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## CITY COUNCIL AGENDA

**Tuesday, March 4, 2014**  
**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. 2/18/2014 City Council Meeting Minutes
- B. Appropriations 3A

### 6. ORDINANCES

- A. Ordinance 2143 Loading Zone

### 7. RESOLUTIONS

- A. None

### 8. FORMAL ACTIONS

- A. Backhoe Bid
- B. Public Works Job Description

### 9. CLOSED SESSION

- A. None

### 10. ADJOURNMENT

## ***WORK SESSION AGENDA***

### 1. CORRESPONDENCE AND STAFF REPORTS

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

### 2. DISCUSSION ITEMS

- A. Code Review – Chapter 17 Utilities
- B. Unfit Structures Report

### 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  
February 18, 2014

The Beloit City Council met in regular session on February 18, 2014 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, Matt Otte, Kent Miller, Bob Richard, Lloyd Littrell, and Rick Brown. Also present were City Administrator Glenn Rodden, City Attorney Katie Cheney, and City Clerk Amanda Lomax. Councilors Robert Petterson and Pat Struble was absent from the meeting.

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

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

Mayor Tom Naasz told Council the hiring committee to replace the director of water and waste-water is looking to combine transportation and water and waste-water departments to creating a new position of public works director. The committee is proposing to advertise for a public works director with an estimated annual salary of \$60,000.00.

City Administrator Glenn Rodden reported on the following: 1.The contractors for the sewer lift station have started at the North Campus. 2. The Comprehensive Planning committee is scheduled to meet with Hanna-Keelan February 20<sup>th</sup>. 3. The city has not heard about the housing grant yet; hoping to hear by the end of the month or March.

The Consent Agenda consisted of February 11, 2014 Council Meeting Minutes, and appropriations 2B. A motion was made by Councilor Miller and seconded by Councilor Littrell to approve the Consent Agenda in its entirety. Roll call vote yeas: Delka, Brown, Littrell, Miller, Otte, and Richard. Nays: None.

Ordinance 2142 Landoll Tax Exemption was presented to Council for approval. A motion was made by Councilor Delka and seconded by Councilor Brown to approve Ordinance 2142 Landoll Tax Exemption. Roll call vote yeas: Littrell, Richard, Delka, Brown, and Miller. Nays: Otte. Motion carried 5-1.

Staff is recommending that Council approve the health insurance renewal with Blue Cross Blue Shield for an approximate cost of \$765,000.00 with starting employer rate of 85% and employee 15% contribution rate. A motion was made by Councilor Otte and seconded by Councilor Delka to approve the health insurance renewal with Blue Cross Blue Shield for an approximate cost of \$765,000.00 with starting employer rate of 85% and employee 15% contribution rate. Motion carried 6-0. Nays: None.

Staff is recommending that Council approve a Precious Metal License for B & B Jewelry. A motion was made by Councilor Miller and seconded by Councilor Littrell to approve the Precious Metal License for B & B Jewelry. Motion carried 6-0. Nays: None.

Staff is recommending that Council approve the enclosed lease with the Isle of Lights for the 2014-2015 seasons. A motion was made by Councilor Richard and seconded by Councilor Brown to approve lease with the Isle of Lights for the 2014-2015 season. Motion carried 6-0. Nays: None.

A motion was made by Councilor Brown and seconded by Councilor Richard to Adjourn the Council Meeting. Motion passed 6-0. The meeting ended at 7:18 p.m.

The work session began at 7:18 p.m. City Council members in attendance were, Frank Delka, Matt Otte, Kent Miller, Bob Richard, Lloyd Littrell, and Rick Brown. Also present were City Administrator Glenn Rodden, City Attorney Katie Cheney, and City Clerk Amanda Lomax. Councilors Robert Petterson and Pat Struble was absent from the meeting.

Department heads in attendance were Chris Jones, Mike Haeffele, Lynn Miller, and Heather Hartman.

Council looked over the 2013 4<sup>th</sup> quarter treasurer's report.

Code Enforcement Officer Chris Jones went over chapters 14 and 15 reviewing the code codification.

Work Session adjourned 8:03 p.m.

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TOM NAASZ, Mayor

ATTEST:

