

A G E N D A
CITY OF HARTFORD COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, FEBRUARY 11, 2020
7:00 P. M.

1) CALL TO ORDER

This is a regularly scheduled meeting of the Common Council 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.

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

4) UNANIMOUS CONSENT AGENDA

A) The Common Council minutes of January 28, 2020.

B) Authorizing appropriate City officials to enter into a contract with Payne & Dolan Inc., Jackson, for the 2020 Asphalt Pavement Program bid at an estimated cost of \$94,125. (Executive Summary attached)

C) Authorizing appropriate City officials to enter into a contract with Fahrner Asphalt Sealers, LLC, Waunakee, for the 2020 Seal Coat bid at an estimated cost of \$71,830, which includes acceptance of Alternate #2 and Alternate #3. (Executive Summary attached)

D) Approving the purchase of a John Deere 325G skid steer loader from Brooks Tractor, Inc., Milwaukee, for a cost not to exceed \$50,401. (Executive Summary attached)

E) Approving the purchase of two 25kV pad-mounted S&C switchgears and 50 interchangeable fuse units from Border States Electric at a cost not to exceed \$46,643.50. (Executive Summary attached)

F) Approving the purchase of a GME hydraulic trench shield box from Stotzer Sales, LLC for a price not to exceed \$15,993.50. (Executive Summary attached)

5) COMMUNICATIONS

6) APPEARANCES/CITIZENS COMMENTS

A) Introduction of Chief of Police Scott MacFarlan along with the administration of the Oath of Office.

7) MAYOR'S REPORT

8) ALDERMANIC REQUESTS

A) Any alderperson wishing to identify any pertinent information may do so; no action may be taken unless specifically identified on the agenda.

9) STANDING COMMITTEE REPORTS

A) FINANCE & PERSONNEL

1) Discussion and consideration of approving the following bartender's license:
Jacob Demler

B) PUBLIC WORKS

C) UTILITY

10) RESOLUTIONS AND POSSIBLE ACTION THERON

11) OTHER COMMITTEES AND BOARDS

A) PARK AND RECREATION COMMISSION

1) Discussion and consideration of approving the purchase of an Enduro XL40 robotic pool vacuum from Carrico Aquatic Resources at a total cost of \$12,350. (Executive Summary attached)

12) ORDINANCES

A) FIRST READING AND POSSIBLE ACTION THERON

B) SECOND READING AND POSSIBLE ACTION THERON

13) CITY ADMINISTRATOR'S REPORT

14) CLOSED SESSION

A) The Common Council to move into closed session under § 19.85 (1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" relative to the City Administrator's performance review. The Common Council to reconvene in open session for adjournment only.

15) ADJOURNMENT

NOTE: 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

**CITY OF HARTFORD
COMMON COUNCIL
January 28, 2020**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, met for its regularly scheduled meeting on Tuesday, January 28, 2020, 7:00 p.m., in the Common Council Chambers of Hartford City Hall, 109 North Main Street, Mayor Timothy Michalak presiding.

PLEDGE OF ALLEGIANCE

Mayor Michalak led the Common Council in the Pledge of Allegiance.

ROLL CALL

The Mayor and all Alderpersons were present except Alderperson Garza, who was absent.

UNANIMOUS CONSENT AGENDA

MOTION by Alderperson Hegy, and seconded by Alderperson Wintringer approving the Common Council minutes of January 14, 2020. MOTION CARRIED UNANIMOUSLY.

COMMUNICATIONS

There were no communications.

APPEARANCES/CITIZENS COMMENTS

There were no appearances/citizens comments.

MAYOR'S REPORT

In recognition of Police Chief David Groves' retirement, Mayor Michalak read a Proclamation setting February 10, 2020 as "Chief David Groves Day" in the City of Hartford, and that David Groves is granted a key to the City of Hartford in recognition of his achievements as a true Hartford public servant.

MOTION by Alderperson Mixon, and seconded by Alderperson Fulop approving the proclamation of "Chief David Groves Day". MOTION CARRIED UNANIMOUSLY.

Mayor Michalak presented the proclamation to Chief Groves, as well as his service revolver as a going away gift. Chief Groves thanked the Mayor and Common Council for the honor. He spoke on his tenure with the City of Hartford Police Department. The Mayor read a testament to Chief Groves from State Representative Timothy Ramthun.

ALDERMANIC REQUESTS

The alderpersons extended congratulations to Chief Groves on his retirement thanking him for his service to the City of Hartford Police Department, and wished him well in his future endeavors. Alderperson Hegy reported on the HCDA Board meeting held the previous Monday evening.

**PUBLIC HEARING "A"
Sanitary Sewer Final Special Assessments
(Hillcrest Estates Subdivision
and a Portion of Lee Road)**

Mayor Michalak declared the public hearing open at 7:13 p.m. The notice of public hearing as published in the Daily News, and as mailed to affected property owners, was read by City Clerk Lori Hetzel.

Staff provided information on the previously approved sanitary sewer extension to Hillcrest Estates Subdivision and a portion of Lee Road adjacent to Hillcrest Estates Subdivision in the Town of Hartford. This sanitary sewer extension will benefit 55 properties. The total estimated cost for the project is \$599,000 with a cost per property of \$10,890.91. Special assessments will only be collected after a property chooses to connect to the new sewer. When a property connects to the sewer, the final resolution allows up to a five year payment plan.

Under "appearance for," Tom Hostad, 2816 Robin Circle, and Dennis Panicucci, 6986 Lark Avenue, appeared both stating that they hoped at some point resident concerns would be addressed by the City, and that the City would consider offering some form of financial incentive to residents for early connection to the sewer.

Under "appearances against", Cory Gritzmacher, 6974 Lark Avenue, Patricia Clemmons, 2793 Hillcrest Drive, Lauri Balicki, 6984 Meadowdale Drive, and Robert Lampshire, 6979 Lee Road, appeared in opposition to the special assessment expressing concerns with the high cost for them to connect their property to the sewer. Mr. Lampshire also spoke in his opinion on the lack of lateral stubs. City Engineer Schall read correspondence from Michael Meyer, 6976 Lark Avenue, and from Scott Knusta, 6945 Lee Road, both expressing opposition to the special assessment.

Under "discussion by Council," staff responded to alderperson questions, and addressed some of the concerns expressed by the residents. It was reiterated that the special assessment will only be collected after a property chooses to connect to the new sewer, and the final resolution allows up to a five year payment plan. Mayor Michalak noted that the Town of Hartford approved this process beginning back in 2018. There being no further discussion, Mayor Michalak declared the public hearing closed at 8:01 p.m.

COMMON COUNCIL (1/28/2020)

Resolution No. 3558

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WISCONSIN STATUTES FOR THE INSTALLATION OF SANITARY SEWER EXTENDING THROUGHOUT HILLCREST ESTATES SUBDIVISION WHICH INCLUDES HILLCREST DRIVE AND A PORTIONS OF LEE ROAD ADJACENT TO HILLCREST ESTATES SUBDIVISION LOCATED IN SECTIONS 32 & 33, T10N, R18E, CITY OF HARTFORD AND TOWN OF HARTFORD, WASHINGTON COUNTY, WISCONSIN

MOTION by Alderperson Hegy, and seconded by Alderperson Wintringer for the adoption of proposed Resolution 3558. MOTION CARRIED UNANIMOUSLY.

