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CITY COUNCIL AGENDA

Tuesday, January 2, 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. CONSENT AGENDA
 - A. 12/18/12 City Council Meeting Minutes
 - B. Appropriations 1A
6. ORDINANCES
 - A.
7. RESOLUTIONS
 - A.
8. FORMAL ACTIONS
 - A. Schwab-Eaton Engineering Agreement
9. CLOSED SESSION
 - A.

10. ADJOURNMENT

WORK SESSION AGENDA

1. CORRESPONDENCE AND STAFF REPORTS
 - A. City Attorney Report
 - B. City Administrator Report
2. DISCUSSION ITEMS
 - A. Comprehensive Plan
 - B. Fee Resolution
3. ADJOURNMENT

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

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

BELOIT CITY COUNCIL MEETING MINUTES
December 18, 2012

The Beloit City Council met in regular session on December 18, 2012 in the Council Chamber. Mayor Tom Naasz called the meeting to order at 7:00 p.m. City Council members in attendance were Pat Struble, Kent Miller, Rick Brown, Robert Petterson, Bob Richard, Lloyd Littrell, Matt Otte, and Frank Delka. Also present were City Administrator Glenn Rodden, City Attorney Katie Cheney, and City Clerk Amanda Lomax.

Department heads in attendance were Kendal Francis, Mike Haeffele, Chris Jones, Ronnie Sporleder, and Heather Hartman.

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

Councilor wanted to extend condolences and prayers to the victims of Newtown, CT. Councilor Richard thanked staff for the Christmas Party. Councilor Petterson is thankful for the rain.

City Administrator Glenn Rodden reported on the following: 1. The Transportation Department is working on the Business District when weather permits. 2. The automated meter reading system is still being installed. 3. More of the walking trail is being constructed. 4. John Cashatt with Swab-Eaton is working on K-14 bids for next year. 5. Citizens are receiving letters from an insurance company about extra insurance for waterlines. The City of Beloit is not putting the letters out.

The Consent Agenda consisted of December 4, 2012 Council Meeting Minutes, and appropriations 12B. A motion was made by Councilor Richard and seconded by Councilor Brown to approve the consent agenda in its entirety with an amendment to correct the minutes on page two, first paragraph. Roll call vote yeas: Littrell, Richard, Delka, Struble, Petterson, Brown, Miller, and Otte. Nays: None.

Staff is recommending Council approve Resolution 2012-13 declaring the building at 113-115 East Main Street meets the definition of a blighted building under the state guidelines. The declaration makes this building eligible for funding under the States block grant program addressing blight in downtown areas. A motion was made by Councilor Miller and seconded by Councilor Brown to approve Resolution 2012-13 declaring the building at 113-115 East Main Street meet the definition of a blighted building under the state guidelines. Roll call votes yeas: Littrell, Richard, Delka, Struble, Petterson, Brown, Miller, and Otte. Motion carried 8-0. Nays: None.

Staff is recommending Council approve the Healthy Family Coalition Proclamation. The Healthy Family Coalition Proclamation is to raise awareness about impaired driving in Mitchell County. A motion was made by Councilor Struble and seconded by Councilor Petterson to approve the Healthy Family Coalition Proclamation. Motion carried 8-0. Nays: None.

Staff is recommending that Council approve moving next Council Meeting from January 1st, 2013 to January 2nd, 2013. The regular scheduled meeting falls on a holiday. A motion was made by Councilor Richard and seconded by Councilor Delka to approve moving next Council Meeting from January 1st, 2013 to January 2nd, 2013. A motion carried 8-0. Nays: None.

Staff is recommending that Council approve a cost of living adjustment (COLA) in the amount of 2.2% for all city employees effective the first pay period in January 2013. A motion was made by Councilor Richard and seconded by Councilor Otte to approve a cost of living adjustment (COLA) in the amount of 2.2% for all city employees effective the first pay period in January 2013. Motion carried 7-1. Nays: Littrell.

A motion was made by Councilor Brown and seconded by Councilor Struble to Adjourn the Council Meeting. Motion passed 8-0. The meeting ended at 7:20 p.m.

The work session began at 7:20 p.m. City Council members in attendance were Pat Struble, Robert Petterson, Frank Delka, Kent Miller, Lloyd Littrell, Matt Otte, Rick Brown and Bob Richard. Also present were City Administrator Glenn Rodden, City Attorney Katie Cheney, and City Clerk Amanda Lomax.

Department heads in attendance were Kendal Francis, Mike Haeffele, Chris Jones, Ronnie Sporleder, and Heather Hartman.

City Administrator Glenn Rodden and Code Enforcement Officer Chris Jones discussed with Council about request for proposals for a comprehensive plan for the City of Beloit. The request for proposals for the comprehensive plan will be discussed in work session next meeting.

Council looked over expenses and current lease summaries for the North Campus.

Work Session ended 7:49 p.m.

TOM NAASZ, Mayor

ATTEST:

