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## CITY COUNCIL MINUTES

**Tuesday, June 17, 2008**

The Beloit City Council met in regular session on June 17, 2008 in the Council Chambers. Mayor Rebecca Koster called the meeting to order at 7:00 p.m. City Council members in attendance were Pat Struble, Bill Foreman, Denis Shumate, Craig Cousland, Rick Brown, Tom Naasz, Tom Maxwell, and James Crowley. Also present were City Administrator Doug Gerber, City Attorney Harry Gantenbein and Assistant to the City Administrator Stacy Thompson.

Department heads in attendance were Murray McGee, Lloyd Littrell, and Mike Haefelle.

Councilor Maxwell gave the invocation and the Pledge of Allegiance was recited.

Mayor Koster gave a reminder for the City Council retreat on June 18 and 19. She also commented on how nice it was to have Bike Across Kansas in town. Councilor Shumate acknowledged the Wastewater Plant employees. After taking a tour, he was impressed with the system and the work that Jim and Troy perform. Councilor Struble thanked Gerber for getting the Council copies of the Governing Body Handbook. Councilor Cousland expressed how much he enjoyed the Chautauqua that was in Beloit last week.

City Administrator Gerber noted the Governing Body Handbooks at each Councilors place, a new copy of the minutes with suggested corrections underlined, a couple of articles on electric energy rates, and a Legislative wrap-up from the League of Kansas Municipalities. The major items from the League wrap-up include changes that take effect July 1 to the Kansas Open Meetings Act and cities being able to pass on credit card fees.

Mayor Koster asked for comments from the public. Janice Bassford had comments regarding the last City Council meeting and the actions that led up to the signature card discussion. Frank Gent addressed the Council to inform them that he is officially a Republican candidate for Mitchell County Sheriff. The Mayor introduced Mike Schrant who will be attending Council meetings on behalf of KDNS Radio Station.

The Consent Agenda consisted of the minutes of the June 3, 2008 City Council Meeting and Appropriations 6B. A motion was made by Councilor Shumate and

seconded by Councilor Cousland to approve the Consent Agenda in its entirety. Roll call vote: Yeas: Shumate, Struble, Maxwell, Brown, Crowley, Foreman, Naasz and Cousland. Nays: None.

Gerber explained Resolution 7-2008 and informed the Council that unfit structure resolutions to set a hearing date are typically on the consent agenda. However, since this Council has not been involved in the process he wanted to explain it. Councilor Maxwell made a motion to approve Resolution 7-2008 setting a public hearing on August 5, 2008 at 7:00 p.m. for the property located at 611 W. 3rd Street. Councilor Struble seconded the motion. Roll call vote: Yeas: Shumate, Struble, Maxwell, Brown, Crowley, Foreman, Naasz and Cousland. Nays: None.

Staff recommended the Council approve Resolution 8-2008 approving the Memorandum of Understanding (MOU) with the Bureau of Reclamation. Councilor Shumate asked if the City would be getting a long term contract since the MOU expires December 31, 2009. Gerber explained that the end result will be the Council receiving a formal, long-term contract to consider. Councilor Naasz made a motion to approve Resolution 8-2008 and Councilor Foreman seconded the motion. Roll call vote: Yeas: Shumate, Struble, Maxwell, Brown, Crowley, Foreman, Naasz and Cousland. Nays: None.

Councilor Cousland made a motion to approve Resolution 9-2008 appointing Carol Porter to full-fill the unexpired term of Karen Pahls on the Library Board. Councilor Crowley seconded the motion. Roll call vote: Yeas: Shumate, Struble, Maxwell, Brown, Crowley, Foreman, Naasz and Cousland. Nays: None.

The Council then discussed who should be authorized to be on the bank signature cards. Councilor Struble asked if the option was available to not be on the signature card if a future City Administrator did not want to be. Gerber explained that if someone did not want to be on the accounts the decision could be amended by the Council. After some discussion of who should be on the signature cards, Councilor Maxwell made a motion to approve giving signing authority to the Mayor, Director of Finance/City Clerk, Deputy City Clerk, Council President and the City Administrator. The motion was seconded by Councilor Shumate. Motion carried 8-0.



