



CITY OF MARSHALL
Equipment Review Committee
A g e n d a
Monday, March 11, 2024 at 11:00 AM
344 W. Main St., City Hall

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Consider Approval of the Minutes

NEW BUSINESS

2. Stump Grinder for Street Department
3. Dump Truck for Street Department
4. Drag Line Hose Cart for Wastewater Department

OTHER BUSINESS ITEMS

ADJOURN

Disclaimer: These agendas have been prepared to provide information regarding an upcoming meeting of the Common Council of the City of Marshall. This document does not claim to be complete and is subject to change.

CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Chair
Meeting Date:	Monday, March 11, 2024
Category:	APPROVAL OF MINUTES
Type:	ACTION
Subject:	Consider Approval of the Minutes
Background Information:	Enclosed are the minutes from the previous meeting.
Fiscal Impact:	
Alternative/ Variations:	Staff encourages Members to provide any suggested corrections to the minutes in writing to City Clerk, Steven Anderson, prior to the meeting.
Recommendations:	That the minutes from the previous meeting be approved as filed with each member and that the reading of the same be waived.

CITY OF MARSHALL
EQUIPMENT REVIEW COMMITTEE
M I N U T E S
Tuesday, November 14, 2023

MEMBERS PRESENT: Craig Schafer, Jim Lozinski, John Alcorn

STAFF PRESENT: E.J. Moberg, Director of Administrative Services; Jim Marshall, Director of Public Safety; Jason Anderson, Director of Public Works/City Engineer; Preston Stensrud, Park and Rec Supervisor; Dean Coudron, Public Ways Supervisor; Karla Drow, Finance Director and Steven Anderson, City Clerk.

Chairman Lozinski called the meeting to order at 3:30 PM

Consider Approval of the Minutes

No amendments were made to the minutes.

Motion by Alcorn, seconded by Schafer to approve the minutes as presented. All voted in favor. 3-0.

Consider Capital Equipment Fund Requests

Moberg began the discussion by explaining that there was roughly \$515,000 in requests for capital equipment for 2024 and the approved preliminary tax levy for capital equipment was \$300,000. Moberg presented the requests from Engineering, Fire Department, Parks Department, and Street Departments that were being requested:

Engineering survey equipment - robotic total station	39,500.00
Fire Dept utility vehicle (2013 Case IH Scout)	21,000.00
Fire Dept card reader entry system	30,000.00
Parks lawn mower - annual trade-in program 1	5,000.00
Parks lawn mower - annual trade-in program 2	5,000.00
Parks Ball Pro drag machine	20,000.00
Parks Ind Park picnic pavilion	39,726.00
Parks striping mower	32,500.00
Streets dump truck	239,000.00
Streets 2000 gal bulk fuel tank	12,500.00
Streets 15' pull-type mower	18,000.00
Streets steel roller (replace 1985 model)	40,000.00
Streets loader pallet forks	12,700.00

Moberg stated that of the \$1,400,000 of American Rescue Plan Act (ARPA) funds that were received \$282,000 was still available that could potentially be used to fund some of the capital equipment to meet the \$300,000 threshold.

Members questioned what of the ARPA funds were already spent. \$150,000 was earmarked from last year to help get the 2023 levy down, \$468,000 was allocated towards the cost of acquiring land from Schwan's for the site of the new Aquatic Center, and \$500,000 was set aside for the possibility of purchasing the contaminated Helena Chemical site near the airport. The \$500,000 for Helena could be moved for possible economic development as well.

Lozinski questioned the card reader for the Police Department and UTV for the Fire Department. Marshall stated that the card reader was for the Fire Hall to better secure the building and to save staff time of having to manually rekey every door when someone leaves the Fire Department. Marshall also indicated that they were looking into tapping into the card reader that City Hall is utilizing and that would reduce the price of the \$30,000 card reader significantly. Lozinski asked Stensrud if it was possible to have the ball drag be rotated out similar to the lawn mower program that the Parks Department is currently utilizing. Stensrud would check with the dealer if it was something that could be done, but it more than likely wouldn't take effect until 2025 if it was possible. Alcorn mentioned the potential fund-raising campaign for additional features at the Aquatic Center and if some of those funds could be used towards the purchase of the pool land to free up some of the ARPA money. Lozinski asked what the possibility of persuading Senator Gary Dahms and

Representative Chris Swedzinski to have the Snow Removal Equipment building at the airport be added to the State Bonding Bill. Members discussed other cities that had projects added to the bonding bill. The discussion sparked debate about how areas in the Iron Range of Minnesota were able to get federal funding for fire trucks, and if it was possible for some of that funding to come to Southwest Minnesota.