AMANDA LOMAX, City Clerk

Accounts Payable Detail Listing

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		<u>Account#</u>	<u>Work Order</u>			<u>Description</u>			<u>Debit</u>	<u>Credit</u>
8	ACE HARDWARE									
52637		12/31/2012	1/3/2013		65.42		12/13/2012	12907		Posted
	10-18-6000					428455 SRAYPAINT			15.96	0.00
	10-18-6000					428473 CHOPSAW WHEEL			7.99	0.00
	10-18-6000					428474 CHOPSAW WHEEL			7.99	0.00
	10-18-6000					428491 SLEDGE HAMMER HANDLE			13.99	0.00
	10-18-6000					428756 HARDWARE			9.00	0.00
	10-19-6000					428875 CARPET CLEANER			10.49	0.00
									<u>65.42</u>	<u>0.00</u>
52642		12/31/2012	1/3/2013		33.13		12/11/2012	13972		Posted
	10-15-6000					428343 antifreeze			19.16	0.00
	10-15-6000					428380 paint & brushes			9.48	0.00
	10-15-6000					428384 paint			4.49	0.00
									<u>33.13</u>	<u>0.00</u>
21	ALCO-DUCKWALL STORES INC									
52598		12/31/2012	1/3/2013		56.07	22108607	12/20/2012	13951		Posted
	10-11-6000					supplies			56.07	0.00
52618		12/31/2012	1/3/2013		9.97	22108595	12/17/2012	12859		Posted
	10-12-6110					office supplies			9.97	0.00
52633		12/31/2012	1/3/2013		12.78	221-08604	12/19/2012	12904		Posted
	10-18-7310					FRAMES FOR TREE CITY AWARDS			12.78	0.00
813	AMERIPRIDE SERVICES INC.									
52643		12/31/2012	1/3/2013		58.61	2300232493	12/14/2012	13971		Posted
	10-15-6000					rags & mat service			58.61	0.00
2086	AWARDS NETWORK									
52595		12/31/2012	1/3/2013		14.61	420588	12/18/2012	13956		Posted
	53-41-6000					portfolio reprint			14.61	0.00
80	BELOIT TYPEWRITER EXCHANGE									
52605		12/31/2012	1/3/2013		44.23	359169	12/17/2012	13021		Posted
	53-41-6000					calendars			44.23	0.00
2590	SARAH BODEN									
52585		12/31/2012	12/31/2012		91.21		12/14/2012	13955		Ck# 68061 Printed
	10-11-6000					Xmas Party prizes - Scentsy			91.21	0.00
91	BOETTCHER SUPPLY INC									
52606		12/31/2012	1/3/2013		43.16		11/20/2012	12356		Posted
	51-43-8100					772978-1 10' of 2" PV Duit			150.02	0.00
	51-43-8100					776367-1 return 2" PV Duit			0.00	150.02
	51-43-8100					776221-1 adptr, bushing & tee			2.88	0.00
	51-43-8100					776368-1 1/2" PV Duit			40.28	0.00
									<u>193.18</u>	<u>150.02</u>
52610		12/31/2012	1/3/2013		40.28	775539-1	12/12/2012	12355		Posted
	51-43-8100					1/2" PV Duit			40.28	0.00
52622		12/31/2012	1/3/2013		13.36		12/14/2012	10847		Posted
	53-43-6000					775797-1 handling charge			10.00	0.00
	53-43-6000					775846-1 AA batteries			3.36	0.00
									<u>13.36</u>	<u>0.00</u>
52636		12/31/2012	1/3/2013		224.60	776493-1	12/20/2012	12908		Posted
	10-18-6000					DISCONNECT FOR WRESTLING ROOM			224.60	0.00
52646		12/31/2012	1/3/2013		355.01	775055-1	12/7/2012	12500		Posted
	10-22-4360					conduit, wire & electrical parts			355.01	0.00
256	BRENNTAG SOUTHWEST INC									
52614		12/31/2012	1/3/2013		1,480.82	BSW364281	12/12/2012	12603		Posted
	51-41-6170					bulk ammon sulfate			1,480.82	0.00
109	SPORT SUPPLY GROUP-BSN SPORTS									
52631		12/31/2012	1/3/2013		261.43	95055754	12/10/2012	12902		Posted
	10-17-6800					TEE SHIRTS FOR YOUTH BASKETBALL			261.43	0.00
1258	BUMPER TO BUMPER AUTO PARTS									
52635		12/31/2012	1/3/2013		57.75	597841	12/18/2012	12906		Posted
	10-18-6000					COMBINATION WRENCH			57.75	0.00

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1258 BUMPER TO BUMPER AUTO PARTS (continued)								
52650	12/31/2012	1/3/2013	61.04		12/3/2012	12499		Posted
	25-00-4310			596650 respirator			49.43	0.00
	25-00-4310			596651 return credit			0.00	35.06
	25-00-4310			597896 wiper blade			5.03	0.00
	25-00-4310			597986 glass cleaner			41.64	0.00
							<u>96.10</u>	<u>35.06</u>
124 CARRICO IMPLEMENT								
52620	12/31/2012	1/3/2013	47.25		12/18/2012	10850		Posted
	53-43-4330			IA29221 chain			37.04	0.00
	53-43-4330			IA29226 offset links			10.21	0.00
							<u>47.25</u>	<u>0.00</u>
52651	12/31/2012	1/3/2013	84.75		12/6/2012	12498		Posted
	25-00-4310			IA28501 valve			25.75	0.00
	25-00-4310			IA29279 emory cloth, sealant			27.72	0.00
	25-00-4310			IA29293 hyd hose			31.28	0.00
							<u>84.75</u>	<u>0.00</u>
126 CATLIN'S FRIENDLY IGA								
52599	12/31/2012	1/3/2013	26.30	3172	12/17/2012	13950		Posted
	10-14-6000			paper products/supplies			26.30	0.00
52652	12/31/2012	1/3/2013	41.72		12/11/2012	12497		Posted
	10-15-6000			5540 paper supplies			22.58	0.00
	10-15-6000			0392 first aid supplies			19.14	0.00
							<u>41.72</u>	<u>0.00</u>
158 COMPUTER SOLUTIONS INC								
52619	12/31/2012	1/3/2013	57.50	152972	12/17/2012	12860		Posted
	10-12-4320			service call for copier repair			57.50	0.00
52641	12/31/2012	1/3/2013	28.75	153056	12/20/2012	12863		Posted
	10-12-4320			technical service			28.75	0.00
52668	12/31/2012	1/3/2013	261.00	153213	12/21/2012	12847		Posted
	10-13-6000			ink toner cartridges			261.00	0.00
2152 CONSTELLATION NEW ENERGY GAS DIVISION								
52584	12/31/2012	12/31/2012	3,790.63	0008302537	12/13/2012	13962		Ck# 68062 Printed
	10-19-6210			Acct #RG-85280 - N Campus Gas Billing			3,790.63	0.00
193 DOLLAR GENERAL STORE-MSC-410526								
52597	12/31/2012	1/3/2013	22.88		12/14/2012	13952		Posted
	10-11-6000			#1000160234 X-mas party supplies			24.50	0.00
	10-11-6000			#1000160289 exchange			0.00	1.62
							<u>24.50</u>	<u>1.62</u>
2188 EMERGENCY FIRE EQUIPMENT INC								
52587	12/31/2012	1/3/2013	346.42	24332	12/20/2012	13966		Posted
	10-14-2911			14" Pull-on boots			346.42	0.00
222 FARMWAY COOP INC.								
52653	12/31/2012	1/3/2013	536.32		12/7/2012	12496		Posted
	25-00-6260			8731 fuel			118.29	0.00
	25-00-6260			111-029433 fuel			83.09	0.00
	25-00-6260			111-029451 fuel			119.27	0.00
	25-00-6260			111-029453 fuel			99.59	0.00
	25-00-6260			111-029458 fuel			116.08	0.00
							<u>536.32</u>	<u>0.00</u>
387 FLEX ONE-AFLAC								
52588	12/31/2012	1/3/2013	75.00	589566ER	12/17/2012	13965		Posted
	10-11-3000			employee flex benefits - AFLAC			75.00	0.00
427 FOLEY EQUIPMENT INC								
52654	12/31/2012	1/3/2013	200.38		12/12/2012	12495		Posted
	25-00-4310			PCSL1199393 seal kit			91.13	0.00
	25-00-4310			PCSL1200157 injection nozzle			187.30	0.00
	25-00-4310			PCSC0169373 injector core credit			0.00	78.05
							<u>278.43</u>	<u>78.05</u>

