



PUBLIC WORKS COMMITTEE AGENDA

November 15, 2022 at 5:30 PM

Municipal Service Building - Training Room, 2026 New Jersey Avenue

It is possible that a quorum (or a reverse quorum) of the Sheboygan Common Council or any other City committees/boards/commissions may be in attendance, thus requiring a notice pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993).

Persons with disabilities who need accommodations to attend this meeting should contact the Department of Public Works at 920-459-3440. Persons other than council members who wish to participate remotely shall provide notice to the Public Works Department at 920-459-3440 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

OPENING OF MEETING

1. Call to Order
2. Roll Call - Alderpersons Dekker, Heidemann, Ramey, Rust, and Salazar may attend meeting remotely.
3. Pledge of Allegiance
4. Introduction of Committee Members and Staff

MINUTES

5. Approval of Minutes: October 25, 2022

ITEMS FOR DISCUSSION & POSSIBLE ACTION

6. Res. No. 87-22-23 / November 7, 2022: A resolution authorizing the appropriate City officials to enter into an Addendum No. 1 to the contract with Foth Infrastructure & Environment, LLC for design services related to the South Side Sewer (SIS) Facility Plan.
7. Gen. Ord. No. 12-22-23 / November 7, 2022: An ordinance repealing Gen. Ord. No. 42-21-22 so as to remove the two-way street designation for South 24th Street between Indiana Avenue and Georgia Avenue and add parking on the west side of South 24th Street between Indiana Avenue and Georgia Avenue.
8. Gen. Ord. No. 13-22-23 / November 7, 2022: An ordinance amending Sections 122-403, 122-404, and 122-405 of the Municipal Code relating to sewers and sewerage disposal so as to make changes to service charges.
9. Res. No. 86-22-23 / November 7, 2022: A resolution authorizing the Purchasing Agent to issue a purchase order for the emergency purchase replacement of a bucket truck for the Motor Vehicle Division of the Department of Public Works, and authorizing the necessary budget adjustments to provide funding for the purchase.

NEXT MEETING DATE

10. Next Regular Meeting Date: November 29, 2022

ADJOURNMENT

11. Motion to adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*

CITY OF SHEBOYGAN
PUBLIC WORKS COMMITTEE MINUTES
Tuesday, October 25, 2022

COMMITTEE MEMBERS PRESENT: Alderperson Amanda Salazar, Chair Dean Dekker, Alderperson Angela Ramey, Alderperson Joe Heidemann, and Vice Chair Zach Rust.

STAFF/OFFICIALS PRESENT: Director of Public Works David Biebel, City Engineer Ryan Sazama, Superintendent of Parks & Forestry Joe Kerlin, Superintendent of Streets and Sanitation Joel Kolste, Administrative Coordinator Heather Burke, and Administrative Clerk Stacy Weseljak.

OTHERS PRESENT: Zach Cotter and Steve Jorgensen.

OPENING OF MEETING

1. Call to Order

Chair Dean Dekker called the meeting to order at 5:30 PM.

2. Roll Call - Alderpersons Dekker, Heidemann, Ramey, Rust, and Salazar may attend meeting remotely.
3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Introduction of Committee Members and Staff

MINUTES

5. Approval of Minutes: October 11, 2022

MOTION TO APPROVE MINUTES FROM OCTOBER 11, 2022

Motion made by Vice Chair Rust, Seconded by Alderperson Salazar.

Voting Yea: Alderperson Salazar, Chair Dekker, Alderperson Ramey, Alderperson Heidemann, Vice Chair Rust

ITEMS FOR DISCUSSION & POSSIBLE ACTION

6. R. O. No. 74-22-23 / October 17, 2022: Submitting a request from Zach Cotter for approval to hunt deer on a section of woods within the City limits.

MOTION TO RECOMMEND THE COMMON COUNCIL FILE THE REPORT OF OFFICER

Motion made by Vice Chair Rust, Seconded by Alderperson Salazar.

