

FINANCE/PURCHASING & BUILDING COMMITTEE
February 14, 2023

A meeting of the Finance/Purchasing & Building Committee was called to order at 4:00 pm by Chairperson Bacon in the Council Chambers, City Hall. Roll call: Alderpersons Bacon and Wiederanders were present Alderperson Williams was excused. Also present: Alderperson Nault, City Administrator VanLieshout, City Treasurer/Finance Director Clarizio, Municipal Services Director Barker, and Office Accounting Assistant II Metzger.

A motion was made by Alderperson Wiederanders, seconded by Alderperson Bacon to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Public comment on agenda items and other issues related to finance & purchasing.
4. Consideration of: Solid Waste User Fee.
5. Consideration of: Award Bid for a Utility Tractor.
6. Consideration of: Award of Bid for Aquatic Weed Harvester.
7. Consideration of: Award of Bid for Aquatic Weed Spraying Services.
8. Consideration of: Award of Bid to include Bradley lake to the city of Sturgeon Bay's Aquatic Plant Management Plan.
9. Consideration of: Purchase of a Single Axle Patrol Truck and Equipment.
10. Review bills.
11. Adjourn.

Carried.

No one spoke during public comment on agenda items and other issues related to finance & purchasing.

Consideration of: Solid Waste User Fee:

City Treasurer/Finance Director Clarizio stated the solid waste user fee was last adopted in 2018 for the years 2018 through 2023. The current fee for 2023 is \$10.42 per month but direction is needed moving forward into 2024. At the time, the Committee was deciding what financial position the City wanted to be in for, for instance, paying cash, pay partial cash or borrow for refuse trucks in the future. The decision was made to establish a rate, save money to pay some cash but overall continue borrowing for the trucks. She stated three scenarios provided in the agenda packet, outline various funding options that support continuing to borrow, save money to pay partial cash and partial borrowing or pay cash for trucks. The previous Common Council elected to borrow for trucks.

City Administrator Van Lieshout stated the Committee is requested to recommend a fee schedule for the next 6 years to the Common Council, thereby allowing the city and finance staff to plan for capital acquisition as well as to have sufficient funds on hand to pay debt service, labor, fuel cost and maintenance. The projections presented today are what the staff feels confident are needed to cover the changes in costs. Staff continues to propose maintaining a 25% fund balance. In the past if equipment breaks or repairs are needed the funds are available to draw from the reserve fund balance.

Alderperson Bacon questioned the proposed fee increase rates compared to other municipalities. Mr. Van Lieshout commented that other local municipalities use a contract service. They do not drive municipal pick-up, services vary from municipality to municipality based on variables such as distance between pick-ups. The city has neighborhood density and the transfer station in close proximity.

Moved by Alderperson Bacon, seconded by Alderperson Wiederanders to forward a resolution to the Common Council increasing the Solid Waste User fee as follows:

2024	\$11.82
2025	\$13.40
2026	\$15.20
2027	\$17.23
2028	\$19.54

Carried.

Consideration of: Award Bid for a Utility Tractor:

Municipal Service Director Barker presented the following five bids for the purchase of a utility tractor. The 2023 capital budget allocated \$35,000 for this purchase. Service Motor Company Farmall tractor was the lowest bid for the tractor and bucket in the amount of \$29,250. A 2001 Case DX40 with a bucket loader will be used as a trade in, valued at \$8,000.

Service Motor Co., New Franken, WI
Manufacturer: Farmall (Case)
Tractor MDL: 40A
Tractor Price: \$23,100
Bucket MDL: Case L340 1h
Loader Bucket: \$6,150
Combined Price: \$29,250
Trade Value: \$8,000
Total: \$21,250

Service Motor Co., New Franken, WI
Manufacturer: Kubota
Tractor MDL: L3902HST
Tractor Price: \$25,300
Bucket MDL: Kubota LA 525
Loader Bucket: \$6,350
Combined Price: \$31,650
Trade Value: \$8,000
Total: \$23,650

Bobcat Plus, DePere, WI
Manufacturer: Bobcat
Tractor MDL: 4050
Tractor Price: \$35,579
Bucket MDL: FL9
Loader Bucket: Included
Combined Price: \$35,597
Trade Value: \$9,000
Total: \$26,579

Swiderski Equipment, Mosinee WI
Manufacturer: New Holland
Tractor MDL: Boomer 40w/cab
Tractor Price: \$41,270
Bucket MDL: NH 250TLA2
Loader Bucket: Included
Combined Price: \$41,270
Trade Value: \$6,000
Total: \$35,270

Swiderski Equipment, Mosinee WI
Manufacturer: New Holland
Tractor MDL: Boomer 40 no cab
Tractor Price: \$33,990
Bucket MDL: FNH 250TLA2
Loader Bucket: Included
Combined Price: \$33,990
Trade Value: \$6,000
Total: \$27,990

Moved by Alderperson Wiederanders, seconded by Alderperson Bacon to recommend to Common Council to approve ordering the Farmall 40A tractor and Case L340 1h loader bucket from Service Motor Company

in an amount not to exceed \$29,250, and trade in a 2001 Case DX40 with a bucket loader valued at \$8,000. Carried.

Consideration of: Award of Bid for an Aquatic Weed Harvester.

Municipal Service Director Barker presented the following two bids for the purchase of an aquatic weed harvester. The 2023 capital budget allocated \$375,000 for this purchase. Inland Harvester was the lowest bid at \$182,202 including harvester, trailer and optional water pump. A 1995 Aquarius HM-420 w/trailer will be used as trade in valued at \$15,000. Delivery is expected in 2024.

Aquarius Systems, North Prairie, WI
Manufacturer MDL: MH-420
Harvester Price: \$222,605
Trailer MDL: TR-23 Standard
Trailer Price: \$17,500
Optional Water Pump: \$1,500
Price w/option: \$241,605
Trade Value: \$25,000
Total w/option: \$216,605

Inland Harvester, Burlington, WI
Manufacturer MDL: ILH-450
Harvester Price: \$162,537
Trailer MDL: ILH Tri-Axle
Trailer Price: \$16,190
Optional Water Pump: \$3,475
Price w/option: \$182,202
Trade Value: \$15,000
Total w/option: \$167,202

Moved by Alderperson Bacon, seconded by Alderperson Wiederanders to recommend to Common Council to approve the purchase of the ILH-450 Harvester and ILH Tri-Axle trailer from Inland Harvester with optional water pump in an amount not to exceed \$182,202 and trade in a 1995 Aquarius HM-420 w/trailer valued at \$15,000. Carried.

Consideration of: Award of Bid for Aquatic Weed Spraying Services

Municipal Service Director Barker presented the following two bids for aquatic weed spraying. Wisconsin Lake and Pond was the lowest bid in the amount of \$400 per acre and spray maximum total of \$20,256.13. They will take care of obtaining all permits and spraying. The DNR determines the amount of spraying that can be completed. Last year the cost was \$16,500. The 2023 budget allocated \$17,000 for the service. Mr. Barker recommended a 2-year contract with Wisconsin Lake and Pond.

Aquatic Plant Management LLC
Per Acre \$600
Total Cost \$26,610

Wisconsin Lake and Pond Resources
Per Acre \$400
Total Cost \$20,526.13

Moved by Alderperson Wiederanders, seconded by Alderperson Bacon to recommend to Common Council to approve the bid for aquatic weed spraying from Wisconsin Lake and Pond Resources for spraying and permitting for the next two years in the amount of \$400 per acre. Carried.

Consideration of: Award of Bid to include Bradley Lake to the City of Sturgeon Bay's Aquatic Plant Management Plan.

Municipal Services Director Barker stated after the recent aquatic plant management plan bid opening it was suggested to include Bradley Lake in the aquatic plan. Onterra LLC agreed to include the area in the plan for an additional cost of \$5,795.

Moved by Alderperson Bacon, seconded by Alderperson Wiederanders to recommend to Common Council to approve the additional cost to Onterra, LLC for adding Bradley Lake to the Aquatic Plant Management Plan in an amount not to exceed \$5,795. Carried.

Consideration of: Purchase of a Single Axle Patrol Truck and Equipment:

Municipal Services Director Barker presented the following bids for the purchase of a single axle patrol truck and equipment. The 2023 budget allocated \$190,000 for this purchase. Packer City Trucks was the lowest bid in the amount of \$222,000 for both truck and equipment but \$32,000 over budget. The other bids received were either for equipment or chassis only. The vehicle would not come off the assembly line until 2024 therefore he is recommending to order the truck in now but roll the cost to the 2024 budget to cover the increased cost and trade in a 1996 Ford L-8000 valued at \$5,000.

Packer City Trucks, Shawano WI
Truck Chassis and Equipment
Chassis Price: \$113,635
Equipment Price \$ 108,365
Price: \$222,000
Trade Value: \$5,000
Total: \$217,000

Quality Truck Center, De Pere WI
Chassis Only
Chassis Price: \$130,394
Equipment Price: N/A
Trade Value: \$2,000
Total: \$128,394

Casper's Truck Equipment
Appleton, WI
Equipment Only
Total: \$114,107

Truck Equipment
Green Bay, WI
Equipment Only
Total: \$122,502

Moved by Alderperson Wiederanders, seconded by Alderperson Bacon to recommend to Common Council to proceed with ordering the Single Axle Patrol Truck and Equipment from Packer City Trucks and recommend rolling the purchase over to the 2024 budget at an increased amount to cover the cost overage and trade in a 1996 Ford L-8000. Carried.

Review bills

Moved by Alderperson Wiederanders, seconded by Alderperson Bacon to approve the bills as presented and forward to the Common Council for payment. Carried.

Moved by Alderperson Wiederanders, seconded by Alderperson Bacon to adjourn. Carried. The meeting 4:38pm.

Respectfully submitted,

Tricia Metzger