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1922 JNT COMPANY LLC (continued)								
52667	12/31/2012	1/3/2013	4,896.99		12/15/2012	13954		Posted
	10-11-3000				#976 web hosting fees		250.00	0.00
	53-43-7200				#1010 final web design & programming		2,646.99	0.00
	52-43-7200				#1010 final web design & programming		1,500.00	0.00
	51-43-7200				#1010 final web design & programming		500.00	0.00
							<u>4,896.99</u>	<u>0.00</u>
924 KANSAS ASSOCIATION CITY COUNTY MGMT								
52593	12/31/2012	1/3/2013	115.00		12/18/2012	13959		Posted
	10-11-5410				#13-178 Glenn Rodden dues		70.00	0.00
	51-41-5410				#13-65 Kendal Francis dues		45.00	0.00
							<u>115.00</u>	<u>0.00</u>
2359 KANSAS CORPORATION COMMISSION								
52669	1/3/2013	1/3/2013	192.56		1/1/2013	14058		Posted
	10-11-3000				Katie Cheney - 1409 N Bell		64.40	0.00
	10-11-3000				Frasier/Johnson - 116 N Hersey		67.33	0.00
	10-11-3000				Darwin Wiles - 627 E 3rd		60.83	0.00
							<u>192.56</u>	<u>0.00</u>
356 KANSAS DEPARTMENT OF REVENUE-ABC								
52660	12/31/2012	12/31/2012	200.00		12/28/2012	13969		Ck# 68063 Printed
	10-11-3000				CMB Lisences fees (8 renewal stamps)		200.00	0.00
1027 KANSAS MAYORS ASSOCIATION								
52591	12/31/2012	1/3/2013	50.00	13-48	12/17/2012	13961		Posted
	10-11-5410				2013 membership dues		50.00	0.00
1887 KMEA GRDA OPERATING FUND								
52601	12/31/2012	1/3/2013	62,009.31	GRDA-BE-13-01	12/13/2012	13017		Posted
	53-41-6220				GRDA Power Supply billing - Jan 2013		62,009.31	0.00
556 KMEA WAPA OPERATING FUND								
52600	12/31/2012	1/3/2013	19,735.33	WAPA-BL-12-12	12/7/2012	13004		Posted
	53-41-6220				WAPA Hydro power supply billing-Dec 201		19,735.33	0.00
2485 KRAMES STAYWELL, LLC								
52628	12/31/2012	1/3/2013	268.97	6847143	12/18/2012	12910		Posted
	10-21-2400				lifeguarding manuals		268.97	0.00
52629	12/31/2012	1/3/2013	180.00		12/26/2012	12911		Posted
	10-17-7501				HERB SIGNS FOR COMMUNITY GARDEI		180.00	0.00
393 STEVE KRIER								
52623	12/31/2012	1/3/2013	90.00	49	12/26/2012	10851		Posted
	53-43-3000				employee boot reimbursement		90.00	0.00
394 KRIERS' AUTO PARTS								
52616	12/31/2012	1/3/2013	44.40	123858	12/17/2012	12843		Posted
	10-13-4310				wiper blades		44.40	0.00
52655	12/31/2012	1/3/2013	204.68		12/11/2012	12492		Posted
	25-00-4310				123458 enamel paint		14.38	0.00
	25-00-4310				123478 oil filter		15.54	0.00
	25-00-4310				123739 enamel paint		86.28	0.00
	25-00-4310				124030 wiper blades		64.26	0.00
	25-00-4310				124044 wiper blade		24.22	0.00
							<u>204.68</u>	<u>0.00</u>
395 KRIZ-DAVIS CO								
52624	12/31/2012	1/3/2013	7,357.82		12/12/2012	10846		Posted
	53-43-6000				S100523573-001 wood braces		1,339.13	0.00
	53-43-6000				S100513503-001 clampstick tool		73.70	0.00
	53-43-6000				S100517051.001 loadbreak tap, extender		1,188.45	0.00
	53-43-6000				S100523856.001 4" bore-gard conduit		4,756.54	0.00
							<u>7,357.82</u>	<u>0.00</u>
52638	12/31/2012	1/3/2013	40.41	s100480178.001	12/14/2012	13949		Posted
	53-43-1100				TAX NOT PAID FROM INVOICE		40.41	0.00
805 KRONE'S SERVICE CENTER, INC								
52617	12/31/2012	1/3/2013	207.00	8589	11/27/2012	11621		Posted
	10-13-3000				Case #1200536 - wrecker call service		207.00	0.00