Voting Yea: Alderperson Salazar, Chair Dekker, Alderperson Ramey, Alderperson Heidemann, Vice Chair Rust

NEXT MEETING DATE

7. Next Regular Meeting Date: November 15, 2022

ADJOURNMENT

Item 5.

8. Motion to adjourn

MOTION TO ADJOURN AT 6:09 PM

Motion made by Vice Chair Rust, Seconded by Alderperson Salazar.

Voting Yea: Alderperson Salazar, Chair Dekker, Alderperson Ramey, Alderperson Heidemann, Vice Chair Rust

CITY OF SHEBOYGAN

REQUEST FOR PUBLIC WORKS COMMITTEE CONSIDERATION

ITEM DESCRIPTION: A resolution authorizing the appropriate City officials to enter into Addendum No. 1 to the contract with Foth Infrastructure & Environment, LLC for design services related to the South Side Sewer (SIS) Facility Plan.

REPORT PREPARED BY: Ryan Sazama, City Engineer

REPORT DATE: November 10, 2022

MEETING DATE: November 15, 2022

FISCAL SUMMARY:

Budget Line Item: 630310-531100
 Budget Summary: N/A
 Budget Expenditure: \$21,000.00
 Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
 Municipal Code: N/A

BACKGROUND / ANALYSIS: In 2021, the Department of Public Works hired Foth Infrastructure and Environment, LLC to develop a South Side Sewer (SIS) Facility Plan. This facility plan identified the existing sanitary sewer utilities within this study area and the projected needs in the future. The next step in the design process is to identify all wetlands within one of the proposed sanitary sewer utility corridors. This Addendum No. 1 allows staff to proceed with the wetland delineation.

STAFF COMMENTS: The Department of Public Works has been working with Foth Infrastructure and Environment, LLC since 2021 on the development of a South Side Sewer (SIS) Facility Plan. Based on the consultant's qualifications and experience, City staff is confident Foth Infrastructure and Environment, LLC is the most qualified for this next design phase.

ACTION REQUESTED: A motion to recommend the Common Council adopt Res. No. 87-22-23 authorizing the appropriate City officials to enter into Addendum No. 1 to the contract with Foth Infrastructure & Environment, LLC for design services related to the South Side Facility Plan.

ATTACHMENTS:

- I. Res. No. 87-22-23
- II. Agreement for services

III

Res. No. 87 - 22 - 23. By Alderpersons Dekker and Rust. November 7, 2022.

A RESOLUTION authorizing the appropriate City officials to enter into an Addendum No. 1 to the contract with Foth Infrastructure & Environment, LLC for design services related to the South Side Sewer (SIS) Facility Plan.

WHEREAS, in September of 2021, the City hired Foth Infrastructure & Environment, LLC for design services related to the South Side Sewer (SIS) Facility Plan via Res. No. 65-22-23; and

WHEREAS, based upon current engineering standards and conditions at the site, Foth Infrastructure & Environment, LLC has determined that there needs to be a wetland delineation report submitted to the Wisconsin DNR for the Sheboygan County and Alliant Energy corridor located between Moenning Road and Lake Shore Drive.

NOW, THEREFORE, BE IT RESOLVED: That the City Engineer is hereby authorized to execute Addendum No. 1 with Foth Infrastructure & Environment, LLC, as attached, for a wetland delineation report.

BE IT FURTHER RESOLVED: That the appropriate City officials may draw funds, not to exceed \$21,000.00, from Account No. 630310-531100 (Wastewater System - Contracted Services) in payment of the services outlined in this Addendum No. 1.

pn

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor



Project Title: South Side Sewer (SSS) Facility Plan

FOTH Project Number: 21S042.01

CLIENT Purchase Order#
(If applicable) 310392-01

This Addendum (in addition to and subject to the conditions contained in the Agreement for Services dated **September 2, 2021**), (hereinafter "Addendum"), is made and entered into **9th** day of **September, 2022** by and between **FOTH INFRASTRUCTURE & ENVIRONMENT, LLC**, (hereinafter "Consultant") and **City of Sheboygan**, (hereinafter "Client"), for the services described under the Scope of Services (the "Services").

