

WILLMAR CITY COUNCIL PROCEEDINGS
COUNCIL CHAMBERS
WILLMAR MUNICIPAL UTILITIES BUILDING
WILLMAR, MINNESOTA

January 12, 2015
7:00 p.m.

City Clerk Kevin Halliday, Chief Officer in charge of voting for the City of Willmar, welcomed all those in attendance and asked the newly-elected Council Members for the City to come forward. City Clerk Kevin Halliday then presented to Council Members Andrew Plowman, Ron Christianson, Rick Fagerlie and Audrey Nelsen Certificates of Election. City Clerk Kevin Halliday then asked the newly elected Mayor to step forward and presented to Mayor Marv Calvin a Certificate of Election. The Honorable Judge Jennifer K. Fischer, Judge of District Court, officiated the Swearing-in Ceremonies of the Mayor and Council Members and the signing of the Oaths of Office.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Marv Calvin. Members present on a roll call were Mayor Calvin, Council Members Ron Christianson, Andrew Plowman, Denis Anderson, Steve Ahmann, Rick Fagerlie, Jim Dokken, Audrey Nelsen and Tim Johnson; Present 9, Absent 0.

Also present were City Administrator Charlene Stevens, City Clerk Kevin Halliday, Police Chief Jim Felt, Finance Director Steve Okins, Planning and Development Services Director Bruce Peterson, Fire Chief/Fire Marshal Gary Hendrickson, Community Education and Recreation Director Steve Brisendine and City Attorney Robert Scott.

Mayor Calvin called on Reverend Don Reigstad to give the invocation.

Mayor Calvin offered a brief message to the citizens of Willmar thanking them for their support stating his goal is to develop an atmosphere where we can all pull together making Willmar an even better place to live, work, and raise our families.

There were no additions or deletions to the agenda.

The Mayor and Council considered a number of biennial organizational resolutions. The first item considered was the election of a Mayor Pro Tempore. Council Member Christianson was nominated by Council Member Dokken. Council Member Anderson was nominated by Council Member Nelsen.

Mayor Calvin requested Council Members vote by paper ballot. The results were tallied by City Clerk Kevin Halliday who reported that Council Member Christianson was elected. (Six votes were tallied for Council Member Christianson cast by himself, Council Members Dokken, Plowman, Ahmann, Johnson and Fagerlie. Council Member Anderson received two votes cast by himself and Council Member Nelsen.).

Resolution No. 1, was introduced by Council Member Fagerlie, seconded by Council Member Ahmann reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 7, Noes 1, with Council Member Nelsen voting against.

RESOLUTION NO. 1

WHEREAS, the Charter of the City of Willmar, a municipal corporation of the State of Minnesota, provides that in the absence or disability of the Mayor, an Acting Mayor shall be appointed by action of the City Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar as follows:

That during the years 2015 and 2016, should the Mayor, the Honorable Marvin Calvin, be absent or unable to act as such Mayor, that Council Member Ron Christianson be and is hereby appointed as Acting Mayor to act in all said circumstances and as set forth in the Charter of the City of Willmar.

Dated this 12th day of January, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

The Mayor and Council considered options for parliamentary rules. Resolution No. 2 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 2
ADOPTION OF RULES OF ORDER

WHEREAS, the Willmar City Charter Section 2.11, Subdivision 2, requires the Willmar City Council to adopt an authorized set of parliamentary rules and that the rules adopted by the City Council shall be applicable to all Commissions, Boards and Committees.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Willmar that The Standard Code of Parliamentary Procedure is hereby adopted as the parliamentary code of rules for this Council and its municipal Commissions, Boards and Committees.

Dated this 12th day of January, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

The Council discussed the 2015 - 2016 Standing Committee appointments for members of the Council. Resolution No. 3 was introduced by Council Member Anderson, seconded by Council Member Dokken, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 3

BE IT RESOLVED, by the City Council of the City of Willmar, Minnesota, that the 2015 through 2016 Standing Committee appointments for members of the Council shall be provided in the list of appointments as follows:

Labor Relations Committee:	Chair:	Ahmann
	Vice Chair:	Dokken
		Christianson
		Anderson
Finance Committee:	Chair:	Anderson
	Vice Chair:	Johnson
		Fagerlie
		Dokken

Community Development Committee: Chair: Fagerlie
Vice Chair: Plowman
Nelsen
Johnson

Public Works/Safety Committee: Chair: Christianson
Vice Chair: Nelsen
Ahmann
Plowman

Dated this 12th day of January, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

The Council followed up by discussing the appointment of Council Members as liaisons to various boards and commissions. Council members were asked by Mayor Calvin if they were willing to continue the assignment of liaison as previously assigned. Mayor Calvin noted that normally the Mayor was a member of the Economic Development Commission, but former Mayor Yanish chose not to be. Mayor Calvin requested he be considered for the Commission.

During discussion of appointments to the Kandiyohi County and City of Willmar Economic Development Commission, a four-way contest emerged as to who would serve as voting members and who would be the alternate in the event that one of the appointees was unable to attend. Council Member Christianson made a motion to vote on the alternate for the Economic Development Commission. Council Fagerlie seconded the motion, which carried

Council members voted by paper ballot and City Clerk Kevin Halliday declared Council Member Ahmann was elected as the alternate. (Council Member Ahmann received three votes from Council Members Fagerlie, Nelsen and Anderson. Council Member Anderson received two votes from Council Members Ahmann and Plowman; and Mayor Calvin received two votes from Johnson and Christianson. Council Member Dokken submitted a "no vote" on his ballot.)

Resolution No. 4 was introduced by Council Member Anderson, seconded by Council Member Ahmann, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 4

BE IT RESOLVED, by the City Council of the City of Willmar, Minnesota, that the 2015 through 2016 Council Liaison appointments for members of the Council shall be provided in the list of appointments as follows:

Airport Commission: Dokken

Community Education/Recreation
Joint Powers Board and Park Board: Johnson
Nelsen

Economic Development Commission: Anderson
Christianson
Mayor Calvin
Alternate: Ahmann

Fire Code Appeals Board:Chair:		Mayor Pro Tempore
	Vice Chair:	Anderson
Mid-Minnesota Development Commission:		Fagerlie
Municipal Utilities Commission:		Dokken
	Alternate:	Plowman
Human Rights Commission:		Anderson
Pioneerland Library System:		Anderson
Rice Hospital Board:		Nelsen
	Alternate:	Ahmann
Central Community Transit Board		Fagerlie
		Calvin
Vision 2040 Committee:		Calvin
Willmar Cable Advisory Board:		Christianson
		Anderson
Willmar Convention and Visitors Bureau:		Nelsen
Willmar Community and Activity Center Council:		Johnson
Willmar Downtown Development:		Fagerlie
Kandiyohi County HRA:		Ahmann
	Alternate:	Christianson

Dated this 12th day of January, 2015.

/s/ Marv Calvin

 Mayor

/s/ Kevin Halliday

 Attest: City Clerk

Regularly scheduled meeting dates and times for City Council meetings were discussed. It was pointed out by staff that the recommendation is to continue to meet on the first and third Mondays of each month with exception of if that Monday falls on a legal holiday, the Council shall meet the following Tuesday.

Resolution No. 5 was introduced by Council Member Christianson, seconded by Council Member Ahmann, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 5

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the regular semi-monthly meetings of the City Council shall be held at 7:00 p.m. on the first and third Mondays of each month during the next two years with the exception of if the first or third Monday is a legally recognized holiday, the Council meeting shall be rescheduled to the next Tuesday, and that the regular place of said meetings shall be in the Council Chambers of the Municipal Utilities Building, 700 Litchfield Avenue Southwest, Willmar, Minnesota; and

BE IT FURTHER RESOLVED that the time for adjournment of said Council meetings shall be no later than 11:00 p.m. with the following exceptions:

1. An item of business under consideration at 11:00 p.m. may be disposed.
2. Business from the first meeting of the month will be carried over to the second meeting if necessary.
3. Any business not completed at the second meeting of the month, which is urgent and must have action will be adjourned to a special meeting.

Dated this 12th day of January, 2015.