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805	KRONE'S SERVICE CENTER, INC (continued)									
52649		12/31/2012	10-15-6000	1/3/2013	210.90	8631	gloves	12/4/2012	12494	Posted
									210.90	0.00
1037	LATTIN AVIATION-TRAVIS LATTIN									
52663		1/3/2013	10-22-3000	1/3/2013	1,200.00		Jan 2013 Airport service contract	1/1/2013	14054	Posted
									1,200.00	0.00
1667	LAW ENFORCEMENT SYSTEMS INC									
52615		12/31/2012	10-13-6110	1/3/2013	161.00	178299	case file envelopes	12/12/2012	12844	Posted
									161.00	0.00
188	LAWSON PRODUCTS INC									
52603		12/31/2012	53-41-6000	1/3/2013	102.03	8301300303	trash liners	12/10/2012	13020	Posted
									102.03	0.00
2112	LINDE LLC CHARLOTTE NC									
52613		12/31/2012	51-41-6170	1/3/2013	369.60	46606248	7700 lbs carbon dioxide	12/5/2012	12611	Posted
									369.60	0.00
459	MISSISSIPPI LIME CO									
52611		12/31/2012	51-41-6170	1/3/2013	4,595.52	1057390	24 tons lime	12/12/2012	12610	Posted
									4,595.52	0.00
470	MITCHELL COUNTY SOLID WASTE									
52648		12/31/2012	25-00-6000	1/3/2013	8.10	019361	dump fees	12/10/2012	12493	Posted
									8.10	0.00
476	JOHN ADAM MOSHER									
52657		12/31/2012	52-43-2911	1/3/2013	90.00		employee boot reimbursement	12/26/2012	12361	Posted
									90.00	0.00
2480	MUELLER SYSTEMS, LLC									
52612		12/31/2012	51-41-7490	1/3/2013	3,480.00		2535137 water nodes	12/11/2012	12613	Posted
			51-41-7490				2535935 meter installs			0.00
									1,020.00	0.00
									<u>3,480.00</u>	<u>0.00</u>
342	MUNICIPAL SUPPLY INC. OF NEBRASKA									
52608		12/31/2012	51-43-8100	1/3/2013	652.00	0520395IN	round foam pads	12/11/2012	12358	Posted
									652.00	0.00
827	NETWORKS PLUS									
52626		12/31/2012	10-11-3360	1/3/2013	326.00		104234 service contract	12/15/2012	13968	Posted
			10-11-3360				104371 technical service			0.00
									265.00	0.00
									61.00	0.00
									<u>326.00</u>	<u>0.00</u>
1391	NRG ENERGY SERVICES LLC									
52602		12/31/2012	53-41-4360	1/3/2013	1,809.76	IN121846	rebuilt repeater	11/9/2012	13018	Posted
									1,809.76	0.00
52604		12/31/2012	53-41-4360	1/3/2013	552.02	IN121878	rebuilt repeater from engine #7	11/15/2012	13019	Posted
									552.02	0.00
1327	OLSSON ASSOCIATES									
52666		12/31/2012	41-00-8412	1/3/2013	2,524.18	183505	Project #012-0016 Rice compliance	12/13/2012	14057	Posted
									2,524.18	0.00
526	RODNEY PILCHER									
52645		12/31/2012	10-15-2911	1/3/2013	50.87		employee boot reimbursement	12/26/2012	13967	Posted
									50.87	0.00
530	PITNEY BOWES									
52596		12/31/2012	10-11-3000	1/3/2013	1,407.00	3848488-DC12	mailing system lease	12/13/2012	13953	Posted
									1,407.00	0.00
1155	PLUM CREEK RESTAURANT, LLC									
52594		12/31/2012	10-11-6000	1/3/2013	1,610.00	446	catering services for xmas party	12/19/2012	13958	Posted
									1,610.00	0.00
2591	PROGRESSIVE BUSINESS PUBLICATIONS									
52625		12/31/2012	53-43-3000	1/3/2013	230.00	578697003	publication renewal	12/6/2012	10849	Posted
									230.00	0.00