STANDING COMMITTEES

Finance & Personnel Committee

MOTION by Alderperson Mixon, and seconded by Alderperson Kohler approving a bartender license for Brittany Czarnecki. MOTION CARRIED UNANIMOUSLY.

RESOLUTIONS

Resolution No. 3559

A RESOLUTION REQUESTING A TEMPORARY EXEMPTION/ WAIVER FROM THE STATE MANDATE UNDER WIS. STATS. 66.10013 REQUIRING A HOUSING AFFORDABILITY REPORT

Near the end of December 2019, staff became aware of a new State mandate regarding the creation of housing affordability analysis and housing fee report effective January 1, 2020. A number of municipalities have requested and received temporary waivers from the State for the housing affordability analysis requirement given the amount of data collection and analysis required. The City is requesting a two year waiver. The waiver process requires a Common Council resolution in support of the waiver request.

MOTION by Alderperson Fulop, and seconded by Alderperson Kohler for the adoption of proposed Resolution 3559. MOTION CARRIED UNANIMOUSLY.

Resolution No. 3560

A PRELIMINARY RESOLUTION FOR THE LEVYING OF SPECIAL ASSESSMENTS UNDER SECTION 66.0703 WIS. STATUTES FOR THE INSTALLATION OF SIDEWALK IN LAKE VIEW ACRES, 1ST ADDITION AND 2001, 2003

COMMON COUNCIL (1/28/2020)

& 2007 LAKE VIEW DRIVE AND 32 & 40 S TERI LANE

The Developer's Agreement for Lake View Acres, 1st Addition states that sidewalk shall be required on both sides of each street within and abutting the subdivision. The agreement does stipulate the intent that sidewalk would probably not be ordered unless and until it can be connected to the STH 60 bike trail. The Public Works Committee at its 2/21/2019 meeting concluded that the connection to the bike trail should not be a reason to hold off sidewalk installation, and directed staff to include the sidewalk installation as part of the 2020 Sidewalk Program.

MOTION by Alderperson Rusniak, and seconded by Alderperson Turchi for the adoption of proposed Resolution 3560. MOTION CARRIED UNANIMOUSLY.

CITY ADMINISTRATOR'S REPORT

Bids were received for sanitary sewer throughout Hillcrest Estates Subdivision and a portion of Lee Road adjacent to Hillcrest Estates Subdivision in the Town of Hartford. The low bidder was Kruczek Construction, Inc., Green Bay, in the amount of \$549,000. As Kruczek has not previously completed work for the City of Hartford, references have been checked and the company appears to have performed well on previous projects.

MOTION by Alderperson Carroll, and seconded by Alderperson Mixon authorizing appropriate City officials to enter into a contract with Kruczek Construction, Inc., Green Bay, for the 2020 Sanitary Sewer Extension – 2 (Hillcrest Estates Subdivision) Project with an estimated bid amount of \$549,000. MOTION CARRIED UNANIMOUSLY.

The construction contract for the 2020 Sanitary Sewer Extension – 1 (Lee Road and STH 83) Project has been approved. The City of Hartford requires full-time inspection of all sanitary sewer utility construction and installation. Due to the number of projects scheduled in 2020, City staff will not have enough time to perform inspection on this project. A proposal for construction staking and inspection services was requested from M Squared Engineering. They are very familiar with the project and should be a good fit for the inspection services required. The total cost of the proposal is \$11,275.

MOTION by Alderperson Wintringer, and seconded by Alderperson Hegy authorizing appropriate City officials to enter into a contract with M Squared Engineering LLC, Cedarburg, for Construction Stakeout and Inspection Services for the 2020 Sanitary Sewer Extension – 1 (Lee Road and STH 83) Project with an estimated proposal amount of \$11,275. MOTION CARRIED UNANIMOUSLY.

The construction contract for the 2020 Sanitary Sewer Extension – 2 (Hillcrest Estates Subdivision) Project has been approved. The City of Hartford requires full-time inspection of all sanitary sewer utility construction and installation. Due to the number of projects scheduled in 2020, City staff will not have enough time to perform inspection on this project. A proposal for construction staking and inspection services was requested from M Squared Engineering. They

COMMON COUNCIL (1/28/2020)

are very familiar with the project and should be a good fit for the inspection services required. The total cost of the proposal is \$36,400.

MOTION by Alderperson Hegy, and seconded by Alderperson Carroll authorizing appropriate City officials to enter into a contract with M Squared Engineering LLC, Cedarburg, for Construction Stakeout and Inspection Services for the 2020 Sanitary Sewer Extension – 2 (Hillcrest Estates Subdivision) Project with an estimated proposal amount of \$36,400. MOTION CARRIED UNANIMOUSLY.

ADJOURNMENT

MOTION by Alderperson Mixon, and seconded by Alderperson Turchi for adjournment at 8:25 p.m. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
CCJAN28.20
Compiled by Pat Borlen, Deputy Clerk

EXECUTIVE SUMMARY

TITLE: 2020 Asphalt Paving Program Bid of February 4, 2020.

BACKGROUND: The 2020 Asphalt Pavement Program base Bid includes the placement of approximately 1,000 tons of asphaltic concrete and 5,700 square yards of asphalt pavement milling and also two alternates in the following locations:

- **W. Monroe Avenue** from Summit Street to Cedar Street – Mill and resurface 2” of pavement
- **Ridge View Drive** from Timberline Trail to Hidden Hill Court – Mill and resurface 2” of pavement
- **W. Prospect Street** from Elm Street to Peace Lutheran Drive – Resurface with 1” to 1.5” wedge of asphalt
- **W. Rogers Street** from S. Johnson Street to S. Main Street – Install new asphalt 4” in patch areas
- **Alternate #1** – Hidden Hill Court from Ridge View Drive to South End – Mill and Resurface 2” pavement
- **Alternate #2** – E. Prospect Court from E. Prospect Street to West End– Mill and resurface 2” of pavement

The base bid includes milling off the surface and placement of 2 inch depth layer of surface asphalt on the above described sections of W. Monroe Avenue and W. Rogers Street. The base bid also includes the work described above on W. Prospect Street and W. Rogers Street.

The base bids received were as follows:

	<u>Total Base Bid</u>
1. Payne & Dolan	\$ 94,125.00
2. Wolf Paving	\$ 98,225.00

Included in the bid were two alternates:

	<u>Alternate #1</u>	<u>Alternate #2</u>
1. Payne & Dolan	\$ 30,000.00	\$ 22,600.00
2. Wolf Paving	\$ 27,100.00	\$ 19,700.00

The alternates were added to the bid in order to utilize the funds available more efficiently. Providing multiple alternates allows the City greater flexibility to complete as much work as possible without going over budget. The 2020 budget will allow the City to accept the low bid from Payne & Dolan for the base bid only.

The low bidder, Payne & Dolan, Jackson, Wisconsin, has previously completed many asphalt pavement projects in the City of Hartford with good results. The price for asphalt surface coat came in at \$75.00/per ton for the base bid which was more than the \$68.70/per ton price submitted in the 2019 bid.

