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CITY COUNCIL AGENDA

Tuesday, August 6, 2013

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. PUBLIC HEARING –

- A. Housing Grant – Kansas Department of Commerce

6. CONSENT AGENDA

- A. 7/16/2013 City Council Meeting Minutes
- B. Appropriations 8A

7. ORDINANCES

- A. Ordinance 2131 Stop Sign 8th & Independence

8. RESOLUTIONS

- A. None

9. FORMAL ACTIONS

- A. 2014 Budget Hearing Publication
- B. Code of Conduct in Procurement
- C. Purchasing Rules and Regulations
- D. Bobcat Lease

10. CLOSED SESSION

11. ADJOURNMENT

WORK SESSION AGENDA

1. CORRESPONDENCE AND STAFF REPORTS

- A. City Attorney Report
- B. City Administrator Report

2. DISCUSSION ITEMS

- A. None

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
July 16, 2013

The Beloit City Council met in regular session on July 16, 2013 in the Council Chamber. Mayor Tom Naasz called the meeting to order at 7:00 p.m. City Council members in attendance were, Frank Delka, Bob Richard, Rick Brown, Lloyd Littrell, Pat Struble, Matt Otte, and Robert Petterson. Also present were City Administrator Glenn Rodden, City Attorney Katie Cheney, and City Clerk Amanda Lomax. Absent from the meeting was Kent Miller.

Department heads in attendance were Lynn Miller, Kendal Francis, Ronnie Sporleder, and Chris Jones.

Mayor Tom Naasz gave the invocation and the Pledge of Allegiance was recited.

Councilor Littrell said him and his family really enjoyed the park and the pool. Councilor Brown asked people not to leave their kids and pets in hot vehicles. Councilor Richard welcomed Chris Jones back. Councilor Petterson commented on the good harvest. Councilor Petterson wanted to let people know about a VFW convention that will be held August 10th.

State Representative Susan Concannon attended the meeting and went over bills that pertained to municipalities.

City Administrator Glenn Rodden reported on the following: 1. The railroad has contacted the city and they do have a plan to address the railroad crossings in town. 2. The old hanger at the airport is down. 3. DCL is preparing the Power Plant this week to install the catalytic converters. 4. The Clean Lines and Transmission will have a meeting August 14, 2013 at 6:00 p.m. 5. The League of Kansas Municipalities will have their conference in October.

The Consent Agenda consisted of July 2, 2013 Council Meeting Minutes, and appropriations 7B. A motion was made by Councilor Littrell and seconded by Councilor Otte to approve the consent agenda in its entirety. Roll call vote yeas: Struble, Richard, Brown, Littrell, Otte, Petterson, and Delka. Nays: None.

Staff is recommending that Council approve the Addendum Contract with Mike Cooper. The addendum changes the original timing of installation of the sewer system. A motion was made by Councilor Petterson to change language in the contract to read sewer to the building site. No second for the motion. A motion was made by Councilor Brown to approve the Addendum Contract with Mike Cooper and seconded by Councilor Struble. Motion carried 6-1. Nays: Petterson.

Staff is recommending that Council approve the Commercial Grant Agreement with the Department of Commerce. The agreement is for a block grant that was awarded for the repair of downtown buildings. A motion was made by Councilor Struble and seconded by Councilor Delka to approve the Commercial Grant Agreement with the Department of Commerce. Motion carried 7-0. Nays: None

Staff is recommending that Council approve the Commercial Grant Agreement with Jeff Roberg and Gloria Homeier. The agreement is for a block grant that was awarded for the repair of downtown buildings. A motion was made by Councilor Littrell and seconded by Councilor Otte to approve the Commercial Grant Agreement with Jeff Roberg and Gloria Homeier. Motion carried 7-0. Nays: None

Staff is recommending that Council approve the new hiring process for members of the Beloit Police Department. A motion was made by Councilor Brown and seconded by Councilor Delka to approve the new hiring process for members of the Beloit Police Department. Motion carried 6-1. Nays: Otte.

Staff is recommending that Council approve the Asphalt Bid with Asphalt Fuel and Supply in the amount of \$36,870.00. A motion was made by Councilor Struble and seconded by Councilor Littrell to approve the Asphalt Bid with Asphalt Fuel and Supply in the amount of \$36,870.00. Motion carried 7-0. Nays: None.

Staff is recommending that Council approve the Water Pipe and Fittings Bid from Municipal Supply Inc. in the amount of \$10,068.94. The pipe and fittings are to complete the replacement of water pipes on Logan Avenue. A motion was made by Councilor Petterson and seconded by Councilor Otte to approve the Water Pipe and Fittings Bid from Municipal Supply Inc. in the amount of \$10,068.94. Motion carried 7-0. Nays: None.

Staff is recommending that Council approve the Wastewater Process Pump quote from JCI Industries in the amount of \$7,230.00. A motion was made by Councilor Littrell and seconded by Councilor Delka to approve the Wastewater Process Pump quote from JCI Industries in the amount of \$7,230.00. Motion carried 7-0. Nays: None.

A motion was made by Councilor Brown and seconded by Councilor Delka to Adjourn the Council Meeting. Motion passed 7-0. The meeting ended at 8:07 p.m.

The work session began at 8:10 p.m. City Council members in attendance were Frank Delka, Bob Richard, Rick Brown, Lloyd Littrell, Pat Struble, Matt Otte, and Robert Petterson. Also present were City Administrator Glenn Rodden, City Attorney Katie Cheney, and City Clerk Amanda Lomax. Absent from the meeting was Kent Miller.

Department heads in attendance was Heather Hartman, Kendal Francis, Brenon Odle, and Chris Jones.

City Administrator Glenn Rodden presented a draft of the 2014 State Budget to Council. A publication will need to be approved next meeting to set a public hearing at August 20th Council Meeting.

Work Session ended 8:35 p.m.

TOM NAASZ, Mayor

ATTEST:

AMANDA LOMAX, City Clerk

Accounts Payable Detail Listing

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<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
		<u>Account#</u>	<u>Work Order</u>			<u>Description</u>			<u>Debit</u>	<u>Credit</u>
1721	A-B BUILDERS									
54898		8/8/2013	8/8/2013		260.50	622348	7/18/2013	14747		Posted
		25-00-3000				FREIGHT FOR 1/2" CHIPS			260.50	0.00
6	ABRAM READY-MIX, INC									
54853		8/8/2013	8/8/2013		155.16	13482	7/3/2013	13235		Posted
		30-00-8100				CONCRETE (CENTRAL ST PROJECT)			155.16	0.00
54863		8/8/2013	8/8/2013		614.64	13489	7/9/2013	14991		Posted
		53-43-6150				6 SACKS 27% ROCK			614.64	0.00
54889		8/8/2013	8/8/2013		358.54	13515	7/10/2013	13238		Posted
		30-00-8100				CONCRETE CENTRAL ST. PROJECT			358.54	0.00
54902		8/8/2013	8/8/2013		284.46	13460	7/1/2013	13234		Posted
		30-00-8100				CONCRETE WASHINGTON ST. PROJEC			284.46	0.00
54923		8/8/2013	8/8/2013		1,361.33	13547	7/16/2013	13241		Posted
		30-00-8200				CONCRETE			413.76	0.00
		10-19-6150				CONCRETE			614.64	0.00
		30-00-8100				CONCRETE			332.93	0.00
									1,361.33	0.00
54933		8/8/2013	8/8/2013		179.27	13622	7/9/2013	13242		Posted
		30-00-8100				CONCRETE WASHINTON ST. PROJECT			179.27	0.00
55020		8/8/2013	8/8/2013		745.36	13657	8/1/2013	14753		Posted
		25-00-6160				AB-3-26.62 TON			745.36	0.00
1060	ACCURATE LABS									
54913		8/8/2013	8/8/2013		360.45	SU18276	7/9/2013	13221		Posted
		51-41-6000				REGENTS			360.45	0.00
54956		8/8/2013	8/8/2013		3,821.21	5418380	7/23/2013	13236		Posted
		51-41-7490				HACH CL2 TITRATOR			3,821.21	0.00
8	ACE HARDWARE									
54854		8/8/2013	8/8/2013		33.49		6/26/2013	07889		Posted
		52-41-5230				THREADLOCKER 439280			3.99	0.00
		52-41-5230				O-RING 439235			29.50	0.00
									33.49	0.00
54904		8/8/2013	8/8/2013		105.41	440203	7/12/2013	14836		Posted
		51-43-7450				PIPE CUTTER , FILE, TAPE			105.41	0.00
54947		8/8/2013	8/8/2013		8.97	441163	7/29/2013	14998		Posted
		53-43-6000				WIRE RIPE CLIP			8.97	0.00
54953		8/8/2013	8/8/2013		89.99	440974	7/26/2013	15018		Posted
		52-43-6000				BATTERY			89.99	0.00
54954		8/8/2013	8/8/2013		37.56		7/24/2013	15011		Posted
		30-00-8200				440907 CAULK			23.96	0.00
		30-00-8200				440835 ADAPTER			1.79	0.00
		30-00-8200				439510 ELBOW, PLUG, CLAMP			11.81	0.00
									37.56	0.00
54955		8/8/2013	8/8/2013		84.99	441001	7/26/2013	13244		Posted
		53-41-6000				SHOP VACUUM			84.99	0.00
54978		8/8/2013	8/8/2013		46.58		7/31/2013	13908		Posted
		10-20-4330				BLADE 440167			13.99	0.00
		10-21-6000				TAPE NET 440524			22.06	0.00
		10-18-6000				HOSE MENDER 440971			7.47	0.00
		10-18-6000				ANCHORS FOR SCOREBOARD 441147			3.06	0.00
									46.58	0.00
55022		8/8/2013	8/8/2013		89.42		8/1/2013	14756		Posted
		30-00-6000				439571 CAP			1.88	0.00
		30-00-6000				440066 ACID			7.99	0.00
		30-00-6000				440777 ROLLERS			23.97	0.00
		30-00-6000				440888 BOLTS			3.04	0.00
		30-00-6000				440975 BUSHINGS , ELBOWS			31.92	0.00
		30-00-6000				441185 ADAPTERS , GLUE			20.62	0.00
									89.42	0.00
9	ACKERMAN SUPPLY									
54957		8/8/2013	8/8/2013		74.97	226874	7/23/2013	07891		Posted
		52-41-7450				BOOTS AND PUMP SPRAYER			74.97	0.00
55023		8/8/2013	8/8/2013		99.00	226923	8/1/2013	14757		Posted
		30-00-7450				AIR COMPRESSOR RENTAL			99.00	0.00