/s/ Marv Calvin _____
Mayor

/s/ Kevin Halliday _____
Attest: City Clerk

City Clerk Kevin Halliday informed the Council that as required by Minnesota Statute, it is necessary for the City to designate a legal newspaper for 2015-2016. Staff's recommendation is to approve the "West Central Tribune" as the legal newspaper for the next two years. Staff was directed to obtain a current audit from the "West Central Tribune" as to the percentage of household penetration. This will be provided to the Council by memorandum.

Resolution No. 6 was introduced by Council Member Anderson, seconded by Council Member Nelsen, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 6

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, a municipal corporation of the State of Minnesota, that the "West Central Daily Tribune" of Willmar, Minnesota, be designated as the legal newspaper for the City of Willmar and that the fees set by State Statutes for legal publications be accepted.

Dated this 12th day of January, 2015.

/s/ Marv Calvin _____
Mayor

/s/ Kevin Halliday _____
Attest: City Clerk

Resolution No. 7, appointing a responsible authority for the City of Willmar, was introduced by Council Member Christianson, seconded by Council Member Fagerlie, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 7

APPOINTING A RESPONSIBLE AUTHORITY

WHEREAS, Minnesota Statutes, Section 13.02, Subd. 6, requires that the City of Willmar appoint one person as the Responsible Authority to administer the requirements for collection, storage, use and dissemination of data on individuals within the City; and

WHEREAS, the City Council of the City of Willmar shares the concern expressed by the Legislature on the responsible use of all City data and wishes to satisfy this concern by immediately appointing an administratively and technically qualified Responsible Authority as required under the Statute.

BE IT RESOLVED by the City Council of the City of Willmar Minnesota, that the City Administrator Charlene Stevens be appointed as the Responsible Authority for the purpose of meeting all requirements of Minnesota Statutes, Sections 13.02-13.87, as amended, and with rules as lawfully promulgated by the Commissioner of Administration as published in the State Register.

Dated this 12th day of January, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

Council Member Ahmann offered a motion adopting the Consent Agenda which included the following: City Council Minutes of December 15, Rice Hospital Board Minutes of December 17, Municipal Utilities Commission Minutes of December 22, Application for Exempt Permit – Rocky Mountain Elk Foundation, Application for Exempt Permit – Minnesota Ducks Unlimited, Application for Exempt Permit – Willmar Fests, Inc., Accounts Payable through December 31, Building Inspection Report for December, Willmar Police Commission Minutes of November 17, Willmar Area Lakes CVB Minutes of November 18, and Citizens Cable Advisory Committee Minutes of December 18, 2014. Council Member Anderson seconded the motion, which carried.

Mayor Calvin acknowledged that no one had signed up to address the City Council during its scheduled Open Forum but reinforced the direction to enforce the three-minute time limit.

The proposed 2015 Fee Schedule which establishes fees for City services, permits and licenses, and rental rates for City equipment was presented to the Council for consideration. Following discussion, Resolution No. 8 was introduced by Council Member Dokken, seconded by Council Member Christianson, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 8

RESOLUTION ESTABLISHING FEES FOR SERVICE

WHEREAS, the City Council of the City of Willmar duly establishes fees for service, sets fees for permits and licenses, and establishes rental rates for City equipment.

NOW, THEREFORE, BE IT RESOLVED that the below listed fees be duly adopted for the year 2015 and the same hereby ordered kept on file in the office of the City Clerk-Treasurer.

CITY CLERK:

Liquor License Investigation Fees:
Sole Proprietor

\$100.00

Partnership	150.00
Corporation	300.00
Limited Liability Company	300.00

Liquor Licenses:	
On-Sale Liquor	\$4,000.00 per year
Off-Sale Liquor	950.00 per year
Club On-Sale Liquor	300.00 per year
On-Sale Wine	200.00 per year
On-Sale Sunday	200.00 per year
On-Sale 3.2% Malt Liquor	150.00 per year
Temporary On-Sale Liquor	100.00 per year
On-Sale Taproom	150.00 per year
Off-Sale Taproom	150.00 per year

PUBLIC WORKS:

Maintenance Trucks:

3 -5 Ton Trucks	\$ 35.00/hour
1 Ton Truck	18.00/hour
3 -5 Ton Truck/Plow/Sander	41.00/hour
3 -5 Ton Truck/Plow/Sander/Wing	55.00/hour
1 Ton Truck Plow	27.00/hour
½-3/4 Ton Pickup	17.00/hour
1 Ton /Water Tank	27.00/hour

Tractors, Loaders, Motor Graders:

2 -3 CY Loaders	\$ 82.00/hour
Loader/Plow/Wing	102.00/hour
Loader/Snow Blower	122.00/hour
Motor Grader	96.00/hour
Motor Grader/One-Way Plow	102.00/hour
Motor Grader/One-Way Plow/Wing	115.00/hour
40-50 Hp Tractor	21.00/hour
40-50 Hp Tractor/Attachments	35.00/hour
MT Trackless/Blower/Mower	61.00/hour
90 Hp Tractor/22' Flail Mower	55.00/hour
30-40 Hp Unit Mower/Blower/Sweeper	35.00/hour
Skid-Loader	35.00/hour
Skid-Loader/Attachments	50.00/hour
Snowplowing Sidewalks (incl. labor and equipment)	0.60/LF

Specialty Equipment:

Air Conveyance Unit	\$ 55.00/hour
Elgin Sweeper (4 CY)	\$ 70.00/hour
Hydraulic Sewer Cleaner	68.00/hour
Sewer Rodder	41.00/hour
Paint Sprayer	9.00/hour
Paint Sprayer and 1 Ton Truck	27.00/hour
50' Bucket Truck	70.00/hour
30' Bucket Truck	41.00/hour
Brush Chipper	29.00/hour
Tamper	9.00/hour
Bituminous Distributor and Truck (less material)	50.00/hour
Bituminous Roller	55.00/hour

Robbins Island Enclosed Shelters \$75.00 ~~100.00~~/day April – November
and \$50.00 damage deposit

Open Shelter No. 1 (has electricity) \$32.00/day and \$50.00 damage deposit
Open Shelter No. 2 & Lions Shelter (no electricity) \$20.00/day and \$50.00 damage deposit

Showmobile:

Events in Willmar (not for profit) \$215.00/day + staff expenses
(Plus Clean-up/Damage Deposit) 200.00
Plus Staff Costs
Events in Willmar (for profit) \$500.00/day + staff expenses

Civic Center:

Dry floor events \$580.00/day
Ice Rental 140.00/hour \$145.00/hour

Blue Line

Dry Floor events \$400.00/day
Ice Rental \$145/hour

Aquatic Center:

Individual season pass \$ 85.00
Family of 2 125.00
Family of 3 135.00
Family of 4 145.00
Family of 5 155.00
Family of 6 165.00
Each Additional Family Member 15.00
Daily Admission Rate 3.00
Observers 3.00
Group Admission 2.50
Discount Coupons:
10 Coupons \$ 25.00
20 Coupons 45.00
Pool Rental:
2-hour minimum \$100.00 per hour plus guard/staff fees

FIRE DEPARTMENT:

Firefighter hours that are billed are taken directly from the roll call list.
Firefighters receive a \$14.30 per hour and are paid in one-hour increments.

Equipment:	<u>First Hour</u>	<u>Additional Hour</u>
1 st line pumper - 5251, 5257 and 5258	\$300	\$200/hour
Tanker/pumpers 5276	300	200/hour
Ladder truck – 5299 and <u>5298</u>	500	400/hour
Grass rig - 5285	150	100/hour
Support Vehicles – 5296, 5297	75	50/hour
Trailers	75	50/hour

Equipment charges are billed by the quarter hour as time listed on the fire report, after initial one-hour charge.

Special equipment and supplies used will be billed on a cost basis.

A 25% administrative fee will be added to fire watch/standby conducted by the Fire Department for special events and any standby conducted during fire protection/detection system downtime (as described in the Minnesota State Fire Code).