FISCAL IMPACT: \$73,100.00 from the \$150,000.00 budgeted in the Sealcoat & Asphalt Patching Capital Improvement Budget Account No. 424.424.574767.59301; \$21,025.00 from the \$75,000.00 budgeted in the Asphalt Account No. 100.301.533900.53825.

RECOMMENDATION: Appropriate City officials are authorized to enter into a contract with Payne & Dolan, Inc, N173 W21120 Northwest Passage, Jackson, WI 53037, for the 2020 Asphalt Pavement Program Base Bid at an estimated cost of **\$94,125.00** with no alternates accepted.

PREPARED BY:  2-6-2020
Jason W. Schall DATE
City Engineer

REVIEWED BY:  2-6-2020
Darryl Kranz DATE
Director of Public Works

REVIEWED BY: _____
Dawn Timm DATE
Finance Director/Treasurer

APPROVED BY:  2-6-2020
Steve Volkert DATE
City Administrator

ROUTING: Common Council - February 11, 2020

EXECUTIVE SUMMARY

TITLE: 2020 Seal Coat Program Bid of February 4, 2020.

BACKGROUND: Each year the City of Hartford seal coats a number of streets showing signs of deterioration which are rated at 6 or 7 under the Wisconsin Information System for Local Roads (WISLR) pavement rating system. This year's bid is for approximately **28,450** square yards of seal coating. The proposed street locations are:

- Bluebell Drive – Hall Road to East End
- Morning Glory Drive – Hall Road to Marigold Lane
- Marigold Lane – Morning Glory Drive to Primrose Lane
- Primrose Lane – Bluebell Drive to Marigold Lane
- South Street – Branch Street to E. Sumner Street
- Church Street – South Street to East End
- Spruce Street – Elm Street to Abbott Avenue
- Violet Avenue – Spruce Street to Elm Street

Also included in the bid were several Alternates for Bituminous Seal Coat:

- **Alternate #1** – Victor Drive – Elm Street to Forest Street
- **Alternate #2** – Ridgefield Pass – Woods Edge Drive to Fieldstone Drive
- **Alternate #3** – Fieldstone Drive – Northview Trail to 440' East
- **Alternate #4** – Woods Edge Drive – Northview Trail to East End
- **Alternate #5** – Northview Trail – Woods Edge Drive to Bell Avenue

Seal coating will extend the life of the pavement. Bituminous Seal Coat with FA 2 washed chip cover aggregate using Polymer-modified cationic emulsified asphalts are the only materials accepted as part of this bid. All can be swept sooner than a standard chip seal application which should reduce the amount of stone tracking onto adjacent driveways and lawns.

The Bids received were as follows:

	<u>FA 2 Washed</u>
FAHRNER ASPHALT – Base Bid	\$ 62,590.00
Alternate # 1	\$ 4,400.00
Alternate # 2	\$ 5,500.00
Alternate # 3	\$ 3,740.00
Alternate # 4	\$ 3,850.00
Alternate # 5	\$ 14,850.00
SCOTT CONSTRUCTION – Base Bid	\$ 64,012.50
Alternate # 1	\$ 4,500.00
Alternate # 2	\$ 5,625.00
Alternate # 3	\$ 3,825.00
Alternate #4	\$ 3,937.50
Alternate #5	\$ 15,187.50

The additional alternates were added to the bid in order to utilize the funds available more efficiently. Providing multiple alternates allows the City greater flexibility to complete as much work as possible without going over budget. The 2020 budget will allow the City to accept the low bid from Fahrner for the base bid and Alternates #2 and #3.

Fahrner Asphalt Sealers has worked for the City of Hartford previously doing the Seal Coat program with good results.

FISCAL IMPACT: \$45,000.00 from the \$45,000.00 budgeted in the 2020 Seal Coating Account No. 100.301.533900.53827; \$26,830.00 from the \$150,000.00 budgeted in the Sealcoat & Asphalt Patching Capital Improvement Budget Account No. 424.424.574767.59301.

RECOMMENDATION: Appropriate City officials are authorized to enter into a contract with Fahrner Asphalt Sealers, LLC, 316 Raemisch Rd, Waunakee, WI 53597, for the 2020 Seal Coat Program Bid at an estimated cost of \$71,830.00 for FA 2 Washed Chip Cover Seal Coat which includes acceptance of Alternate #2 and Alternate #3.

PREPARED BY:  2-6-2020
Jason Schall DATE
City Engineer

REVIEWED BY:  2-6-2020
Darryl Kranz DATE
Director of Public Works

REVIEWED BY: _____ DATE
Dawn Timm
Finance Director/Treasurer

APPROVED BY:  2-6-2020
Steve Volkert DATE
City Administrator

ROUTING: Common Council - February 11, 2020

EXECUTIVE SUMMARY

TITLE: Purchase Skid Steer Loader

BACKGROUND: The approved 2020 Capital Improvement Program includes \$73,000 to purchase a new skid steer loader. The skid loader is a versatile piece of excavation equipment and is used by Hartford Electric staff on projects such as primary underground line extensions and underground service installations in Hartford and Slinger.

The existing skid steer loader is a rubber-tired unit. It has after-market metal tracks which are used to improve mobility when working in wet and unstable conditions. This machine was not designed or intended for continuous use with metal tracks as it can ultimately cause premature axle failures.

To remedy this issue, the new skid steer loader would be outfitted with tracks instead of rubber tires. In addition, the minimum specifications for a new, mid-sized, skid steer loader would include an operating capacity greater than 1,800 pounds and horsepower (HP) greater than 60 HP. The new machine was also required to include quick coupler hydraulics, joystick hand controls and a LCD monitor with a back-up camera. The proposals from each vendor are listed below.

<u>Vendor</u>	<u>Price</u>
1. Brooks Tractor, Inc. (John Deere 325G)	\$50,401
2. Miller-Bradford & Risberg, Inc. (Case TV370B)	\$55,900
3. Fabick Cat (Caterpillar 289D3)	\$64,000

Brooks Tractor Inc. provided the lowest proposal of \$50,401 for a John Deere 325G skid steer loader. Their proposal met and exceeded all of our specification requirements. All machines were field tested and the John Deere 325G received positive feedback from staff. A two-year warranty is included with the proposal.

FISCAL IMPACT: \$50,401 to be derived from the 2020 Electric Capital Improvement Program under Reference No. 380-19-334.

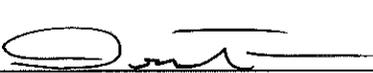
RECOMMENDATION: To purchase the John Deere 325G skid steer loader from Brooks Tractor, Inc. in Milwaukee, Wisconsin for a cost not to exceed \$50,401.00.