Motion made by Schafer, seconded by Alcorn to use ARPA funds towards the Street Department Dump Truck request of \$239,000 and to levy the remaining capital equipment requests.

At 4:13 PM motion by Schafer, seconded by Alcorn to adjourn the meeting.

Respectfully submitted,
Steven Anderson
City Clerk

CITY OF MARSHALL
EQUIPMENT REVIEW – 03/11/2024

Presenter:	Jason Anderson
Meeting Date:	Monday, March 11, 2024
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Stump Grinder for Street Department
Background Information:	<p>Attached are two quotations for a stump grinder for the Street Department. One unit is larger than the other. Both quotations are Sourcewell contract price.</p> <p>City staff completed a demo on the two Vermeer units and the larger 70 hp unit did a great job, but at an additional \$17,000 cost. The 48 hp unit is a little slower, but still does a great job. We currently borrow an old (1970's) unit from MMU and that machine is becoming difficult to service with limited parts availability. We do not want to be responsible for damaging their machine.</p>
Fiscal Impact:	CIP includes \$58,000 for this purchase.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	City staff recommends the purchase of the 2024 Vermeer SC48TX stump grinder, to be purchased from RDO Equipment at the Sourcewell contract price of \$63,752.27.



Investment Proposal (Quote)

RDO Equipment Co.
1710 East College Drive
Marshall MN, 56258
Phone: (507) 532-0994 - Fax: (507) 532-0993

Proposal for:
CITY OF MARSHALL
344 W MAIN ST
MARSHALL, MN, 562581313
LYON

Investment Proposal Date: 8/21/2023
Pricing Valid Until: 9/4/2023
Deal Number: 1687474
Customer Account#: 6760010
Account Manager: Christopher Conrad
Phone: (507) 282-8888
Fax: (507) 387-1838
Email: CConrad@rdoequipment.com

Comments

Sourcewell Contract 031721-VRM
Member Account #2315

This Stump Grinder is priced out with the following options:
Remote - \$3,350.98

Equipment Information

Quantity	Serial Number Stock Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	TBD TBD	0	New 2024 VERMEER SC70TX SC70TX004 SC70TX STUMP CUTTER SC70TX041 SC70TX VERMEER CUTTING SYSTEM (VCS) SC70TX050 CAT C2.2 67HP/50KW TIER 4F/STAGE V ENGINE SC70TX1RC RADIO REMOTE CONTROL OPTION 2.4GHZ (Domestic) SC70TXAM010 TELEMATICS Freight in Freight/Prep	\$79,860.18 \$920.00
Equipment Subtotal:				\$80,780.18

Purchase Order Totals

Balance:	\$80,780.18
Total Taxable Amount:	\$0.00
MN STATE TAX:	\$0.00
MN CITY TAX:	\$0.00
Sales Tax Total:	\$0.00
Sub Total:	\$80,780.18
Cash with Order:	\$0.00
Balance Due:	\$80,780.18

**CITY OF MARSHALL
EQUIPMENT REVIEW – 03/11/2024**

Presenter:	Jason Anderson
Meeting Date:	Monday, March 11, 2024
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Dump Truck for Street Department
Background Information:	<p>The 2024 CIP includes funding for a new dump truck for the Street Department. Included in the packet are truck specifications. This truck is very similar to previously approved trucks.</p> <p>The Street Department proposes to bid these specifications, pending Committee approval.</p>
Fiscal Impact:	The CIP includes \$239,000 for this purchase.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	Authorize City staff to advertise for bids utilizing the included specifications.