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AMANDA LOMAX, City Clerk



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1060	<b>ACCURATE LABS</b>									
57171		3/6/2014	51-41-6000	3/6/2014	749.68	SU19534 lab reagents		16086	749.68	Posted 0.00
767	<b>AIRGAS MID SOUTH INC</b>									
57162		3/6/2014	53-41-6230	3/6/2014	14.96	9915745972 POWER PLANT		17359	14.96	Posted 0.00
21	<b>ALCO-DUCKWALL STORES INC</b>									
57112		3/6/2014	10-13-6000	3/6/2014	14.16	22109700 BATTERIES AND SOAP		18777	14.16	Posted 0.00
57153		3/6/2014	10-17-6800	3/6/2014	16.86	22109678 VALENTINE CONTEST AND MARKERS		16735	16.86	Posted 0.00
1274	<b>ALL THINGS EXTERIOR, INC</b>									
57117		3/6/2014	52-41-7490	3/6/2014	190.00	3853 GUTTERING AND DOWNSPOUTS		15236	190.00	Posted 0.00
813	<b>AMERIPRIDE SERVICES INC.</b>									
57148		3/6/2014	10-15-3000	3/6/2014	63.39	2300375797 RED RAGS & RUGS		15773	63.39	Posted 0.00
54	<b>BARCO MUNICIPAL PRODUCTS INC</b>									
57147		3/6/2014	10-15-7450	3/6/2014	55.00	IN-209712 MANHOLE HOOK		15767	55.00	Posted 0.00
74	<b>BELOIT MEDICAL CENTER, PA</b>									
57104		3/6/2014	10-13-3300	3/6/2014	130.00	4320 PRE-EMPLOYEMENT PHYSICAL		18788	130.00	Posted 0.00
1810	<b>BOBCAT OF SALINA</b>									
57146		3/6/2014	10-15-4330	3/6/2014	98.47	045865 CUTTING EDGE		15772	98.47	Posted 0.00
256	<b>BRENTAG SOUTHWEST INC</b>									
57172		3/6/2014	51-41-6170	3/6/2014	1,828.32	BSW474438 POLYMER AND CARBON		16065	1,828.32	Posted 0.00
113	<b>BUREAU OF RECLAMATION</b>									
57174		3/6/2014	51-41-3000	3/6/2014	9,200.00	1800694310 LAKE STORAGE INSTALLMENT		16092	9,200.00	Posted 0.00
118	<b>C &amp; R BODY SHOP INC</b>									
57093		3/6/2014	10-13-4310	3/6/2014	1,005.73	5434 2013 ram		18785	0.00	Posted 30.27
			10-13-4310			5477 2013 Ram			1,036.00	0.00
									1,036.00	30.27
2603	<b>CENTRAL SALT, LLC</b>									
57145		3/6/2014	25-00-6160	3/6/2014	1,041.91	183588 SALT		15768	1,041.91	Posted 0.00
142	<b>CHAMBER OF COMMERCE</b>									
57154		3/6/2014	10-17-6800	3/6/2014	55.00	838 CHAMBER CHECKS - FOR INSTRUCTOF		16738	55.00	Posted 0.00
57165		3/6/2014	26-00-5410	3/6/2014	60.00	2/11/2014 CHAMBER BANQUET		08661	60.00	Posted 0.00
2531	<b>MARY JANE CHAPMAN</b>									
57187		3/6/2014	10-17-6800	3/6/2014	84.46	2/26/14 REIMB FOR VALENTINE COOKING CLAS		17704	84.46	Posted 0.00
1200	<b>CHEMQUEST, INC.</b>									
57106		3/6/2014	53-41-6170	3/6/2014	1,592.25	3486 JACKET WATER		17883	1,592.25	Posted 0.00
2693	<b>CHITTY GINA</b>									
57186		3/6/2014	10-17-6800	3/6/2014	66.49	2/26/14 REIMB VALENTINE COOKING CLASS		17705	66.49	Posted 0.00
158	<b>COMPUTER SOLUTIONS INC</b>									
57152		3/6/2014	53-43-7460	3/6/2014	209.00	166431 WINDOWS PRO 7 UPGRADE		15904	209.00	Posted 0.00
57157		3/6/2014	53-41-6110	3/6/2014	84.80	166479 INK FOR PRINTER		17358	84.80	Posted 0.00

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158	<b>COMPUTER SOLUTIONS INC (continued)</b>									
57168		3/6/2014	52-43-6000	3/6/2014	12.95	166464	COMPUTER CABLE	16090	12.95	0.00
57181		3/6/2014	52-41-7460	3/6/2014	92.95	166835	COMPUTER BACK UP	15235	92.95	0.00
431	<b>CONTINENTAL ANALYTICAL SERVICE</b>									
57179		3/6/2014	52-41-3000	3/6/2014	395.00	152271	ANALYTICAL SERVICES	15232	395.00	0.00
2718	<b>SHALA CORP</b>									
57194		3/6/2014	10-12-3320	3/6/2014	84.00	2/11/14	MILEAGE REIMBURSEMENT CASE #201	18816	84.00	0.00
1903	<b>DIGITAL ALLY INC</b>									
57111		3/6/2014	10-13-4330	3/6/2014	395.00	1063474	RMA REPAIR	18779	395.00	0.00
1383	<b>DRIVERS LICENSE GUIDE CO</b>									
57110		3/6/2014	10-13-6000	3/6/2014	43.90	646979	checking guide	18778	43.90	0.00
645	<b>EQUIPMENT TECHNOLOGY LLC</b>									
57092		3/6/2014	53-43-4310	3/6/2014	181.89	3050316	FILTER	15917	181.89	0.00
844	<b>FAUSER OIL COMPANY</b>									
57141		3/6/2014	53-41-6270	3/6/2014	25,585.09	259378	DIESEL	17882	25,585.09	0.00
2714	<b>CHRIS FILE</b>									
57188		3/6/2014	10-17-6800	3/6/2014	89.19	2/26/2014	REIMB FOR VALENTINE COOKING CLAS	17703	89.19	0.00
427	<b>FOLEY EQUIPMENT INC</b>									
57159		3/6/2014	53-43-4310	3/6/2014	919.88	PS200004987	PARTS FOR BUCKET TRUCK	15912	919.88	0.00
57160		3/6/2014	53-43-6000	3/6/2014	42.84	PS200005201	HARDWARE	15910	42.84	0.00
236	<b>FOUTS INSURANCE AGENCY INC.</b>									
57204		3/6/2014	10-22-5240	3/6/2014	2,450.00	13632	AIRPORT LIABILITY	18008	2,450.00	0.00
241	<b>KENDAL FRANCIS</b>									
57108		3/6/2014	51-41-6000	3/6/2014	100.00	2/21/2014	VERIZON REIMBURSEMENT	16095	100.00	0.00
2720	<b>MARY FUGATE</b>									
57196		3/6/2014	10-12-3320	3/6/2014	24.75	2/11/2014	RESTITUION CASE 201300446	18814	24.75	0.00
1270	<b>GEMPLERS, INC.</b>									
57102		3/6/2014	52-43-6000	3/6/2014	131.45	1019975549	LATEX GLOVES	17199	131.45	0.00
1764	<b>GLOBAL EQUIPMENT COMPANY</b>									
57178		3/6/2014	52-41-4360	3/6/2014	547.86		106481094 CEILING MOUNTING BRACKI	15226	76.91	0.00
			52-41-4360				106518985 HORIZONTAL DOWNFLOW		470.95	0.00
									547.86	0.00
262	<b>GRAINGER CO</b>									
57116		3/6/2014	52-41-4360	3/6/2014	129.29	9365220590	CONTROL TIME CLOCK	15239	129.29	0.00
1010	<b>MORGAN HARRIS</b>									
57156		3/6/2014	10-18-2911	3/6/2014	150.00	2/12/14	BOOT ALLOWANCE	17694	150.00	0.00
2573	<b>HEATHER HARTMAN</b>									
57163		3/6/2014	26-00-5310	3/6/2014	84.79	2/11/2014	VERIZON REIMB	8660	84.79	0.00
57164		3/6/2014	26-00-5800	3/6/2014	260.96	2/11/2014	MILEAGE	08662	260.96	0.00