Fire Alarm Permit	\$ 30.00
Fire Alarm Permit Renewals	\$ 30.00 every 3 years
Alarm Malfunction	\$500.00
3000 PSI (only) air tank filling fee	\$15.00
Fire Reports	\$ 0.25/page plus postage

POLICE DEPARTMENT:

\$60.00 per hour for off-duty police officers
\$ 1.40 Automated Pawn Transaction Fee-each electronic reportable transaction

Contracted Towing (Per tow)	\$ 45.00 per towed vehicle
	\$ 61.52 towing administrative fee
	\$ 8.48 tax
Base Total	\$115.00

Possible extra tow costs depending upon circumstances involved:

\$160.00 per hour for "extra work" labor
\$160.00 per hour for flat hourly tow rate
\$ 5.50 per mile outside of City limits
\$ 10.00 per day storage fee after 48 hours

Dated this 12th day of January, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

City Clerk Kevin Halliday presented Change Order No. 4 with ECCO Midwest, Inc. in the amount of \$1,425.00. The change order includes the unforeseen obstacle of plumbing and electrical wires in the vertical ductwork in the northwest and southwest corners of the gymnasium causing additional time to cut away ductwork while protecting the plumbing and electrical infrastructure costing. City Clerk Kevin Halliday also touched on the quantity of dumpsters needed, which was included in the original bid, for information only. Staff's recommendation is to approve the change order.

Resolution No. 9 was introduced by Council Member Anderson, seconded by Council Member Ahmann, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 9

BE IT RESOLVED by the City Council of the City of Willmar that the agreement with ECCO Midwest, Inc., of Hastings, Minnesota, for the Willmar Auditorium Remediation services project, be amended with Change Order No. 4 as follows:

WHERE AS, unforeseen plumbing and electrical wires present in vertical ductwork caused additional time to protect this infrastructure, increasing the total project cost by \$1,425.

BE IT FURTHER RESOLVED that the Mayor and City Administrator be authorized to execute the necessary documents on behalf of the City for this Change Order No. 4.

Dated this 12th day of January, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

The Mayor and Council considered an Agreement with Dovre Township for fire suppression services. City Clerk Kevin Halliday explained that six sections of Dovre Township are under an annual contract for Willmar Fire Department service. Staff was recommending the Council approve the Dovre Township contract and authorize the Mayor and City Administrator to execute the agreement.

Resolution No. 10 was introduced by Council Member Anderson, seconded by Council Member Dokken, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 10

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to enter into an Agreement for Fire Department services between Dovre Township and City of Willmar effective January 1, 2015, and terminating December 31, 2015.

Dated this 12th day of January, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

The City Council was asked to consider the additional of a fourth channel to the Willmar Regional Access Channels. Due to a high volume of programming and recent additions in recording of community events, Willmar Regional Access Channels is requesting the addition of a fourth channel. The channel would be slated as an "Events and Local Programming Channel." This is allowed under City Charter, but the City is required to provide notice to Charter and Windstream.

Resolution No. 11 was introduced by Council Member Christianson, seconded by Council Member Fagerlie, reviewed by Mayor Calvin, and approved on a roll call vote of Ayes 8, Noes 0.

RESOLUTION NO. 11

BE IT RESOLVED by the City Council of the City of Willmar to authorize the addition of a fourth channel from Charter Communications and Windstream Communications Inc. to the Willmar Regional Access Channels.

Dated this 12th day of January, 2015.

/s/ Marv Calvin
Mayor

/s/ Kevin Halliday
Attest: City Clerk

There were no announcements for Committee meeting dates

There being no further business to come before the Council, the meeting adjourned at 8:40 p.m. upon motion by Council Member Anderson, seconded by Council Member Ahmann, and carried.

Attest:

MAYOR

SECRETARY TO THE COUNCIL

WILLMAR MUNICIPAL UTILITIES MINUTES
MUNICIPAL UTILITIES AUDITORIUM
JANUARY 12, 2015

The Municipal Utilities Commission met in its regular meeting on Monday, January 12, 2015 at 11:45 a.m. in the Municipal Utilities Auditorium with the following Commissioners present: Steve Salzer, Matt Schrupp, Carol Laumer, Dan Holtz, Jeff Nagel, Joe Gimse, and Justin Mattern.

Others present at the meeting were: General Manager Wesley Hompe, Director of Finance Tim Hunstad, Director of Operations John Harren, Power Supply Manager Chris Carlson, Customer Service Supervisor Stacy Stien, Administrative Secretary Beth Mattheisen, City Attorney Robert Scott (via teleconference), City Councilman Jim Dokken, and West Central Tribune Journalist David Little.

Commission President Salzer opened the meeting by announcing that he will be resigning his post on the Commission effective January 16, 2015. It is a requirement of all Commissioners to reside within the city of Willmar. Mr. Salzer is in the process of moving out of the city limits, therefore is no longer eligible to serve.

Commissioner Salzer informed the Commission that the first item of business to be addressed would be the election of officers for 2015. For the position of President, Commissioner Holtz made a motion to nominate Commissioner Schrupp to serve as President. There being no other nominations, Commissioner Nagel seconded the motion which carried, and Commissioner Schrupp was elected President of the Municipal Utilities Commission for the year 2015 by a unanimous vote.

For the position of Vice President, Commissioner Nagel made a motion to nominate Commissioner Holtz to serve as Vice President. There being no other nominations, Commissioner Schrupp seconded the motion which carried, and Commissioner Holtz was elected Vice President of the Municipal Utilities Commission for the year 2015 by a unanimous vote.

For the position of Secretary, Commissioner Nagel made a motion to nominate Commissioner Laumer to serve as Secretary. There being no other nominations, Commissioner Mattern seconded the motion which carried, and Commissioner Laumer was elected Secretary of the Municipal Utilities Commission for the year 2015 by a unanimous vote.

For the position of Treasurer, Commissioner Gimse made a motion to nominate Commissioner Nagel to serve as Treasurer. There being no other nominations, Commissioner Holtz seconded the motion which carried, and Commissioner Nagel was elected Treasurer of the Municipal Utilities Commission for the year 2015 by a unanimous vote.

Following the election of officers for 2015, President Schrupp requested a resolution to approve the Consent Agenda. Commissioner Laumer offered a resolution to approve the Consent Agenda as presented. Commissioner Holtz seconded.

RESOLUTION NO. 1

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Consent Agenda be approved as presented which includes:

- ❖ Minutes from the December 22, 2014 Commission meetings; and,

- ❖ Bills represented by vouchers No. 142427 to No. 142537 inclusive in the amount of \$400,450.17 with a MISO credit in the amount of \$123,817.74 and a Westmoreland Resources coal payment in the amount of \$103,068.38

Dated this 12th day of January, 2015.

President

ATTEST:

Secretary

The foregoing resolution was adopted by a vote of seven ayes and zero nays.

At this time, President Schrupp informed the Commission that there are several annual organizational matters to be addressed. The first matter would be to establish regular meeting times and location for the year 2015. Following discussion, Commissioner Nagel made a motion to set the 2015 Municipal Utilities Commission meeting schedule as presented with meetings to be held on the second and fourth Mondays of each month (unless otherwise designated) at 11:45 a.m. in the Municipal Utilities Auditorium. Commissioner Gimse seconded the motion, which carried by a vote of seven ayes and zero nays.

President Schrupp next requested recommendations for appointments to both the WMU Labor Relations and WMU Planning Committees for 2015. Following discussion, President Schrupp stated that due to the number of issues currently being addressed by each of the Committees, it would be in the best interest of the Commission to have the Committees remain intact with their current members. Therefore, President Schrupp appointed the following Commissioners to serve on their respective Committees for the year 2015: 1) WMU Labor Committee: Commissioners Schrupp, Laumer & Gimse; and, 2) WMU Planning Committee: Commissioners Holtz, Nagel & Mattern. Commissioner Salzer offered a motion to approve the Committee appointments as designated. Commissioner Laumer seconded the motion which carried by a vote of seven ayes and zero nays.

Director of Finance Hunstad reviewed with the Commission the 2015 Beginning Year Fund Balances. Following a review of the fund balances, General Manager Hompe was recommending a resolution be offered to set the 01/01/2015 fund balances at the 12/31/2014 levels incorporating an increase in the minimum balance of the Operating Reserve Fund to \$2.6 million, and an increase in the Expansion Reserve Fund to \$100,000 by year-end 2015.