PREPARED BY:


BRIAN RHODES
UTILITY DIRECTOR

1-28-2020
DATE

REVIEWED BY:


DAWN TIMM
FINANCE DIRECTOR

1/29/2020
DATE

APPROVED BY: 
STEVE VOLKERT
CITY ADMINISTRATOR

1-30-20
DATE

Routing: Utility Committee

Selling Equipment

Quote Id: 21096055

Customer: CITY OF HARTFORD

JOHN DEERE 325G COMPACT TRACK LOADER

Equipment Notes: "BALANCE DUE" DOES NOT INCLUDE TAX

CASH SALE
EQUIPMENT OPTIONS:

 LED LIGHTS: **ADD \$553.00**

 REVERSING FAN W/ PRECLEANER: **ADD \$789.00**

Hours:
Stock Number:

Code	Description	Qty
00D0T	325G COMPACT TRACK LOADER	1

Standard Options - Per Unit

0800	Standard Compact Track Loader	1
0953	ISO-H Switchable Controls and EH Joystick Performance Package	1
1050	TWO-SPEED	1
1301	Engine - Turbocharged	1
1501	English Operator's Manual & Decals	1
1741	Less JDLink	1
2645	Zig-Zag Bar Tread Pattern - 15.8 in. (400mm) Tracks	1
3004	Standard Hydraulics, Hydraulic Self-Leveling Up and Ride Control	1
4001	2-Inch Seat Belt with Shoulder Harness	1
5001	Power Quik-Tatch	1
5204	Cab Enclosure with Air-Conditioning, Heat and Defrost	1
5500	Standard Lighting Package	1
6006	Air Suspension Seat (Cloth with Heat)	1
6500	Standard Fan Drive	1
8042	Rear View Camera	1
8050	Cold Start Package	1
8075	Hazard Warning Lights	1
8342	Radio, AM/FM with Bluetooth	1
8380	Foot Rest with Floormat	1
8395	Keyless Start (Sealed Switch Module)	1
9052	78 in. HD Construction Bucket (19.4 cu. ft.) with Edge	1

Service Agreements

Quote Summary

Prepared For:

CITY OF HARTFORD
 109 N Main St
 Hartford, WI 53027
 Business: 262-673-8298
 Mobile: 262-673-8303
 MIKEH@CI.HARTFORD.WI.US

Prepared By:

BENJAMIN ADAMS
 Brooks Tractor Incorporated
 12101 West Silver Spring Drive
 Milwaukee, WI 53225
 Phone: 414-462-9790
 Mobile: 414-651-2733
 badams@brookstractor.com

Quote Id: 21096055
Created On: 17 January 2020
Last Modified On: 20 January 2020
Expiration Date: 31 January 2020

Equipment Summary	Selling Price	Qty	=	Extended
JOHN DEERE 325G COMPACT TRACK LOADER John Deere Extended Warranty-24 MONTH, OR A TOTAL OF 2,000 HOURS, FACTORY FULL MACHINE WARRANTY	\$ 49,612.00	X 1	=	\$ 49,612.00

Equipment Total **\$ 49,612.00**

Quote Summary	
Equipment Total	\$ 49,612.00
SubTotal	\$ 49,612.00
Total	\$ 49,612.00
Balance Due	\$ 49,612.00

REVERSING FAN W/
 PRECLEANER + \$789

\$ 50,401.00

Salesperson : X _____

Accepted By : X _____

Selling Equipment

Quote Id: 21096055

Customer: CITY OF HARTFORD

John Deere Extended Warranty - 24
MONTH, OR A TOTAL OF 2,000
HOURS, FACTORY FULL MACHINE
WARRANTY



Corporate Office:
 W250 N6851 Hwy 164
 P.O. Box 904
 Sussex, WI 53089

Sussex, WI DeForest, WI De Pere, WI Negaunee, MI
 1-800-242-3115 1-800-585-7219 1-800-638-7448 1-800-562-9770
 Eau Claire, WI Marathon, WI Rockford, IL
 1-800-585-7232 1-888-886-4410 1-800-585-7231
 Distributors of Equipment and Supplies for ■ Construction ■ Forestry ■ Industry ■ Government

TO: HARTFORD UTILITIES
620 W SUMNER STREET
HARTFORD, WI 53027

DATE: JANUARY 21, 2020

REFERENCE:

WE SUBMIT THE FOLLOWING PROPOSAL:

QUANTITY	DESCRIPTION	AMOUNT
1	2020 CASE TV370 COMPACT TRACK LOADER -CAB HEAT A/C -RIDE CONTROL AND BUCKET SELF LEVELING - 84" BUCKET W/BOE -HYDRAULIC COUPLER -HEAVY DUTY REAR DOOR -HEATED AIR SEAT -17.7" TRACKS -ISO PILOT/H PATTERN EH CONTROLS	\$53,400.00
	2020 CASE TV370B COMPACT TRACK LOADER -CAB HEAT A/C -RIDE CONTROL AND BUCKET SELF LEVELING -84" BUCKET W/BOE -HYDRAULIC COUPLER -HEAVY DUTY REAR DOOR -HEATED AIR SEAT -17.7" TRACKS -ISO PILOT/H PATTERN EH CONTROLS -NEW LCD MONITOR INCLUDING BACK-UP CAMERA	\$55,900.00

TERMS:
 DELIVERY:

F.O.B.: MBR SUSSEX

WE THANK YOU FOR THE OPPORTUNITY TO QUOTE ON THIS EQUIPMENT

Miller-Bradford & Risberg, Inc.

SIGNED TOM KLINK



www.fabickcat.com

January 14, 2020

City of Harford

We are pleased to quote the following for your consideration:

(1) New Caterpillar 289D3 Skid Steer Loader

The following factory and dealer options are included:

- * Operating Weight: 10,500 lbs.
- * Cat C3.3 74 H.P. Engine
- * Operating Capacity: 3,800 lbs
- * Joystick Pilot Controls
- * Enclosed Cab with Heat and A/C
- * Air Suspension Heated Seat
- * Door, Cab, Glass
- * Radio, Am/Fm, Bluetooth
- * LCD Display, Rear View Camera
- * 2 Speed Travel
- * 17.7 In Bar Tracks
- * Seat Belt, 2"
- * Quick Coupler, Hydraulic
- * 120V Block Heater
- * Fan, Cooling, Demand
- * Front/Rear Work Lights
- * Cat Bucket, 86", Boce

* Warranty: Powertrain + Hydraulics + Tech Extended Service Coverage out to a total of 60 Months or 2500 Hours, whichever comes first.

Sale Price: \$64,000.00

We believe the equipment as quoted will exceed your expectations. On behalf of Fabick Cat, thank you for the opportunity to quote Caterpillar machinery.