Councilor Crowley asked if there were very many firms to choose from to do audits for the City. Gerber explained that the City has worked well with Clubine and Rettele in the past and that the local accounting firm was contacted, but was not interested in doing municipal audits. Councilor Shumate asked what all is involved in the audit. Gerber explained that the staff from Clubine and Rettele will be in the office for a few days going through different financial documents to evaluate the City's financial condition and to look for signs of fraud. Shumate made a motion to approve the FY2007 audit agreement with Clubine and Rettele in an amount not to exceed \$6,200 and designate the City Administrator to oversee their services. Councilor Struble seconded the motion. Motion carried 8-0.

A motion was made by Councilor Maxwell and seconded by Councilor Shumate to recess into an executive session for Preliminary Discussion Relating to the Acquisition of Real Property for a period of ten minutes. The session is to include the Governing Body, City Administrator, and the City Attorney. Motion carried 8-0. The session began at 7:41 p.m. and ended at 7:51 p.m. No motions or decisions were made.

A motion was made by Councilor Cousland and seconded by Councilor Maxwell to adjourn the meeting. Motion carried 8-0. The meeting ended at 7:54 p.m.

The work session began at 7:58 p.m. Present were Mayor Koster, Councilors Struble, Shumate, Brown, Cousland, Naasz, Crowley, and Maxwell. Also in attendance were City Administrator Gerber, City Attorney Gantenbien, and Assistant to the City Administrator Thompson.

Department Heads present were Gent and McGee. Correspondence and Staff reports consisted of the May Police Report.

City Attorney Gantenbein reported that Harold Heidrick from Hiltop contacted him regarding whether the City would be interested in garnering the same deal they currently have on their bonds if they were to look at a different lender. The original interest on their bonds was 7.25% and that rate has increased to 10.25%. The Council agreed they would be in favor.

Administrator Gerber passed out information on a Civility and Public Service class and the 2008 Energy Summit. The Council is to let staff know if they are interested in attending either of the presentations. Interviews were conducted on Monday, June 16 for Police Officers. Staff is now waiting for polygraph results. Interviews for the Water Plant Foreman will be held on Friday. Applications will be taken until Monday, June 23 for the position

of Director of Finance/City Clerk. Staff met with the Kansas Water Office earlier this week and talked through acquiring additional water rights and the possibility of a pipeline. The additional diversion point for the pipeline would help diversify the City's water supply. This subject will be discussed more at the City Council Retreat.

The Council discussed the proposed job description for the Director of Finance/City Clerk. Councilor Shumate questioned two duties that were listed. After deleting one and making other word changes, the Council agreed the job description should be a future formal action.

The Council reviewed the hiring policy. Gerber asked the Council if it would be helpful to go through a policy once in awhile. They agreed they did not need to review them if the Department Heads were doing so on a regular basis. Councilor Cousland thought it would be beneficial to review certain policies when new Councilors are elected so they understand the processes.

The Council allocated funds in the 2008 budget to upgrade the phone systems. Staff is proposing to update the City Office phones and get the hardware in place to update the rest of the City Departments next year. Councilor Shumate asked if this would go out to bid. Gerber replied that it would. Councilor Naasz had questions regarding voicemail. This new system will allow the City to have voicemail for all office staff and Department Heads, including remote access. Staff has worked with The Phone Connection to get specifications for a bid and once bids are received they will be brought back to the Council.

Sergeant Ryan Stocker gave a power point presentation on tasers. Money was placed in the 2008 budget for tasers, but staff wanted to bring it up with the new Council to make sure that is still the direction they would like to follow. The Council was in favor of the tasers and thought it was another good alternative for the Police Department.

The work session ended at 9:48 p.m.

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REBECCA J. KOSTER, Mayor

ATTEST:

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KERRY BENSON, Deputy City Clerk