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2659	<b>HAWKINS (continued)</b>									
57173		3/6/2014	51-41-6170	3/6/2014	1,164.50	3563271 ALUM AND CHLORINE		16085	1,164.50	Posted 0.00
1372	<b>INDUSTRIAL CHEM LAB</b>									
57101		3/6/2014	52-43-6000	3/6/2014	458.94	142630 LIFT STATION DEGREASER		17198	458.94	Posted 0.00
1467	<b>JOHN FRANCIS LLC</b>									
57149		3/6/2014	10-18-4300	3/6/2014	87.15	6190 MUNI FURNACE REPAIR		17698	87.15	Posted 0.00
2451	<b>KANSAS CITY CALIBRATION LABORATORIES INC</b>									
57183		3/6/2014	51-43-7440	3/6/2014	108.39	00056096 O-RING, TUBING, AND COMP PLASTIC		17195	108.39	Posted 0.00
2098	<b>KANSAS DEPT OF AGRICULTURE</b>									
57182		3/6/2014	10-21-6190	3/6/2014	160.00	2/12/2014 CONCESSION LICENSE RENEWAL		16736	160.00	Posted 0.00
1916	<b>KANSAS MUNICIPAL JUDGES ASSOC</b>									
57091		3/6/2014	10-12-5410	3/6/2014	25.00	2/25/14 ANNUAL DUES		18818	25.00	Posted 0.00
486	<b>KDHE-BUREAU OF WATER</b>									
57175		3/6/2014	52-41-4710 52-41-4722	3/6/2014	95,472.05	C20-1319-01 KDHE SEWER PLANT REVOLVING LOAN KDHE SEWER PLANT REVOLVING LOAN		18942	84,976.20 10,495.85	Posted 0.00 0.00
									95,472.05	0.00
1887	<b>KMEA GRDA OPERATING FUND</b>									
57105		3/6/2014	53-41-6220	3/6/2014	91,197.13	GRDA-BE-14-03 MARCH SERVICE		17876	91,197.13	Posted 0.00
556	<b>KMEA WAPA OPERATING FUND</b>									
57118		3/6/2014	53-41-6220	3/6/2014	16,851.43	WAPA-BL-14-02 SERVICE FOR FEBRUARY 2014		17875	16,851.43	Posted 0.00
2416	<b>KNCK AM/KNCK FM-NCK 94.9</b>									
57138		3/6/2014	52-43-6000	3/6/2014	175.00	2/23/14 JOB ADVERTISEMENT FOR WASTEWATER		16100	175.00	Posted 0.00
1037	<b>LATTIN AVIATION-TRAVIS LATTIN</b>									
57150		3/6/2014	10-22-3000	3/6/2014	1,200.00	2/10/2014 FEB 2014 SERVICE CONTRACT		16147	1,200.00	Posted 0.00
188	<b>LAWSON PRODUCTS INC</b>									
57109		3/6/2014	53-41-6000	3/6/2014	63.03	9302233453 Pull Rivet Assortment		17886	63.03	Posted 0.00
57135		3/6/2014	53-41-6000	3/6/2014	327.35	9302215212 HARDWARE AND PRYBAR BUNDLE		17361	327.35	Posted 0.00
405	<b>LEAGUE OF KS MUNICIPALITIES</b>									
57087		3/6/2014	10-11-2400 10-11-2400 10-11-6000 51-41-2400	3/6/2014	279.60	13-4180 EMPLOYMENT LAW 14-982 ANNEXATION 14-1017 KATIE KS GOVT LAW 14-968 KENDAL ANNEXATION		18004	25.00 25.00 204.60 25.00	Posted 0.00 0.00 0.00
									279.60	0.00
2112	<b>LINDE LLC CHARLOTTE NC</b>									
57170		3/6/2014	51-41-6170	3/6/2014	551.20	49220371 BULK CO2		16069	551.20	Posted 0.00
1868	<b>HEATH LITTRELL</b>									
57155		3/6/2014	10-18-2911	3/6/2014	108.03	2/12/14 BOOT ALLOWANCE		17695	108.03	Posted 0.00
1980	<b>MANDY LOMAX</b>									
57201		3/6/2014	10-11-6110	3/6/2014	80.36	2/28/2014 REIMBURSE FOR W-2s		18006	80.36	Posted 0.00
2571	<b>JESSE MCCLELLAN</b>									
57176		3/6/2014	53-41-2911	3/6/2014	150.00	1/27/2014 BOOT ALLOWANCE		17881	150.00	Posted 0.00