<u>FUND/ACCOUNT</u>	<u>1/1/2015</u>	<u>12/31/2014</u>
<u>Funds Required by Bond Covenants:</u>		
1. Operating Reserve Fund	\$4,768,588	\$4,768,588
2.a. Parity Revenue Bond Sinking Fund	352,107	352,107
2.b. Subordinate GO Bond Sinking Fund	125,866	125,866
3. Bond and Interest Reserve Account	887,481	887,481
4. Utilities Improvement & Replacement Fund	1,700,000	1,700,000

Funds Designated by Municipal Utilities Commission:

5. Customer Deposit Fund	250,000	250,000
6. Expansion Reserve Fund	100,000	50,000
7. Catastrophic Reserve Fund	2,000,000	2,000,000
8. Water Treatment Plant Reserve Fund	1,000,000	1,000,000
9. Transmission Construction Fund	2,000,000	2,000,000
10. Generation Construction Fund	4,000,000	4,000,000
TOTAL	<u>\$17,184,042</u>	<u>\$17,134,042</u>

Following discussion, Commissioner Holtz offered a resolution to approve the fund balances as presented. Commissioner Salzer seconded.

RESOLUTION NO. 2

“BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the 2015 Beginning Year Fund Balances be approved as presented.”

Dated this 12th day of January, 2015.

President

ATTEST:

Secretary

The foregoing resolution was adopted by a vote of seven ayes and zero nays.

Director of Operations Harren presented the Commission with statistical department reviews for the year 2014. The first report reviewed was the Reliability Performance Report (Electric Division). Contained in this report are four individual reports. These annual reports are: 1) Reliability Performance Report; 2) Service Quality Report; 3) Miles of Electrical Distribution & Transmission Line Report; and 4) Safety Report. Harren noted that actual reliability for customer's percentage of service was 99.996% for 2014 (very good). This equates to an average outage time of 20.6 minutes per customer per year (majority is due to aging underground cable failures). Harren also noted that there were no lost time injuries by WMU Staff in 2014. The Commission expressed their appreciation for the Staff's performance and safety awareness throughout the year.

Director of Operations Harren continued by presenting the Commission with the 2014 Water Department Summary followed by the 2014 Wind Generation Report. Among the items of interest contained in the Water Summary were: 1) total gallons pumped (1.477 billion); 2) average gallons pumped per day (4.046 million); 3) peak usage day (5.887 million gallons on 8/6/14); and, 4) total miles of water mains (118 miles). Harren continued by reviewing the statistical analysis contained in the Wind Generation Report. This data included: 1) Wind Turbine Report; 2) monthly production; and 3) monthly availability.

General Manager Hompe reminded the Commissioners of a number of upcoming meetings/events to note. These include:

- WMU Labor Committee Meeting – January 12th @ 12:30 p.m. (approx.)
- Special Working Commission Meeting – January 15th @ 12:00 p.m.
- WMU Planning Committee Meeting – January 20th @ 12:00 p.m.
- MMUA Legislative Conference (Bloomington) – February 4-6, 2015
- APPA Legislative Rally (Washington, DC) – March 9-11, 2015
- APPA National Conference (Minneapolis, MN) – June 5-10, 2015
- MMUA Annual Summer Conference (Breezy Point) – August 17-19, 2015

General Manager Hompe along with President Schrupp recognized Commissioner Salzer for his years of service (7+) and dedication as a member of the WMU Commission. (An inscribed plaque was presented as a memento for his years of service.) Commissioner Salzer addressed the Commission by expressing his appreciation to his fellow Commissioners and Staff for the insight and knowledge he has gained throughout the years of service. Steve's wealth of knowledge and informative contributions will be greatly missed. Best wishes, Steve!

City Councilman Dokken informed the Commission that the City Council will be conducting their first meeting of 2015 tonight (Jan. 12th) at 7:00 p.m. One item of business will be to appoint committee and board assignments for 2015. This would include appointing a Council member to serve as primary liaison to the Municipal Utilities Commission as well as an alternate for this position.

There being no further business to come before the Commission, Commissioner Schrupp made a motion to adjourn the meeting. Commissioner Nagel seconded the motion, and the meeting was adjourned by a vote of six ayes and zero nays

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen
Administrative Secretary

ATTEST:

Carol Laumer, Secretary

**WILLMAR PLANNING COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, JANUARY 14, 2015**

MINUTES

1. The Willmar Planning Commission met on Wednesday, January 14, 2015, at 7:00 p.m. at the Willmar City Offices Conference Room #2.

Members Present: Scott Thaden, Bob Poe, Gary Geiger, Andrew Engan, Aaron Larson, and Randy Czarnetzki

Members Absent: Margaret Fleck, (two vacancies on the Commission)

Others Present: Steve & Heidi Ahmann, Joanna Schrupp, Joshua Stern, and Bruce Peterson – Director of Planning and Development Services

2. REORGANIZATION: The following officers were elected for 2015: Andrew Engan – Chair, Gary Geiger – Vice Chair, Randy Czarnetzki – Secretary.
3. MINUTES: The minutes of the November 12, 2014 meeting were approved as submitted.
4. GENESIS THIRD ADDITION PRELIMINARY PLAT – FILE NO. 15-01: The public hearing convened at 7:05 p.m. Staff provided background information on the plat. It is a re-plat of a portion of the Genesis Addition and is proposed to have 13 lots, plus an outlot for storm water. The 13 lots are planned to contain five single family homes, and eight units of twin homes. The developer was requesting a 30' street with a 50' r/w, as well as a 90' radius cul-de-sac.

Staff comments were presented (see attachment).

Steve Ahmann, developer, explained what he wanted to do on the site along with his proposed schedule. Mr. Ahmann said the narrow street was needed due to the width of the parcel and its unusual configuration. Affordability was another issue, both for the developer and the home buyers. Mr. Ahmann presented information about the desirability of narrower streets and the need for revised City policy. He expressed concern over the maintenance costs of a private street and the lack of real estate tax savings for owners along private streets. Several potential buyers have indicated that they don't want a private street due to the long term cost of maintenance. Mr. Ahmann presented examples of several City streets currently constructed at widths less than the 42' street/70' right-of-way standard. He offered the opinion that those streets functioned well and were adequate for public safety.

The Planning Commission expressed concern about the proposed street width and cul-de-sac radius, especially due to the request for it being a public street. Mr. Ahmann was encouraged to pursue a planned unit development which would allow flexibility in addressing reduced setbacks, thereby accommodating the proposed street width and the shallow depth of the proposed lots.

The public hearing closed at 7:40 p.m. The Planning Commission discussed at length the street width and lot depth issues. Support was offered for the narrower street as a good planning practice and as a way to reduce storm water runoff. Because of the development concerns due to lot depth, the Planning Commission was not comfortable moving forward with the plat in its current format.

A motion was made by Randy Czarnetzki, seconded by Mr. Geiger to table the plat and to recommend that Mr. Ahmann apply for a PUD to allow the Planning Commission flexibility to deal with the street width issue and vary setbacks within the plat.

The motion carried.

5. MINN WEST TECHNOLOGY CAMPUS PLAN REVIEW – FILE NO. 15-01 (TOWER REAL ESTATE): Joanna Schrupp presented a proposal by Minn West Technology Campus to lease space in CIC Unit Number five to Tower Real Estate. Tower Real Estate would be employing three to four persons at the site and would provide services to campus tenants as well as the general public.

It was a consensus of the Committee that the proposed use was consistent with existing uses and met the requirements of the Zoning Ordinance.

A motion was made by Scott Thaden, seconded by Aaron Larson to approve the plan review for Tower Real Estate at the Minn West Technology Campus.

The motion carried.

6. PARTIAL VACATION OF 3RD STREET SOUTHWEST – FILE NO. 15-01: Staff presented a petition by Rice Memorial Hospital and Shared Health Resources, LLC. to vacate that block of 3rd Street Southwest between Trott Avenue and Minnesota Avenue. The vacation was being requested to allow for the expansion of parking and to facilitate future development. It was noted that the street had been closed to through traffic for some time.