CLIENT: City of Sheboygan, WI

Address: Department of Public Works, 2026 New Jersey Avenue, Sheboygan, WI 53081-4714

Phone No: 920-459-3368 Email Address: Ryan.Sazama@sheboyganwi.gov

Scope of Services: Client hereby agrees to retain Consultant to perform the following Services:

Assured delineation report (with possible Federal or artificial exemptions)

Schedule: Services shall be performed according to the following schedule:

Compensation: In consideration of these Services, the Client agrees to pay Consultant compensation as follows:

☐ Lump-Sum in the amount of \$.00

☐ Unit Cost/Time Charges (Standard Rates) with a total amount not-to-exceed \$.00

☒ Unit Cost/Time Charges (Standard Rates) for an estimated cost of \$ 16,000.00 - \$21,000.00

☐ Other as stated here: Billed hourly per standard current year rates.

Special Conditions (if any):

Entire Agreement: This Addendum, along with other approved Addendums, together with and subject to the Agreement for Services referenced above, constitutes the entire understanding between the parties with respect to the subject matter hereof. This Addendum may be modified by subsequent written addenda mutually agreeable by both parties.

IN WITNESS WHEREOF, this Agreement is accepted on the date last written below, subject to the terms and conditions above stated and the provisions set forth herein.

City of Sheboygan

FOTH INFRASTRUCTURE & ENVIRONMENT, LLC

Signed: _____

Signed: _____

Name (printed): _____

Name (printed):

Thomas J. Ludwig, PE

Title: _____

Title: _____

State Operations Director

Date: _____

Date: _____

September 9, 2022

Signed: _____

Name (printed):

Dale R. Broeckert PE

Title: _____

Senior Project Manager

Date: _____

September 9, 2022

CITY OF SHEBOYGAN

REQUEST FOR PUBLIC WORKS COMMITTEE CONSIDERATION

ITEM DESCRIPTION: An ordinance repealing Gen. Ord. No. 42-21-22 so as to remove the two-way street designation for South 24th Street between Indiana Avenue and Georgia Avenue and add parking on the west side of South 24th Street between Indiana Avenue and Georgia Avenue.

REPORT PREPARED BY: Ryan Sazama, City Engineer

REPORT DATE: November 10, 2022

MEETING DATE: November 15, 2022

FISCAL SUMMARY:

Budget Line Item: N/A
 Budget Summary: N/A
 Budget: N/A
 Expenditure:
 Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin: N/A
 Statutes:
 Municipal Code: N/A

BACKGROUND / ANALYSIS: Due to the reconstruction of Indiana this summer/fall of 2022, South 24th Street between Indiana Avenue and Georgia Avenue was temporarily changed from a one-way street to a two-way street so that the residents on South 24th Street had better access to their residences during the reconstruction of Indiana Avenue. With the reconstruction of Indiana Avenue now completed this section of South 24th Street will be reinstated to a one-way street with on-street parking on the west side of South 24th Street.

STAFF COMMENTS: Since the reconstruction of Indiana Avenue is completed, City staff supports changing this section of South 24th Street back to one-way street with parking on the west side of South 24th Street.

ACTION REQUESTED: A motion to recommend the Common Council adopt an ordinance repealing Gen. Ord. No. 42-21-22 so as to remove the two-way street designation for South 24th Street between Indiana Avenue and Georgia Avenue, and add parking on the west side of South 24th Street between Indiana Avenue and Georgia Avenue.

ATTACHMENTS:

- I. Ord. No. 12-22-23

Gen. Ord. No. 12 - 22 - 23. By Alderpersons Dekker and Rust.
November 7, 2022.

AN ORDINANCE repealing Gen. Ord. No. 42-21-22 so as to remove the two-way street designation for South 24th Street between Indiana Avenue and Georgia Avenue and add parking on the west side of South 24th Street between Indiana Avenue and Georgia Avenue.