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1460	<b>MID STATES ERECTORS INC (continued)</b>									
57097		3/6/2014	3/6/2014	59,718.00	4			18949		Posted
	53-41-3000						Payment #4 Catalytic Equip		59,718.00	0.00
474	<b>ALLEN MONG</b>									
57140		3/6/2014	3/6/2014	150.00	2/22/14			15918		Posted
	53-43-2911						BOOT ALLOWANCE		150.00	0.00
342	<b>MUNICIPAL SUPPLY INC. OF NEBRASKA</b>									
57166		3/6/2014	3/6/2014	123.91	0552677-IN			17191		Posted
	51-43-6000						MUELLER SAFETY FLANG		123.91	0.00
57167		3/6/2014	3/6/2014	448.80	0552676-IN			17193		Posted
	51-43-6000						PARTS FOR WATER SYSTEMS		448.80	0.00
498	<b>NATIONAL SIGN COMPANY</b>									
57144		3/6/2014	3/6/2014	588.11	IN-170383			15770		Posted
	25-00-6000						STREET SIGNS AND HARDWARE		588.11	0.00
827	<b>NETWORKS PLUS</b>									
57096		3/6/2014	3/6/2014	84.00	145391			18786		Posted
	10-13-3360						network service		84.00	0.00
2716	<b>ANTHONY NUNEZ</b>									
57191		3/6/2014	3/6/2014	32.00	2/12/2014			16739		Posted
	10-17-6800						YOUTH BB REFEREE		32.00	0.00
2380	<b>OFFICE OF THE STATE TREASURER</b>									
57100		3/6/2014	3/6/2014	257,491.25	R114040178686			18946		Posted
	41-00-2902						REVENUE BOND FOR POOL		170,000.00	0.00
	41-00-5121						REVENUE BOND FOR POOL		87,491.25	0.00
									<u>257,491.25</u>	<u>0.00</u>
1327	<b>OLSSON ASSOCIATES</b>									
57098		3/6/2014	3/6/2014	2,874.76	204794			18948		Posted
	53-41-3000						engineering services for Catalytic Convert		2,874.76	0.00
2458	<b>SAM PAHLS</b>									
57192		3/6/2014	3/6/2014	36.00	2/12/14			16740		Posted
	10-17-6800						YOUTH BB REFEREE		36.00	0.00
527	<b>PIERCE ELECTRONICS</b>									
57180		3/6/2014	3/6/2014	753.79	27493			15234		Posted
	52-41-7460						ALARM SYSTEM		753.79	0.00
2608	<b>TRAYTON POST</b>									
57190		3/6/2014	3/6/2014	90.00	2/12/2014			16747		Posted
	10-17-6800						YOUTH BB REFEREE		90.00	0.00
1118	<b>PROTECTIVE EQUIPMENT TESTING LABORATORY</b>									
57151		3/6/2014	3/6/2014	1,325.20	42036			15893		Posted
	53-43-3000						TESTED AND SAFETY GLOVES		138.00	0.00
	53-43-7440						TESTED AND SAFETY GLOVES		1,187.20	0.00
									<u>1,325.20</u>	<u>0.00</u>
2425	<b>PROTOCOL, LLC</b>									
57103		3/6/2014	3/6/2014	364.00	2/21/2014			18787		Posted
	10-13-5310						PD PHONE BILL		364.00	0.00
2719	<b>ALEXANDER RADAR</b>									
57195		3/6/2014	3/6/2014	25.00	2/11/14			18815		Posted
	10-12-3000						OVER PAID COURT FINES		25.00	0.00
559	<b>RELIABLE OFFICE SUPPLIES</b>									
57119		3/6/2014	3/6/2014	82.66	FFS71400			17354		Posted
	53-41-6110						CHAIR AND PEN HOLDER		82.66	0.00
57137		3/6/2014	3/6/2014	56.06	FFX86800			17888		Posted
	53-41-6110						BINDERS, PENS, POST ITS		56.06	0.00
2398	<b>ROBERT ULLOM TRUCK &amp; TRAILER PARTS</b>									
57143		3/6/2014	3/6/2014	45.00	6590			15774		Posted
	10-15-4330						FAN AND HOOD STRAP		45.00	0.00
1550	<b>ROBERTS TRUCK CENTER</b>									
57202		3/6/2014	3/6/2014	7,623.55	10-1435093			18007		Posted
	10-14-7420						REPAIR 2003 FIRETRUCK		7,623.55	0.00

