

OFFICIAL PUBLIC NOTICE



MEETING OF THE PROPERTY COMMITTEE

THURSDAY, MARCH 30, 2023 AT 5:00 PM

CONFERENCE ROOM OF THE MUNICIPAL BUILDING AT 450 S MAIN ST, RICHLAND CENTER, WI

AGENDA

CALL TO ORDER *Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

APPROVAL OF MINUTES

1. Property Minutes 2-09-23

APPROVAL OF BILLS

2. Property Bills

DISCUSSION AND ACTION ITEMS

3. Purchase of New Weed Eaters for Parks Department

SUPERINTENDENT'S REPORT

SET NEXT MEETING DATE *Second Thursday of the Month*

ADJOURNMENT

Posted this 28th day of March, 2023 by 4:30 PM.
Copy to the official newspaper the Richland Observer.

A handwritten signature in cursive script, appearing to read "Aaron Joyce".

Aaron Joyce, City Clerk/Treasurer

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581 or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.

Property committee Minutes
5:00 PM – Thursday, February 09, 2023
Conference Room of the Municipal Building

CALL TO ORDER AND ROLL CALL

Kevin Melby called the meeting to order at 5:07PM. Oliphant affirmed proper public notice of meeting. Members Scotty Wallace and Kevin Melby were present. Member Sue Fruit was absent. A quorum was present.

Staff Present: Dave Fry, Buildings & Grounds Superintendent and Ashley Oliphant, City Administrator

APPROVAL OF MINUTES

Motion by Wallace to approve the 1/12/2023 meeting minutes. Seconded by Melby. Motion carried unanimously.

POSSIBLE ACTION ITEMS

Quotes vs. Bids on Weed Eaters – Action Taken

Fry budgeted the purchase of eight replacement weed eaters. Those being replaced will be sold on Wisconsin Surplus. Due to the cost of the total purchase, the financial policy calls for a bidding process. Fry stated two local vendors supply weed eaters that meet the needs of the department and would like to obtain quotes from the local vendors in lieu of a bidding process.

Motion by Wallace to recommend obtaining quotes from local vendors for the purchase of eight weed eaters and waiving the bidding requirements. Seconded by Melby. Motion carried unanimously.

Security Camera Installation – No Action Taken

Fry provided a status update on the installation of security cameras. The security camera system will go live within a week, weather permitting. The remaining power line needed to complete the project will be installed in the spring with the assistance of the Electric Utility.

Planning for Airport Pavement Project – No Action Taken

Fry explained the declining condition of the airport pavement requires substantial maintenance or replacement. As such, a meeting was scheduled with the Bureau of Aeronautics to discuss the necessary repairs/replacement, scope of project, funding, timeline, and planning for other capital improvement projects. The airport receives annual state and federal funding which may be used for a pavement project with a 5% match from the city. Project management services will be provided by the Bureau of Aeronautics through the DOT's airport development engineer. Fry will provide updates and more information as it becomes available.

Airport Tree Trimming– No Action Taken

Fry explained three areas around the airport needed tree trimming or removal at some point during the year 2023. Due to height limitations, two of the three areas require professional service to complete the process. This project can be funded by the ARPA awards received in 2022 totaling \$31,000.

Other Updates– No Action Taken

- Fry shared that Spencer Reed was hired to fill the vacancy created by Jodi Mieden's promotion to Parks & Recreation Director. Fry stated he was very excited to have Reed coming on board.
- Oliphant stated Al Greely would like to submit a proposal to sell the digital billboard at the Industrial Park to the City. Once the proposal is received, the Property Committee will conduct an initial review.

ADJOURNMENT

The meeting of the Property Committee was unanimously adjourned at 5:44PM. Motion by Wallace to adjourn. Seconded by Melby. Motion carried unanimously.

Minutes recorded by Ashley Oliphant

Park/Property Bills

Total

\$11,549.98

16-Mar-23

Vendor	Item	Date	Cost
All American Do it Center	10-51850-470 Comm Ctr Leak repair, 10-55300-655 Picnic tables, benches, shelter, dike sign supplies, 10-55300-400 Parks PPE Exchange Spencer	2/8/2023, 2/15/2023, 2/16/2023	\$112.88
Auto Value Parts Stores	10-51850-440 Truck 3 Tail light, 10-51580-440 Batter Comm Ctr Car	2/15/2023, 2/27/2023	\$263.98
Carrot-Top Industries	10-51850-525 Wisconsin Flags	3/6/2023	\$160.54
City Utilities	10-51850-470 City Hall lights outside	2/9/2023	\$116.09
Ferrellgas	10-54900-310 Airport Terminal Bldg Heat	2/23/2023	\$917.67
Holiday Wholesale	10-55300-700 Comm Ctr, 10-51850-520 All Bldgs, 10-55300-700 All Bldgs, 10-51850-520 Cleaner, 10-51850-520	1/31/2023, 2/2/2023, 2/7/2023, 2/21/2023, 3/7/2023	\$1,253.10
Johnson Controls	10-51850-565 Fire Protection	2/1/2023	\$2,257.95
Napa Auto Parts	10-51850-440 Truck 4 Boxlift	1/9/2023	\$74.59
Nature's Way Portable Units	10-55300-655 Portable toilets	2/28/2023	\$366.00
OMNI Technologies	10-51850-565 Community Center Fire Alarm Monitoring	3/10/2023	\$360.00
Premier Co-op	10-51850-500 Fuel, 10-51850-500 Fuel	1/31/2023, 2/28/2023	\$2,977.64
Ritchie Implement	10-51850-440 Tie Rod for Tool Cat	2/13/2023	\$210.56
Simpson's Tractor Inc.	10-51850-440 Parks Snow Blower	2/15/2023	\$824.88
The Homesteader's Store, Inc.	10-51850-440 All Lawn Mowers	2/24/2023	\$1,181.79
Walsh's ACE Hardware:	10-51850-470 Roof Patch Comm Ctr, 10-55300-655 Bench & Table Supplies, 10-51850-390 Comm Center Key, 10-55300-400 Parks PPE Spencer, 10-51850-390 Toilet auger & batteries, 10-51850-390 Parks tools, 10-51850-390 sidewalk salt, 10-51850-440 chainsaw supplies, 10-51850-390 parks chainsaw supplies, 10-51850-390 parks, 10-55300-655 Bench & Table Supplies	2/7/2023, 2/9/2023, 2/13/2023, 2/14/2023, 2/14/2023, 2/23/2023, 2/28/2023, 3/1/2023, 3/2/2023, 3/8/2023, 3/13/2023	\$472.31
Total			\$11,549.98