Sincerely,
Alex Egelhoff
Territory Manager
Cell: 262-422-4586
alex.egelhoff@fabickcat.com

This proposal is good for 30 days

Milwaukee
11200 West Silver Spring Rd.
Milwaukee, WI 53225-3118
414/461-9100 Tel
414/461-8899 Fax

Power Systems
11200 West Silver Spring Rd.
Milwaukee, WI 53225-3118
414/461-9100 Tel
414/615-2101 Fax

Madison
1111 Applegate Rd.
PO Box 259040
Madison WI 53725-9040
608/271-6200 Tel
608/271-1410 Fax

Eau Claire
7860 Partridge Rd.
PO Box 1088
Eau Claire, WI 54702-1088
715/874-5100 Tel
715/874-5182 Fax

Power Systems
7877 Partridge Rd. (Cty EE)
PO Box 1088
Eau Claire, WI 54702-1088
715/874-5100 Tel
715/874-5151 Fax

LaCrosse
1620 Carol Court
La Crosse, WI 54601-3056
608/783-4891 Tel
608/781-3222 fax

Superior
111 Moccasin Mike Rd.
Superior, WI 54880-4358
715/398-9696 Tel
715/398-9695 Fax

Green Bay
600 Hansen Rd.
PO Box 19976
Green Bay, WI 54307-9176
920/498-8000 Tel
920/499-4844 Fax

Power Systems
2700 South Broadway
PO Box 19976
Green Bay, WI 54307-9176
920/498-8000 Tel
920/499-0890 Fax

Wausau
9601 Christie Ln.
PO Box 350
Schofield, WI 54476-0350
715/359-6220 Tel
715/359-5550 Fax

Marquette
US Highway 41 West
PO Box 638
Marquette, MI 49855-0638
906/475-4191 Tel
906/475-4054 Fax

EXECUTIVE SUMMARY

TITLE: Purchase Pad Mount Switchgear

BACKGROUND: The Village of Slinger has created a project to replace some of their older and more problematic pad-mounted switchgears in their electric distribution system. Four switchgears were replaced last year and the Village would like to continue with this replacement project by replacing an additional two switchgears in 2020.

S&C pad-mounted switchgears have been the standard switchgear used in Hartford for over the last 20 years. This live-front and dead-front switchgear was recommended and approved by Forster Engineering to be used in our distribution system and has become a standard inventory item. Forster Engineering has once again recommended the S&C switchgears for the project in Slinger. Ground sleeves and fuse terminals for this gear are standard inventory items and are easily interchangeable during maintenance and outages. This switchgear is operator-friendly and has proven to be an extremely reliable gear available at a reasonable cost. Border States Electric is the only authorized S&C vendor for this product in Wisconsin and is the sole-source provider for this inventory item.

The total cost for two switchgears with ground sleeves and fuse terminals from Border States Electric amounts to \$38,260. The Village of Slinger will reimburse Hartford Electric upon the completion of the project.

In addition, the Utility will purchase 50 fuse units that are interchangeable with this switchgear unit at \$8,383.50. These fuses will be purchased to replenish our inventory.

FISCAL IMPACT: \$38,260.00 to be paid to Hartford Electric upon completion of the switchgear replacement project. \$8,383.50 for the fuse units will be derived from user fees.

RECOMMENDATION: To purchase two 25kV pad-mounted S&C switchgears and 50 interchangeable fuse units from Border States Electric at a cost not to exceed \$46,643.50.

PREPARED BY:  1-27-2020
BRIAN RHODES
UTILITY DIRECTOR
DATE

REVIEWED BY:  1-29-2020
DAWN TIMM
FINANCE DIRECTOR
DATE

APPROVED BY:  1-27-2020
STEVE VOLKERT
CITY ADMINISTRATOR
DATE

Routing: Utility Committee



BORDER STATES
Supply Chain Solutions™

Border States Electric Supply
Shealy Electrical Wholesalers

Border States Electric - PWK
N29W23606 Woodgate Ct E
Pewaukee WI 53072-6248
Phone: 262-347-2199

Hartford Utility Department
109 N Main St
Hartford WI 53027-1582

Quote

BSE Quote: 25507030
Sold-To Acct #: 8311
Valid From: 01/08/2020 To: 02/07/2020
PO No: PMH9 Quote
PO Date: 01/08/2020

Created By: Jean Parks
Tel No: 262-347-2121
Fax No: 262-347-0550

Inco Terms:
PPA Origin, Freight Allowed

Payment Terms:
Net 25th prox

Attention: Mike Thimm

Cust Item	BSE Item	Material MFG - Description	Quantity	Price Per	UoM	Value
	000010	1680238 SAC - 55153R3-N10 25KV PMH-9 SWITCH PMH-9 25kv w/Fuse terminal Adapters in Horizontal Position, 18kv arresters installed at factory in both switch compartments(qty 6 fuse nd fitting to ship inside the unit#3097)	2 EA	17,800.00 / 1	EA	35,600.00
		** FUSE TERMINAL ADAPTERS INSTALLED IN THE DOWN/HORIZONTAL POSITION				
		** LEADTIME: 14-16 WEEKS				
	000020	2275341 CON. - FC-80-86-36 FIBERCRETE GRD SLV 25KV PMH9 68"x 74" OPENING CENTERED	2 EA	1,330.00 / 1	EA	2,660.00
		** LEADTIME: 4-5 WEEKS				
		Cust Material Descr: FC-80-86-36-6874 FIBERCRETE GRD SLV PMH9				
	000030	740249 SAC - 613125 125E 25KV FUSE UNIT SMU-20	50 EA	167.67 / 1	EA	8,383.50
		** LEADTIME: 10-12 WEEKS				
		**** FREIGHT ALLOWED				
		Cust Material #: 2-27-900-3125				

Border States Electric - PWK
N29W23606 Woodgate Ct E
Pewaukee WI 53072-6248
Phone: 262-347-2199

Quote

BSE Quote: 25507030
Sold-to Acct #: 8311
Valid From: 01/08/2020 To: 02/07/2020

Total \$				46,643.50
State Tax \$	0.000 %	0.00		
County Tax \$	0.000 %	0.00		
Local Tax \$	0.000 %	0.00		
Other Tax1 \$	0.000 %	0.00		
Other Tax2 \$	0.000 %	0.00		
Other Tax3 \$	0.000 %	0.00		
Tax Subtotal \$	0.000 %			0.00
Net Amount \$				46,643.50

To access BSE's Terms and Conditions of Sale, please go to
<https://www.borderstateselectric.com>

The quoted sales tax is an estimate only based upon the information provided in this quote and will be finalized at the time of invoice based upon the material purchased, quantity purchased, and delivery location.

Shipping and handling fees in this quote are an estimate only and will be finalized at the time of invoice.

All clerical errors contained herein are subject to correction. In the event of any cost or price increases from manufacturers or other suppliers, caused by, but not limited to, currency fluctuations, raw material or labor prices, fuel or transportation cost increases, and any import tariffs, taxes, fees, or surcharges, BSE reserves the exclusive right to change its pricing at the time of shipping and will provide notice of any such change to its customers prior to costs being incurred.

EXECUTIVE SUMMARY

TITLE: Purchase New Trench Shield Box

BACKGROUND: The approved 2020 Capital Improvement Program includes \$25,000 to purchase a new trench shield box. A new trench shield box with taller sidewalls is needed to provide worker safety during our deeper excavations. The new trench shield box would consist of lightweight, aluminum sidewalls with heavy-duty hydraulic struts. The hydraulic shield box can be easily modified in the field to fit a variety of excavation dimensions and can be handled easily with our rubber tired backhoe or mini-excavator.

Following our research and discussion with several vendors, we determined that the hydraulic shield boxes manufactured by Pro-Tec and GME both met our specifications. The hydraulic shield box by GME has a more robust and easy to use end-panel system and received a stronger recommendation from CVMIC, the City's insurance provider.

Quotes were requested from two vendors for the GME hydraulic shield box. Listed below are the quotes received from each vendor.

