



119 North Hersey Avenue
P.O. Box 567
Beloit, Kansas 67420
Phone: 785-738-3551
Fax: 785-738-2517
E-mail: info@beloitks.org

CITY COUNCIL MINUTES

Tuesday, December 16, 2008

The Beloit City Council met in regular session on December 16, 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, Craig Cousland, James Crowley, Rick Brown, Denis Shumate, Tom Maxwell, and Tom Naasz. Also present were City Administrator Doug Gerber, City Attorney Harry Gantenbein and Director of Finance/City Clerk Kerry Benson.

Department heads in attendance were Stacy Thompson, Frank Gent, Caite Kendrick, Mike Haeffele and Murray McGee.

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

Mayor Koster wished everyone safe and happy holidays.

Councilor Struble thanked all those involved with the community Christmas program and wished everyone a Merry Christmas and Happy New Year. Councilor Brown distributed a thank you letter from the Senior Center for the city's participation in delivering meals. James Crowley expressed his appreciation for the work put into the Isle of Lights as it is very nice this year. Councilor Cousland thanked the city crews for the snow removal. Denis Shumate publicly acknowledged and commended Kendal Francis and Lloyd Littrell for the water plant tour.

City Attorney Gantenbein wished everyone a very Merry Christmas and Happy New Year.

City Administrator Gerber echoed the Merry Christmas and Happy New Year sentiments. He praised staff for the water plant tour. Mr. Gerber also thanked the crews for the snow removal as well as all workers for the Isle of Lights. Claire Thiessen was introduced as the Youth Councilor in attendance. A sheet was disbursed with sales tax information which will be reviewed in the work session. Mr. Gerber indicated that Jay Langley from Clubine and Rettele was here to review the audit. Code Enforcement Officer Chris Jones reviewed a report examining the unfit structures and assigned time frame for each structure.

Mayor Koster asked for comments from the public. There were none.

Jay Langley from Clubine and Rettele reviewed the 2007 audit report with the Governing Body and answered their questions. He noted some minor deficiencies and praised staff for their professionalism.

The Consent Agenda consisted of the minutes of the December 2, 2008 City Council Meeting and Appropriations 12B. A motion was made by Councilor Shumate and seconded by Councilor Maxwell to approve the Consent Agenda in its entirety. Roll call vote: Yeas: Foreman, Struble, Brown, Naasz, Shumate, Maxwell, Crowley and Cousland. Nays: None.

A motion was made by Councilor Struble and seconded by Councilor Cousland to approve the cereal malt beverage licenses for the following businesses: Casey's Retail Company, Beloit Bowl, Plum Creek, China House, Pump Mart, El Puertos, Shamburg Oil Company, Mitchell County Fair Association and Solomon Valley Eagles. The applications had been previously reviewed by City Attorney Gantenbein and Police Chief Frank Gent. No violations were found. Motion carried 8-0.

Staff recommended that the Council approve the phone bid from Cunningham Telephone and Cable in the amount of \$4,05052 with the monthly phone service. The city will be changing services from AT&T to Cunningham's. A motion was made by Tom Naasz and seconded by Tom Maxwell to approve the bid from Cunningham's in the amount of \$4,05052. Motion carried 8-0.

The Parks and Recreation Department solicited bids for cemetery management software. Staff has been researching software options for the past year and believes this is the best fit for their needs. A motion was made by Councilor Maxwell and seconded by Councilor Shumate to approve the bid from Legacy Mark, LLC in the amount of \$11,797.00. Motion carried 8-0.

A motion was made by Councilor Maxwell seconded by Councilor Struble to approve the Consulting Services Agreement with HWS Consulting Group for a total cost of \$15,000.00. Administrator Gerber reported that the city will be reimbursed, through the FAA grant process, for approximately \$14,250 (95% of the cost). Staff has tentatively set a late-January 2009 bid date and estimates the total cost at approximately \$60,000.00. This amount will also be reimbursed at 95% from the FAA. Motion carried 8-0.



The lease-purchase of a 2009 Ford Crown Victoria from Beloit Auto and Truck Plaza in the amount of \$21,500 has been recommended by staff. A motion by Councilor Crowley and seconded by Councilor Cousland to approve the lease-purchase agreement in the amount of \$21,500 for the Crown Victoria. Motion carried 8-0.

A motion was made by Struble and seconded by Shumate to recess into an executive session for Preliminary Consideration of Specific Personnel Matter of Non-Elected Personnel for a period of fifteen minutes. The session is to include the Governing Body, City Administrator, and City Attorney. Motion carried 8-0. The session began at 7:40 p.m. and ended at 7:55 p.m. No motions or decisions were made.

A motion was made by Maxwell and seconded by Shumate to recess into an executive session for Attorney-Client Privileged Information for a period of ten minutes. The session included the Governing Body, the City Administrator, and the City Attorney. Motion carried 8-0. The session began at 8:01 p.m. and ended at 8:11 p.m. No motions or decisions were made.

A motion was made by Councilor Brown and seconded by Councilor Shumate to adjourn the meeting. Motion carried 8-0. The meeting ended at 8:15 p.m.

The work session began at 8:25 p.m. Present were Mayor Koster, Councilors Struble, Brown, Cousland, Naasz, Shumate, Crowley, Maxwell, and Foreman. Also present were City Administrator Gerber, City Attorney Gantenbein and Director of Finance/City Clerk Benson.

Department Heads present were Thompson, McGee and Kendrick.

Correspondence and Staff reports consisted of a Code Enforcement Letter, the November Community Development Report, the November Police Reports and the November Library Board Minutes. Councilor Shumate inquired about the status of the library project. He also asked about the development of a police report that would provide feedback on police case closures.

City Attorney Gantenbein had nothing to report.

Administrator Gerber reviewed the lunch schedule with the Council. He welcomed the Councilors to attend the Solomon Valley Economic Development meeting on Thursday. Mr. Gerber reported that there would be a small group meeting on Friday to discuss the library grant. He reminded the Council that city offices would not be open on December 25 and 26. Administrator Gerber indicated that the Walking Trail Grant had been submitted. There have been eight applications for the Airport Advisory Board received and a great deal of interest shown to serve in this capacity. The sales tax numbers report was reviewed.

Caitie Kendrick provided a draft of a coaching policy for the Parks and Recreation. Staff feels the need to implement a coaching policy as liability continues to be an issue. The overall goal of the policy is to protect the program participants and to reduce the liability of the City. Ideas were discussed and a policy will be brought back for review at a later date.

The Council reviewed the City's Fee Resolution. Staff has recommended a few minor changes to the resolution. The revised resolution will be brought to the council for formal action on the first agenda in January.

The work session ended at 9:45 p.m.

REBECCA J. KOSTER, Mayor

ATTEST:

KERRY BENSON, Director of Finance/City Clerk