Resolution 15-01 recommending approval of the vacation was introduced by Gary Geiger, seconded by Scott Thaden. The resolution was adopted on a unanimous roll call vote.

7. RICE HOSPITAL SALE OF PROPERTY: In keeping with Charter requirements, staff presented the proposed sale by Rice Hospital of the Rice Rehab Building to CDS

Investments LLC. The Charter requires that any sale or acquisition of municipal property come before the Planning Commission for their review.

The Planning Commission briefly discussed the request and recognized the potential benefits to the downtown from the proposed sale.

A motion was made by Scott Thaden, seconded by Randy Czarnetzki to recommend approval of the property sale.

The motion carried.

8. DOWNTOWN DESIGN STANDARDS: Staff requested volunteers from the Commission to serve on a group to draft and recommend design standards for downtown development and redevelopment. Gary Geiger, Andrew Engan, and Aaron Larson volunteered to serve on that group.
9. There being no further business to come before the Commission, the meeting adjourned at 8:10 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Bruce D. Peterson", written over a horizontal line.

Bruce D. Peterson, AICP
Director of Planning and Development Services

Attachment A
1-14-2015

PLANNING COMMISSION – JANUARY 14, 2015

STAFF COMMENTS

1. Genesis Third Addition Preliminary Plat – File No. 15-01

- The applicant is Steven Ahmann, of Willmar Minnesota.
- Being platted is being part of lots 2, 3, and 4 of Block 1 – Genesis Addition.
- The property is located in Southeast Willmar.
- The plat includes 13 lots along a proposed public street with a 50' right-of-way and 30' street width.
- The property is zoned R-3– low density multi- family residential
- Being proposed are lots for 5 single family and 8 units of twin homes.
- The twin home lots do not meet minimum lot sizes for a lot in an R-3 District. That is primarily related to the limited lot depth available for building construction.

OTHER COMMENTS:

City Assessor - Questions were raised about the use, purpose, and ownership of the Outlot. There are restrictions on the plat regarding public ownership. If the street is dedicated as a public street, the Assessor's Office would call for party wall declarations to be filed for side by side units. There are no existing, deferred, or pending assessments for the property.

MUC – Electric service is available. They would propose running the electricity in the front boulevard. Water main would be required to be looped from 18th Street SE out to Lakeland Drive.

Engineering – The location of the street is okay, but it doesn't meet the City's standards for right-of-way or street width. The water supply is available in 18th Street SE and should be looped to Lakeland Drive. Capacity should be determined by the Fire Marshal. 8" sanitary sewer is available in 18th Street Southeast. Storm sewer is required and available. The applicant will need to submit drainage calculations to determine storm water pond sizing.

Public Works – The street layout is okay, although the design doesn't meet City standards for right-of-way or street width. Sanitary and storm sewer is accessible.

Fire Chief/Fire Marshal – State Fire Code requires that when an access road includes a hydrant, a road with a minimum width of 26', exclusive of parking, shall be provided. A cul-de-sac in excess of 150' length shall be provided with a 96' diameter cul-de-sac. The current cul-de-sac as shown on the plat doesn't meet this requirement. If the street remains as shown on the preliminary plat, "no parking" signs shall be posted on both sides of the street indicating it is a fire lane. There will need to be a minimum of two fire hydrants on the proposed street, one at the south end of the access road, as well as one at the end of the cul-de-sac. To ensure adequate water supply, an 8" main looped to Lakeland Drive will be required.

A variety of issues exist with this plat as proposed, all due to the narrow width of the property being developed. The public street idea doesn't seem to serve the property very well, as it very much limits the lot depth and the development potential of the property. The street width and cul-de-sac diameter also pose problems for emergency vehicle access and snow plowing.

RECOMMENDATION: It is recommended that the preliminary plat in its current form be denied. If development of the site in a similar fashion is desired, a PUD should be applied for that would include a private road, thereby increasing options for lot depth, reduced setback, and overall plat developability. If the PUD is proposed, a conditional use permit will be required and the basic plat design will remain, negating the need for a new platting application.

2. Minn West Technology Campus Plan Review – File 15-01 (Tower Real Estate)

- The applicant is Minn West Technology Campus.
- Being proposed is an office lease to Tower Real Estate. Tower Real Estate is a Brainerd relator that hopes to expand in the Willmar area.
- They will be leasing one office on the campus in Unit 5.
- It is expected that they will employ 3-4 persons.
- No issues have been identified by Staff, relative to this proposal.

RECOMMENDATION: To approve the plan review as submitted.

3. Partial Vacation of 3rd Street Southwest – File 15-01

- An application has been filed by Rice Memorial Hospital and Shared Health Resources LLC for the vacation of one block of 3rd Street Southwest, lying immediately south of Trott Avenue.
- The reason for the vacation is to provide more flexibility and options for site development/redevelopment.
- This street has been blocked off for a period in excess of 10 years. A small gazebo and park area exists to serve the health care facilities that exist currently.
- The MUC has requested that, if the vacation is to occur, an easement be kept over the entire former right-of-way to provide for the public utilities.

RECOMMENDATION: To recommend to the City Council the vacation of that portion of 3rd Street Southwest, as proposed, and that a hearing be scheduled for the Council to consider the vacation.

**COMMUNITY EDUCATION & RECREATION
JOINT POWERS BOARD MEETING
December 12, 2014**

Members Present: Eric Banks, Dave Baumgart, Andy Boersma, Bill Borth, Matt Dawson, Scott Guptill, Ross Magnuson, Audrey Nelsen, Bonnie Pehrson, Rachel Skretvedt, Charlene Stevens, Darin Strand

Staff Present: Steve Brisendine, Brad Bonk, Troy Ciernia, Tammy Rudningen, Becky Sorenson, Jena Tollefson, Pam Vruwink, Jodi Wambeke

Guests Present Tony LaPatka, Stuart Crosby

Chairman Eric Banks opened the meeting by greeting everyone. After introductions, Eric introduced Tony LaPatka to present his request on behalf of the Willmar Curling Club for permission to serve liquor at the upcoming BonSpiel tournament on January 10. Mr. LaPatka stated that KEC will be in charge of sales. They are expecting 20 to 22 teams for the tournament. Andy Boersma made a motion and Bonnie Pehrson seconded to approve the request. Motion carried.

Steve Brisendine introduced Stuart Crosby who presented the Park Plan that staff and SRF have been working on. This plan includes Robbins Island, Swansson Field complex, Rice, Northside, Lincoln and Ramblewood Parks.

Robbins Island: The plan is to make Robbins Island into a regional park by improving access to the Island. Improving traffic flow on the Island by creating a turnaround at the west end by the fishing pier and making the north section of the road a two way is the plan. The south section of the road would be removed and replaced with walking paths. Adding more parking spaces next to the new two-way road was in the plan. A question was asked about parking for the proposed amphitheatre. The response was that additional parking will be added. For extra large functions, off-site parking may need to be used. The plan includes replacing the existing shelters with three new shelters (two four-season and one three-season shelter). On the south side of the beach would be a boathouse/dock facility for paddleboat, canoe and kayak rental.

Water concerns at the Island were expressed regarding decreased beach use. The main problem with water quality is due to the large population of geese. The Public Works Department has been working on that this past summer which has seemed to decrease the geese and improved water quality for a longer period of the summer. Another proposed use of the Island is for a winter ice rink near the proposed three season shelter along with a sledding area.

**CER JOINT POWERS BOARD MEETING
DECEMBER 12, 2014, PAGE 2**

Swansson Field Complex: Re-figuring North Swansson away from the pinwheel set up was discussed. Blue Field would be rotated to face the plaza with facilities, food concessions. South Swansson – extend parking lot into the skate park. Add another shelter. Keep Lions as part of the complex as the new dog park. Add new facilities between the Aquatic Center to serve the soccer fields. There is room for expansion at the Aquatic Center for items like a Lazy River.