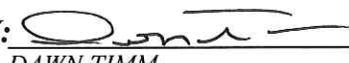
<u>Vendor</u>	<u>Price</u>
Stotzer Sales, LLC	\$15,993.50
Lee Jensen Sales Co., Inc.	\$16,900.00

The quote from Stotzer Sales, Inc. in Mequon, WI met all of our specifications and requirements and is the lowest responsive and responsible bidder.

FISCAL IMPACT: \$15,993.50 to be derived from user fees.

RECOMMENDATION: To purchase the GME hydraulic trench shield box from Stotzer Sales, LLC for a price not to exceed \$15,993.50.

PREPARED BY: 
BRIAN RHODES
UTILITY DIRECTOR
1-27-2020
DATE

REVIEWED BY: 
DAWN TIMM
FINANCE DIRECTOR
1-29-2020
DATE

APPROVED BY: 
STEVE VOLKERT
CITY ADMINISTRATOR
1-27-2020
DATE

Routing: Utility Committee

Stotzer Sales LLC

9816 N. Auburn Ct.
 Mequon, WI 53092-6049

Estimate

Date	Estimate #
3/15/2019	122138

Name / Address
City of Hartford Tom Griesmer 620 W. Summer Hartford, WI 53027

			Project
Description	Qty	Cost	Total
REVISION #1 3/20/19 // Added End Guide & Aluminum Sheet **REVISION #2 1/09/20 // Added (1) Case of Winter Shoring Fluid** GME Hydraulic Shield 8' Height x 10' Length x 56" - 92" Width Model: HS - 8 x 10 - 5692 1,660 lbs. Operating Range: 59" - 95" Clearance: 22"	1	11,347.50	11,347.50
ADDED 3/20 GME End Panel Assembly 8' Sheeting Height for 56-92 Struts Includes: Brackets Tubes Sheeting P/N HSEP-8-5692	2	1,748.00	3,496.00
GME Hydraulic Vertical Shores Accessories Hydraulic Pump w/ Plastic Container, 12' Hose & Gauge Model PL-1000 28 lbs.	1	820.00	820.00
GME Shoring Fluid Winter grade Concentrate (1) Case of (6) 1gal bottles	1	330.00	330.00
Notes: 1. Quote good for 30 days 2. Price does not include taxes or freight			0.00
Terms: Net 30			0.00
Total			

Stotzer Sales LLC
 9816 N. Auburn Ct.
 Mequon, WI 53092-6049

Estimate

Date	Estimate #
3/15/2019	122138

Name / Address
City of Hartford Tom Griesmer 620 W. Summer Hartford, WI 53027

Project

Description	Qty	Cost	Total
Stotzer Sales Jon Hering Phone: (414) 531-6223 Fax (414) 386-7910 jsh@stotzersales.com		0.00	0.00
		Total	\$15,993.50

Executive Summary

Title: Recommendation for the purchase of the Enduro XL40 Pool Vacuum

Background: The 2020 CIP budget includes \$12,100 for the purchase of a new auto pool vacuum for the Veterans Memorial Aquatic Center. The new vacuum needs to be a high quality commercial machine that can effectively clean the main pool and adjacent areas. In 2018/19 staff researched pool vacuums which included demonstration of equipment. The Enduro XL40 robotic pool vacuum was determined to be the best equipment to meet our needs and additionally it will include warranties that exceed most other commercial pool vacuums. We anticipate that the durability of this unit will be far improved over the existing vacuum and breakdowns far less as it concerns service and repair. The Enduro XL40 has part warranties including 7 year warranty on the stainless steel frame, 2-year warranty for the drive motor and pumps, 1 year warranty on the electrical components and electrical floating cable and labor included for the first 60 days. Quotes were obtained from three providers for this vacuum as follows.

Carrico Aquatic Resources Jefferson, WI.	\$12,350
Commercial Energy Specialist Jupiter, FL.	\$13,162.75
EB Aquatics LLC North Haven, CT.	\$11,535

The proposal from Carrico Aquatic Resources includes the following additional items. Assembly of the unit and initial programming, custom on-site programming specific to our pool dimension/shape and vacuum needs, on-site vacuum warranty repairs, on-site training for pool staff members for two years and extension of the labor warranty from 60 days to 1 year. Carrico has additionally indicated that should there be warranty repairs that cannot be fixed immediately on site they will leave a back-up pool vacuum with the facility while service is completed at their facility.

Although the Carrico Aquatics proposal is \$815 higher than the low quote, staff feels that the additional training support, extended labor service warranty along with the nearby proximity in Jefferson, Wisconsin helps to ensure that maintenance support services when needed will be prompt and therefore equipment will be fixed and put back into service with minimal downtime. Carrico is currently the Signicast Family Aquatic Center aquatic water management service provider and we have found the company service to be excellent. Based on this information staff is recommending the proposal from Carrico Aquatic Resources.

Fiscal Impact: The 2020 budget includes \$12,100 in capital outlay account #424.424.574783.59501. The recommended purchase from Carrico Aquatics is \$12,350 and this amount is \$250 over the budget. Staff proposes the additional funds to be taken from the Veterans Memorial Aquatic Center Maintenance Repair/Services 2020 operations budget #100.550.554200.56222.

Staff Recommendation: Staff recommends the approval for the purchase of the Enduro XL40 robotic pool vacuum from Carrico Aquatic Resources at a total cost of \$12,350.

Prepared by:  1/30/20
Mike Hermann, Parks and Recreation Director Date

Reviewed by:  1/30/20
Tyler Mentzel, Aquatic & Fitness Supervisor Date

Approved by:  2/5/2020
Steve Volkert, City Administrator Date

Routing: Park and Recreation Commission 2/5/20
City Council 2/11/20

TECHNICAL DATA

ENDURO TURBO CLEAN XL

TRUST

in the Enduro-TurboClean™

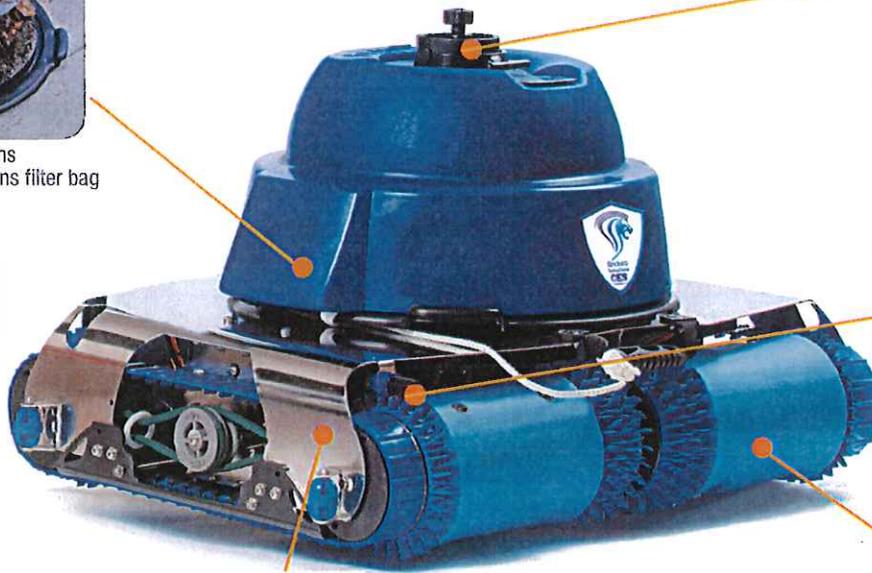
NO CABLE TWISTING
Equipped as standard
with a Gyroscope