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Vend# Vendor Name

Pay#	Post Date	Due Date	Amount	Invoice	Date	PO#	Date	Status
	Account#	Work Order		Description			Debit	Credit
2373 ALFRED BENESCH & COMPANY (continued)								
55013	8/8/2013	8/8/2013	11,075.96	64259	7/21/2000	15172		Posted
	30-00-3000			PROFESSIONAL SERVICES FROM APRI			11,075.96	0.00
813 AMERIPRIDE SERVICES INC.								
55021	8/8/2013	8/8/2013	60.33	2300308719	8/1/2013	14754		Posted
	10-15-6000			CLEANING SERVICES			60.33	0.00
2535 MARK BEALS								
54969	8/8/2013	8/8/2013	37.00		7/11/2013	15006		Posted
	52-43-2400			CDL RENEWAL			37.00	0.00
74 BELOIT MEDICAL CENTER, PA								
54855	8/8/2013	8/8/2013	85.00	128230	7/5/2013	15137		Posted
	10-11-3000			EMPLOYEE PHYSICAL			85.00	0.00
54928	8/8/2013	8/8/2013	130.00	3350	7/23/2013	15149		Posted
	10-14-3000			EMPLOYEE PHISCAL			130.00	0.00
77 BELOIT READY MIX								
55018	8/8/2013	8/8/2013	17,042.00		8/1/2013	16381		Posted
	30-00-6150			622406 CONCRETE			530.00	0.00
	30-00-6150			622403 CONCRETE			16,512.00	0.00
							<u>17,042.00</u>	<u>0.00</u>
80 BELOIT TYPEWRITER EXCHANGE								
54865	8/8/2013	8/8/2013	115.23	307220	7/15/2013	14989		Posted
	53-43-6110			PRINTER CARTRIDGE			115.23	0.00
54960	8/8/2013	8/8/2013	89.08	307170	7/8/2013	09747		Posted
	52-41-6110			INK			89.08	0.00
91 BOETTCHER SUPPLY INC								
54859	8/8/2013	8/8/2013	23.21	809137-1	7/11/2013	16278		Posted
	10-14-4300			SODIUM LAMP			23.21	0.00
54866	8/8/2013	8/8/2013	697.19	808686-1	7/9/2013	14988		Posted
	53-43-6000			WIRE LUBE			697.19	0.00
54885	8/8/2013	8/8/2013	309.28	810689-1	7/19/2013	15005		Posted
	51-43-6000			PVC METER BOX			309.28	0.00
54897	8/8/2013	8/8/2013	286.06		7/19/2013	13913		Posted
	10-21-6190			810616-1 POPCORN BAG			74.72	0.00
	10-19-4300			810021-1 MOTOR FOR LEC - NORTH CA			211.34	0.00
							<u>286.06</u>	<u>0.00</u>
54905	8/8/2013	8/8/2013	28.75	809496-1	7/12/2013	14837		Posted
	51-43-7450			FLUX, PLIERS			28.75	0.00
54951	8/8/2013	8/8/2013	426.06		7/25/2013	14994		Posted
	53-43-6000			811568-1 UNI-BIT			44.93	0.00
	53-43-6000			811575-1 RUBBER TAP			371.47	0.00
	53-43-6000			810424-1 PLUG , CLIPS			9.66	0.00
							<u>426.06</u>	<u>0.00</u>
54965	8/8/2013	8/8/2013	85.04		7/3/2013	09743		Posted
	52-41-4360			807934-1 TOGGLE SWITCHES			62.90	0.00
	52-41-4360			808227-1 CLAMP			1.89	0.00
	52-41-4360			811799-1 AMP BREAKER			20.25	0.00
							<u>85.04</u>	<u>0.00</u>
54970	8/8/2013	8/8/2013	46.41		7/25/2013	15014		Posted
	30-00-8200			811536-1 RAIN-R-SHINE			25.76	0.00
	30-00-8200			809414-1 CLEAN OUT TEE			20.65	0.00
							<u>46.41</u>	<u>0.00</u>
54975	8/8/2013	8/8/2013	(56.68)		7/18/2013	15153		Posted
	52-43-4310			BULB, LENS, CREDIT TO FIX OTHER P.C			0.00	56.68
54980	8/8/2013	8/8/2013	78.29		7/18/2013	13917		Posted
	10-20-4330			810502-1 TIMMER			39.29	0.00
	10-18-4330			81157-1 MOWER BLADE			26.00	0.00
	10-18-4330			812206-1 MOWER BLADE			13.00	0.00
							<u>78.29</u>	<u>0.00</u>
55025	8/8/2013	8/8/2013	110.39		8/1/2013	14759		Posted
	10-15-4330			807607 TIRE			19.67	0.00
	10-15-4330			809962 COUPLING			0.53	0.00
	10-15-4330			811857 TIRE			90.19	0.00
							<u>110.39</u>	<u>0.00</u>

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256 BRENNTAG SOUTHWEST INC (continued)								
54893	8/8/2013	8/8/2013	1,107.91	BSW 414101	7/10/2013	13230		Posted
	51-41-6170			AMMONIUM SULFATE			1,107.91	0.00
1258 BUMPER TO BUMPER AUTO PARTS								
54948	8/8/2013	8/8/2013	71.63	613753	7/18/2013	14997		Posted
	53-43-4310			BATTERY FOR TRUCK #1			71.63	0.00
54962	8/8/2013	8/8/2013	11.30	614456	7/29/2013	15020		Posted
	51-43-4310			WIPER BLADE			11.30	0.00
54963	8/8/2013	8/8/2013	22.53	611537	6/20/2013	15013		Posted
	52-43-4310			BEARING			22.53	0.00
54964	8/8/2013	8/8/2013	71.60		7/8/2013	09744		Posted
	52-41-4360			612856 FILTERS			58.53	0.00
	52-41-4360			612882 ANTI-FREEZE			13.07	0.00
							71.60	0.00
54979	8/8/2013	8/8/2013	121.77		7/19/2013	13916		Posted
	10-18-4310			613811 MODULE			76.00	0.00
	10-18-4310			613262 COIL			38.95	0.00
	10-18-4310			613202 BATTERY			6.82	0.00
							121.77	0.00
55024	8/8/2013	8/8/2013	568.27		8/1/2013	14758		Posted
	10-15-4310			612420 SEAL			20.93	0.00
	10-15-4310			612421 TIRE SEALANT			11.39	0.00
	10-15-4310			612483 GREASE			40.00	0.00
	10-15-4310			612980 REFRIGERANT			19.50	0.00
	10-15-4310			613171 SAND PAPER			53.77	0.00
	10-15-4310			613239 TESTOR			43.50	0.00
	10-15-4310			613558 ANTISIEZE			6.93	0.00
	10-15-4310			614316 SPARK PLUGS , FILTER			34.75	0.00
	10-15-4310			614547 CLEANERS			256.72	0.00
	10-22-4310			613256 BATTERY			80.78	0.00
							568.27	0.00
126 CATLIN'S FRIENDLY APPLEMARKET								
54896	8/8/2013	8/8/2013	9.52	2100067329	7/19/2013	13912		Posted
	10-21-6190			CONCESSION			9.52	0.00
54941	8/8/2013	8/8/2013	47.76		7/17/2013	16336		Posted
	53-43-6000			0002100040376 WATER			23.88	0.00
	53-43-6000			0002100010809 WATER			23.88	0.00
							47.76	0.00
54973	8/8/2013	8/8/2013	75.43	0002100022915	7/22/2013	07892		Posted
	52-41-6000			SUPPLIES			75.43	0.00
142 CHAMBER OF COMMERCE								
54912	8/8/2013	8/8/2013	60.00	456	7/19/2013	13910		Posted
	10-17-6800			GIFT CERTIFICATE			60.00	0.00
158 COMPUTER SOLUTIONS INC								
55026	8/8/2013	8/8/2013	49.90	159422	8/1/2013	14760		Posted
	10-15-6110			INK			49.90	0.00
838 CONCRETE ACCESSORIES								
55029	8/8/2013	8/8/2013	795.41	0705811	7/18/2013	14748		Posted
	30-00-7450			COMPOUND & CONCRETE BLADES			795.41	0.00
431 CONTINENTAL ANALYTICAL SERVICE								
54959	8/8/2013	8/8/2013	395.00	148303	6/25/2013	09746		Posted
	51-41-3000			MONTHLY PLANT SAMPLE ANALYSES			395.00	0.00
1358 CUNNINGHAM TELEPHONE & CABLE CO								
54858	8/8/2013	8/8/2013	84.51	0000011856	7/1/2013	13865		Posted
	10-13-5310			JUNE STATMENT			84.51	0.00
54997	8/8/2013	8/8/2013	320.74	9408	8/1/2013	15168		Posted
	53-41-5310			1 YR CABLE SERVICE SUBSCRIPTION			320.74	0.00
54998	8/8/2013	8/8/2013	57.77	3362	8/1/2013	15166		Posted
	10-15-5310			STREET DEP			57.77	0.00
54999	8/8/2013	8/8/2013	395.76	11854	8/1/2013	15165		Posted
	10-11-5310			ADMINISTRATION			395.76	0.00

