



CITY HALL 109 NORTH MAIN STREET · HARTFORD, WI 53027

## AGENDA

### CITY OF HARTFORD UTILITY COMMITTEE CITY HALL COUNCIL CHAMBERS

Tuesday, January 2, 2018

**6:00 pm**

This is a regularly scheduled meeting of the Utility Committee of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the City Office Meeting Board, Library Bulletin Board, and Police Bulletin Board. In addition, the Daily News (the official City newspaper) was given notice of this meeting and an agenda was placed in their City Office mailbox at least 24 hours ago.

- 1) Call to Order
- 2) Public Comment Period
- 3) Update on electric service interruptions and water main breaks
- 4) Update on purchase of wire reel trailer
- 5) Update on PSC electric rate adjustment
- 6) Discussion and consideration of purchasing the Takaeuchi TB290 compact excavator from Kelbe Brothers Equipment for a cost not to exceed \$62,764 (Executive Summary attached)
- 7) Update on private sewer lateral incentive program
- 8) Adjournment

"Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting."

"Members of the Common Council may attend the above meeting. Pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993) such attendance may be considered a meeting of the Common Council. This notice is given so that members of the Common Council may attend the meeting without violating the open meeting law."

## EXECUTIVE SUMMARY

**TITLE:** Purchase Used Compact Excavator

**BACKGROUND:** The Utility has two backhoes in our fleet of excavation equipment. One of the backhoes listed in the 2016 CIP was scheduled for replacement in 2020 due to the age and condition of the machine. The goal was to replace a backhoe with a compact excavator which would create a more diverse fleet of excavation equipment that could be used for electric line extensions and water main breaks.

After evaluating our work practices over the last seven years, we concluded that a majority of the water and electric underground projects are completed with little assistance from outside contractors. By completing this work in-house, the utility is able to reduce expenses, which is a trend that the Utility expects to continue in the long-term future. As a result, the 2017 CIP listed the compact excavator as an addition to the fleet rather than a replacement and delayed the replacement of the backhoe to a future year. The additional excavator would increase the efficiency in which projects are completed and would reduce the need to transport equipment on a daily basis to satisfy the needs of both departments.

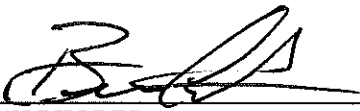
There was an increased demand for excavation equipment in 2017 due to the number of new developments in Hartford and Slinger and the unforeseen maintenance on one backhoe earlier this summer. As a result, there was an immediate need to rent a piece of equipment to complete our projects in a timely manner. In May, our staff researched and operated a variety of compact excavators to find a machine that would meet our specifications which included a significant increase in digging force and digging depth while keeping the size and weight of the machine within tolerances so we can transport it with existing equipment.

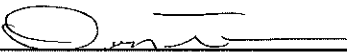
The compact excavator selected is a Takeuchi model TB290 from Kelbe Brothers Equipment in Butler, Wisconsin. This machine is two years old and has been lightly used as a demo unit. It is a rubber tracked machine and has the ability to rotate 360 degrees which makes it easier to use in tight locations.


The purchase price for this machine is \$87,563 which includes a frost tooth and bucket attachments. The Utility signed a rental agreement with Kelbe Brothers in June to rent the TB290 with the option to have 92.5% of the rental fees applied to the purchase price if the Utility elected to purchase the machine. Utility crews have used this machine a great deal over the last six months and staff feels that this machine meets our specifications. With the rental fees applied to the purchase price, the final cost for this excavator is \$62,764.00. The approved 2018 Capital Improvement Program for the Water and Electric Utility includes a total of \$64,300 to purchase this machine.

**FISCAL IMPACT:** \$15,691 to be derived from the 2018 Water Capital Improvement Program under Reference No. 360-16-307 and \$47,073 to be derived from the 2018 Electric Capital Improvement Program under Reference No. 380-16-322.

**RECOMMENDATION:** To purchase the Takaeuchi TB290 from Kelbe Brothers Equipment in Butler, Wisconsin for a cost not to exceed \$62,764.00.

**PREPARED BY:**  \_\_\_\_\_ 12-27-17  
BRIAN RHODES DATE  
UTILITY DIRECTOR

**REVIEWED BY:**  \_\_\_\_\_ 12-27-17  
DAWN TIMM DATE  
FINANCE DIRECTOR

**APPROVED BY:**  \_\_\_\_\_ 12-28-17  
STEVE VOLKERT DATE  
CITY ADMINISTRATOR

Routing: Utility Committee