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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>
2282	<b>ROYAL PUBLISHING (continued)</b>									
57086		3/6/2014	3/6/2014		135.00	7680187		18003		Posted
		10-11-5400				AD FOR ST JOHNS AND БЕЛОIT WREST			135.00	0.00
572	<b>FRANK STEPHEN RUGG</b>									
57089		3/6/2014	3/6/2014		66.66	2/26/14		16151		Posted
		10-14-7420				REIMB FOR CONTROL SWITCH			66.66	0.00
1547	<b>SALINA STEEL SUPPLY INC</b>									
57139		3/6/2014	3/6/2014		338.61	01234038		15919		Posted
		53-43-4310				STEEL FOR TRK 67			338.61	0.00
2715	<b>KELLY SCHARDT</b>									
57189		3/6/2014	3/6/2014		79.92	2/26/14		17702		Posted
		10-17-6800				REIMB FOR VALENTINE COOKING			79.92	0.00
94	<b>SCHENDEL PEST CONTROL</b>									
57158		3/6/2014	3/6/2014		50.00	20933		15909		Posted
		53-43-3000				BUG SPRAY			16.67	0.00
		52-43-3000				BUG SPRAY			16.67	0.00
		51-43-3000				BUG SPRAY			16.66	0.00
									50.00	0.00
2722	<b>SHARPE MEMORIAL CLINIC</b>									
57198		3/6/2014	3/6/2014		75.00	1421		18790		Posted
		10-13-3300				PRE EMPLOYEMENT PHYSICAL			75.00	0.00
3000	<b>ERIC SHORT</b>									
57184		3/6/2014	3/6/2014		150.00	2/26/2014		17201		Posted
		51-43-2911				BOOT ALLOWANCE			150.00	0.00
628	<b>SOLOMON VALLEY VET HOSPITAL PA</b>									
57114		3/6/2014	3/6/2014		90.28	1/31/14		18781		Posted
		10-13-3510				VET FOR PIA			90.28	0.00
84	<b>ST JOHN'S SCHOOL - CROSSWALK GUARD</b>									
57078		3/6/2014	3/6/2014		90.00	3/1/14		17997		Posted
		10-13-3000				FEBRUARY 2014 CROSS WALK			90.00	0.00
1593	<b>RANDY STROEDE</b>									
57136		3/6/2014	3/6/2014		75.60	1/18/14		16148		Posted
		10-14-5800				MILEAGE TO SALINA FOR FIRE SEMINA			75.60	0.00
2478	<b>SelectAccount</b>									
57099		3/6/2014	3/6/2014		240.00	2/26/2014		18947		Posted
		21-00-2100				ANNUAL PARTICIPANT FEE FOR HSA			240.00	0.00
2713	<b>TEREX SERVICES</b>									
57185		3/6/2014	3/6/2014		52.16	90167034		15913		Posted
		53-43-6000				SEAL KIT			52.16	0.00
2721	<b>THE HUNTING SHACK INC</b>									
57197		3/6/2014	3/6/2014		420.89	64973		18783		Posted
		10-13-6120				AMUNITION			420.89	0.00
1533	<b>ULTRA CLEAN CAR WASH</b>									
57113		3/6/2014	3/6/2014		73.30	82		18780		Posted
		10-13-4310				JANUARY CAR WASHES			73.30	0.00
704	<b>UNIVAR USA INC</b>									
57090		3/6/2014	3/6/2014		8,897.56			16064		Posted
		51-41-6170				WI607494 SODA ASH			9,237.50	0.00
		51-41-6170				WI355565 SODA ASH			0.00	339.94
									9,237.50	339.94
697	<b>USD 273</b>									
57079		3/6/2014	3/6/2014		331.50	2/28/2014		17998		Posted
		10-13-3000				FEBRUARY 2014 CROSSWALK			331.50	0.00
2711	<b>VAN KIRK SAND &amp; GRAVEL, INC</b>									
57088		3/6/2014	3/6/2014		195,584.02	1		18005		Posted
		30-00-3000				PAY EST NO. 1 N CAMPUS SEWER LIFT			195,584.02	0.00
2067	<b>VERIZON WIRELESS SERVICES, LLC</b>									
57081		3/6/2014	3/6/2014		44.88	9720220406		18000		Posted
		53-41-5310				POWER PLANT			44.88	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>	
2067	<b>VERIZON WIRELESS SERVICES, LLC (continued)</b>												
57115	3/6/2014	3/6/2014	148.17	3035883491		18782					148.17	Posted 0.00	
	10-13-5310			PD CELL PHONE									
712	<b>WACONDA TRADER</b>												
57169	3/6/2014	3/6/2014	20.00	22628		16089					20.00	Posted 0.00	
	52-41-6000			PRINTING BUS CARDS									
2629	<b>WAGEWORKS</b>												
57084	3/6/2014	3/6/2014	77.00	125A10299393		18001					77.00	Posted 0.00	
	10-11-3000			FSA MONTHLY ADMIN FEES									
2717	<b>AMY WILLIAMS</b>												
57193	3/6/2014	3/6/2014	56.97	2/12/14		16742					56.97	Posted 0.00	
	10-17-6800			REIMB FOR CANDY CLASS									
753	<b>WORLD PEST CONTROL</b>												
57142	3/6/2014	3/6/2014	500.00	2/28/14		15769					500.00	Posted 0.00	
	10-15-4300			ANNUAL TERMITE CONTROL									
758	<b>ZEP INC.</b>												
57107	3/6/2014	3/6/2014	135.50	9000789105		17885					135.50	Posted 0.00	
	53-41-4300			MOP HEAD CLEANER									
57161	3/6/2014	3/6/2014	89.99	9000773458		15906					89.99	Posted 0.00	
	53-43-6000			LOTION									
							<b>796,476.53</b>	<b>102 Non-voided payables listed.</b>					

Report Setup  
 AP - Accounts Payable Listing : Vendor Name  
 Filter Options  
 Starting: 3/6/2014  
 Ending: 3/6/2014  
 Banks: All  
 Payable Status: Posted, Printed, ACH, Recorded, Voided  
 All Vendors Selected

## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>
March 4, 2014	ORDINANCE NO. 2143 LOADING ZONE
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b>
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 No. 2143.

### FISCAL NOTE:

- There is a cost to the city for publishing this ordinance.

### DISCUSSION:

Passing this ordinance will establish a loading zone on 2<sup>nd</sup> street.

Respectfully submitted,

Glenn Rodden  
City Administrator



**ORDINANCE NO. 2143**

AN ORDINANCE DESIGNATING A COMMERCIAL LOADING AND UNLOADING ZONE DURING SPECIFIED HOURS ON THE NORTH SIDE OF THE EAST 100 BLOCK OF 2<sup>ND</sup> STREET, IN THE CITY OF BELOIT, KANSAS.

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

**Section 1:** The following described area located along the North side of the East 100 block of 2<sup>nd</sup> Street in the City of Beloit, Kansas, to-wit:

East boundary of said loading zone commences sixty-eight and one-half feet (68.5') west of the centerline of the alley, and the West boundary of said loading zone commences ninety-five feet (95') east of the centerline of Mill Street

is hereby designated as a commercial loading and unloading zone for merchandise or materials only, into and off of tractor/trailers and/or trailers used for transportation of such merchandise or materials, between the hours of 8:00 a.m. and 6:00 p.m. Monday through Friday and shall be enforced as designated.

**Section 2:** Definitions and penalties for violation of this Ordinance shall be the same as those designated in the latest edition of the Standard Traffic Ordinance for Kansas Cities, as adopted by the City of Beloit and as hereinafter amended.

