make it mandatory for new hires, is after 1 year if they show some promise of staying with the City of Beloit then we should invest in him and enroll him in the power plant operator course. After completion of the course & passing the Foreman's test & passing running the power plant Generators. Move him up to pay grade 24.

The person taking this course will be doing most of it on his own with no compensation. The reward will be at the completion & passing. Their main job is to help the plant employee's with what's needed done and learn the operation of the plant .If there is any free time in between repair jobs the operator can get on the computer and study.

Thank You.

Ronald Sporleder