WHEREAS, Gen. Ord. No. 52-75-76 designated South 24th Street between Indiana Avenue and Georgia Avenue as a one-way street; and

WHEREAS, due to road construction on Indiana Avenue, Gen. Ord. No. 42-21-22, adopted on April 18, 2022, repealed Gen. Ord. No. 52-75-76 and removed the one-way street designation for South 24th Street between Indiana Avenue and Georgia Avenue, and removed parking on the west side of South 24th Street between Indiana Avenue and Georgia Avenue; and

WHEREAS, because road construction is now completed, South 24th Street between Indiana Avenue and Georgia Avenue can now be reinstated to a one-way street with parking on the west side of the street.

THEREFORE, THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

Section 1. Gen. Ord. No. 42-21-22, which designated South 24th Street between Indiana Avenue and Georgia Avenue as a two-way street and removed parking on the west side of South 24th Street between Indiana Avenue and Georgia Avenue is hereby repealed.

Section 2. Pursuant to Section 118-126 of the Municipal Code entitled "Prohibitions and Restrictions Authorized," the west side of South 24th Street from the south curb line of Indiana Avenue to the north curb line of Georgia Avenue is hereby added to the list of locations where parking is permitted.

Section 3. The Department of Public Works and the Police Department are hereby authorized and directed to install and remove all signs necessary to remove and give notification of the aforementioned traffic regulation.

Section 4. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, and this ordinance shall be in effect from and after its passage and publication.

I HEREBY CERTIFY that the foregoing Ordinance was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

CITY OF SHEBOYGAN

REQUEST FOR PUBLIC WORKS COMMITTEE CONSIDERATION

ITEM DESCRIPTION: An ordinance amending Sections 122-403, 122-404, and 122-405 of the Municipal Code relating to sewers and sewerage disposal so as to make changes to service charges.

REPORT PREPARED BY: Jordan Skiff, Superintendent of Wastewater

REPORT DATE: November 10, 2022

MEETING DATE: November 15, 2022

FISCAL SUMMARY:

Budget Line Item: N/A
 Budget Summary: N/A
 Budgeted Expenditure: N/A
 Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
 Municipal Code: 122-403,122-404,122-405

BACKGROUND / ANALYSIS: The referenced ordinance amendments include the 2023 User Charge Rates for users of the City of Sheboygan's sanitary sewers and wastewater treatment plant, as well as, charges to the satellite communities. The amended sections also define the concentration of normal domestic strength wastewater.

STAFF COMMENTS: The present rates are adequate to support the operation of the wastewater treatment plant and sanitary sewer system. For 2023, the fixed charge will be increased by \$4.00/quarter, while the volume charge will remain unchanged at \$2.16 per 100 cubic feet. These changes will result in an overall cost increase of \$16 per year for an average household, a 4.96% increase.

ACTION REQUESTED: A motion to recommend the Common Council adopt Gen. Ord. No. 13-22-23 amending Sections 122-403, 122-404, and 122-405 of the Municipal Code relating to sewers and sewerage disposal so as to make changes to service charges.

ATTACHMENTS:

- I. Gen. Ord. No. 13-22-23

Gen. Ord. No. 13 - 22 - 23. By Alderpersons Dekker and Rust.
November 7, 2022.

AN ORDINANCE amending Sections 122-403, 122-404, and 122-405 of the Municipal Code relating to sewers and sewerage disposal so as to make changes to service charges.

THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

Section 1. Section 122-403 of the Municipal Code entitled "Categories of Users; Amounts; Reassignment - City of Sheboygan" is hereby amended to read as follows:

"Sec. 122-403. *Categories of Users; Amounts; Reassignment - City of Sheboygan.*

(a) *Category A.* Category A users of the City Wastewater treatment system shall be subject to the following:

(1) *Definition:* The term "category A" is defined as normal domestic strength wastewater, that is, wastewater having concentrations of biochemical oxygen demand (BOD) no greater than 186 mg/l, suspended solids no greater than 468 mg/l, and total phosphorus no greater than 7.70 mg/l.