Accounts Payable Detail Listing

City of Beloit

Vend# Vendor Name									
<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>Credit</u>
	<u>Account#</u>	<u>Work Order</u>			<u>Description</u>		<u>Debit</u>		
2425 PROCALL, LLC (continued)									
52661	1/3/2013	1/3/2013	364.00		1/1/2013	12862		Posted	
	10-13-5310				Jan 2013 office phone service		364.00		0.00
52662	1/3/2013	1/3/2013	1,199.22		1/1/2013	12861		Posted	
	10-12-7460				2013 Summit License & Support fees		1,199.22		0.00
2226 REACTION ENGINEERING INC									
52632	12/31/2012	1/3/2013	15,015.00	14587	12/14/2012	12903		Posted	
	10-19-6170				BOILER CHEMICALS FOR N CAMPUS		15,015.00		0.00
488 SCHWAB EATON BELOIT									
52592	12/31/2012	1/3/2013	2,224.00	12.051	12/1/2012	13960		Posted	
	30-00-3000				KDOT entrance application/traffic study		2,224.00		0.00
607 SHAMBURG OIL COMPANY									
52609	12/31/2012	1/3/2013	115.01	355272	12/17/2012	12357		Posted	
	51-43-6270				clear diesel		115.01		0.00
626 SOLOMON VALLEY HOME CENTER									
52607	12/31/2012	1/3/2013	27.00	10295541	12/18/2012	12360		Posted	
	51-43-8100				sakrete mix		27.00		0.00
52630	12/31/2012	1/3/2013	195.82	10295507	12/26/2012	12901		Posted	
	10-17-7502				WOOD FOR COMMUNITY GARDEN SIGN		195.82		0.00
52634	12/31/2012	1/3/2013	67.46		12/17/2012	12905		Posted	
	10-18-6000				10295487 SAKRETE		36.00		0.00
	10-18-6000				10295701 CORNER IRON		31.46		0.00
							67.46		0.00
52656	12/31/2012	1/3/2013	34.97		12/10/2012	12491		Posted	
	25-00-6000				10295017 latex paint		20.99		0.00
	25-00-6000				10295150 paint brush		5.00		0.00
	25-00-6000				10295933 spray paint		8.98		0.00
							34.97		0.00
84 ST JOHN'S SCHOOL - CROSSWALK GUARD									
52665	12/31/2012	1/3/2013	75.00		12/31/2012	14056		Posted	
	10-13-3000				Dec 2012 crosswalks		75.00		0.00
643 STANION WHSE ELECTRIC COMPANY									
52621	12/31/2012	1/3/2013	15.52	3292033-00	12/6/2012	10848		Posted	
	53-43-6000				pin & spring assy		15.52		0.00
2428 STERLING PRODUCTS INC									
52627	12/31/2012	1/3/2013	462.89	362005	12/19/2012	12909		Posted	
	10-19-6000				condensate pump		462.89		0.00
673 THOMPSON'S OK TIRE, INC									
52647	12/31/2012	1/3/2013	869.56	60755	12/3/2012	12490		Posted	
	10-15-6140				new tires for truck #25		869.56		0.00
1533 ULTRA CLEAN CAR WASH									
52639	12/31/2012	1/3/2013	117.80	82	11/30/2012	12849		Posted	
	10-13-4310				Nov. 2012 car washes		117.80		0.00
697 USD 273									
52664	12/31/2012	1/3/2013	273.00		12/31/2012	14055		Posted	
	10-13-3000				Dec 2012 crosswalks		273.00		0.00
2067 VERIZON WIRELESS SERVICES, LLC									
52589	12/31/2012	1/3/2013	43.85	2844800518	12/16/2012	13964		Posted	
	53-41-5310				Power Plant on-call phone		43.85		0.00
52590	12/31/2012	1/3/2013	160.33	2844784742	12/16/2012	13963		Posted	
	10-11-3000				Admin wireless phone service		108.40		0.00
	10-20-3000				Cemetery wireless phone service		51.93		0.00
							160.33		0.00
52640	12/31/2012	1/3/2013	153.09	2841075968	12/9/2012	12848		Posted	
	10-13-5310				PD Wireless service		153.09		0.00
52644	12/31/2012	1/3/2013	114.75	2844797223	12/16/2012	13970		Posted	
	53-43-5310				Systems Op wireless service		39.01		0.00
	52-43-5310				Systems Op wireless service		37.87		0.00
	51-43-5310				Systems Op wireless service		37.87		0.00
							114.75		0.00

Accounts Payable Detail Listing

City of Beloit

Vend# Vendor Name

<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>
2205	BRYAN VOLKEL (continued)							
52586	12/31/2012	1/3/2013	48.00		12/26/2012	12846		Posted
	10-13-5800				reimbursement for fuel purchase		48.00	0.00
			<u>144,990.10</u>	84 Non-voided payables listed.				

Report Setup
 AP - Accounts Payable Listing : Vendor Name
 Filter Options
 Starting: 12/31/2012
 Ending: 1/3/2013
 Banks: All
 Payable Status: Posted, Printed, ACH, Recorded, Unpaid
 All Vendors Selected

REQUEST FOR COUNCIL ACTION

DATE:	TITLE:
January 2, 2013	KDOT GEOMETERIC Engineering Agreement
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 city council approve the attached design engineering agreement with Schwab Eaton Engineering for the City's Geometric Improvement Grant from the Kansas Department of Transportation (KDOT).

FISCAL NOTE:

- The cost for this service will be \$68,000.00. Funding for this project would come from the city's 2013 capital improvement projects fund. The CIP fund has a balance of \$235,000.

DISCUSSION:

KDOT awarded the City of Beloit a Geometric Improvement project grant in August 2012 for the purpose of improving K-14 north of 8th Street. The next step in the project is to select a consulting engineer to do the preliminary engineering and design work.

Respectfully submitted,

Glenn Rodden
City Administrator

AGREEMENT

Between

SCHWAB-EATON, P.A., CONSULTING ENGINEERS

and

BELOIT, KANSAS

This AGREEMENT, made and entered into by and between Schwab-Eaton, P.A., Consulting Engineers, Manhattan, Kansas, party of the first part (hereinafter called the Engineer) and the City of Beloit, Kansas, party of the second part (hereinafter called the City):

WITNESSETH:

WHEREAS, the City is authorized and empowered to contract with the Engineers for the purpose of obtaining detailed plans and specifications and other professional engineering services for the following improvements:

KDOT Project No. KA-3045-01
Beloit, Kansas

WHEREAS, the Engineers are licensed in accordance with the law of the State of Kansas and are qualified to perform the professional engineering desired by the City, now, therefore,

IT IS AGREED by and between the two parties aforesaid as follows:

SECTION I - DEFINITION AND SCOPE OF PROJECT

The engineering services to be performed under this section are as follows:

1. Meet with the City and KDOT as necessary to discuss project pre-design issues, schedule, cost estimates and other related special areas of interest.
2. Design of drainage, grading, subgrade modification, paving, striping, erosion control and traffic control improvements to the portion of K-14 as defined in KDOT Project No. KA-3045-01.
3. Identify additional right of way required to complete the project and review with the City and KDOT. Legal descriptions for the right of way to be acquired will be provided to the City for use in procuring the additional right of way.
4. Prepare construction plans, special provisions (as necessary) and cost estimates for the improvements.
5. Submit detailed plans and cost estimates to the City and KDOT for review and approval.