**Section 3:** Signage declaring the designated loading zone shall be posted by the City.

**Section 4:** This Ordinance shall take effect and be in full force from and after its passage and one publication in the official city newspaper.

PASSED and ADOPTED by the Governing Body and signed by the Mayor this 4<sup>th</sup> day of March, 2014.

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

ATTEST:

\_\_\_\_\_  
Amanda J. Lomax, City Clerk



## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>		
March 4, 2014	BACKHOE BID		
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b>	<input type="checkbox"/> <b>ORDINANCE</b>	<input type="checkbox"/> <b>RESOLUTION</b>
Water and Waste-Water Department		<input checked="" type="checkbox"/> <b>FORMAL ACTION</b>	<input type="checkbox"/> <b>OTHER</b>

### RECOMMENDATION:

I recommend that the city council approve the bid from

### FISCAL NOTE:

We received four (4) bids for this product and the best qualified bid is from Murphy Tractor at \$88,500.00.

### DISCUSSION:

This backhoe will replace an aging piece of equipment in this department.

Respectfully submitted,

Glenn Rodden  
City Administrator



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



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

**TO:** Glenn Rodden, City Administrator

**FROM:** Adam Mosher Interim Director of Water / Wastewater Operations

**RE:** Backhoe Purchase

**DATE:** Feb. 28, 2014

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We recently requested bids for the purchase of a 2014 Backhoe/Loader for the Water Systems' Department. We received the following bids.

Contacted Bidders:

1. Victor L. Phillips (580 SN) – \$85,731.94
2. Victor L. Phillips (580 SN WT) - \$87,017.58
3. Murphy Tractor (John Deere 310 SK) – \$ 88,500.00
4. Foley Equipment (Caterpillar 420 FIT) – \$120,477.00

After going over the bid sheets, the bid from Murphy Tractor includes the backhoe bucket hydraulic quick-coupler system where as the bids from Victor L. Phillips had an additional charge of \$2528 for the system bringing their lowest bid up to \$88259.94. Another point of interest is the estimated delivery time with Murphy Tractor estimating 45 days and Victor L. Phillips 90-120 days. We also feel that since the city currently has two similar backhoes we wouldn't have to purchase new accessories such as pallet forks.

Therefore, I request that we accept the bid from Murphy Tractor in the amount of \$88,500.00. We have budgeted for this expenditure in line 51-43-7420, in the amount of \$289,752.00. The current balance of that line item is \$289,752.00.

Thank you for your consideration of this matter.



## REQUEST FOR COUNCIL ACTION

<b>DATE:</b>	<b>TITLE:</b>
March 4th, 2014	PUBLIC WORKS DIRECTOR JOB DESCRIPTION
<b>ORIGINATING DEPARTMENT:</b>	<b>TYPE OF ACTION:</b> <input type="checkbox"/> <b>ORDINANCE</b> <input type="checkbox"/> <b>RESOLUTION</b>
Administration	<input checked="" type="checkbox"/> <b>FORMAL ACTION</b> <input type="checkbox"/> <b>OTHER</b>

**RECOMMENDATION:**

I recommend that the Council approve the new job description for a public works director.

**FISCAL NOTE:**

No cost to approve the job attached description

**DISCUSSION:**

With the departure of Water/Wastewater Director Kendal Francis I would like to propose the creation of a new of public works department for the City of Beloit. The new public works department would combine the water, wastewater, and transportations. This re-organization would allow the city to eliminate one department director position and therefore save the city approximately \$82,287 per year in salary or about 3.1 mills in property tax.

The savings will be gained by funding the new public works director position from the water/wastewater fund which currently pays the salary for the director of water/wastewater. I would propose a pay grade of grade 35, step 5 for this new position.

The initial savings can be seen in the table below. The costs shown below include wages and benefits for each position.

Current Position	Cost/General Fund	Cost/Utilities
Director of Transportation (Grade 31, step 8)	\$71,958	\$0.00
Director of W/WWT (Grade 33, step 10)	\$0.00	\$89,146
Proposed Position		
Director of Public Works (Grade 35, step 5)	\$0.00	\$78,817
<b>Savings</b>	<b>\$71,958</b>	<b>\$10,329</b>



Many communities our size have public works departments that include transportation, water, and waste-water under the supervision of one director. One major reason for this structure is that each department affects the other. For example, when the water distribution crews are replacing water lines they are continually crossing streets and driveways, leaving areas for the street crew to repair and replace. Likewise, with the waste-water collection crew, many of the street projects we complete, start out with new sewer line being installed. Having a public works director would allow these projects to be controlled by one person.

Respectfully submitted,

Glenn Rodden  
City Administrator



# City of Beloit

## POSITION DESCRIPTION

**POSITION TITLE:** Public Works Director  
**DEPARTMENT:** Water, Wastewater, and Transportation Department

**SALARY RANGE:** 35

### GENERAL PURPOSE

Performs a variety of supervisory, administrative, skilled, technical, and maintenance work in the planning, construction, operation, repair, maintenance, and replacement of City water, sanitary sewer, storm sewer and street facilities and systems.

### SUPERVISION RECEIVED

Works under the general supervision of the City Administrator.

### SUPERVISION EXERCISED

Exercises close supervision over assigned operating and maintenance workers:

- 1) Water and Sewer Foreman
- 2) Water and Sewer Plant Operator
- 3) Street Foreman
- 4) Project Coordinator
- 4) Street Maintenance and Construction Worker

### PRIMARY DUTIES AND RESPONSIBILITIES

Plans, schedules and implements construction, maintenance, and operation activities designed to provide quality water, sewer, and street services for the city; oversees construction and maintenance work to determine acceptability and conformance to standards.

Trains, supervises and disciplines employees performing the duties of maintenance, construction and repair of water, and sewer facilities.