Northside Park: Field stays the same, adding a trail to the east side; move playground area to the south closer to the field, pickle ball courts and a half basketball court.

Rice Park: Remove wading pool and add a splash pad. Remove tennis courts and make area into an open play area. Add a half basketball court and move the horseshoe courts.

Miller Park: Add two more tennis courts (replacing Rice courts) move baseball field home plate to the northwest (using Jefferson Parking lot for fans) add basketball court, remodel the existing shelter and playground.

Lincoln Park: The City's plan in the near future is to connect 9th Street from Minnesota Avenue to Trott Avenue (east side of existing former school building) On the east side to the new street would be a hockey rink/multi purpose area with a skate park to the east of the hockey area. A new shelter north of the skate park would be used as warming house for the ice rink. The softball field would be re-configured to put home plate in the southeast corner (currently in the southwest corner)

Another park in the plan is Ramblewood Nature Park. Plans for that include planting more native grasses, creating a board walk across the slough area, restoring native aspects to the park. Expanding the parking lot to accommodate more users is also in the plan.

Andy Boersma asked if there was a plan as to what park would be the start. The Council is being asked to approve the plan and proceed from there regarding which park to start with. Developing priorities is a necessary part of this park plan.

Rachel Skretvedt asked if we are balancing the needs of each group. The response is that this plan has done a good job of evaluating key areas.

The question was asked if the field layout, as presented, is good enough to facilitate tournaments. No one voiced any problems with the proposed plan.

What happens to Garfield Ice Rink? Continue to use but funds would not be allocated in the future possibly.

**JOINT POWERS BOARD MEETING
DECEMBER 12, 2014, PAGE 3**

Darin Strand asked what other cities have been doing to keep up their parks without having major expenses. Those types of comparisons can be added to the proposal.

Ross Magnuson asked what the approximate cost would be. The most expensive items would be play grounds, shelters and lights.

Bonnie Pehrson asked if there are grants available for us to pursue. Legacy grants would be good for Robbins Island. Community foundation grants would be good for Swansson.

Since there were no further questions or comments, Steve thanked Stuart for his presentation. Steve also announced that this is Bonnie Pehrson's last meeting and thanked her for her years of service on the Joint Powers Board.

The next meeting will be January 23, 2015.

As there was no further business, the meeting was adjourned.

WILLMAR COMMUNITY & ACTIVITY CENTER COUNCIL
Friday January 9, 2015

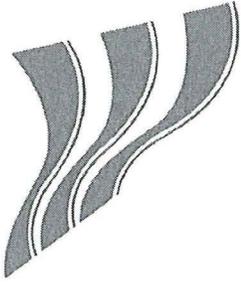
Members Present: Diane Shuck, Tim Johnson, Claudia Cederstrom,
Jena Tollefson, Tammy Rudningen, Rob Baumgarn and Steve Brisendine
Guests: George Davies

The meeting was called to order at 9:00am

1. **Welcome and Introduction:**
2. **WCAC Committee Membership:** Steve Brisendine requested feedback from those present for potential membership to the committee. Diane Shuck presented Darlene Schroeder as a potential member. Brisendine stated he invited George Davies to attend this meeting to determine whether he might be interested in joining this committee. Brisendine will also meet with the Willmar Senior Citizens Board next week to try and get a member or two of that board to join this committee. The goal is to have between 6-8 members on the committee.
3. **Program Update:** Tammy Rudningen informed the committee of some upcoming activities at the center. She explained that in this winters CER catalog of offerings that programs for older adults are throughout the catalog not grouping them as senior programs to try and encourage more participation. There have been studies that show people over 55 do not like being called seniors thus the change. Karate and a free concert by the West Central Connection were highlighted. The plan is try and put more programs at this facility and not necessarily for just older adults as we think the community should be exposed to this facility. The question was asked about not taking away space for senior use and it was duly noted and staff does not believe this will happen. Brisendine mentioned that Pam Vruwink is looking into some wellness activities to take place at this site.
4. **Facility Use Policy:** Rob Baumgarn presented a draft copy of the facility use policy for the WCAC. The policy would assist staff with sending a consistent message to the community of what needs to be done and the fees involved with reserving space at the WCAC. A lengthy discussion took place about a number of topics regarding this document and the overall use of the facility. What was determined was that this facility needs the guidelines presented with this document and that this committee should look to approve it at the February meeting with any changes that need to be made. One thing staff should be aware of is the amount groups pay to use the facility and that they should be affordable for those that do not have the resources to pay a large sum to use the facility. The plan will have three tiers that will address the use and users of the facility and that those using the facility to make money, ie, fundraisers, will pay more than general usage.
This document will be brought back at the February meeting for final approval possibly.

As there was no further business, the meeting adjourned at 10:15am
Next meeting will be Friday February 13, 9:00am in the Sonshine Room-WCAC

Submitted by Steve Brisendine-WCER Director



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 7

Meeting Date: January 20, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: _____

- Approved Denied
- Amended Tabled
- Other

Originating Department: Housing and Redevelopment Authority

Agenda Item: Approval of an extension to the 2012 Small Cities Development Program grant agreement and expansion of the rental rehab activity target area to include Highland Apartments.

Recommended Action: Approve the Small Cities Development Program grant extension and target area expansion.

Background/Summary: Because Minnesota Housing will not be closing on the Highland Tax Credit project until February 2015, the City's Grant Agreement with DEED will need to be extended until July 31, 2015 so the Small Cities funds can be utilized on the project. The City is also required to have a public hearing to expand the original program target area to include Highland Apartment location. Highland Apartments is located just outside the current First Street boundary.

Alternatives: To not approve the grant extension and expanded target area and not allow the funds to be used on the Highland Apartment rehab project.