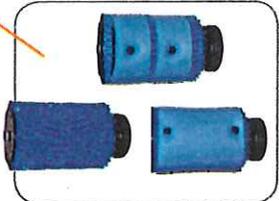
Filtering options
105, 250 or 1000 microns filter bag



Pump accessed without tools.
Suction power 13,208 Gal/ HR



With 2 infra red sensors,
tilt sensor



Combination of PVC/PBA or mixed
brushes

**MAGELLAN
CLEANING
SYSTEM**



Magellan
cross system



Magellan
line by line



Remote Control
8 functions



Stainless steel
casing
7-Year warranty



WARRANTY
2
YEARS

See our terms and conditions



TECHNICAL DATA

Robot width
Weight in water/out of water
Trolley
Cable Length
Power
Pump
Cleaning Speed
Filtration Capacity
Wall and obstacles detection
Minimum Depth

XL

28.7"
8.81/ 60 lbs
Stainless steel with cable reel
40 m, optional 50 m
120/220 vac / 24V DC
Turbo pump 14,530 Gal/ HR
5,600 sq. ft. per hour
8.37 lbs of sand
With 2 infra red sensors, tilt sensor
15"

MISCELLANEOUS

COMMITTEE

REPORTS

PUBLIC WORKS COMMITTEE
January 28, 2020

PRESENT: Chairperson Mixon, Members Hegy, Carroll

ABSENT: Member Garza

ALSO PRESENT: City Administrator Volkert, City Engineer Schall

Call to Order – Chairperson Mixon called the meeting to order at 6:30 p.m. in the Common Council Chambers of Hartford City Hall, 109 North Main Street.

Roll Call – All members of the Committee were present except Member Garza.

Public Comment Period – None.

2020 Construction Schedule – City Engineer Schall provided information on the 2020 construction projects and schedule, and responded to questions.

2020 Sidewalk Program – City Engineer Schall provided information on the sidewalks marked for repair/replacement as part of the 2020 Sidewalk Repair/Replacement Program, and responded to questions. It is necessary to obtain approval from the Public Works Committee to send notices to property owners requiring homeowners to repair the defective sidewalk. It will be the property owners' responsibility to complete the required sidewalk repairs or replacement and to pay the associated costs. If any property owner fails to complete the sidewalk repairs or replacement as ordered, the City's contractor will complete the sidewalk replacement at the City's request and the City will bill the property owner for the actual costs. Final cost is unknown at this time until the total square feet of sidewalk is determined. The 2020 Sidewalk Program will also include the installation of new sidewalk on the streets in the Lake View Acres, 1st Addition. This will fulfill the requirements of the Developer's Agreement for this subdivision. \$129,000 is included in the 2020 CIP budget for the sidewalk program.

MOTION by Alderperson Carroll, and seconded by Alderperson Hegy approving an Order of the Public Works Committee requiring that any sidewalk which is unsafe, defective, or insufficient be repaired or replaced at the locations listed on the 2020 Sidewalk Program Address List, and authorizing appropriate City officials to execute the Order. MOTION CARRIED

New Sidewalk Installation – As the Engineering Department was inspecting sidewalk for the 2020 Sidewalk Program, several areas of missing sidewalk were observed. These areas include Evergreen Drive (E Monroe Avenue to the south); Morgan Drive (Jefferson Avenue to the north end); and Arthur Avenue (E Monroe Avenue to the north end). The City of Hartford does require all new development to install sidewalk along both sides of all streets, with the exception of the Industrial Park. These gaps in the sidewalk network are all located on dead end streets and a cul-de-sac with sidewalk available on the opposite side of the street. Staff is requesting a recommendation from the Public Works Committee on whether to proceed with sidewalk installation in these gaps and a recommendation on how to pay for it. The estimated cost of installing sidewalk in these areas is \$30,000, which could be special assessed to the adjacent property owners. The Committee discussed whether or not to proceed with sidewalk installation in these areas.

Public Works Committee (1/28/2020)

MOTION by Alderperson Carroll, and seconded by Alderperson Hegy to require the installation of new sidewalk in the 2020 Sidewalk Program area where sidewalk is currently missing. MOTION CARRIED.

Adjournment – MOTION by Alderperson Hegy, and seconded by Alderperson Carroll for adjournment. MOTION CARRIED.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
PWJAN28.20
Compiled by Pat Borlen, Deputy Clerk

FOR
INFORMATIONAL
PURPOSES
ONLY

MONTHLY DEPARTMENT REPORT
JANUARY 2020

DEPARTMENT: HARTFORD POLICE DEPARTMENT

1.) MONTHLY STATISTICAL DATA

Final Tabulation is pending at the time of this report. Charts will be updated in the February report.

2.) CHIEF'S ACTIVITIES

- ◆ Attended the regular meeting of the Washington County Chief's Association
- ◆ Attended the HCPAAA Christmas Party
- ◆ Assisted Chief-elect MacFarlan with the preparation of the selection processes for the vacant Administrative Lieutenant, Detective, Police Officer, and Communications Officer
- ◆ Attended a variety of special meetings throughout the month of January

3.) ACCOMPLISHED PROJECTS/TASKS/ACTIVITIES

- ◆ A replacement was selected to fill the Administrative Lieutenant's vacancy in February
- ◆ Preparations and advertising for the 2020 HPD Mini-Academy were underway

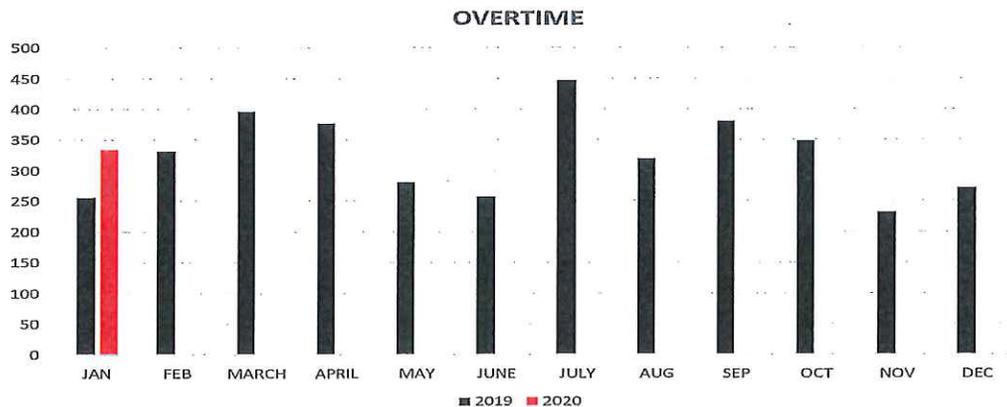
4.) ANTICIPATED PROJECTS/TASKS/ACTIVITIES

- ◆ Lieutenant Scott MacFarlan will assume command as the 8th Chief of the Hartford Police Department, effective on February 12, 2020
- ◆ Detective Rich Thickers will be promoted to the rank of Administrative Lieutenant
- ◆ An officer from the current eligibility list will be appointed to fill a Police Officer vacancy
- ◆ The Communications Officer recruitment process will continue
- ◆ Registration for the Mini-Academy will continue
- ◆ Pursuant to the Proclamation of the Hartford Mayor and Hartford Common Council, February 10, 2020, will be officially memorialized as "Chief David Groves Day."