Park/Property Bills

Total

\$25,914.60

16-Mar-23

Vendor	Item	Date	Cost
TC Networks, INC	10-61000-961 Cameras Tennis Court, 10-61000-961 Cameras Pool, 10-61000-691 Cameras Park, 10-61000-691 Cameras Park Parking, 10-61000-691 Cameras Park Center, 10-61000-691 Cameras Keepers Shelter, 10-61000-691 Cameras Community Center	3/11/2023	\$24,462.11
Wallace Electric LLC	10-61000-961 Cameras	3/11/2023	\$1,452.49
Total			\$25,914.60

CITY OF RICHLAND CENTER

AGENDA ITEM DATA SHEET

Item 3.

Agenda Item: New Weed Eaters

Meeting Date: 3/16/2023

Requested by: Dave Fry, Buildings & Grounds Superintendent

Reviewed/Recommended by: Property Committee approved waiving bid requirements.

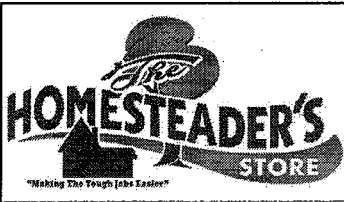
Background: Requesting authorization to purchase 8 Weed Eaters. The Parks and Grounds Department's Weed Eaters are 10-15 years old and, as a result, require increasing time and expense to keep them in running order. Many of them are difficult to start, requiring staff to spend excessive time and energy starting the machines. The mechanic that looked at them last said they were getting to the end of their useful life and would soon be beyond repair.

Financial Impact: \$7500.00 was budgeted to replace 10 Weed Eaters but 8 will be adequate. 3 quotes were obtained to purchase 8 new Weed Eaters of various brands and models ranging from \$3,200.00 - \$4671.94.

Funding Source: 10-61000-961 Parks Outlay, budgeted for \$7500.00

Requested Action: Motion to select Weed Eater model and approve purchase

Attachment(s): Quote from The Homesteader's Store, Quote from Walsh's ACE Hardware



26425 Hwy 14E
 Richland Center, WI
 53581
 o 608-647-4100
 f 608-647-4300
 Homesteadersstore.com

Buyer Name: Richland Center Parks
Address:
 City: Richland Center
 State: WI
 Zip: 53581
Phone:
Email:

Proposal Date: 2/17/2023

Wholegoods Proposed	Serial Number	Qty	Unit Cost	Total Cost
Husqvarna 525RX		8	\$400.00	\$3,200.00
	967175701			\$0.00
				\$0.00
				\$0.00
				\$0.00
Items Subtotal				\$3,200.00

Accessories	Part Number	Qty	Unit Cost	Total Cost
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Accessories Subtotal				\$0.00

Services				
Delivery				\$0.00
Install Labor			\$106.00	\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Services Subtotal				\$0.00

Subtotal \$3,200.00

Trades

Subtotal minus trade \$3,200.00

Deposit \$0.00

Documentation Fee

Subtotal \$3,200.00

Tax 0.00% \$0.00

Total Due \$3,200.00

Special Instructions:
 Used equipment sold as is. Attention: Prices are only good at the time of the quote. Prices can change without notice only. Prices and terms can change on long term contracts outside Homesteader's control. Customer can cancel a stocked item if terms are not acceptable.

Agreement to Purchase: I, the undersigned am agreeing to purchase the above items and services provided by the Homesteader's Store.
 Purchaser _____ Date _____

Weed Eater Quote: Walsh's ACE Hardware

Stihl FS131:

Specifications:

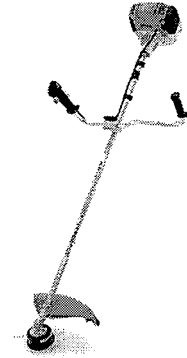
- Engine Power: 1.9 bhp
- Displacement: 36.3 cc
- Cutting Width: 16.5 inches

Cost:

\$529.99 per unit x 8 units = \$4239.92

20% = \$847.98

\$4239.92 - \$847.98 = **\$3391.94**



Stihl FS240:

Specifications:

- Engine Power: 2.3 bhp
- Displacement: 37.7 cc
- Cutting Width: 16.5 inches

Cost:

\$729.99 per unit x 8 units = \$5839.92

20% = \$1167.98

\$5839.92 - \$1167.98 = **\$4671.94**