(2) *Amount:* The sewer service charge for category A wastewater is as follows:

- a. Fixed charge, \$50.00 per quarter.
- b. Volume charge, \$2.16 total charge per 100 cubic feet.

(b) *Category B.* Category B users of the City Wastewater treatment system shall be subject to the following:

(1) *Definition:* The term "category B" is defined as wastewater having concentrations of biochemical oxygen demand greater than 186 mg/l, suspended solids greater than 468 mg/l, and phosphorous greater than 7.70 mg/l. Users whose wastewater exceeds the concentrations for any one of these parameters shall be in category B. The minimum category B charge will be based on a concentration of not less than 186 mg/l for BOD, 468 mg/l for suspended solids, and 7.70 mg/l for phosphorous.

(2) *Amount:* The sewer service charge for category B wastewater is as follows:

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- a. Fixed Charge - \$50.00 per quarter;
- b. If billing is on a monthly basis, \$16.67 per month.
- c. Volume Charge, \$2.16 per 100 cubic feet.
- d. Surcharge, total (per pound):
 - 1. BOD greater than 186 mg/L, \$0.3441.
 - 2. Suspended Solids greater than 468 mg/l, \$0.2029.
 - 3. Phosphorus greater than 7.70 mg/l, \$4.8473.

(3) *Computation.* The category B sewer service charges for volume, BOD, suspended solids, and phosphorus shall be computed in accordance with the following formula:

$$C = F + (V \times C^V) + .00624V[(B - B^R \times C^B) + (S - S^R \times C^S) + (P - P^R \times C^P)]$$

Where:

Table 1

C	= Charge to sewer user for collection and treatment of wastewater
F	= Fixed charge per billing period
B	= Concentration of BOD in mg/l in the wastewater
B ^R	= Concentration of BOD in mg/l as defined for Category A users
S	= Concentration of suspended solids in mg/l in the wastewater
S ^R	= Concentration of suspended solids in mg/l as defined for Category A users
P	= Concentration of phosphorus in mg/l in the wastewater
P ^R	= Concentration of phosphorus in mg/l as defined for Category A users
V	= Wastewater volume (per 100 cubic feet for Category B users; per 1000 gallons for Category C users)
C ^V	= Cost per volume of wastewater (per 100 cubic feet for Category B users; per 1000 gallons for Category C users)
C ^B	= Cost per pound of BOD
C ^S	= Cost per pound of suspended solids
C ^P	= Cost per pound of phosphorus
.00624	= Conversion factor

(c) *Reassignment of users.* The city approving authority will reassign sewer users into appropriate sewer service charge categories if wastewater sampling programs and other related information indicate a change of categories is necessary.

(d) *Sampling requirement.* Sampling frequency for category B users to determine concentrations of BOD, suspended solids, total phosphorus and pH shall be determined by the wastewater discharge loading by the industry. Results of all analyses shall be submitted to the wastewater treatment plant superintendent. Sampling shall be conducted as follows:

(1) Samples collected shall be flow-proportional 24-hour composite samples.

(2) Sampling periods shall be two consecutive days during normal operation.

(3) Flow-weighted average may be used if data is presented.

(4) Samples shall be analyzed for BOD, suspended solids, and total phosphorus.

(5) Sampling frequency shall be quarterly or more frequently as determined by the superintendent of the wastewater treatment plant. The quarterly sampling periods shall be during the months of January through March, April through June, July through September, and October through December.

(6) All data shall be submitted to the superintendent of the wastewater treatment plant."

Section 2. Section 122-404 of the Sheboygan Municipal Code entitled "Categories of users; amounts; reassignment for other municipalities" is hereby amended to read as follows:

"Sec. 122-404. *Categories of users; amounts; reassignment for other municipalities.*

Other municipal users shall be charged pursuant to the guidelines established under this section.