**MINIMUM SPECIFICATIONS FOR
ONE (1) NEW OR CURRENT MODEL CHASSIS
WITH DUMP BOX, PLOW AND WING
FOR THE MARSHALL STREET DEPARTMENT -- CITY OF MARSHALL, MINNESOTA**

	MINIMUM SPECIFICATION		Meets Min Spec? If yes" mark with "X"	Comments for items Exceeding Minimum Specifications
	TRUCK AND DUMP BOX			
1	Truck Chassis	4x2		
2	Gross Vehicle Weight	41,000		
3	Cab to Axle	90"		
4	Wheelbase	165"		
5	Engine -- Diesel	300 HP, 860 Ft LBS Torque		
6	Engine Equipment	Cold Start Package		
		Spin on oil filter		
		Spin on fuel filters		
		Electric Shut Down		
		Magnetic Drain Plugs		
7	Air Cleaner Restriction Gauge	Air Cleaner Mounted		
8	Air Cleaner Element	Dry type		
9	Air Cleaner Snow Door System	Inside, Outside Air Capabilities		
10	Throttle	Hand controlled, Steering Wheel Mounted		
11	Block Heater	120 Volt / 1250 Watt		
12	Block Heater socket	Receptacle type mounted below driver door		
13	Radiator System	Cross flow low temp with transmission cooler		
		Heavy duty with recovery system		
		Premium Hoses		
		Fan Cooled		
14	Low Coolant Indicator	Audible Alarm		
15	Coolant	Anti-Freeze permanent to -40		
16	Front Axle	18,000 lbs.		
17	Front Springs (Taper Leaf Rubber Bushings with shock absorbers)	18,000 lbs.		
18	Rear Axle	23,000 lbs.		
19	Rear Springs	31,000 w/4500 Aux rubber spring		
20	Rear Axle	Magnetic drain plug		
21	Rear Axle Ratio	6.14		
22	Locking Differential	Driver controlled		
23	Frame	Heavy duty Full length frame with front integral extension not less than 20"		
24	PTO Effects	Engine Front		
25	Transmission	6 Speed Allison 3000 RDS Automatic		
26	Shifter	T-Bar style		
27	Brakes	Full Air Brakes-S Cam Type with air parking brake dash mounted		
28	Air Dryer	Heater		
29	Steering	Dual Power		
30	Steering Wheel/ Column	2-Spoke 18" Tilting		
31	Wheels (front) Steel Painted White	22.5" x 12.25		

	MINIMUM SPECIFICATION		Meets Min Spec? If yes" mark with "X"	Comments for items Exceeding Minimum Specifications
32	Wheels (Dual Rear) Steel Painted White	22.5" x 8.25		
33	Tires (Front)	385/65R22.5		
34	Tires (Rear)	11R22.5 Mud/Snow Grip		
35	Drive Shafts and Joints	Matched with maximum drive train capabilities		
36	Exhaust system (single)	Vertical mounted right hand side of cab Turn Back Type With Guard, Max Height 10'		
37	Fuel Tank	Left hand mount, 70 gallons step tank		
38	Fuel / Water Separator	Thermostatic fuel temp with Electric Heater		
39	Air Compressor	13.0 CFM Minimum		
40	Bumper	(Front) Steel Painted Gray		
41	Tow Hooks	Front		
42	Cab Conventional (Rear Suspension)	Full Tilting Hood		
43	Cab Color	Standard Red		
44	Fender extension (Rubber)	Front		
45	Cab Features	Tinted safety glass		
46	Heated windshield	Driver controlled		
47	Cab Sound Proofing	Heavy duty noise control		
48	Driver's Seat	Cloth high back full air ride with arm rest		
49	Passengers seat	Standard cloth		
50	Seat Belts	Must meet S.A.E. Standards		
51	Dome Light			
52	Cup Holders			
53	12 Volt Electrical Plug in			
54	Arm rest	Both Doors		
55	External grab handles	Drivers/Passenger Side		
56	External Mirrors Large 7.5" x 15"	Heated Both doors		
57	External Mirrors Convex 7"	Both Doors		
58	Sun Visors	Padded both sides		
59	Am/FM Radio with hands free Bluetooth	Factory Install		
60	Flooring	Rubber		
61	Headliner	Padded Cloth		
62	Power Windows / Locks	Drivers and Passengers		
63	Wipers	Heavy Duty 2-speed electric with intermittent wipe and washers		
64	Cab Heat/AC	Operator controlled Floor and defrost		
65	Electrical System	12 Volt		
66	Alternator	12 Volt 160 Amp		
67	Battery	2-12 Volt 1300 CCA Minimum		
68	Battery Box	Steel		
69	Fuses	SAE Blade type		
70	Hazard Lights	Front / Rear		
71	Headlights	High / Low Beams		
72	Horn	Dual Electric		
73	Jump Start Stud	Remote Mounted		
74	Clearance / Marker Lights LED	Must meet S.A.E Class A standards		

	MINIMUM SPECIFICATION		Meets Min Spec? If yes" mark with "X"	Comments for items Exceeding Minimum Specifications
75	Running Lights LED	Must meet S.A.E Class A standards		
76	Stop, Turn, tail and back up lights. LED	Must meet S.A.E Class A standards		
77	Starter Switch	Key Operated		
78	Starter Motor	Heavy duty		
79	Hitch Plate 5/8 thick	With 2 1/2" square receiver		
80	Trailer Brake package (Electric)	7-Pin with trailer controller		
81	Two-way radio wiring	Center of header console in cab		
82	Accessory 12 Volt Electrical Plug in	On Dash		
83	Back-up alarm	102 dBA		
84	Strobe wiring with dash mounted switch			
85	Switches (Electrical)	6 - Dash Mounted for aux equipment		
86	Aux Electrical Harness	For plow lights		
87	Gauge Cluster (English)	Full Instrumentation		
		Speedometer/Odometer		
		Hour Meter		
		Tachometer		
		Oil Pressure		
		Water Temperature		
		Transmission oil temp		
		Air pressure with low air warning		
		Fuel Level Gauge		
		Volt Gauge		
	Steel Dump Box (Elliptical Style)			
1	Size	11' X 96"		
2	Hoist	Roller Combo # RC860 or Equivalent		
3	Box Floor	1/4"-AR 450		
4	Box Sides	3/16"-AR 450		
5	Box Front	3/16"-AR 450		
6	Box Rear (Tailgate)	3/16"-AR 450		
7	Front (Straight)	Best height to clear cab		
8	Sides (Straight)	34" sides, 40" tailgate with board pockets and 6" box extensions		
9	Box overhang	10" from center of hinge		
10	Rear tailgate double acting with spreader chains	Sloped-15 Degrees Full Ribbed		
11	Tailgate	Air Latch		
12	Stainless steel receiver tubes welded on the underside of box.	For walk rails or future liquid tanks.		
13	Stainless walk rails	Both sides of box.		
14	2 Strobe lights Whelen LED 400 Series	Top front corners of box		
15	Strobe lights (Rear)	Recessed into box corner post		
16	Lights LED rubber mounted	Recessed into box corner post		
17	Cab Shield	1/4 cab		
18	Fenders	Poly		
19	Mud flaps (Rear)	Rubber		
20	Box Ladder 2 (Fold down)	Front corners of box		
21	Paint Color	Dark Green		

	MINIMUM SPECIFICATION		Meets Min Spec? If yes" mark with "X"	Comments for items Exceeding Minimum Specifications
22	Undercoating	Box Bottom		
23	Box vibrator			
	Hydraulics			
1	Pump	Load Sensing		
2	Mount	Front PTO off engine between frame rails		
3	Electric Hydraulic Controls, 6 Valves	Electric joystick controlled seat mounted		
4	Dump box	Power up and down		
5	Front Snowplow	Power up float down with reversing		
6	Wing	Toe, heel and extend		
7	Oil tank with sight glass	Stainless steel		
8	Filter	Spin on with indicator gauge		
9	Valve enclosure	Stainless steel		
	Front Snowplow			
1	Size / Type	12' reversible full trip Deep C Shaped		
2	Hitch	Pin and Loop Hookup		
3	Snowplow (Mailbox Trim)	Rubber Deflector and Markers		
4	Snowplow Lights (LED)	Chassis Mounted front of truck		
5	Cutting Edge	Carbide, Standard punched.		
	Wing			
1	Size / Type	8' Patrol wing double function with power slide push arm and torsion trip edge		
2	Mounting	Full view out passenger window		
3	Wing Post	Para Glide		
4	Cutting Edge	Carbide, Standard Punched		
5	Timbren air bag	Front right side of truck for added wing weight		

Also included is all equipment normally advertised as standard equipment on the make and model bid on proposal. All other items advertised as standard equipment shall be included in the bid and furnished by the successful bidder.

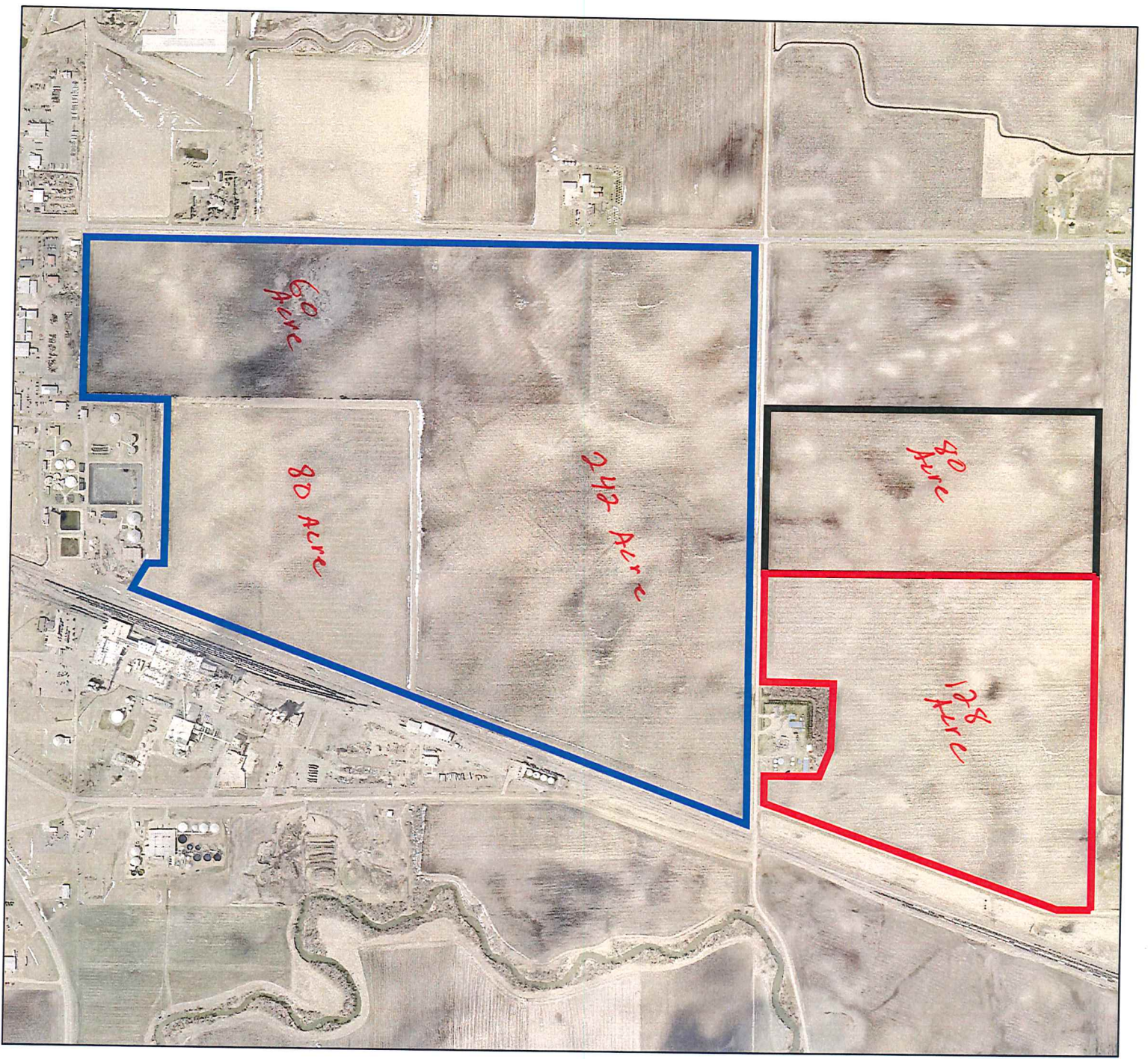
Pre-Delivery: Prior to delivery, the new vehicle shall be completely serviced by the vendor in accordance with the standard new care and "Make Ready" and manufacturer's recommendations. FOB City of Marshall Street Department

CITY OF MARSHALL
EQUIPMENT REVIEW – 03/11/2024

Presenter:	Jason Anderson
Meeting Date:	Monday, March 11, 2024
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Drag Line Hose Cart for Wastewater Department
Background Information:	<p>The Wastewater Facility produces four million gallons of bio-solids annually. To dispose of the bio-solids we utilize a dragline system to apply them to nearby agricultural fields as fertilizer. The dragline system consists of a large pump, an injection tool bar that is attached to a leased tractor, hundreds of feet of hose and a large cart to roll the hose up on for transportation and storage.</p> <p>While our pump can pump the bio-solids longer distances we are limited by the amount of hose that we have. Currently we can reach 382 acres of approved application sites. By purchasing more hose, couplers, and another hose cart we would be able to reach another 128 acres of already approved land. Another 80 acres of land could potentially be applied on after site approval.</p> <p>Attached are the following: a map of future application sites, three quotations and picture of a new cart and hose for reference (not existing).</p>
Fiscal Impact:	<p>Wastewater staff have received three quotes for the needed hose, couplers, and hose cart. The quotes range from \$91,901.20 down to \$81,200.92. There is also an option to purchase a “one of” new hose cart that has faded paint due to sitting outside for a couple of seasons for \$74,525.42. This option also includes the needed hose and couplers.</p> <p>Wastewater has budgeted \$87,500 in the 2024 CIP for the purchase of this equipment and staff are recommending the purchase of the low quote of \$74,525.42.</p>
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	Recommend to City Council the purchase of hose reel cart, hose, and couplings as per the included quotation from Hydro Engineering, in the amount of \$74,525.42.

- Current Site
- Future Site
- Already Approved
- Possible Site Needs Approval

SECTION 28
RANGE 112N
R41W





PUCK ENTERPRISES
1110 100th Street
Manning, Iowa 51455
833.655.9200

Quote

Quote Number	Date
15927	2/12/2024

Expiration Date: 2/27/2024

Quote To: Larry Polfliet Marshall, City of 600 Erie Road Marshall MN 56258 United States Phone: 507-537-6776 Fax: larry.polfliet@ci.marshall.mn.us	Sales Person: Douglas D Greving Email dgreving@puck.com
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USD

Line	Part Description	Expected Qty	Unit Price	Ext. Price
1	61-00112-11 A HC-11 Hose Cart (One Single Speed Motor, 425/65R 22.5 Tires) ~One Single Speed Hydraulic Motor ~425/65R 22.5 Tires ~No Brakes ~Fields Lights	1.00EA	\$39,659.00	\$39,659.00
2	53-00001-11 8" Mandal Black Mainline - 660'	5.00ROLL	\$8,514.00	\$42,570.00
3	55-00016-11 8" Double Bolt Coupler Set	5.00EA	\$672.00	\$3,360.00

Lines Total	\$85,589.00
Total Taxes	\$6,312.20
Line Miscellaneous Charges	\$0.00
Quote Miscellaneous Charges	\$0.00
Quote Total	\$91,901.20

HYDRO ENGINEERING

-301 INDUSTRIAL BLVD -NORWOOD-YOUNG AMERICA, MN 55397

Telephone 952-467-3100 Fax 952-467-4000

Sales Quote

Order #: 20052816

Customer 13066M

Date: 02/14/24 Ordered By ROGER PO #: Salesperson: ANDREW VANBEUSEKOM

Bill To:

Company: CITY OF MARSHALL

Full Name:

Street Address: WASTEWATER FACILITY 344 WEST MAIN

City: MARSHALL

State: MN

Zip Code: 56258-1313

Phone:

Ship To:

Ship To CITY OF MARSHALL

Street Address: WASTEWATER FACILITY 600 EAST ERIE ROAD

City: MARSHALL

State: MN

Zip Code: 56258-1313

Qty	Open Qty	Part #	Description	Item Price	Total
1.00		HR88-S	HMFGPT; (8)-8" HOSE REEL - AG SINGLE AXLE	40,195.00	40,195.00
				<10.00 %>	-4,019.50
5.00		HCS8	COUPLING; 8" HSG COMPLETE COUPLER SET- (BLUE)	1,535.65	7,678.25
				<10.00 %>	-767.83
5.00		H8MA2U	HOSE; 8" OROFLEX NITRILE RUBBER MAINLINE - 200 PSI Working / 600 PSI Burst	7,623.00	38,115.00
			Approved By: _____		
			<input type="checkbox"/> Approve All Items & Quantities		

F.O.B.: Hydro Engineering

Subtotal 81,200.92

Freight 0.00

Total 81,200.92

Thank you for your business. We expect payment within 30 days, so please process this invoice within that time. If it is not paid there will be a 1.5% interest charge per month on late invoices.

Due to circumstances beyond our control this proposal is subject to availability of merchandise and the price in effect at time of delivery.

The above prices, specifications and conditions are satisfactory and you are authorized to do the work as specified. Payment will be made as outlined.

Accepted by HYDRO ENGINEERING.

Item 4.

Authorized Officer

Date

Authorized Buyers Signature

Date

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HYDRO ENGINEERING

-301 INDUSTRIAL BLVD -NORWOOD-YOUNG AMERICA, MN 55397

Telephone 952-467-3100 Fax 952-467-4000

Sales Quote

Order #: 20052797

Customer 13066M

Date: 02/12/24 Ordered By ROGER PO #: Salesperson: ANDREW VANBEUSEKOM

Bill To:

Company: CITY OF MARSHALL

Full Name:

Street Address: WASTEWATER FACILITY 344 WEST MAIN

City: MARSHALL

State: MN

Zip Code: 56258-1313

Phone:

Ship To:

Ship To CITY OF MARSHALL

Street Address: WASTEWATER FACILITY 600 EAST ERIE ROAD

City: MARSHALL

State: MN

Zip Code: 56258-1313

Qty	Open Qty	Part #	Description	Item Price	Total
1.00		HR88-S	HMFGPT; (8)-8" HOSE REEL - AG SINGLE AXLE WE HAVE ONE REEL WITH SOME FADED PAINT LEFT AVAILABLE CURRENTLY. THIS OFFER IS ONLY GOOD WHILE WE HAVE THIS ONE IN STOCK.	29,500.00	29,500.00
5.00		HCS8	COUPLING; 8" HSG COMPLETE COUPLER SET- (BLUE)	1,535.65	7,678.25
				<10.00 %>	-767.83
5.00		H8MA2U	HOSE; 8" OROFLEX NITRILE RUBBER MAINLINE - 200 PSI Working / 600 PSI Burst QUALIFIES FOR FREE DIRECT SHIPPING	7,623.00	38,115.00
			Approved By: _____		
			<input type="checkbox"/> Approve All Items & Quantities		

F.O.B.: Hydro Engineering

Subtotal 74,525.42

Freight 0.00

Total 74,525.42

Thank you for your business. We expect payment within 30 days, so please process this invoice within that time. If it is not paid there will be a 1.5% interest charge per month on late invoices

Due to circumstances beyond our control this proposal is subject to availability of merchandise and the price in effect at time of delivery.

The above prices, specifications and conditions are satisfactory and you are authorized to do the work as specified. Payment will be made as outlined.

Accepted by HYDRO ENGINEERING.

Item 4.

Authorized Officer

Date

Authorized Buyers Signature

Date

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