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1358	CUNNINGHAM TELEPHONE & CABLE CO (continued)											
55000	8/8/2013 8/8/2013	144.51	11856	8/1/2013	15164							Posted
	10-13-5310		PD						144.51		0.00	
55001	8/8/2013 8/8/2013	74.77	12334	8/1/2013	15163							Posted
	10-14-5310		FIRE DEP						74.77		0.00	
55002	8/8/2013 8/8/2013	252.75	12754	8/1/2013	15162							Posted
	53-41-5310		PLANT						126.38		0.00	
	51-41-5310		PLANT						126.37		0.00	
									252.75		0.00	
55003	8/8/2013 8/8/2013	202.10	13094	8/1/2013	15161							Posted
	10-18-5310		PARK & REC						202.10		0.00	
55004	8/8/2013 8/8/2013	109.36	13609	8/1/2013	15160							Posted
	52-41-5310		SYSTEMS OP						54.68		0.00	
	53-41-5310		SYSTEMS OP						54.68		0.00	
									109.36		0.00	
55005	8/8/2013 8/8/2013	54.77	13611	8/1/2013	15159							Posted
	10-21-5310		POOL						54.77		0.00	
55006	8/8/2013 8/8/2013	141.98	13610	8/1/2013	81							Posted
	10-22-5310		AIRPORT						141.98		0.00	
55014	8/8/2013 8/8/2013	84.08	10210	11/1/2013	15173							Posted
	26-00-5310		ECO DEV						84.08		0.00	
700	EMC INSURANCE COMPANY											
54857	8/8/2013 8/8/2013	500.00		7/13/2013	16276							Posted
	53-43-3000		WORK COMP. CLAIM Z0950575						500.00		0.00	
2188	EMERGENCY FIRE EQUIPMENT INC											
54932	8/8/2013 8/8/2013	249.78	24663	7/23/2013	15010							Posted
	51-43-2911		HIP BOOTS						249.78		0.00	
2659	HAWKINS											
54910	8/8/2013 8/8/2013	1,002.25	3489848	7/11/2013	13226							Posted
	51-41-6170		SULFATE , DRUM						1,002.25		0.00	
1279	HD SUPPLY WATERWORKS, LTD											
54924	8/8/2013 8/8/2013	84.00	B071397	7/18/2013	15007							Posted
	30-00-8100		3/4 RING						84.00		0.00	
328	IIMC											
54914	8/8/2013 8/8/2013	170.00		7/24/2013	15119							Posted
	10-11-5410		MANDY'S MEMBERSHIP DUES						170.00		0.00	
2554	ERIC INGRAM											
55016	8/8/2013 8/8/2013	549.65	115	7/30/2013	13664							Posted
	10-13-7440		SWAP LIGHTS & RAIDO EQUIP IN POLIC						549.65		0.00	
1803	VICKI JACKSON											
54931	8/8/2013 8/8/2013	575.00		5/24/2013	15152							Posted
	10-11-3000		council retreat catering						575.00		0.00	
1922	JNT COMPANY LLC											
55007	8/8/2013 8/8/2013	396.99	1291	7/31/2013	15157							Posted
	10-11-3000		WEBSITE MAINTENENCE						396.99		0.00	
357	KANSAS DEPARMENT OF REVENUE-WPF											
54917	8/8/2013 8/8/2013	2,341.96		7/14/2013	15123							Posted
	51-00-2075		2ND QUARTER WATER PROTECTION						1,208.75		0.00	
	51-41-5995		2ND QUARTER WATER PROTECTION						1,133.21		0.00	
									2,341.96		0.00	
349	KANSAS DEPT OF HEALTH & ENVIRONMENT											
55010	8/8/2013 8/8/2013	559.00		7/31/2013	13246							Posted
	51-41-3000		LAB TESTING APRIL - JUNE 2013						559.00		0.00	
1283	KANSAS WATER ENVIRONMENT ASSOC											
54937	8/8/2013 8/8/2013	65.00		7/26/2013	15017							Posted
	52-43-2400		EXAM FEE FOR MARK BEALS						65.00		0.00	
1380	KDHE-BUREAU OF AIR & RADIATION											
54958	8/8/2013 8/8/2013	185.00	M-S005-0001	7/28/2013	09748							Posted
	52-41-5410		ANNUAL WASTEWATER PERMIT						185.00		0.00	

Accounts Payable Detail Listing

City of Beloit

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>
			<u>Account#</u>	<u>Work Order</u>		<u>Description</u>			<u>Debit</u>	<u>Credit</u>
1380	KDHE-BUREAU OF AIR & RADIATION (continued)									
55012		8/8/2013	8/8/2013		18,175.81		8/1/2013	13738		Posted
			51-45-9802			KDHE LOAN AMR			14,275.66	0.00
			51-45-9801			KDHE LOAN AMR			3,900.15	0.00
									<u>18,175.81</u>	<u>0.00</u>
394	KRIERS' AUTO PARTS									
54949		8/8/2013	8/8/2013		117.98	4925-139797	7/19/2013	14996		Posted
			53-43-4310			FLEETLINE HEAVY DUTY			117.98	0.00
54968		8/8/2013	8/8/2013		295.35		7/9/2013	15016		Posted
			52-43-4310			4925-138973 CALIPER			259.67	0.00
			52-43-4310			4925-139060 BRAKE HOSE			35.68	0.00
									<u>295.35</u>	<u>0.00</u>
55027		8/8/2013	8/8/2013		81.50		8/1/2013	14762		Posted
			10-15-4310			140631 PLUG			8.22	0.00
			10-15-4310			140666 TAIL LAMP			20.29	0.00
			10-15-4310			140664 LAMP			11.00	0.00
			10-15-4310			140685 WIRE, LAMP			41.99	0.00
									<u>81.50</u>	<u>0.00</u>
395	KRIZ-DAVIS CO									
54945		8/8/2013	8/8/2013		444.56	S100648401.00	7/10/2013	16333		Posted
			53-43-6000			4" RIDGID			444.56	0.00
188	LAWSON PRODUCTS INC									
54864		8/8/2013	8/8/2013		103.07	9301776199	7/10/2013	14990		Posted
			53-43-6000			CARB , BRAKE AND, CHOKE CLEANER			103.07	0.00
54900		8/8/2013	8/8/2013		78.51	9301776198	7/10/2013	14750		Posted
			10-15-7450			BRAKE CLEANER , ELECTIC CONNECT			78.51	0.00
405	LEAGUE OF KS MUNICIPALITIES									
55015		8/8/2013	8/8/2013		25.00	13-2032	7/10/2013	15175		Posted
			51-41-2400			TOPIC WEBINAR			25.00	0.00
2112	LINDE LLC CHARLOTTE NC									
54977		8/8/2013	8/8/2013		478.40	48002468	7/22/2013	13240		Posted
			51-41-6170			CO2			478.40	0.00
424	MCHENRY ELECTRIC & SUPPLY									
55008		8/8/2013	8/8/2013		55.94	009603	7/12/2013	13917		Posted
			10-18-4330			TRIM LINE , SPOOL & SUPPLIES			55.94	0.00
55028		8/8/2013	8/8/2013		32.00	008926	6/1/2013	14763		Posted
			10-15-4330			CHAINS			32.00	0.00
470	MITCHELL COUNTY SOLID WASTE									
54895		8/8/2013	8/8/2013		10.20	020387	7/17/2013	13909		Posted
			10-18-4300			LUMBER WASTE			10.20	0.00
54966		8/8/2013	8/8/2013		16.00		6/28/2013	07893		Posted
			52-41-3000			03014 DISPOSAL OF SCREENINGS			8.00	0.00
			52-41-3000			03036 DISPOSAL OF SCREENINGS			8.00	0.00
									<u>16.00</u>	<u>0.00</u>
54976		8/8/2013	8/8/2013		20,556.97		8/1/2013	13667		Posted
			54-41-3000			TRASH COLLECTION			20,556.97	0.00
475	MUNICIPAL EMERGENCY SERVICES, INC									
54927		8/8/2013	8/8/2013		200.22	00433119_SNV	7/22/2013	15150		Posted
			10-14-2911			HELMET & FACESHIELD			200.22	0.00
342	MUNICIPAL SUPPLY INC. OF NEBRASKA									
54925		8/8/2013	8/8/2013		944.95	0535126-IN	7/17/2013	15008		Posted
			30-00-8100			COPPER STOP & SUPPLIES			944.95	0.00
54926		8/8/2013	8/8/2013		8,221.22	0535057-IN	7/17/2013	15009		Posted
			30-00-8100			PIPE, CLAMP, REPAIR CLAMP, VALVE			8,221.22	0.00
54967		8/8/2013	8/8/2013		29.45	0535729-IN	7/17/2013	15019		Posted
			51-43-6000			COPPER STOP			29.45	0.00
827	NETWORKS PLUS									
54918		8/8/2013	8/8/2013		265.00	141051	7/15/2013	15141		Posted
			10-11-3360			SERVICE CONTRACT			265.00	0.00
54919		8/8/2013	8/8/2013		265.00	139654	6/15/2013	15143		Posted
			10-13-3360			(PD) SERVICE CONTRACT			265.00	0.00

Accounts Payable Detail Listing

City of Beloit

Vend# Vendor Name

Pay#	Post Date	Due Date	Amount	Invoice	Date	PO#	Date	Status
	Account#	Work Order		Description			Debit	Credit
827 NETWORKS PLUS (continued)								
54920	8/8/2013	8/8/2013	265.00	141050	7/15/2013	15148		Posted
	10-11-3360			SERVICE CONTRACT			265.00	0.00
54921	8/8/2013	8/8/2013	60.00	140086	6/30/2013	15147		Posted
	10-11-3360			JUNE 2013 BACK UP			60.00	0.00
2380 OFFICE OF THE STATE TREASURER								
55011	8/8/2013	8/8/2013	7,843.75		7/31/2013	13736		Posted
	41-00-5106			GOBOND WATER REPLACEMENT PROJ			7,843.75	0.00
527 PIERCE ELECTRONICS								
54860	8/8/2013	8/8/2013	118.72	27193	7/1/2013	16277		Posted
	10-14-6000			BATTERIES			118.72	0.00
1263 PRAIRE FIRE COFFEE ROASTERS								
54891	8/8/2013	8/8/2013	87.80	546781	7/18/2013	15139		Posted
	10-11-6000			COFFEE			87.80	0.00
54901	8/8/2013	8/8/2013	40.90	546784	7/18/2013	14751		Posted
	10-15-6000			COFFEE			40.90	0.00
1339 PRINT-5								
54856	8/8/2013	8/8/2013	1,333.80	54331	7/11/2013	15135		Posted
	10-11-6110			ENVELOPES			1,333.80	0.00
41 QLT CONSUMER LEASE SERVICES INC								
55017	8/8/2013	8/8/2013	8.01		8/2/2013	16380		Posted
	10-15-5410			GONG INDOOR			8.01	0.00
1519 QUALITY RESOURCE GROUP INC								
54996	8/8/2013	8/8/2013	804.90	082391	7/26/2013	15169		Posted
	10-11-6000			STATEMENT SHEETS			804.90	0.00
2661 RIDDLE MELISSA								
54911	8/8/2013	8/8/2013	10.00		7/19/2013	13911		Posted
	10-00-3478			REFUND FOR STEPPING STONE			10.00	0.00
2182 RIVERSIDE MANUFACTURING COMPANY								
54946	8/8/2013	8/8/2013	837.85		7/19/2013	14999		Posted
	53-43-2911			5192296003 FR JEANS			128.90	0.00
	53-43-2911			5192296002 FR JEANS			708.95	0.00
							837.85	0.00
1592 JENIFER SCHECK								
54894	8/8/2013	8/8/2013	38.88		7/19/2013	13907		Posted
	10-17-6800			REINBURSEMENT FOR STEPPING STO			38.88	0.00
94 SCHENDEL PEST CONTROL								
54862	8/8/2013	8/8/2013	335.00		7/8/2013	14992		Posted
	51-43-3000			RENEWAL OF SENTICON			111.67	0.00
	52-43-3000			RENEWAL OF SENTICON			111.66	0.00
	53-43-3000			RENEWAL OF SENTICON			111.67	0.00
							335.00	0.00
607 SHAMBURG OIL COMPANY								
54887	8/8/2013	8/8/2013	107.65	384415	7/18/2013	13239		Posted
	51-43-6270			FUEL			107.65	0.00
54942	8/8/2013	8/8/2013	463.86		7/18/2013	16335		Posted
	53-43-6270			385612 FUEL			122.00	0.00
	53-43-6270			382628 FUEL			122.84	0.00
	53-43-6270			384453 FUEL			112.01	0.00
	53-43-6270			384358 FUEL			107.01	0.00
							463.86	0.00
608 SHARE CORPORATION								
54943	8/8/2013	8/8/2013	163.77	848241	7/18/2013	16334		Posted
	53-43-6000			EAR PLUGS			163.77	0.00
624 BART SNYDER								
54903	8/8/2013	8/8/2013	36.00		7/11/2013	14835		Posted
	51-43-6000			CDL RENEW			36.00	0.00
626 SOLOMON VALLEY HOME CENTER								
54950	8/8/2013	8/8/2013	250.92	10310184	7/24/2013	14995		Posted
	53-43-6130			PLYWOOD			250.92	0.00