SECTION II - RESPONSIBILITY OF THE CITY

The City shall provide information, assistance and compensation as follows:

- 1. Place at the disposal of the Engineer all records, reports, maps, plans and other data pertinent to the services required under this Agreement.
- 2. Reimburse the Engineer for the preparation of plans, specifications, cost estimates and related work for a fee in the amount of:

Design Engineering\$68,000.00

- 3. Payment shall be made as follows:
 - a. Ninety percent of the fee for the preparation of final plans, specifications and estimates once approved by the City.
 - b. Remaining ten (10) percent of the fee upon award of the construction contract.

The City agrees that this Agreement and all contracts entered into under the provisions of this Agreement shall be binding upon the present governing body of said City and their successors, in conformity with the applicable sections of current statutes of the State of Kansas.

SECTION III - MUTUAL AGREEMENTS

It is mutually agreed by the parties hereto:

- 1. That the services to be performed by the Engineer are personal and cannot be assigned, sublet or transferred without the written consent of the City.
- 2. That the right is reserved by the City to terminate this Agreement at any time, upon written notice, in the event the improvement is to be abandoned or indefinitely postponed or because of the Engineer's disability or death, or because the services of the Engineer are unsatisfactory, or failure by the Engineer to prosecute the work with due diligence or to complete the work within the time limits specified in this Agreement; provided however, that in any case the Engineer shall be paid the reasonable value of the services rendered up to the time of termination on the basis of the payment provisions of this Agreement.
- 3. That an adjustment of the Engineer's fee as stipulated in this Agreement may be made if, for any reason, the scope of the work as set forth herein is materially changed. For such additional work the Engineer will be paid actual payroll costs incurred multiplied by a factor of 2.85 to account for overhead and profit.
- 4. The Engineer may use City provided road maps, data, records and other pertinent information as necessary to complete the work and is entitled to rely upon the accuracy and completeness thereof.
- 5. The fees set forth in Section II are based on the scope of work defined by KDOT Project No. KA-3045-01. If the project substantially increases in size or scope, the Engineer shall be justified to seek additional compensation to account for the increase in project size or scope.

6. In providing services under this Agreement, the Engineer will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Upon notice to the Engineer and by mutual agreement between the parties, Engineer will without additional compensation correct those services not meeting such a standard.
7. Additional Services: Work which is not contained in this proposal, but may be added upon request, includes:
 - a. Attendance at planning board or City council meetings other than to present preliminary and final design plans.
 - b. Final infrastructure design beyond the scope of the improvements to K-14 as defined by KDOT Project No. KA-3045-01.
 - c. Design of utilities.
 - d. "As-built" surveys.
 - e. Traffic studies.
 - f. Boundary surveys.
 - g. Legal descriptions for right of way acquisition other than those required for the improvements as outlined herein.
 - h. Staking of right of way to be acquired.
 - i. Floodplain/floodway studies or permitting.
 - j. Permitting costs. Any costs associated with permitting the project will be billed directly to the City.
 - k. Construction observation.
 - l. Construction staking.

IN WITNESS WHEREOF: said parties have caused this Agreement to be signed by their duly authorized officers this _____ day of _____.

SCHWAB-EATON, P.A.
CONSULTING ENGINEERS
MANHATTAN, KANSAS



Stuart Porter, P.E., Project Manager

ATTEST:



Randy Stroede, L.S.

APPROVED:

Beloit City Administrator

ATTEST:

Beloit City Clerk

ITEMS FOR COUNCIL DISCUSSION

DATE:

January 2, 2013

TITLE:

WORK SESSION DISCUSSION

DISCUSSION:

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

1. Comprehensive Plan Request for Proposals. Enclosed is a copy of the existing comprehensive plan for the City of Beloit adopted in 1995.
2. Fee Resolution. Attached is the proposed fees schedule for 2013.

Respectfully submitted,

Glenn Rodden
City Administrator

2013 Fee Schedule

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELOIT
ADOPTING THE 2013 FEE SCHEDULE

WHEREAS, the City of Beloit, Kansas, charges fees for activities and services offered by the City; and

WHEREAS, the fees are needed to ensure the City of Beloit is compensated for the use of facilities, equipment, and services; and

WHEREAS, after reviewing the fees, the Governing Body believes that the fees are fair to both the public and the City;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Beloit that, effective January 15, 2013, City fees shall be as follows:

General Topic	Specific Topic	2013 Fees
Administration:		
Application Fees:	Variance	\$50
	Conditional Use	\$50
	Zoning Application Fees	\$50
	Plat Fee	\$50
	Building Permit Fee	.25% of estimated cost (\$25 min.)
Miscellaneous:	Economy Shop Rent	\$50 per month
	Return Check Fee	\$30
	Personnel/Operator per hour	\$25
	Commercial sign permits	\$25
	To send a fax	\$1 per page
	To make copies	\$.25 per page
	Grill (per day)	\$25
	Special Event License	\$25
	Transient Merchant Fee	\$100/day or \$400/year + \$50 Investigation Fee
Miscellaneous:	<i>Grass Cutting</i>	Cost + \$250 Administrative Fee for 1 st Occurrence, Cost + \$500 for 2 nd , Cost + \$750 for 3 rd and Cost + \$1,000 for 4 th
	<i>Nuisance Abatement</i>	Cost + \$250 Administrative Fee for 1 st Occurrence, Cost + \$500 for 2 nd , Cost + \$750 for 3 rd and Cost + \$1,000 for 4 th
Open Records Fees:	Per Page	\$0.25
	Per Quarter Hour	\$6.25
Alcohol License Fees:	Convenience/Grocery store	\$75
	Occupation tax for Class A clubs	\$125
	Occupation tax for liquor store	\$200
	Serve in and carry out	\$200
	Taverns that serve 3.2 beer	\$150
Franchise Fees:	Trash Fee	10%
	Fire Protection fees	Yearly FD mil levy + 10%
Animal Fees:	Registration for pets per year:	
	Spayed or Neutered	\$5
	Non spayed or Non neutered	\$50
	Not registered (after 1/31 of each year)	\$20
	Lost Tag Replacements	\$15
	Transfer Fee	\$1
	If animal is taken to the pound:	
	First Impoundment	\$10 + \$10/day thereafter
	Second/Subsequent Impoundment	\$20 + \$10/day thereafter
	Level I Offense:	
	First Offense	Warning
	Second Offense	\$15
	Third Offense	\$30
	Fourth Offense	Court
	Level II Offense:	
	First Offense	Warning
	Second Offense	\$25
	Third Offense	\$50
	Fourth Offense	Court
	Level III Offense:	
	First Offense	Warning
	Second Offense	\$40
	Third Offense	\$80
	Fourth Offense	Court
	Level IV Offense:	
	First Offense	\$100 + impound fees
	Second Offense	\$200 - \$500