Table 2

	Village of Kohler	City of Sheboygan Falls	Town of Sheboygan Sanitary District No. 2	Town of Wilson Sanitary District	
				No. 1	No. 2
Fixed Charge	None	None	None	None	None
Volume Charge:					
Volume	\$0.5702	\$0.5702	\$0.5702	\$0.5702	\$0.5702
Debt retirement	<u>0.0680</u>	<u>0.0680</u>	<u>0.0680</u>	<u>0.0680</u>	<u>0.0680</u>
Total volume charge, per 1,000 gallons:	0.6382	0.6382	0.6382	0.6382	0.6382
Surcharges (per pound):					
BOD	0.3441	0.3441	0.3441	0.3441	0.3441
Suspended Solids	0.2029	0.2029	0.2029	0.2029	0.2029
Phosphorus	4.8473	4.8473	4.8473	4.8473	4.8473

Section 3. Section 122-405 of the Sheboygan Municipal Code entitled "Charges for disposal of septic tank sludge, holding tank sewerage, or hauled wastewater" is hereby amended to read as follows:

"Sec. 122-405. *Charges for disposal of septic tank sludge, holding tank sewerage, or hauled wastewater.*

Category C. Category C users are persons with a permit for disposing of hauled wastewater into the wastewater collection and treatment facilities and shall be subject to the following charges and requirements:

- (a) Septic tank sludge, \$48.00 per 1,000 gallons.
- (b) Holding tank sewage, \$10.00 per 1,000 gallons.
- (c) "Other" hauled wastewater:
 - (1) Hauled wastewater shall be sampled and characterized on the basis of suspended solids, BOD, total phosphorous, and pH. Frequency of sampling shall be based on experience and under the direction of the superintendent of the wastewater treatment plant.

(2) Amount: The sewer service charge for "Other" hauled wastewater is as follows:

- a. Volume Charge, \$0.6382 per 1000 gallons.
- b. Surcharge, total (per pound):
 - 1. \$0.3441 per pound of BOD
 - 2. \$0.2029 per pound of suspended solids
 - 3. \$4.8473 per pound of phosphorus

(3) Computation. The "Other" hauled wastewater service charges for volume, BOD, suspended solids, and phosphorus shall be computed in accordance with the following formula and paragraphs a and b of this subsection or in accordance with section c of this subsection.

$$C = (V \times C^V) + (B \times C^B) + (S \times C^S) + (P \times C^P)$$

See Table 1 Section 122-403(b)(3) for definitions.

a. "Other" hauled wastewater analysis data shall be applied to the formula set forth above.

b. The discharge fee per 1,000 gallons shall be determined on the result of subsection (c)(3)a. of this section, multiplied by 1.25.

c. Charges for high strength waste will be determined by the superintendent of the wastewater treatment plant based on the frequency of the hauled wastewater and the needs of the wastewater treatment plant."

Section 4. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, and this ordinance shall be in effect from and after its passage and publication.

I HEREBY CERTIFY that the foregoing Ordinance was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

CITY OF SHEBOYGAN

REQUEST FOR PUBLIC WORKS COMMITTEE CONSIDERATION

ITEM DESCRIPTION: A resolution to authorize the Purchasing Agent to issue a purchase order for the emergency replacement of a bucket truck for the Motor Vehicle Division of the Department of Public Works.

REPORT PREPARED BY: Bernard R. Rammer, Purchasing Agent

REPORT DATE: November 9, 2022

MEETING DATE: November 15, 2022

FISCAL SUMMARY:

Budget Line Item: 400300-651500
 Budget Summary: Capital Projects-
 Public Works
 Heavy Trucks
 Budget \$277,151.00
 Expenditure:
 Budgeted N/A
 Revenue:

STATUTORY REFERENCE:

Wisconsin N/A
 Statutes:
 Municipal Code: N/A

BACKGROUND / ANALYSIS: All City-owned trucks that are designed to lift personnel into the air must be inspected once each year to assure they are in such a condition as to lift the operator safely. In a recent annual inspection, one of the vehicles utilized by the City Electrical Division was found to have serious corrosion to the frame and structure. The condition is severe enough to prevent the inspection company from certifying the truck as safe for use. The truck was immediately removed from service. City staff immediately began a search for a replacement vehicle.