Accounts Payable Detail Listing

City of Beloit

<u>Vend#</u>	<u>Vendor Name</u>	<u>Pay#</u>	<u>Post Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Invoice</u>	<u>Date</u>	<u>PO#</u>	<u>Date</u>	<u>Status</u>	
		<u>Account#</u>	<u>Work Order</u>			<u>Description</u>			<u>Debit</u>	<u>Credit</u>	
1035	BRUCE WILSON (continued)										
54886		8/8/2013	8/8/2013	90.00		7/18/2013 15144				Posted	
		10-11-3000				PROFESSIONAL SERVICES			90.00	0.00	
760	ZEE MEDICAL INC										
54916		8/8/2013	8/8/2013	173.65	0021082333	7/18/2013 14752				Posted	
		10-15-7440				EARPLUGS , GLOVES & SAFETY SUPPL			173.65	0.00	
128,648.83					134 Non-voided payables listed.						

Report Setup
 AP - Accounts Payable Listing : Vendor Name
 Filter Options
 Starting: 8/8/2013
 Ending: 8/8/2013
 Banks: All
 Payable Status: Posted, Printed, ACH, Recorded, Voided
 All Vendors Selected

Accounts Payable Detail Listing

City of Beloit

Vend# Vendor Name		Pay#	Post Date	Due Date	Amount Invoice	Date	PO#	Date	Status
	Account#	Work Order		Description	Debit	Credit			
626 SOLOMON VALLEY HOME CENTER (continued)									
54971	8/8/2013	8/8/2013	25.06	10308659	7/3/2013	15012			Posted
	30-00-8200			CLAMP, ADAPTERS & SUPPLIES			25.06		0.00
55009	8/8/2013	8/8/2013	556.81		7/31/2013	13915			Posted
	10-19-6000			10310191 PIPE			16.98		0.00
	10-19-6000			10309937 DRAIN - N CAMPUS			38.49		0.00
	10-18-6000			10309211 GRASS SEED -PARK			57.00		0.00
	10-18-6000			10310176 TURBINE TOP , CEMENT, FOR			371.35		0.00
	10-18-6000			10310030 TRUBINE TOP - MUNI ROOF			62.00		0.00
	10-18-6000			10310556 RUBBER CASTER			10.99		0.00
							<u>556.81</u>		<u>0.00</u>
627 SOLOMON VALLEY TRANSMISSION									
54906	8/8/2013	8/8/2013	811.37	11771	6/17/2013	14833			Posted
	52-43-4310			SYNCO KIT			270.47		0.00
	53-43-4310			SYNCO KIT			270.45		0.00
	51-43-4310			SYNCO KIT			270.45		0.00
							<u>811.37</u>		<u>0.00</u>
643 STANION WHSE ELECTRIC COMPANY									
54861	8/8/2013	8/8/2013	881.60	3445020-00	7/11/2013	14993			Posted
	53-43-6000			CONNECTORS, CUTOUTS			881.60		0.00
54944	8/8/2013	8/8/2013	471.43	3445020-01	7/18/2013	15000			Posted
	53-43-6000			300 AMP BLADE			471.43		0.00
658 STRUBLE STUDIO									
54892	8/8/2013	8/8/2013	69.95	5962954	7/18/2013	15138			Posted
	51-43-3000			EMPLOYEE OF THE QUARTER			69.95		0.00
2478 SelectAccount									
54890	8/8/2013	8/8/2013	7.00	008997	7/7/2013	15140			Posted
	21-00-2100			PARTICIPANT FEES			7.00		0.00
186 KENNETH TATRO									
54915	8/8/2013	8/8/2013	90.00	221262	7/7/2013	14749			Posted
	10-15-2911			BOOT REIMBURSEMENT			90.00		0.00
673 THOMPSON'S OK TIRE, INC									
54972	8/8/2013	8/8/2013	91.78	1-71008	7/19/2013	15015			Posted
	52-43-6140			TIRE			91.78		0.00
704 UNIVAR USA INC									
54852	8/8/2013	8/8/2013	9,004.72	WI 605253	7/5/2013	13220			Posted
	51-41-6170			SODA ASH			9,004.72		0.00
410 UTILITIES									
54974	8/8/2013	8/8/2013	757.91		7/31/2013	13666			Posted
	10-13-6220			COUNTY SHARE OF JAIL UTILITES			757.91		0.00
2067 VERIZON WIRELESS SERVICES, LLC									
54934	8/8/2013	8/8/2013	112.90	9708326263	7/26/2013	15156			Posted
	53-43-5310			SYSTEMS OP CELL SERVICE			37.64		0.00
	52-43-5310			SYSTEMS OP CELL SERVICE			37.63		0.00
	51-43-5310			SYSTEMS OP CELL SERVICE			37.63		0.00
							<u>112.90</u>		<u>0.00</u>
54935	8/8/2013	8/8/2013	43.66	9708333356	7/26/2013	15155			Posted
	53-41-5310			POWER PLANT CELL SERVICE			43.66		0.00
54936	8/8/2013	8/8/2013	159.89	9708299178	7/26/2013	15154			Posted
	10-11-5310			ADMIN- GLENN'S CELL SERVICE			159.89		0.00
2629 WAGeworks									
54868	8/8/2013	8/8/2013	77.00	125AI0254614	7/16/2013	15145			Posted
	10-11-3000			FSA MONTHLY FEE			77.00		0.00
728 WEIS FIRE & SAFETY EQUIPMENT CO. INC.									
55019	8/8/2013	8/8/2013	61.50	131039	6/12/2013	15174			Posted
	51-41-6000			FIRE EXT			61.50		0.00
660 WICHITA WINWATER WORKS CO., INC.									
54888	8/8/2013	8/8/2013	469.00	192741 00	7/12/2013	14838			Posted
	51-43-6000			DR 18 GJ / COPPER TUBE			469.00		0.00

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
August 6, 2013	HOUSING GRANT PUBLIC HEARING
ORIGINATING DEPARTMENT:	TYPE OF ACTION:
Administration	<input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> FORMAL ACTION <input checked="" type="checkbox"/> OTHER

RECOMMENDATION:

FISCAL NOTE:

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

DISCUSSION:

The City of Beloit will be holding a public hearing for the housing block grant that we will be applying for. Economic Development Director Heather Hartman and Doug McKinney from North Central Regional Planning will be present to answer any question that the council or the public has about this program. This grant is aimed at demolishing or rehabilitation dilapidated homes inside the city limits. Attached is a map of the properties that could be eligible for this program.

Respectfully submitted,

Glenn Rodden
City Administrator

	Address	LMI	Rehab/Demo	Landlord	Rehab Needs
1	Broadway Ave	Y	Rehab	Owned	Central Air, Duct Work, Porch, Windows, Siding
2	West Main	Y	Rehab	Rented	Roof, Paint, Windows, Duct Work
3	West Court	N	Vacant	Rented	Wiring, Plumbing, Heat/Cool, Porches, Insulation
4	South Lincoln	Y	Rehab	Rented	Roof, Insulation, Attic, Windows, Heat/Cool, Door
5	East 6th	Y	Rehab	Owned	Central Air, Roof, Gutters, Siding, Garage Door
6	North Walnut	Y	Rehab	Owned	Windows, Porch, Foundation, Siding, Wiring
7	East 10th	Y	Rehab	Owned	Roof, Foundation, Ceiling
8	South Poplar	Y	Rehab	Owned	Heat/Cool, Foundation, Windows, Wiring
9	West Court	Y	Rehab	Rented	Siding, Windows, Foundation, Porch, Wiring
10	North Lincoln	N	Vacant	Rented	Roof, Windows, Floor, Heat/Cool, Siding
11	West Main	Y	Rehab	Owned	Porch, Stucco, Windows
12	North Chestnut	Y	Rehab	Owned	Outside, Doors, Porch, Bathroom
13	Woodland	N	Rehab	Rented	Windows, Siding, Heat/Cool, Roof
14	North Chestnut	N	Rehab	Rented	Foundation, Doors, Porch, Windows, Ramp
15	North Central	N	Rehab	Rented	Roof, Windows, Doors, Foundation
16	North Chestnut	Y	Rehab	Owner	Wiring, Insulation, Windows, Siding, Foundation
17	Washington	Y	Rehab	Owner	Windows, Insulation, Porch, Furnace
18	West 3rd	N	Rehab	Rented	Shingles and Windows
19	West 3rd	N	Rehab	Rented	Shingles
20	North Chestnut	Y	Rehab	Owned	Furnace, Windows, Doors
21	East South	N	Demo	Owned	
22	South Central	N	Demo	Owned	
23	Brooklyn	N	Rehab	Rented	Foundation, Central Air
24	West Court	N	Demo	Rented	
25	West Main	N	Rehab	Rented	Foundation, Porch, Windows, Eaves, Bathroom
26	North Poplar	Y	Rehab	Owned	Foundation, Windows, Plumbing, Porch, Heat/Cool
27	West 2nd	Y	Rehab	Owned	Heat/Cool, Porch
28	North Campbell	Y	Rehab	Owned	Windows, Roof, Heat/Cool
29	East 6th	Y	Rehab	Owned	
30	East 4th	N	Demo	Owned	
31	East 2nd	Y	Rehab	Owned	Foundation, Insulation, Plumbing
32	North Walnut	Y	Rehab	Owned	Shingles, Steps, Railing, Porch, Foundation
33	East Clinton	N	Demo	Owned	
34	West Main	Y	Rehab	Owned	Insulation, Electrical, Roof, Gutters, Siding

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
August 6, 2013	ORDINANCE 2131 STOP SIGN AT 8 TH AND INDEPENDENCE STREET
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 2131.