	Removal of large dead animals	\$50
	Kenneling fees	\$10/day
	Hobby Breeder's License	\$200/year
	Reapplication for Hobby Breeder's	\$20
	Commercial Establishments	\$300/year
	Reapplication for Comm. Establishments	\$30
	Private Guard Dog License	\$100/year
	Commercial Guard Dog Service License	\$400/year
Parks and Rec.:		
	Co-ed Volleyball	Varies by # of teams
	Co-ed Softball	Varies by # of teams
	Adult Programs	Varies by program
	Youth Programs	Varies by program
	Sno-cone machine	\$25 per day + \$25 deposit
	Popcorn popper	\$25 per day + \$25 deposit
	Cotton Candy machine	\$25 per day + \$25 deposit
	Sound System	\$25 + \$25 deposit
Chautauqua Park:	White Building (Reserve)	\$50/day + \$50 deposit
	Gazebo (Reserve)	\$25/day + \$25 deposit
	Camping	By donation
Municipal Building:	Tables	\$5/table/day + \$50 deposit
	Chairs	\$.50 per day + \$50 deposit
	Pick up not 8-5, no help loading or not clean	\$20 extra rental
Room Rental:	Deposit for any key	\$50
	Club sports team renting Gym at available times in any one season	2 months \$100 Deposit + \$100 Rental, 3 months \$100 Deposit + \$150 Rental
	Gym: Deposit Fee Does NOT Guarantee all Dates	
	School deposit	\$1,000
	Private - For Profit/Business	\$100 Deposit + \$125 Rental
	Private - Non-Profit	\$100 Deposit + \$75 Rental
	Community	\$100 Deposit + on City Agreement
	Conference Room:	
	Private - For Profit/Business	\$50 Deposit + \$50 Rental
	Private - Non-Profit	\$50 Deposit + \$50 Rental
	Community	\$50 Deposit + on City Agreement
	Trail Room:	
	Private - For Profit/Business	\$50 Deposit + \$50 Rental
	Private - Non-Profit	\$50 Deposit + \$50 Rental
	Community	\$50 Deposit + on City Agreement
	Sutter Room:	
	Private - For Profit/Business	\$100 Deposit + \$125 Rental
	Private - Non-Profit	\$100 Deposit + \$75 Rental
	Community	\$100 Deposit + on City Agreement
	Entire Basement:	
	Private - For Profit/Business	\$200 Deposit + \$225 Rental
	Private - Non-Profit	\$200 Deposit + \$150 Rental
	Community	\$100 Deposit + on City Agreement
Cemetery:	Standard Burial (opening and closing)	\$300
	Burial after hours, holidays, weekends	add \$145.00
	Infant Burial	\$100
	Cremation	\$100
	Cremation over 24 X 24	\$150
	Grave spaces	\$300
	Veteran & spouse grave spaces in Soldier Square	\$0
	Transfer of Deeds	\$25
Sports Complex:	Concession Stand: per event	25 + \$50.00 Deposit
	Concession Stand: per Season	\$100 + \$50 Deposit
	Season Key Deposit	\$50
Swimming Pool:	Daily Admittance:	2 years and under - Free with accompanied adult (over 18) must be in swim diaper if not potty trained
		3 -17 years \$3.00
		18-61 years \$5.00
		62 and over \$2.00
	Individual Seasonal Pass	Before 5/19/2013 \$50
	Individual Seasonal Pass	After 5/19/2013 \$75
	Family Seasonal Pass	Before 5/19/2013 (2 adults and 4 kids) \$150.00
	Family Seasonal Pass	Before 5/19/2013 Option 1 - Each additional family's child - \$25.00 up to \$200.00