Current issues surrounding vehicle manufacture, including supply chain issues, have been found to cause lead times of such vehicles as long as 24 months.

The City's preferred vendor for such vehicles, Utility Sales and Service Inc. of Appleton, WI currently has a truck meeting the necessary specifications on order intending to use it as a demonstrator. Utility Sales and Service has agreed to sell the truck to the City of Sheboygan with an anticipated delivery date of May 2023. The discounted pricing for the vehicle is provided under the Sourcwell contract and the City is able to take advantage of this pricing under its membership with Sourcwell. By leveraging a nationally solicited contract, the city is able to satisfy the requirement for competitive bidding.

STAFF COMMENTS: The current truck will be put to public auction and sold with the City openly disclosing the aforementioned structural frame corrosion issues to all potential buyers.

ACTION REQUESTED: A motion to recommend that the Common Council adopt Res. No. 86-22-23 to authorize the Purchasing Agent to issue a purchase order for the emergency replacement of a bucket truck for the Motor Vehicle Division of the Department of Public Works.

ATTACHMENTS:

- I. Res No. 86-22-23

III
Res. No. 86 - 22 - 23. By Alderpersons Dekker and Rust. November 7, 2022.

A RESOLUTION authorizing the Purchasing Agent to issue a purchase order for the emergency purchase replacement of a bucket truck for the Motor Vehicle Division of the Department of Public Works, and authorizing the necessary budget adjustments to provide funding for the purchase.

WHEREAS, during an annual safety inspection of the Department of Public Works' aerial lift trucks, one of two lift trucks failed a structural integrity test due to significant chassis rust and corrosion, and has been taken out of service; and

WHEREAS, the out-of-service lift truck was used daily and at various times throughout the day and night, so replacing it immediately is strongly desired; and

WHEREAS, staff has conducted a search to determine whether a pre-owned vehicle having the correct features might be available for purchase, but did not locate any suitable vehicles available at a reasonable cost; and

WHEREAS, the current supply chain issues have impacted the new and leased heavy vehicle markets such that custom orders will not be available for at least two years; and

WHEREAS, state law and the City's Procurement Policy allow the City to join with other units of government in cooperative purchasing plans when the best interest of the City would be served; and

WHEREAS, staff has been advised that Utility Sales and Service, Inc. of Appleton, Wisconsin has a truck meeting the City's requirements that is in production and will be available May, 2023, and that they are willing to sell this vehicle to the City at a competitively bid, pre-negotiated price provided by Sourcewell, a Cooperative Purchasing consortium of which the City is a member; and

WHEREAS, having reviewed the Sourcewell agreements, City staff believes, and the Council agrees that this is the best procurement method for this purchase.

NOW, THEREFORE, BE IT RESOLVED: That the Purchasing Agent is authorized to issue a Purchase Order to Utility Sales and Service, Inc. of Appleton, Wisconsin for the purchase of an International MV607 aerial lift truck for the Motor Vehicle Division of the Department of Public Works in the amount of \$277,151.00 plus license and title fees.

BE IT FURTHER RESOLVED: That the Finance Director is hereby authorized to transfer funds in the amount of \$277,151.00 plus license and title fees from the General Fund to the Capital Project Fund for the purchase of the vehicle via the following budget amendments:

DECREASE - General Fund - City Administrator - Contingency (Acct No. 101141-810101)
 INCREASE - General Fund - Finance - Interfund Transfer Out (Acct. 101150-811100)
 INCREASE - Capital Project Fund - Interfund Transfer In (Acct. 400-492000)
 INCREASE - Capital Project Fund - Public Works - Heavy Trucks (Acct. 400300-651500)

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor