

City of Winsted
City Council Work Session
Lewis Room
Tuesday, May 2, 2017
5:30 p.m.

Present: Mayor Steve Stotko
Council Member Mike Henrich
Council Member Tom Ollig
Council Member Patty Fitzgerald
Council Member George Schulenberg

Staff Present: Mr. Daniel Tienter, City Administrator
Ms. Raquel Kirchoff, City Clerk-Treasurer
Mr. Dave Meyer, Maintenance Supervisor

Also Present: Mr. Jake Saulsbury, Bolton and Menk, Incorporated

I. Call to Order

Mayor Stotko called the meeting to order at 5:30 p.m.

II. Public Works Equipment Replacement – Industrial Snow Blower

Mr. Tienter stated that the City of Winsted (City) Public Works Department (Public Works) requires City owned equipment and vehicles to perform regular duties and maintain expected service levels as established by the City Council. As part of the snow removal process, Public Works regularly operates an industrial snow blower attached to the backhoe loader or payloader. At present, the City uses a 1994 Fair Manufacturing, Incorporated (Fair) 742 Industrial Snow Blower with approximately 721 hours of operations. City staff believe the time meter no longer functions properly given the relatively low number of operational hours and considering the age of the equipment.

Mr. Tienter stated that in addition to the broken meter, other components of the current snow blower are in various states of poor repair, namely the auger and discharge chute. At present, City staff cannot rotate the discharge chute, which limits the ability of Public Works staff to efficiently remove snow, and the auger blades have deteriorated. Given the general age and critical nature of the equipment, City staff recommend the replacement of the snow blower.

Mr. Tienter stated that based on the work demands and the preferences of Public Works staff, City staff recommend replacing the snow blower with a 2017 Fair Snocrete 842SI Industrial Snow Blower. The replacement snow blower provides similar snow removal capabilities.

Mr. Tienter stated that under the Uniform Municipal Contracting Law (Minnesota Statute 471.345, subd. 15) and the City's Purchasing Policy, the City may purchase goods and services through a Cooperative Purchasing Venture (CPV). Using the State of Minnesota (State) CPV, City staff solicited a quote from Trueman Welters, Incorporated of Buffalo, Minnesota, which holds the State contract for the replacement snow blower.

Mr. Tienter stated that the cost of the replacement snow blower is approximately \$73,962. At present, the 2017 – 2021 Police and Public Works Departments Capital Equipment Program (CEP) budgets \$95,000 for this equipment. Based on the current quote, the replacement snow blower would cost approximately \$21,038, or 28%, less than expected.

Mr. Tienter stated that based on the state of the current snow blower, the apparent need for replacement, the available funds coupled with the positive budget variance, City staff recommend that the City Council authorize the City Administrator to purchase a 2017 Fair Snocrete.

Mr. Dave Meyer, Maintenance Supervisor, described the problems that Public Works is experiencing with the current snow blower. Mr. Meyer stated that Public Works uses this blower on the snow that is wind rowed and hauled out of the city. This is the entire downtown Winsted area. The blower is also used in the Westgate and Casey's General Store area during years with a great amount of snow. It is also used at times in the area where the snow from the downtown area is hauled to.

Mr. Meyer explained that wind rowing is the process of starting at the curb and bringing the snow to the center of the street. The snow blower then blows this snow into trucks that haul it out of the

downtown area. This eliminates banks of snow on the sidewalks in front of businesses in the downtown area.

The City Council Members approved of placing the snow blower on a future City Council agenda for approval.

III. Other

a.) Federal Government Shutdown

Mr. Tienter provided an update regarding the status of the Federal Government Shutdown, stating that an agreement has been reached to fund the government through the end of September, 2017. Mr. Tienter stated that if a Federal Government Shutdown were to occur, the impact on the City would likely be minimal because the City does not receive direct federal funding. Mr. Tienter continued by stating that what is more difficult to know is how a shutdown would affect the payments that the City receives from the State of Minnesota.

b.) General Legislative Update

Mr. Tienter provided a general legislative update for the City Council Members.

c.) Winsted Municipal Airport Environmental Assessment

Mr. Tienter stated that the 30 day public comment period will be posted regarding the Winsted Municipal Airport Environmental Assessment (EA). A Public Hearing regarding the Winsted Municipal Airport will occur on May 18, 2017. Additionally, a Special City Council Meeting will be scheduled on June 8, 2017 where the City Council will consider a final decision regarding the EA runway improvement project for the airport.

IV. Adjourn

Council Member Ollig motioned to adjourn the meeting. Council Member Henrich seconded the motion. Motion carried 5-0.

The meeting was adjourned at 5:58 p.m.

Steve Stotko
Mayor
City of Winsted

ATTEST:

Raquel Kirchoff, CMC
City Clerk-Treasurer
City of Winsted