	Family Seasonal Pass	After 5/19/2013 (2 adults and 4 kids) \$175.00
	Family Seasonal Pass	After 5/19/2013 Option 1 - Each additional family's child - \$25.00 up to \$225.00
		Option 2 - The family's babysitter an additional \$40.00 per person with consent form
	Day Care Provider	\$25.00 for a seasonal pass used when supervising day care children only
	Private Swim Lessons	Both teacher and student needs to pay the admission/have a pass and fill form with pool manager
	City Sponsored Swim Lesson	Will depend on current Red Cross cost
	Pool Parties:	
	All inclusive features	Under 100 participants \$200.00 for 1.5 hours
		Over 100 Participants \$300.00 for 1.5 hours
		Concession Stand Open – an additional \$50.00
	Pool without lazy river	Under 100 participants \$150.00 for 1.5 hours
		Over 100 Participants \$250.00 for 1.5 hours
		Concession Stand Open – an additional \$50.00
	Toddler Party	Only toddler sections open – 25 Children maximum with 10 adults for 1 hour
Transportation:		
Barricades:	Business	\$30
	Non-Business	\$0
Vehicle Usage Rates:	Description of Vehicle	Proposed Fees (per hour)
Systems Op	Unit #10	Meter Reader's
20		1981 GMC 7 cy. Dump Truck
		\$40 + cost of operator
Parks & Rec	21	1976 Ford Bus
22		2002 GMC 1 Ton Dump Truck
		\$20 + cost of operator
22a		1985 Ford 1 Ton Dump Truck
		\$20 + cost of operator
23		1996 Ford 1 Ton Service Pickup
		\$20 + cost of operator
24		1996 IHC Tandem Dump Truck
		\$60 + cost of operator
25		2010 ¾ Ton Dump Truck
		\$20 + cost of operator
26		1977 Chevy 2 Ton Flatbed
		\$40 + cost of operator
27		1997 Johnston Sweeper
		\$70 + cost of operator
28		1967 2 Ton Oil Distributor
		\$50 + cost of operator
29		1983 GMC Oil Distributor
		\$50 + cost of operator
30		2003 GMC 2500 HD 4X4
		\$25 + cost of operator
31		2004 Ford 1 Ton Service Truck
		\$35 + cost of operator
32		8 x 12 Tilt Trailer
		\$15 + cost of operator
33		1985 GMC 2 Ton Flatbed
		\$40 + cost of operator
34		Airport Courtesy Car
		\$20 + cost of operator
35		Portable Welder
		\$15 + cost of operator
36		1969 Chevy 1 Ton Water Truck
		\$20 + cost of operator
37		1989 Caterpillar Motor Grader
		\$75 + cost of operator
38		1979 Ford 545 Utility Tractor
		\$35 + cost of operator
39		1987 Caterpillar 916 Loader
		\$75 + cost of operator
40		2011 J.D. 524K Loader
		\$75 + cost of operator
41		2002 (310 SG) J.D. Backhoe
		\$60 + cost of operator
42		Sullair Air Compressor plus tools
		\$30 + cost of operator
42a		Self Propelled Concrete Saw
		\$25 + cost of operator
43		1982 Chevy 10 cy. Dump Truck
		\$50 + cost of operator
44		1982 IHC 7 cy. Dump Truck
		\$40 + cost of operator
45		1994 Ford Service Truck
		\$35 + cost of operator
46		2008 Ford Pickup
		\$20 + cost of operator
47		1994 Belarus Tractor
		\$35 + cost of operator
48		2002 Vibratory Packer
		\$60 + cost of operator
49		Ferguson Rubber Tired Roller
		\$25 + cost of operator
50		2000 Freightliner Semi
		\$60 + cost of operator
51		Gomaco Curb Machine
		\$60 + cost of operator
52		2009 Bobcat Skid Steer
		\$40 + cost of operator
53		2007 Crafcoc Crack Sealer
		\$30 + cost of operator
54		Trencher
		\$50 + cost of operator
60		Ford 1 Ton - Steve's Truck
		\$30 + cost of operator
61		Chevy Pickup - Ron's Truck
		\$30 + cost of operator
62		Ford Large Bucket Truck (newest)
		\$110 + cost of operator
63		Ford Small Bucket Truck
		\$75 + cost of operator
64		Ford Large Bucket Truck
		\$110 + cost of operator
65		Chevy Dump Truck
		\$30 + cost of operator
66		Ford Digger Derrick
		\$90 + cost of operator
67		GMC Digger Derrick
		\$90 + cost of operator
92		Water Service Truck 1 Ton
		\$35 + cost of operator
68		Chevy Sewer Service Pickup
		\$40 + cost of operator
72		Allis Front Loader
		\$75 + cost of operator
73		Case-Davis Small Trencher
		\$35 + cost of operator
76		John Deere Skidsteer
		\$30 + cost of operator
78		Vermeer Large Trencher
		\$75 + cost of operator

79	Vermeer Chipper for trees	\$25 + cost of operator
80	Sewer Rodder	\$60 + cost of operator
81	Generator for sewer lift stations	\$15 + cost of operator
	Pole Drill Rig	\$50 + cost of operator
	Rock n' Roller Concrete Stamper	\$25 + cost of operator
	Scarifier	\$60 + cost of operator
	Farm Tractor	\$20 + cost of operator
	Street Sweeper	\$50 + cost of operator
	Tractor and Mower	\$35 + cost of operator
	Hand Mower	\$10 + cost of operator
	Weed Eater	\$10 + cost of operator
	Tapping Machine	\$15 + cost of operator
	Pipe Saw	\$15 + cost of operator
	Boring Machine (push pull)	\$65 + cost of operator
	Boring Machine (auger)	\$70 + cost of operator
	Filter and Equipment	\$50 + cost of operator
	Fire Truck	\$150 + cost of operator
	Barricade	\$30 per day
Utility Cut Fee:	Asphalt/Concrete	\$150 + materials
	Brick	\$200 + materials
	Gravel	\$100 + materials
Operations:		
Water:	Meters:	
	5/8 x 3/4	Free
	All other sizes	Cost of Meter
	Tapping Fees:	
	3/4"	\$75
	1"	\$150
	1 1/2"	\$350
	2"	\$550
	4"	\$900
	6"	\$1,200
Utilities:	Deposit	\$150
	Transfer Service	\$30
	Impact Fee: (Ordinance 1882)	
	Water	\$350
	Sewer	\$400
	Electric	\$350
	Reconnect Fee:	
	If shut off for non payment	\$75 + tax
	After 5pm or on weekends	\$75 + tax +\$50
Light Pole Fees:	Pole Setting	\$1,000
	100 HPS Security Light	\$12 per month
	250 HPS Security Light	\$18 per month
	Pole	Wood=free / Metal=\$600
Police Department:	Special Use Permit	No Charge
	Police Reports:	
	Accidents	\$5
	Criminal (Front Page Only)	\$0.25

PASSED AND ADOPTED at a regular meeting of the Governing Body of the City of Beloit and signed by the Mayor this 15th day of January 2013.

TOM NAASZ, Mayor

ATTEST:

AMANDA LOMAX, City Clerk