5.) TRAINING

- ◆ Officers Dorn and Cash completed required K-9 certification training
- ◆ Department MILO Training – Patrol/Investigative Staff
- ◆ Department Isolation Exercises - Patrol/Investigative Staff

6.) **OVERTIME**



7.) **FINAL THOUGHTS (Text of Chief Groves' remarks at the January 28, 2020 meeting of the Hartford Common Council regarding retirement)**

I want to begin by thanking the mayor and the common council for this great honor. This is really very kind of you all. I would also like to thank my wife, my parents, my family, and my kids for their patience, understanding, and for all of the vacations, holidays, and good night's sleep they have sacrificed over the years to enable me to serve in this field. I would also like to thank God for the safety and the amazing friendships he has provided along the way.



Almost 14 years ago, I came here with a simple purpose, a mission to enhance the quality of life in Hartford through community based policing, that provided police services in a fair, conscientious, and professional manner.

As we look to the future tonight, that mission still lays before the Hartford Police Department, waiting with the sunrise, new every morning. As we look back, I see how far we have come and I am proud to look around at my staff, my friends, and the members of our community and say, "Well done."

I have always been, and I will always be, Hartford Community Proud. Thank you.

Respectfully Submitted,
David A. Groves
Chief of Police



CITY HALL 109 NORTH MAIN STREET · HARTFORD, WI 53027

**A Proclamation Setting February 10th, 2020 as
“Chief David Groves Day”**

WHEREAS, Chief David Groves has served the residents of Hartford as the Chief of Police for 13 years; and,

WHEREAS, Chief Groves will be finishing his tour of duty in law enforcement with over 27 years of outstanding service in Milwaukee, Oconomowoc, McFarland and Hartford; and,

WHEREAS, Chief Groves has implemented a K-9 program and community policing activities such as Shop with a Cop, Mini-Academy and the Citizens Academy Alumni; and,

WHEREAS, Chief Groves has lead the efforts to improve training standards of his department by becoming one of the first departments in the County to earn WILEAG Accreditation and become the first dispatch department to earn the APCO P33 accreditation in the State of Wisconsin; and,

WHEREAS, Chief Groves has received a commendation from the Wisconsin Attorney General for his lead in a local homicide case. Now therefore,

BE IT KNOWN BY ALL that I, Timothy C. Michalak, Mayor of the City of Hartford, on behalf of the entire Hartford City Council, do hereby proclaim February 10th, 2020 to be Chief David Groves Day in the City of Hartford; and,

BE IT FURTHER KNOWN that David A. Groves is granted a key to the City of Hartford in recognition of his achievements as a true Hartford public servant.

Unanimously approved by the Hartford City Council this 28th day of January, 2020.

The Honorable Timothy C. Michalak
Mayor of the City of Hartford, Wisconsin

STREET DEPARTMENT MONTHLY REPORT

JANUARY 2020

Curbside Solid Waste Pickup:

	Tons of solid waste ►	314.20
276.92	◄ Tons of solid waste <u>last month</u>	

Curbside Recycling Pickup:

	Paper & Cardboard AND Commingles in (Glass, Plastic, Cans) RECYCLING CART ►	93.36
110.64	◄ Tons of recyclables <u>last year</u>	

1. Special or specific projects/tasks/activities accomplished during this month:

Plowed and Salted City streets & sidewalks	Picked up Brush
Cleaned/Rebuildt/Repaired Catch Basins and Outfalls	Trimmed Trees throughout the City
Removed snow from downtown & parking lots	Fixed Potholes
Picked up Excessive Garbage on Fridays	Plowed and Salted at the Airport
Resolved Recycling & Garbage complaints	Repaired & Replaced Street Signs as needed
Repaired and maintained Snowplows and Trucks	Assisted Water Dept. with Water Main Breaks
Delivered & repaired Recycling & Garbage Carts	EAB infected Tree Removal & Tree Trimming
Inspected sidewalks for snow removal/hung door hangars	Maintenance of all City equipment

2. Training/Staff Development activities occurring during the month:

Diggers Hotline School - all employees	Date
	15-Jan-20

OVERTIME

DATE	PURPOSE FOR OVERTIME	TIME AND ONE HALF
1/1/2020	Plowed drifting snow	2.00
1/10/2020	Plowed and Salted streets	20.10
1/11/2020	Plowed and Salted streets	96.90
1/11/2020	Fixed Stop Sign	2.00
1/12/2020	Plowed snow drifting in parking lots	4.00
1/12/2020	Reset/Fixed Stop and Go Lights	2.00
1/13/2020	Plowed and Salted streets	13.50
1/14/2020	Salted streets due to freezing rain	3.70
1/17/2020	Plowed and Salted streets	26.00
1/18/2020	Plowed and Salted streets, including the Airport	88.30
1/19/2020	Plowed drifting snow	5.00
1/21/2020	Repaired Equipment due to breakdown	0.50
1/22/2020	Plowed and Salted streets	21.20
1/23/2020	Plowed and Salted streets	15.30
1/24/2020	Plowed and Salted streets	25.50
1/25/2020	Plowed and Salted streets	101.50
1/26/2020	Removed snow from parking lots	9.40
1/28/2020	Repaired Equipment due to breakdown	0.50
	MONTHLY TOTAL ►	437.40
	<i>Previous year's Overtime Total ►</i>	<i>138.40</i>

ELECTRIC & WATER MONTHLY DEPARTMENT REPORT

January, 2020

REGULAR MONTHLY ACTIVITIES

1. Street Lights
2. Tree Trimming
3. Hydrant Maintenance
4. Water Samples
5. Well Maintenance

SPECIAL MONTHLY ACTIVITIES

1. Electric Rebuild – Fairview Dr.
2. Electric Rebuild – Sunset Dr.
3. 3 Water Main Breaks & 1 Service Leak
4. Cross Connection Inspections

UPCOMING ACTIVITIES

1. Reconductor Electric – Willow Lane
2. Rebuild Electric – Harrison St.
3. Cross Connection Inspections
4. Well House Maintenance

TRAINING SESSIONS

1. Equipotential Grounding – MEUW Session
2. Diggers Hotline

OVERTIME

<u>PURPOSE FOR OVERTIME</u>	<u>HOURS</u>
Maintenance of Lines	12.0
Trouble Call – Slinger	2.0
Education	5.4
Maintenance of Pumping Plant	5.5
Maintenance of Water Service	0.5
Maintenance of Water Main	14.9
Maintenance of Water Meter	0.6
Maintenance of Hydrant	2.5
Cross Connection Inspections	2.3
Water Main Break – 844 W. State St.	4.0
Service Leak – 33 W. Washington Ave.	3.0
Plow Snow	6.0
Well Run – Weekends & Holiday	<u>18.0</u>
TOTAL	76.7