FISCAL NOTE:

- There is no direct cost associated with passing this ordinance.

DISCUSSION:

The City of Beloit Transportation Department submitted a request a few months ago to the Kansas Department of Transportation (KDOT) to make the intersection of 8th and Independence Avenue a four-way stop. After producing the attached study, the KDOT area engineer approved our request. I agree with the area engineer's recommendation because we are hoping to prevent accidents this intersection and a four-way stop is the best approach.

Respectfully submitted,

Glenn Rodden
City Administrator

ORDINANCE NO. 2131

AN ORDINANCE SUPPLEMENTING SECTION 1 OF ORDINANCE NO. 1743 WHICH REGULATES TRAFFIC UPON THE HIGHWAYS OF THE CITY OF BELOIT, KANSAS, AND ESTABLISHES TRAFFIC CONTROL SIGNS AND SIGNALS WITHIN THE CITY OF BELOIT, KANSAS,

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

Section 1: Section 1 of Ordinance No. 1743 is hereby supplemented as follows:

			<u>Stop</u>					<u>Yield</u>		
<u>East & West St.</u>	<u>North & South St.</u>	<u>N</u>	<u>S</u>	<u>E</u>	<u>W</u>	<u>N</u>	<u>S</u>	<u>E</u>	<u>W</u>	
L11. W. 8 th St.	N. Independ. Ave.	x	x	x	x					

Section 2: This Ordinance shall take effect and be in full force from and after its passage and one publication in the official city newspaper, provided, however, that compliance with traffic signs and signals provided for shall be required only after the installation of the indicated traffic signs and signals.

PASSED and ADOPTED by the Governing Body and signed by the Mayor this 6th day of August, 2013.

Tom Naasz, Mayor

ATTEST:

Amanda J. Lomax, City Clerk

MEMO



Bureau of Transportation Safety & Technology

DATE: July 19, 2013
TO: Randy West, P.E.
District Two Engineer (Salina)
FROM: Kendra Stevenson, EIT *KGS*
Traffic Engineering Unit
RE: K-14 & Independence Ave/8th St
City of Beloit
Mitchell County
SUB: FINAL Traffic Investigation

Attached is a FINAL traffic investigation for K-14 & Independence Ave/8th St in the city of Beloit in Mitchell County. If you have any questions, please contact me at kendras@ksdot.org or (785) 296-1179.

Attachment

c: Leland Tice, P.E. - Area Two Engineer (Mankato)
Brian Gower, P.E. - State Traffic Engineer

TRAFFIC INVESTIGATION

FINAL

July 19, 2013

K-14 & Independence Ave/8th St

City of Beloit

Mitchell County

**KANSAS DEPARTMENT OF TRANSPORTATION
BUREAU OF TRANSPORTATION SAFETY AND TECHNOLOGY**

Background



Leland Tice, Area Engineer Mankato, contacted the Traffic Engineering Unit regarding a concern at K-14 & Independence Ave/8th St in Beloit in Mitchell County. This intersection is a 2-way stop controlled intersection. The concern is drivers, including trucks, are failing to yield as they may be assuming this intersection is a 4-way stop like the intersection to the east (K-14 & Hershey/8th). A crash analysis, turning counts and 24 hour counts will be conducted to determine if any improvements can be recommended.

Roadway Characteristics

K-14, near the intersection of 8th/Independence, is a 2 lane undivided roadway from 10th St South to the intersection. East of the intersection, the roadway is 4 lane undivided with curb and gutter. The intersection is a 2-way stop controlled for the north and south legs. Stop bars are present at those locations with a 36” x 36” Stop sign. The north leg has a left turn lane and the east leg has a designated right turn lane. The average daily traffic at this intersection is 7234 vehicles per day.

Crash Analysis

Crashes were recorded from 2009 to present at K-14 & Independence. There were a total of 4 crashes recorded of which one was an injury crash. All crashes involved a vehicle failing to yield to right of way. Also, all reports indicated vehicles stopped at the Stop sign before proceeding into the intersection. The crash rate is 3.03 crashes per ten million entering vehicles which is below both the statewide average and critical rate of 10 crashes per ten million entering vehicles and 7.79 crashes per ten million entering vehicles, respectively. See attached crash diagram for details.

24 Hour Traffic Volume

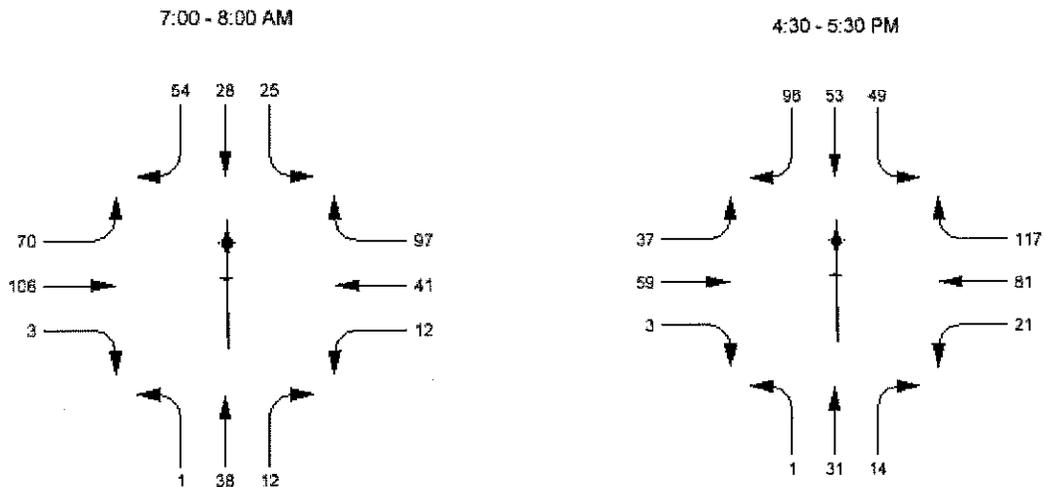
Data was collected to determine if any traffic signal warrant or 4-way stop criteria were satisfied at K-14 & Independence/8th St. Collected data shows that the traffic conditions did not satisfy any traffic signal warrants at this location.

Location	Date	ADT	Signal Warrants Met (Yes/No) and Hours Met				
			#1A	#1B	#1 COMBINED	#2	#3
Independence/ 8 th St	3/28/13	7234	No 0 Hrs Met	No 0 Hrs Met	No 0 Hrs Met (Cond A) 0 Hr Met (Cond B)	No 0 Hr Met	No 0 Hr Met

Criteria used to consider a 4-way stop was not satisfied.

Turning Movements

Below are the AM and PM peak hour turning counts at K-14 & Independence/8th St.



Recommendations

Based on the data we have obtained, the data indicates that criterion (volume and crashes history) for a 4-way stop has not been satisfied for this location. Therefore, we do not recommend the stop control be converted from a 2-way stop to a 4-way stop.

The Area has concerns about sight distance and supports a 4-way stop. The Area has discussed the location with the city and the city has concerns about sight distance and also supports a 4-way stop. The Mitchell RSA published in 2003 indicated that sight distance was adequate looking to the east and west from the north/south stop controlled legs.

The Agency decision, led by the Area, is to convert the intersection to 4-way stop control. In making this change, drivers traveling K-14 through Beloit will have some measure of consistency as the same control (4-way stop) at K-14 and Hersey/8th will now occur at K-14 and Independence/8th.

The Area should pursue the following in converting to a 4-way stop:

- Add stop signs to the EB/WB (8th Street) approaches
- We would recommend a 48 inch x 48 inch stop for the WB approach
- Add flags to the new stop signs for a minimum of 30 days
- All way plaques should be installed under all stop signs
- Add stop bars to the EB/WB (8th Street) approaches

ACCIDENT SUMMARY

No. Of Accidents: 4	STUDY PERIOD
Fatal: 0	2008 - 2012
Personal Injury: 1	
Property Damage: 3	
Injury Record: 1	
Fatalities: 0	
Personal Injuries: 1	



T-1R



CONTRIBUTING FACTORS

ROAD SURFACE COND.	LIGHT COND.
1. Dry	1. Daylight
2. Wet	2. Dawn/Dusk
3. Fog	3. Dark, LTG.
4. Snow/Ice	4. Dark, NO LTG.
5. Strong Winds	5. Unknown
6. Unknown	

8th St

USE RESTRICTED

23 U.S.C. § 409



R1-1



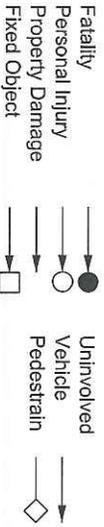
K-14

(# Acc.)(10⁰)
(365)(Trs.)(ADT)
Critical Rate:

3.03
7.79

ACCIDENT RATE

LEGEND



Case # Date (Time) Road Cond. Light Cond. Action

Independence Ave

COLLISION DIAGRAM
KANSAS DEPT. OF TRANSPORTATION
BUREAU OF TRANSPORTATION SAFETY
& TECHNOLOGY

Intersection at K-14 & Independence/8th St
City of Beloit

COUNTY: MITCHELL DATE: 03/07/2013
COMPLETED BY: KGS

DRIVER ACTION

- | | |
|---------------------------------|----------------------------|
| A. Illegal or Unsafe Speed | O. Improper Lane Change |
| B. Impeding Traffic | P. Ill or Med. Condit. |
| C. Following Too Close | Q. Brakes Failed |
| D. Improper Overtaking | R. Alcohol Related |
| E. Improper Turn | S. Unknown Reason |
| F. Improper Start, Stop, Park | T. Aggressive driving |
| G. Traf. Control Viol'n. Lights | U. Fell asleep or fatigued |
| H. Traf. Control Viol'n. Signs | V. Winds blew vehicle over |
| J. Fail to Yield RW | W. Did not see stop |
| K. Drove Left of Center | |
| L. No or Improper Signal | |
| M. Careless- Inattention | |
| N. Avoid Vehicle, Object, Ped. | |

TRAFFIC SIGNAL WARRANT ANALYSIS - VOLUME WARRANTS

KANSAS DEPARTMENT OF TRANSPORTATION BUREAU OF TRAFFIC ENGINEERING

Major Street: K114 (Ban. St.) Time Count Began: 9:00 AM
 Minor Street: K114 (Independence Ave.) Date: March 28, 2013
 City: Beloit Day of Week of Count: Thursday
 County: Mitchell

Is the intersection in a community with a population less than 10,000 or are speeds greater than 40 mph? no
 Adjustment factor for day of week and month of year of count: 1
 Number of Lanes: 1
 Major Street: 0991
 Minor Street: 0991

Time	Major Street		Total	Minor Street		%
	EAST	WEST		NORTH	SOUTH	
12:00 m	10	4	13	8	1	8
1:00	4	1	5	2	2	6
2:00	2	1	3	3	0	3
3:00 a.m.	5	2	7	2	0	2
4:00	30	22	49	14	4	25
5:00	5	2	7	26	7	2
6:00 a.m.	42	43	81	22	13	21
7:00	92	71	155	77	19	73
8:00	120	90	200	96	25	91
9:00 a.m.	145	86	220	131	35	125
10:00	151	55	196	134	30	127
11:00	190	91	287	288	53	274
12:00 n	237	116	336	267	60	254
1:00	205	100	290	257	39	244
2:00	173	120	279	125	119	119
3:00 a.m.	252	96	331	267	43	254
4:00	230	111	324	191	46	182
5:00	215	84	284	189	48	189
6:00 p.m.	165	102	254	150	37	143
7:00	125	49	189	115	22	109
8:00	140	59	189	95	33	90
9:00 a.m.	77	41	112	71	21	69
10:00	41	19	57	33	11	31
11:00	14	21	33	12	2	11
24HR Total	2670	1390	2585	589		

Warrant #1 - Condition A	Percent of Warrant Volumes Met		Warranting Volumes
	Major	Minor	
Hours Met	0	0	500
Warrant Met	No	No	150

Warrant #1 - Condition B	Percent of Warrant Volumes Met		Warranting Volumes
	Major	Minor	
Hours Met	0	0	750
Warrant Met	No	No	75

Warrant #1 - Combination of Conditions A & B
 For this warrant volume requirements for conditions A and B are reduced to 80% Factor
 NOTE: Conditions A and B SHALL BOTH meet a minimum of 8 hour. However, the B condition A NEED NOT be the same as the 8 hour waterfired condition B.

Warrant #2	Warrant Percent of Volume		Warranting Volumes From MUTCD Fig. 4C-1
	Warrant	Warrant	
Hours Met	0	0	0
Warrant Met	No	No	0

Warrant #3	Warrant Percent of Volume		Warranting Volumes From MUTCD Fig. 4C-3
	Warrant	Warrant	
Hours Met	0	0	0
Warrant Met	No	No	0

NOTE: Total of both approaches.
 NOTE: The HIGHEST approach only.
 NOTE: Basic minimum hourly volumes (unreduced)
 NOTE: Adjusted for day or week/month of year (each major and minor streets)

Major Street volume is no lower than minor Street volume exists

Your Company Name Here

This is your address
Your City, State, Zip Code
Your Tagline Here

File Name : K-14 @ Independence Ave. & 18th St.
Site Code : 00000000
Start Date : 3/28/2013
Page No : 1

Groups Printed- Cars - Trucks

Start Time	K-14 (Independence Ave.) From North				K-14 (18th St.) From East				Independence Ave. From South				18th St. From West				
	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Right	Thru	Left	App. Total	Int. Total
06:00 AM	2	2	10	14	4	3	0	7	0	1	1	2	0	5	5	10	33
06:15 AM	3	2	9	14	8	4	0	12	4	2	1	7	0	4	6	10	43
06:30 AM	2	4	5	11	6	5	0	11	0	1	1	2	0	8	9	17	41
06:45 AM	5	1	9	15	16	3	0	19	1	4	0	5	0	6	8	14	53
Total	12	9	33	54	34	15	0	49	5	8	3	16	0	23	28	51	170
07:00 AM	3	3	5	11	13	4	2	19	0	6	0	6	0	17	10	27	63
07:15 AM	4	4	12	20	21	12	2	35	2	7	0	9	2	25	14	41	105
07:30 AM	9	10	16	35	30	14	6	50	6	11	1	18	0	30	15	45	148
07:45 AM	9	11	21	41	33	11	2	46	4	14	0	18	1	34	31	66	171
Total	25	28	54	107	97	41	12	150	12	38	1	51	3	106	70	179	487
*** BREAK ***																	
04:00 PM	15	13	33	61	24	15	4	43	3	7	0	10	0	22	10	32	146
04:15 PM	7	10	22	39	26	8	1	35	4	9	1	14	1	14	6	21	109
04:30 PM	8	15	27	50	33	21	2	56	6	4	1	11	2	14	18	34	151
04:45 PM	8	12	14	34	27	16	10	53	1	9	0	10	1	14	5	20	117
Total	38	50	96	184	110	60	17	187	14	29	2	45	4	64	39	107	523
05:00 PM	18	11	27	56	34	15	5	54	3	11	0	14	0	16	5	21	145
05:15 PM	15	15	28	58	23	29	4	56	4	7	0	11	0	15	9	24	149
05:30 PM	8	10	28	46	22	17	1	40	2	7	0	9	0	13	4	17	112
05:45 PM	12	14	15	41	22	15	3	40	1	11	0	12	0	7	9	16	109
Total	53	50	98	201	101	76	13	190	10	36	0	46	0	51	27	78	515
Grand Total	128	137	281	546	342	192	42	576	41	111	6	158	7	244	164	415	1695
Approch %	23.4	25.1	51.5	59.4	25.9	33.3	7.3	70.3	25.9	70.3	3.8	9.3	1.7	58.8	39.5	24.5	1651
Total %	7.6	8.1	16.6	32.2	20.2	11.3	2.5	34	2.4	6.5	0.4	9.3	0.4	14.4	9.7	24.5	1651
Cars	127	132	270	529	326	191	42	559	41	105	6	152	7	243	161	411	1651
% Cars	99.2	96.4	96.1	96.9	95.3	99.5	100	97	100	94.6	100	96.2	100	99.6	98.2	99	97.4
Trucks	1	5	11	17	16	1	0	17	0	6	0	6	0	1	3	4	44
% Trucks	0.8	3.6	3.9	3.1	4.7	0.5	0	3	0	5.4	0	3.8	0	0.4	1.8	1	2.6

Section 2B.06 STOP Sign Applications

Guidance:

- 01 *At intersections where a full stop is not necessary at all times, consideration should first be given to using less restrictive measures such as YIELD signs (see Sections 2B.08 and 2B.09).*
- 02 *The use of STOP signs on the minor-street approaches should be considered if engineering judgment indicates that a stop is always required because of one or more of the following conditions:*
- A. *The vehicular traffic volumes on the through street or highway exceed 6,000 vehicles per day;*
 - B. *A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway; and/or*
 - C. *Crash records indicate that three or more crashes that are susceptible to correction by the installation of a STOP sign have been reported within a 12-month period, or that five or more such crashes have been reported within a 2-year period. Such crashes include right-angle collisions involving road users on the minor-street approach failing to yield the right-of-way to traffic on the through street or highway.*

Support:

- 03 The use of STOP signs at grade crossings is described in Sections 8B.04 and 8B.05.

Section 2B.07 Multi-Way Stop Applications

Support:

- 01 Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.
- 02 The restrictions on the use of STOP signs described in Section 2B.04 also apply to multi-way stop applications.

Guidance:

- 03 *The decision to install multi-way stop control should be based on an engineering study.*
- 04 *The following criteria should be considered in the engineering study for a multi-way STOP sign installation:*
- A. *Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.*
 - B. *Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.*
 - C. *Minimum volumes:*
 - 1. *The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and*
 - 2. *The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but*
 - 3. *If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.*
 - D. *Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.*

Option:

- 05 Other criteria that may be considered in an engineering study include:
- A. The need to control left-turn conflicts;
 - B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;
 - C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and
 - D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
August 6, 2013	BUDGET HEARING PUBLICATION
ORIGINATING DEPARTMENT:	TYPE OF ACTION:
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 the attached notice of publication for the fiscal year 2014 city budget.

FISCAL NOTE:

- There is no cost associated with this item.

DISCUSSION:

I will be presenting three options of the budget at the next meeting. Option One will show the city holding the mill levy at the current level. Option Two will show the mill levy increasing by three mills to cover increases in operating expenses and Option Three will show an increase of 20 mills that will include all budget requests made by all city departments. We will review the FY2013 budget at the next council meeting and approve it for publication. Our formal budget hearing will be held on Tuesday, August 20th, 2013.

I will also be presenting the five year capital improvement budget that is enclosed. This budget includes projects that have been discussed during goal-setting sessions with the council during the past three years.

Respectfully submitted,

Glenn Rodden
City Administrator

NOTICE OF BUDGET HEARING

The governing body of
City of Beloit
will meet on August 20, 2013 at 7:00 PM at City Hall for the purpose of
hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.
Detailed budget information is available at City Hall and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2014 Expenditures and Amount of 2013 Ad Valorem Tax establish the maximum limits of the 2014 budget.
Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual for 2012		Current Year Estimate for 2013		Proposed Budget for 2014		
	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2013 Ad Valorem Tax	Estimate Tax Rate *
General	2,161,911	25.598	2,264,024	27.851	2,443,976	712,474	30.847
Debt Service							
Library	181,611	6.994	177,248	6.444	192,521	146,905	6.360
Employee Benefits	1,258,186	15.452	1,246,711	13.690	1,369,918	329,795	14.279
Special Highway	90,658		101,788		107,829		
Special Parks and Recreation	8,939		12,968		23,318		
Economic Development	84,137		80,343		83,411		
Law Enforcement	500		782		2,186		
Neighborhood Revitalization					167		
Cable TV	4,403						
Water	1,276,598		1,093,682		1,779,972		
Water Pollution	820,125		922,971		1,097,224		
Electric	5,817,429		5,707,962		6,257,551		
Refuse	288,002		323,847		305,500		
Non-Budgeted Funds-A	558,010						
Non-Budgeted Funds-B	6,135,410						
Totals	18,685,920	48.044	11,932,326	47.985	13,663,572	1,189,174	51.486
Less: Transfers	1,153,523		1,321,667		2,002,137		
Net Expenditure	17,532,397		10,610,659		11,661,435		
Total Tax Levied	998,311		1,076,474		xxxxxxxxxxxxxxxxxxxx		
Assessed Valuation	20,779,740		22,433,961		23,096,769		
Outstanding Indebtedness, January 1,	2011		2012		2013		
G.O. Bonds	0		0		0		
Revenue Bonds	0		5,375,000		5,210,000		
Other	1,012,134		859,383		700,586		
Lease Purchase Principal	17,379		4,459,239		4,532,369		
Total	1,029,513		10,693,622		10,442,955		

*Tax rates are expressed in mills

AMANDA LOMAX

City Official Title: CITY CLERK

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CAPITAL IMPROVEMENT PROJECTS FUND BUDGET

Year	Project	Sales Tax Revenue	Grants	Other Revenue	Expenditures	Balance
2012						\$150,000
2013		\$600,000		\$565,000		\$1,315,000
	Mill Street, 13th thru 15th		\$0		\$150,000	\$1,165,000
	NC Sewer Project		\$0		\$414,000	\$751,000
	HWY 24 Entrance		\$0		\$50,000	\$701,000
	K-14 Project, Phase 2		\$143,041		\$190,721	\$653,320
	Sturgis Street				\$240,000	\$413,320
	MMA Runway Project		\$322,748		\$348,097	\$387,971
2014		\$600,000				\$987,971
	NC Street Project		\$0		\$330,000	\$657,971
	K-14 Project, Phase 3		\$150,000		\$200,000	\$607,971
	East Main St Entrance		\$0		\$500,000	\$107,971
	MMA Runway Project		\$0		\$0	\$107,971
2015		\$600,000				\$707,971
	KDOT GI K-14 Project		\$750,000		\$928,000	\$529,971
	MMA Runway Project		\$800,294		\$842,150	\$488,115
2016		\$600,000				\$1,088,115
	MMA Runway Project		\$1,821,625		\$1,917,500	\$992,240
	Walnut Street				\$250,000	\$742,240
2017		\$600,000				\$1,342,240
	Lift Station #4				\$150,000	\$1,192,240
2018		\$600,000				\$1,792,240
	New Water Plant		\$1,000,000	\$7,100,000	\$6,000,000	\$3,892,240
	New Water Line				\$2,100,000	\$1,792,240
		\$3,600,000	\$4,987,708	\$7,665,000	\$14,610,468	

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
August 6, 2013	CODE OF CONDUCT IN PROCUREMENT
ORIGINATING DEPARTMENT:	TYPE OF ACTION: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION
Administration	<input checked="" type="checkbox"/> FORMAL ACTION <input type="checkbox"/> OTHER

RECOMMENDATION:

I recommend that the council approve the Code of Conduct in Procurement.

FISCAL NOTE:

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

DISCUSSION:

The Department of Commerce requires that all grant recipients adopt a code of conduct in procurement. The adoption of the attached code would meet that requirement.

Respectfully submitted,

Glenn Rodden
City Administrator

CODE OF CONDUCT IN THE PROCUREMENT OF GOODS AND SERVICES

All elected officials and employees shall adhere to the following standards for conduct in the procurement of goods and services by the City of _____, Kansas (hereinafter referred to as City):

1. No elected official or employee shall solicit or accept gratuities, favors or anything of monetary value from either contractors or potential contractors of the City.
2. No elected official or employee shall restrict the free and open competition by Contractors or potential contractors in the procurement of goods and services through conflict of interest, discriminatory or noncompetitive practices or other methods which may restrict or eliminate competition or otherwise restrain trade.
3. No member of the Governing Body, or any other person who exercises any functions or responsibilities with respect to the program shall be assisted by this grant during his/her tenure or for one year thereafter, shall have ANY direct interest in any contract or subcontract, or the proceeds thereof, for the work to be performed in connection with the program.
4. All transactions shall meet the minimum following requirements:
 - (a) ARM'S LENGTH transactions are transactions consummated through deals made between independent and unrelated persons. They are competitive, straight forward, involving no favoritism or irregularity, real or perceived, providing the City and the seller an opportunity to freely act, each seeking its own best economic interest and agreeing upon a mutually acceptable price.
 - (b) All costs or expenses from transactions between persons or businesses, which are related or associated with any elected official or employee of the City shall be examined for reasonableness and appropriateness. Such associations include but are not limited to:
 1. Family;
 2. Ownership of a business by a City employee;
 3. Members of the City Council conducting business with the City; and,
 4. When the transactions are found to be NON-ARM's LENGTH as defined above, the goods and services charged will be limited to the amount that would be allowable as the normal cost of ownership.
5. Any elected official or employee who purposely violates the spirit and intent of this statement shall be disciplined by the City Council of the City of _____, Kansas.

CODE OF CONDUCT

Page Two

This Code of Conduct is hereby reviewed and approved by the City Council of
, Kansas on this ____ day of _____, 2013 and signed for such below.

Chief Elected Official:

, Mayor

Attest by:

, City Clerk

REQUEST FOR COUNCIL ACTION

DATE:

August 6, 2013

TITLE:

PURCHASING RULES AND REGULATIONS

ORIGINATING DEPARTMENT:

Administration

TYPE OF ACTION:

ORDINANCE

RESOLUTION

FORMAL ACTION

OTHER

RECOMMENDATION:

I recommend that the council approve the updated Purchasing Rules and Regulations.

FISCAL NOTE:

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

DISCUSSION:

The Kansas Department of Commerce requires specific purchase rules and regulations in order to qualify for block grants. The attached policy is updated to reflect the department's rules. The change to our current policy is the addition of criteria for qualified bidders.

Respectfully submitted,

Glenn Rodden
City Administrator

POLICY STATEMENT

SUBJECT: PURCHASING RULES AND REGULATIONS

DATE: August 6, 2013

Policy Statement

The acquisition of all goods and/or services made by or on behalf of the City of Beloit, its departments, officials and authorized agents shall be made by the City in accordance with the Purchasing Procedures, and in a manner and method which provides for the most proficient and effective expenditure of City taxpayer and the prevention of waste, conflict and corruption; provides for accurate auditable documentation; provides for equal access and opportunity, in an open and competitive market environment, to all suppliers without regard to factors unrelated to quality, cost and availability of the goods and/or services; and which complies fully with all applicable Federal, State and Local laws, rules and regulations.

Section I – Purchasing Procedure

Within budget authorizations all contracts for goods and services necessary for the operation of the City shall be made through the use of sequentially numbered purchase order requisitions formal contracts approved by the Mayor and the City Council. Authorized agents who may purchase for the City are the Mayor, City Administrator, City Clerk, Department Heads and their respective designated representatives.

No purchase order requisition is authorized unless it is certified by an authorized agent that the goods or services are necessary and proper for City purposes as permitted by statute and ordinances governing expenditures of City funds and under penalties there from, that such purchase is within budget authorizations, that such purchase be within authorized agent limitations hereinafter delineated and that procedures required by this policy are followed.

Section II – Protection of Purchased Goods and Services

All items purchased by authorized agents of the City shall be properly received, accounted for, stored and used under the direction of appropriate administration personnel. Strict accountability for the proper use of equipment, goods and services will be required. All items of a capital nature with a value over \$3,000, shall be accounted for by an asset inventory by item, original value, location and responsible department official so that at all times the various assets of the City are under appropriate accountability. All purchases must be receipted upon delivery by authorized agents of the City and attested to that the goods or services were received as specified and that appropriate payment is so authorized.

Section III – Payment Process Requirement for Purchases

A properly executed purchase order requisition may be processed for payment by City Accounting personnel upon receipt of a copy of the issued purchase order requisition and a copy of the goods and services receipt. Payment may be made when it is determined that proper procedures have been followed, budget restrictions met and purchase limitations adhered to.

Section IV – Purchasing Authorization

Authorized agents are permitted to purchase goods and services for the City within limits as follows:

- A. Department Heads and their designated representatives are authorized to issue a purchase order for an amount not to exceed \$1,500.
- B. The City Administrator or his/her designated representative is authorized to issue a purchase order for an amount up to \$5,000. However for these specific items the City Administrator may purchase up to the amount listed:

Diesel Fuel.....	\$25,000
Gasoline.....	\$25,000
Road Oil.....	\$25,000
Water Treatment Chemicals.....	\$15,000

- C. The Mayor is authorized to issue a purchase order for an amount up to \$10,000, in an emergency when the special powers and duties of the Mayor may be assumed as he/she may so specify.
- D. All purchase orders, except those specified in “B” above, exceeding \$5,000, except in emergencies, shall be authorized only by the Mayor and the City Council. All emergency purchases shall be reported to the City Council as soon as possible.
- E. In any situation declared by an authorized agent to be an emergency where by the necessary and efficient operation of the city is in jeopardy and/or to save life, preserve health or protect property, said authorized agent is directed to assume the limitation of purchase authority designated hereinafter for the City Administrator within administrative guidelines to be established.

Section V – Price Quotations and Bidding

The following provisions shall be followed to insure fair and competitive purchasing for the City:

- A. **Competitive Quotes.** All purchase orders issued for amounts of \$1,501 to \$5,000, shall be signed by the City Administrator or his/her designated representative and shall be issued only after receiving competitive price quotations. The purchase shall be made through the firm or person providing the lowest and best quote.
- B. **Competitive Bids.** For all purchases or contracts in excess of \$5,000, sealed bids shall be obtained and no purchase orders shall be issued for any item over \$5,000 without the approval of the Mayor and City Council. A minimum of ten (10) calendar days shall elapse from the time a notice is published in the official newspaper giving the date, time and place where bids will be opened and the place where specifications may be obtain *and* has been sent to at least three (3) appropriate bidders before bids may be opened. The purchase or contract shall be awarded to the best qualified bidder as determined by the Mayor and City Council.
- C. **Emergency Purchases.** If a purchase or contract in excess of \$10,000, is of an emergency nature, the bid procedure may be waived and a price quotation procedure followed. In no case, under emergency conditions, shall any contract obligating the City in total to an amount in excess of \$10,000, be entered into without prior approval of the Mayor. All such emergency purchases shall be reported in writing to the Mayor and City Council as soon as possible.

D. **Bid Procedure Exceptions.** When it is in the best interest of the City, a single supplier or contract may be selected to provide goods and services under the following conditions:

1. The supplier provides a special line of equipment or service not available from other suppliers in the Beloit area or is a single distributor in a given jurisdiction for the type of equipment desired.
2. The item or service to be purchased is for the repair or replacement of parts to existing equipment or to be compatible with existing equipment requiring that the service or purchase be provided by a recognized supplier or dealer of the product.
3. Where the proven quality of a product or service is substantially above all other suppliers of a like product or service in the area.
4. A contract for professional services that in the opinion of the appropriate Department would be best served by contracting with a specific individual or firm.

Section VI – Quantity Purchasing

Authorized agents shall review the needs for supplies of materials and services and will be expected to purchase in quantity to obtain the most effective use of the budgeted allocations. The City Administrator shall be consulted as to volume purchasing and joint bidding possibilities for common departmental needs.

Section VII – Local Firm Preference

In all cases it is the purchasing policy of the City of Beloit that where purchases may be made from a firm located within Beloit, that firm will be encouraged to bid or quote on City purchases and if submitting a bid for an amount equal to the lowest bid, the Beloit firm or person shall receive preference in purchase or contract awarding.

Section VIII – Administrative Rules

The City Administrator is authorized and directed to issue any administrative rules, guidelines or procedures as deemed appropriate for the execution of this policy.

Section IX – Qualifications of bids and or Proposals

All bids and or proposals must meet specified qualifications of the bid or proposal notices to be accepted.

1. Bids will be awarded to the “lowest responsible bidder” based on the following criteria:
 - a. Performance of vendor
 - b. Service provided promptly without delay
 - c. Quality of past performance with the City
 - d. Financial resources of vendor
 - e. Compliance with laws and ordinances
 - f. Quality of supplies of services offered
 - g. The City shall have the authority to require bid deposits be submitted
2. Bids submitted after the bid deadline will not be opened or considered

3. Bid tabulations should be filed/attached with project or service contracts or with invoice for equipment purchases. Original bid documents are to be maintained by the City Clerk.
4. Construction contracts for capital improvements shall be approved by the City Council prior to execution, as should change orders to existing contracts.

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:		
August 6, 2013	BOBCAT LEASE		
ORIGINATING DEPARTMENT:	TYPE OF ACTION:	<input type="checkbox"/> ORDINANCE	<input type="checkbox"/> RESOLUTION
Power Plant		<input checked="" type="checkbox"/> FORMAL ACTION	<input type="checkbox"/> OTHER

RECOMMENDATION:

I recommend that the council approve the lease of a Bobcat from Bobcat of Salina.

FISCAL NOTE:

- The direct cost associated with approval of this item is \$1,450.00 per year.

DISCUSSION:

The power plant foreman is requesting that the city enter into a year-to-year lease agreement with Salina Bobcat to replace an aging piece of equipment at the power plant.

Respectfully submitted,

Glenn Rodden
City Administrator

City Of Beloit Power Plant
215 South Chestnut ST.
Beloit, Kansas 67420



Tel No (785) 738-5121
Fax No (785) 534-1613

To: Glenn Rodden
From: Henry Eilert

Reference Bobcat:

Glenn I was asked to type this letter explaining why we would like to lease a new bobcat; from bobcat of Salina instead of buying one. We can purchase a new bobcat for \$33,583.00, but all of the up keep would be on the city.

We can lease a bobcat for \$1,450.00 for one year. Or (12-Months) and the only up keep the city would be responsible for is changing the oil and filters.

Bobcat out of Salina would bring and change out the old bobcat with a new bobcat every year for a price right around the \$1,450.00 the price might vary just a bit from year to year.

The Bobcat that they would bring us would be a S590 Bobcat and it would come with 48" pallet forks, and a 64" bucket.

The Bobcat we have now is a Clark 530 Bobcat and the City purchased this bobcat in the early 80's and it was used then.

The bobcat is wore out from all of the use; systems operations used this bobcat for years before it came back to the power plant.

The controls are wore out along with the hydraulic pump witch leaks a lot of hydraulic oil a new hydraulic pump was estimated around \$3,000 to \$3,500 dollars to stop the hydraulic leaks.

The bobcat we have now is becoming a safety concern; the back end is to light to pick up heavy loads. Many times we have had to have someone stand on the back end when picking up heavy loads.

The new cooling system takes more water chemicals so when we order in chemical it comes in four barrels on a pallet at a time, the only way the bobcat we have now would pick up these barrels up from the back of the truck would be for us to unload one barrel at a time. And even this is risky because of the condition of the bobcat we have now.

Therefore I would like to request your permission to lease the new bobcat from bobcat out of Salina Kansas for \$1,450.00 Instead of buying one.

Thank You very much for your consideration on this matter.

Henry Eilert
Power Plant Operations Foreman

Henry Eilert

Ron Sporleader
Director of Electric Operations

Ron Sporleader



Bobcat of Salina



721 West Diamond Drive • Salina, KS 67401 • Ph (785) 827-2287 • Fax (785) 827-2289

PURCHASE AGREEMENT

Sold to City of Bolivar - Power Plant Date 20 13
 Address 1197 W. Horseshoe Ave City Bolivar State KS Zip 67420

The undersigned (the "Purchaser") hereby purchases from Bobcat of Salina (the "Seller") the following product and/ or equipment, at the following prices and on the following terms, for which Purchaser agrees to pay directly to Seller the Cash Delivery Price shown below.

NEW USED DEMO	YEAR	MAKE	MODEL	SERIAL NO.	COLOR	PRICE
()	2013	Bobcat	S570	ANNM12571	WHT.	\$ 4999.00
Additional Equipment			Additional Equipment		BASE PRICE	
			6712927 - Bobcat Forklift		\$	4316.00
			6710722 - Bobcat Forklift		\$	377.00
			6711711 - Bobcat Forklift		\$	765.00
			6711711 - Bobcat Forklift		\$	171.00
			6711711 - Bobcat Forklift		\$	1234.00
			6711711 - Bobcat Forklift		\$	52133.00
TOTAL SELLING PRICE						
LESS TRADE IN						
CASH DIFFERENCE						
PLUS SALES TAX						Government Agency
MISC						
LESS DEPOSIT						
DESCRIPTION OF TRADE IN					BALANCE ON DELIVERY	
YEAR	MAKE	MODEL	SERIAL NO.		\$ 1450.00	

POINT OF DELIVERY Annual Lease \$1450.00 DELIVERY DATE OR EVENT CONTROLLING DELIVERY _____

Special Terms and Remarks: _____

This purchase agreement when accepted by the Seller becomes a binding contract of purchase and sale of the products shown hereon upon the terms and conditions specified. This agreement can be accepted for Seller only by its President or Vice President (corporate officer). No other person has any authority, expressed or implied, to accept this agreement for Seller.

Salesman Brady Niessen

Accepted by: _____
Bobcat of Salina
 (Seller)

By David Mullett
 Title Office Manager
 Date _____

THE UNDERSIGNED PURCHASER AGREES THAT HE HAS READ ALL THE TERMS AND PROVISIONS OF THIS AGREEMENT, INCLUDING THE TERMS, CONDITIONS, WARRANTY AND LIMITATIONS OF LIABILITY SET OUT ON THE REVERSE SIDE HEREOF, AND THAT THE SAME ARE INCLUDED IN AND ARE A PART OF THIS AGREEMENT, AS IF ALL OF THEM WERE SET FORTH IN FULL ON TH FACE HEREOF.

Purchaser (X)
 By _____ Title _____
 Date (X) _____

WHITE: Office
 YELLOW: Office
 PINK: Customer



Bobcat of Salina, Inc.

721 West Diamond Drive
Salina, KS 67401

Invoice

Date	Invoice #
7/24/2013	043854

Bill To
CITY OF БЕЛОIT 119 N. HERSHEY AVE. BELOIT, KS 67420 ATTN: MIKE HAEFFELE

Make, Model, Serial #		P.O. Number	Terms	EQUIP #
S590		POWER PLANT	Due on receipt	ANMN12571
Quantity	Description	Rate	Serviced	Amount
1	S590 BOBCAT LOADER #ANMN12571	49,991.00		49,991.00T
1	PALLET FORK FRAME	426.00		426.00T
1	48" PALLET TEETH	379.00		379.00T
1	68" LOW PRO BUCKET	963.00		963.00T
1	68" CUTTING EDGE	171.00		171.00T
	MUNICIPAL CREDIT	-18,347.00		-18,347.00
	DEALER DISCOUNT	-32,133.00		-32,133.00

Periodic finance charge assessed monthly 18% minimum of \$5.

THANK YOU FOR MAKING US YOUR "BOBCAT HEADQUARTERS". PLEASE PAY FROM THIS INVOICE. There is a 10% restocking fee on special orders. SHIPPING AND FREIGHT CHARGES ARE NON REFUNDABLE. NO RETURNS ELECTRICAL ITEMS OR PARTS THAT HAVE BEEN INSTALLED. IN STORE CREDIT WILL BE APPLIED TO CUSTOMER ACCOUNT.

Subtotal	\$1,450.00
Sales Tax (0.0%)	\$0.00
Total	\$1,450.00
Payments/Credits	\$0.00

Phone #	Fax #	E-mail	Web Site
785/827/ CATS (22...	785/827/2289	jaredg@bobcatofsalina.com	www.bobcatofsalina.com



Bobcat.

Product Quotation

Quotation Number: 19054D019236

Date: 2013-07-24 16:13:14

Ship to	Bobcat Dealer	Bill To
BELOIT POWER PLANT BELOIT, KS Phone: (785) 738-5121	Bobcat of Salina, Inc., Salina, KS 721 WEST DIAMOND DRIVE SALINA KS 67401 Phone: (785) 827-2287 Fax: (785) 827-2289 Contact: Mike Harvey Phone: (785) 827-2287 Fax: (785) 827-2289 Cellular: 785-577-3131 E Mail: mike@bobcatofsalina.com	BELOIT POWER PLANT BELOIT, KS Phone: (785) 738-5121

Description	Part No	Qty	Price Ea.	Total
S590 T4 Bobcat Skid-Steer Loader	M0261	1	\$40,322.00	\$40,322.00
A51 Option Package	M0261-P01-A51	1	\$4,544.00	\$4,544.00
Cab Enclosure with Heat and AC Suspension Seat	Power Bob-Tach Cab Accessories Package			
Two Speed, Engine Block Heater	M0261-P03-F20	1	\$1,565.00	\$1,565.00
Selectable Joystick Controls (SJC)	M0261-R01-C04	1	\$2,195.00	\$2,195.00
Radio	M0261-R26-C02	1	\$397.00	\$397.00
68" Low Profile Bucket	6731418	1	\$963.00	\$963.00
--- Bolt-On Cutting Edge, 68"	6718006	1	\$171.00	\$171.00
Pallet Fork Frame	6712927	1	\$426.00	\$426.00
--- 48" Pallet Fork Teeth	6540182	1	\$379.00	\$379.00
Total of Items Quoted				\$50,962.00
Dealer P.D.I.				\$150.00
Freight Charges				\$765.00
Dealer Assembly Charges				\$53.00
Discount	MUNI DISCOUNT			(\$18,347.00)
Quote Total - US dollars				\$33,583.00

Notes:

1 year lease \$1450.00.

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.
Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____