Supervises the control and use of, and assumes responsibility for all materials, supplies and equipment used in the maintenance, construction and repair of water systems, sewer collection systems, streets, alleys and other department facilities.

Inspects and supervises the repair of water treatment facility and equipment, pumping stations, wells, lake, manholes, lift stations, and sewer treatment facility at frequent intervals to insure that all aspects of the systems are functioning properly.

Requisitions needed supplies for the department and maintains a variety of records relating to personnel, equipment, supplies, water consumption and reports.

Advises city officials in matters relating to department activities; provides information to various civic, school and public groups and individuals regarding water and sewer services.

Supervises, instructs and assists assigned crews in installing new water and sewer lines, installing and relocating fire hydrants and meters, and maintaining the existing water supply, distribution, sewer collection systems, street construction, street and alley maintenance.

Insures that all necessary materials, supplies and equipment are available by maintaining an inventory of parts and materials and obtaining necessary parts, tools and supplies from the storeroom.

Supervises the location of gas, telephone, power, television, water and sewer lines from the appropriate sources prior to excavation and informs crew of such locations.

Responds to complaints regarding water leaks, pressure loss or no water; evaluates situation, determines if liability lies with the city or the property owner; explains findings to property owners and notifies appropriate water and sewer crew if necessary.

Contacts residents and business owners in area where services will be discontinued and explains when services will be shut off and how soon it will be turned back on.

Insures the proper maintenance of equipment and tools by supervising and participating in cleaning and checking equipment and tools after use.

Oversees the safety of assigned maintenance workers and equipment operators by instructing individuals in proper safety procedures and monitoring work in progress.

Assists in motivating and evaluating personnel by acting as a liaison between crew members and other City supervisors.

Inspects and assists in the control and use of supplies and equipment used in the maintenance, construction and repair of water lines, sewer lines, streets, alleys, storm sewer, and other department facilities to insure that all equipment is in proper working order.

Analyzes annual operating costs and makes recommendations for department budget.

Provides recommendations regarding major purchases and requisitions all supplies and materials needed for effective department operation.

Responds to emergency call-outs.

## **SECONDARY DUTIES**

Operates a variety of power construction and maintenance equipment used in the water and sewer department.

Required to be on-call on a rotating basis outside of regularly scheduled work hours.

Serves on various employee or other committees as assigned.

## **DESIRED MINIMUM QUALIFICATIONS**

### Education and Experience

- (A) Bachelor's Degree in Business Administration, Public Administration, or Civil Engineering, and
- (B) Seven (7) years of experience relating to the construction, repair and maintenance of water, sewer systems, streets, alleys, and storm sewer, including the operation of related maintenance equipment, or
- (C) Any equivalent combination of education and experience.

### Necessary knowledge, Skills and Abilities

- (A) Thorough knowledge of equipment, facilities, materials, methods and procedures used in public water supply and distribution systems and sewer collection systems; and thorough knowledge of pipe installation, connection and repair; street maintenance and construction; and
- (B) Skill in operation of the listed tools and equipment.
- (C) Ability to guide, direct and motivate employees; Ability to operate and maintain various equipment used in water maintenance and repair such as backhoe, dump trucks and sewer cleaners; Ability to organize and

supervise the activities of various crews performing construction and maintenance work; Ability to communicate effectively, verbally and in writing; Ability to establish and maintain effective working relationships with employees, other departments and the public.

### **SPECIAL REQUIREMENTS**

Valid State Driver's License, or ability to obtain one.  
Insurable driving record with city's insurance carrier.  
Kansas Class IV Water Supply System License.  
Kansas Class III Wastewater Treatment License.

### **TOOLS AND EQUIPMENT USED**

Knowledge of operation and use of motorized vehicles and equipment, including pickup truck, utility truck, backhoe, man-lift, tamper, compactor, saws, pumps, compressors, generators, trencher, common hand and power tools, shovels, wrenches. Skill in use of detection devices, mobile radio, phone, personal computer including word processing and other software, copy and fax machine.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

### **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is usually loud in field settings, and moderately quiet in office settings.

### **SELECTION GUIDELINES**

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

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The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

## ITEMS FOR COUNCIL DISCUSSION

**DATE:**

March 4, 2014

**TITLE:**

WORK SESSION DISCUSSION

### **DISCUSSION:**

Items for discussion at your March 4, 2014 Work Session will include the following:

1. Reviewing Code Codification – Chapter 17. These chapters of the code focus on utilities.

Respectfully submitted,

Glenn Rodden  
City Administrator



## Policy Statement

Subject: Extension of Utility services outside of the City limits of Beloit.

Date: June 18, 1991

Revised: May 4, 1993

The following policy is established by the Governing Body to provide utility service to areas outside of the City limits of Beloit, Kansas:

1. Electric Utility Extensions- The cost of the extension of electric service outside of the city limits will be paid by the customer(s) requesting the extensions.
  - a. The Superintendent of Distributions Maintenance and the City Administrator will be responsible for determining and preparing all billing and related documents.
  - b. An out-of-city hook-up fee can be established by the City Administrator for each project constructed outside of the city limits of Beloit. **We recommend the hook-up be \$1400.**
  - c. A dollar coat per KVA can be used to determine customer cost responsibilities.
  - d. The cost can include, but is not limited to, poles wire, transformers, labor, and equipment.
  - e. The utility system will not pay for any of the cost of the extension associated directly with the particular hook-up requested.
2. Water Utility Extensions – The cost of the extension of water to a customer(s) outside if the city limits of Beloit will be paid by the customer(s) requesting the extension.
  - a. The superintendent of Distributions Maintenance and the City Administrator can be responsible for determining and preparing all billings and related documents.
  - b. An out-of-city hook-up fee will be established by the City Administrator for each project constructed outside of the city limits of Beloit. **We recommend the hook-up be \$1400.**
  - c. The coat can include but not limited to, materials, labor and equipment.
3. Sewer Extensions- The cost of the extension of sewer to a customer(s) outside if the city limits of Beloit will be paid by the customer(s) requesting the extension.
  - a. The Superintendent of Streets, Superintendent of Wastewater and the City Administrator will be responsible for determining and preparing all billing and related documents.
  - b. An out-of-city hook-up fee will be established by the City Administrator for each project constructed outside of the city limits of Beloit. **We recommend the hook-up be \$1400.**



- c. The extension of sewer to customers outside of the city can be done by benefit district, or in any other manner approved by the Governing Body of the City.
  - d. In the case of a benefit district, the total cost of the project will be assessed to the district as provided by State Law.
4. All utility systems extensions are the property of the City of Beloit.



17-313 ESTIMATED BILLINGS. If it be found that, during any period of time, an electric meter has failed to register, the customer served through the meter shall be billed an estimated charge for electricity delivered, based on the usage during the previous billing period either 30 days before or after the time when such meter was discovered to have failed to register or be in error. (Ord. 1864, Sec. 1)

17-314 ENERGY COST ADJUSTMENT. (a) Whenever the monthly cost of energy production and purchased electrical energy exceeds 30 mills (3¢) per kwh sold, a charge shall be added to each customer's next monthly electric service bill in the amount of 0.1 mill per kwh for each 0.1 mill, or major fraction thereof, by which said average cost exceeds, or is less than 30 mills.

(b) This energy cost adjustment shall be applied to all users to whom bills are rendered and from whom money is normally collected (or transfers credited); likewise, all and only the energy sold to such users shall be the basis for the determination of the monthly cost. Cost of energy shall include fuel gas, fuel oil, lubricants, water and chemicals in the treatment of cooling water. Cost of purchased electrical energy shall include all cost incurred under any and all municipal interconnection contracts and addendum's thereto (plus the WAPA and GRDA agreement, taxes and surcharges). (Ord. 2113, Sec. 1)

17-315 IMPACT FEE. The city shall charge a property owner, at time of connection, an impact fee for a new, typical electric service connection **that will reflect the utility impact fee ordinance in chapter 17 of the Municipal Code of the City of Beloit Kansas. The new or upgrade utility connection fee schedule is set by the council.** A new, typical electric service connection is defined as: "one where there is no electric service connection to which a connection can be made on the premises or the property owner is requesting a separate and distinct electric utility connection where there is an existing electric service connection. (Ord. 1882, Sec. 2)

17-316 FRANCHISE FEE. A franchise fee of 5 will be charged to all customer accounts each month. (Ord. 2113, Sec. 1)

#### ARTICLE 4. SEWERS

DEFINITIONS. Unless the context clearly indicates otherwise, the meaning of words and terms as used in this article shall be as follows:

17-401 (a) Building Drain shall mean that part of the lowest horizontal piping of a drainage system which receives the discharge from waste, inside the walls of the building and conveys it to the building sewer, beginning five feet outside the interface of the building wall.

(b) Building Sewer shall mean the extension from the building drain to the public sewer or other place of disposal.

(c) B.O.D. (denoting Biochemical Oxygen Demand) shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20 degrees centigrade, expressed in parts per million by weight.

(d) PH shall mean the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.



## 1. Electrical Impact Fees.

• Electrical impact fees are based upon the total amperage of the service required of being able to handle the needs of all fixtures or units installed and are determined by the use of the chart below unless otherwise indicated; service to be determined by the KVA, load available to the premises. The transformer KVA will be rated at 4 premises of equal load size. If transformer is not situated for this, then the below price may be multiplied by 4.

### Fee Schedule for New Service, upgrade or decrease in service size.

#### 1/0 240V

<u>Amperes</u>	<u>Fee</u>
0 to 60	\$200.00
61 to 100	\$250.00
101 to 150	\$350.00
151 to 200	\$400.00
201 to 400	\$450.00
401 to 600	\$500.00
601 to 800	\$550.00
801 to 1,000	\$600.00
Over 1,000 amperes, per each additional thousand amperes or fraction thereof	\$600.00

#### 3/0 208 or 240V

<u>Amperes</u>	<u>Fee</u>
0 to 60	\$200.00
61 to 100	\$300.00
101 to 150	\$400.00
151 to 200	\$500.00
201 to 400	\$600.00
401 to 600	\$700.00
601 to 800	\$800.00
801 to 1,000	\$900.00
Over 1,000 amperes, per each additional thousand amperes or fraction thereof	\$900.00



3/0 480V

<u>Amperes</u>	<u>Fee</u>
0 to 60	\$350.00
61 to 100	\$450.00
101 to 150	\$550.00
151 to 200	\$650.00
201 to 400	\$750.00
401 to 600	\$850.00
601 to 800	\$950.00
801 to 1,000	\$1050.00
Over 1,000 amperes, per each additional thousand amperes or fraction thereof	\$1050.00

- One (1) electrical impact fee is required for each service unless specific circumstances (as determined by the building official) require amperage involving more than one (1) service. In that case, the fee shall be calculated using the sum of the amperage of all services included in the impact fee.
- Alterations requiring a change in service. The impact fee shall be determined by the difference between the new service amperage and the previous service amperage which is then applied to the above chart.



# Franchise Fee Proposal

FRANCHISE FEE. A franchise fee of five percent (5%) will be charged to all customer

accounts each month. (Ord. 2113, Sec. 1)

- A. The fee will stay the same
- B. The fee will go up 1% each year till it reaches 8%
- C. The fee will increase to 8%

I recommend changing the Franchise Fee because, the City is charging people 5%, but 8% is taken out of our revenue. We are trying to reclaim the 3% loss for our revenue.

I want to go with option B. If we go up 1% each year until it reaches 8% it will give the customers a chance to adapt to the change.