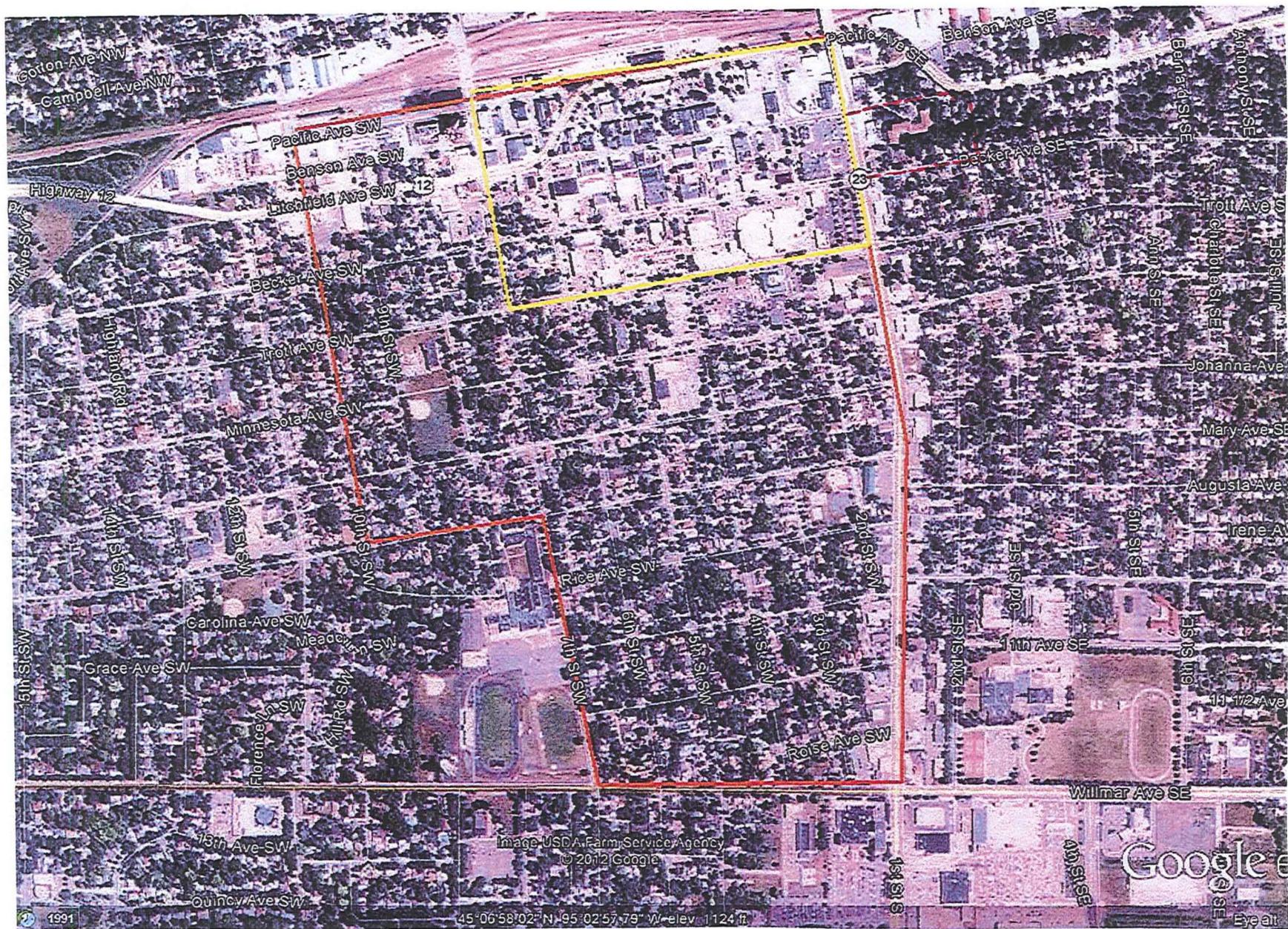
Financial Considerations: N/A

Prepared By: Jill Bengtson, Willmar Housing and Redevelopment Authority

Reviewed By: Bruce D. Peterson, AICP
Director of Planning and Development Services

Signature:

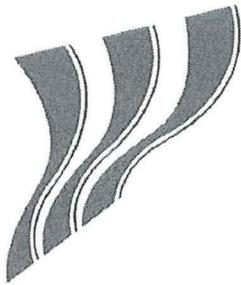
Comments:



City of Willmar 2012 SCDP Target Area

Yellow Line = Commercial Target Area, Orange Line = Current Rental/Homeowner Rehab Target Area
 Red Dotted Line = Proposed Expansion of Rental Target Area

Highland Apartment is not part of the current program target area. It is located just east of the Central Business District where a number of SCDP commercial projects have been completed in the 2009/2012 funding periods.



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: 9

Meeting Date:

Attachments: Yes No **X**

CITY COUNCIL ACTION

Date: January 20, 2015

- | | |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other | |

Originating Department: Fire

Agenda Item: Oath of Office for Four Firefighters who have Completed their One-year Probationary Period.

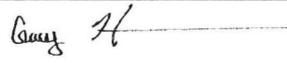
Recommended Action: Administer the Oath of Office for:
Caitlin Brabender
Nick Baker
Nick Krohn
Travis Dickerson

Background/Summary: The Oath of Office for a probationary firefighter is a milestone in a firefighter's career. A new firefighter's probationary period is 12 months in length, and during this time they have dedicated themselves to training and learning how to keep themselves safe and learning the skills required of them to aid those in need. This momentous event represents a tremendous amount of time and dedication each firefighter has committed over the last year. The Oath of Office exemplifies a commitment to the community they serve by committing to service before self. These three words speak volumes about one's personal beliefs, decision-making and commitment to a specific cause.

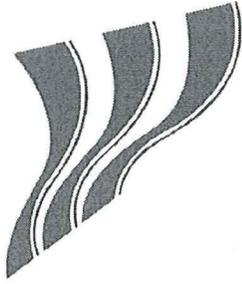
Alternatives: N/A

Financial Considerations: N/A

Preparer: Fire Chief Gary Hendrickson

Signature: 

Comments:



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: 10

Meeting Date:

Attachments: Yes No

CITY COUNCIL ACTION

Date: January 20, 2015

- Approved Denied
 Amended Tabled
 Other

Originating Department: City Clerk/Treasurer

Agenda Item: Consideration of City Auditorium Renovation Change Order

Recommended Action: Adopt a Resolution approving Change Order No. 3.

Background/Summary: In the midst of ongoing construction of the City Auditorium project several change orders surfaced. Change Order No. 3 has subparts as detailed in the quotes from Corner Stone Construction Services.

- 3.A Firing Range additional work to relocate shooting lane target brace, re-hang forward of new wall and tighten the target cable lines. \$4,743.00
- 3.B Changing the 600 amp switch to a 400 amp switch. Existing panel was mislabeled. Change is required. There does not appear to be an issue with the power since no AC is being installed at this time. \$2,300.00
- 3.C Removal of fans in the upper northeast and southeast corners of the Gym, requested by staff. \$1,265.00
- 3.D Patching the Existing Range Ceiling Baffle, approved previously by staff. \$300.00
- 3.E Extend the deflector to protect florescent tube lighting in Lane 10. \$1,705.00
- 3.F Support pillar rubber block reduction to one 24" block only and strap securement. \$0
- 3.G Install additional framing and blocking in basement hallway, in order to install the ceiling grid. \$800.00
- 3.H Changes to the air handling equipment in shop drawings required additional electrical work. \$4,208.00

Original Contract Price	\$744,000
Add Change Order #1 Roof Patching	\$18,700
Add Change Order #2 Glass Wall Soffit	<u>\$3,200</u>
Adjusted Contract Sum	\$765,900
Add Change Order #3	<u>\$15,321</u>
New Contract Sum	\$781,221

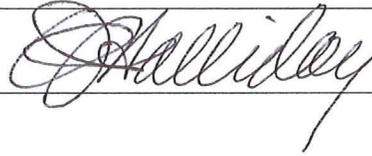
Contingency Budget Amount Remaining	Original Amount \$74,400
	Change Order #1 (\$18,700)
	Change Order #2 (\$3,200)
	Change Order #3 (\$15,321)
	\$37,179

Alternatives: 3A. No alternative, target cable system must be operational
3B. Electrical Amperage must match BUT try to re-use breaker at WWTP or resell to WMU
3C. Have City staff remove but need scaffolding and other tools.
3D. Needed to glue black rubber in place.
3E. Place a florescent light protector only
3F. 36" block and ½ block proposal protrudes into shooting lanes
3G. Corrective work needed in lower floor hallway
3H. Wiring is needed to be changed from what was listed on the plan after notes were made on the shop drawings. A credit was given for the bid materials and new materials were added. Architect feels the contractor has been honest during construction and these are additional scope items needed to complete the project.

Financial Considerations: \$15,321

Preparer: Kevin Halliday, City Clerk-Treasurer

Signature:



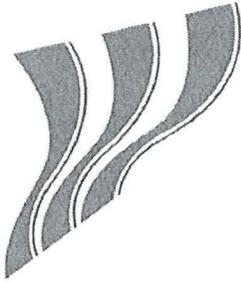
Comments:



3.A Firing Range additional work to relocate shooting lane target brace, re-hang forward of new wall and tighten the targeting lines. \$4,743.00



Lane 10 with open area and no florescent light protection



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 11

Meeting Date: January 20, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: January 20, 2015

- Approved Denied
- Amended Tabled
- Other

Originating Department: Public Works

Agenda Item: Request to Purchase/Replace an International Truck with Snow Removal Equipment.

Recommended Action: Approve the purchase/replacement for an International Truck with Snow Removal Equipment.

Background/Summary: The total cost for the above equipment amounts to \$164,589.72; \$78,812.72 from Astleford International for the truck through State Contract #052445, and \$85,777.00 from Tow Master, Inc. for the plow, dump body, warning lights and hydraulic system through State Contract #77941. Astleford International will be credited \$26,000.00 for the trade of truck #052445, a 2005 International 7400 dump truck. The unit has 5,600 hours of performed maintenance and also has engine turbo system problems, broken leaf springs, and starting issues.

Alternatives: Keep the current International dump truck.

Financial Considerations: The 2015 Capital Outlay Program has included \$170,000.00 for the purchase and replacement of the truck and equipment.

Preparer: Sean Christensen, P.E. *sc*
Public Works Director

Signature: 

Comments: Vehicle/Equipment Replacement Policy objective is to reduce annual maintenance and replacement costs of all City equipment. These objectives will be met through the systematic maintenance, upgrade, and/or replacement of equipment.



WILLMAR



PUBLIC WORKS

DIRECTOR/CITY ENGINEER
City Office Building
Box 755 320-235-4202
STREET/PARK SUPERINTENDENT
801 W. Hwy. 40 320-235-3827
WASTEWATER TREATMENT
3000 75th St. SW 320-235-4760
Willmar, Minnesota 56201
Fax 320-235-4917
www.ci.willmar.mn.us

Memorandum

TO: Charlene Stevens, City Administrator
FROM: Sean Christensen, Public Works Director *SC*
DATE: January 5, 2015
RE: Purchase of Truck with Snow Removal Equipment

.....
Staff is in the process of proceeding with the purchase and replacement of one dump truck in accordance with the 2015 Capital Outlay Program.

I am requesting approval to replace International Truck # 052445 for \$78,812.72 from Astleford International., through State Contract # 77941 and \$85,777.00 from Tow Master Inc. to replace plow, dump body, warning lights and hydraulic system, through State Contract # 80228. Please be advised that the 2015 Capital Outlay Program has included \$170,000.00 for replacement of above stated equipment. Please note that tax and license would be added later on the truck chassis portion. Please note Truck # 052445 would be traded to Astleford International and would be credited \$26,000.00 trade value at the time of delivery. Delivery will be 8 to 9 months out from time of order.

Please let me know if you concur with this submittal.

gm

Approval: _____



VEHICLE/EQUIPMENT CHANGE REQUEST FORM

12-29-14 ^{Milage} 86,241

[Signature] Department Head - I am requesting the following to occur:

Check Applicable Box

Addition - (To the overall number of vehicles in our fleet):			
Deletion - (From the overall number of vehicles in our fleet and not to be replaced):			
Replacement - (To be replaced by another vehicle):		2015	
Replacement Adjustment - (Move a budgeted vehicle to a different year in the schedule)			
Re-assignment - (Transfer to another City Dept.):			
Fixed Asset Number:	3603.00007	Reminder to Attach Photo	
Vehicle Number:	059445	Replacement Cost:	\$ 176,000.00

International 7400 ~~Dump Truck~~ ^{Lynn}

(Comments):

16,000th FRONT END LIVES EXTREMELY HARSH ROAD
SUPERVISORS BELIEVE COULD BE MORE EFFICIENT IF TRUCK
WAS EQUIPPED WITH A WING PLOW

Initial *[Signature]* 1/13/14

Operator or Supervisor (comments if applicable):

Unit has 5600 hrs, maintenance can be expected to increase
in the near future. Recommend replacement as in schedule

Initial *[Signature]*

Mechanic (comments if applicable):

77,772 miles 5,600-hr Engine turbo system has needed repairs.
HAS had hard starting issues. Wiring for engine control has been
repaired. HAS had broken leaf springs.

Initial MDS ¹³ 1/14/14

APPROVED

DENIED

[Signature]
Vehicle/Equipment Committee

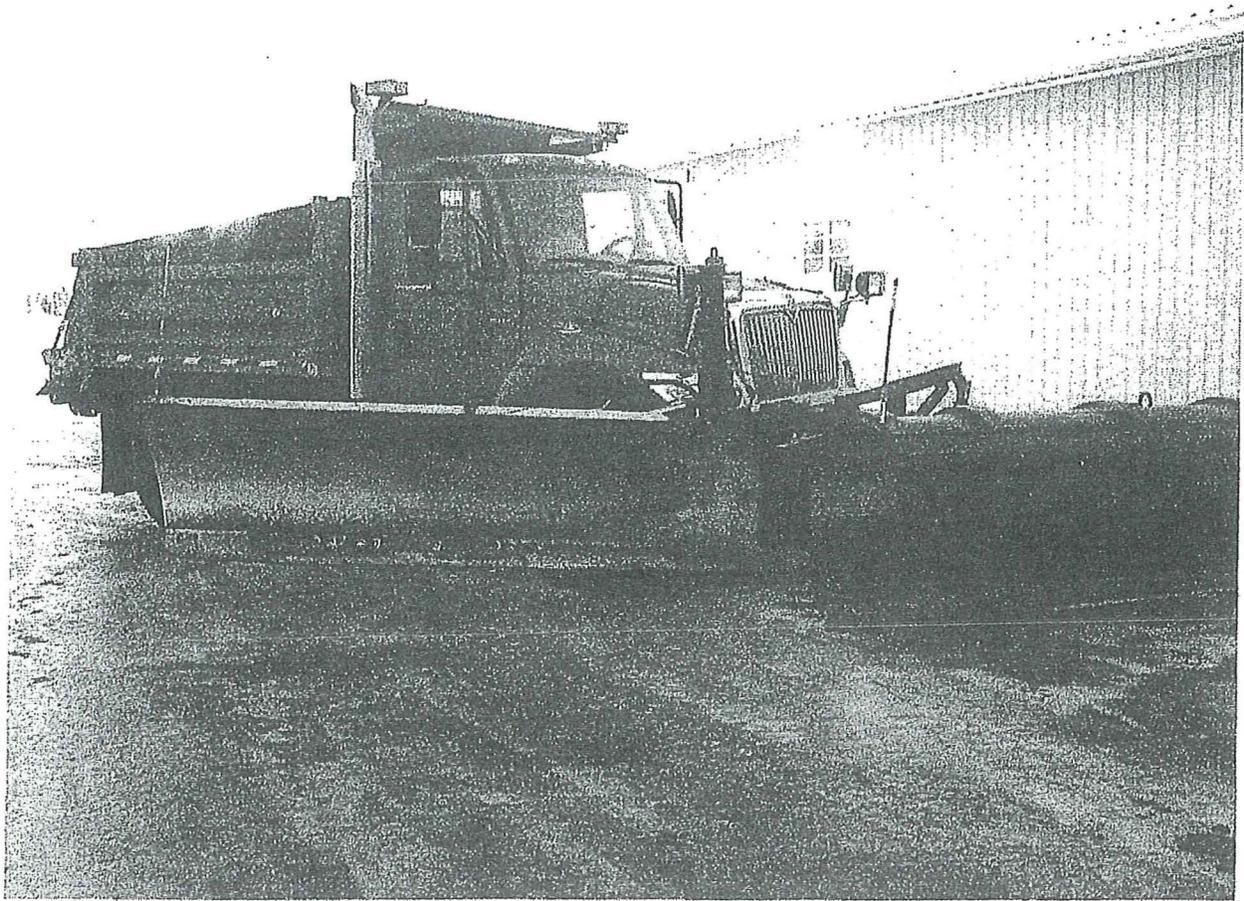
02-19-14
Date

APPROVED

DENIED

[Signature]
City Administrator

4-10-14
Date



INTERNATIONAL PLOW TRUCK # 052445 77631 MILES
5600 HRS



Towmaster, Inc.
 61381 US Hwy. 12, Litchfield, MN
 Phone: 800-462-4517 / 320-693-7900



Truck Equipment - Cutting Edges - Asphalt Repair Equipment

FX: 320-693-7921

STATE CONTRACT 80228

Parts FX: 320-593-5703

Bill To:	Cust#: 2990	Phone:	Ship To:	Phone:
WILLMAR, CITY OF		320-235-1251	WILLMAR, CITY OF	320-235-1251
801 W HWY #40		FAX:	801 W HWY #40	FAX:
WILLMAR, MN 56201		320-235-4917	WILLMAR, MN 56201	320-235-4917

Contact:

Contact:

PO#	QUOTE No.	Terms	Created Date	Latest Rev Date	Appx. Ship Date
	12915-TGG	NET 30 DAYS	12/08/2014	12/8/2014	
Trk VIN		MO #	CO #	Salesman	Tom Gertgen
Freight Instructions:	Build Instructions:	Other Credit:	Other Charge:		

ATTENTION: SCOTT LEDEBORE 80228

Qty	Part No.	Description	Discount Rate:	0.00%	Price Each	Net Amt
1	9900046	Body 106EDGE-RC/SCIS-46-36-36 - - 46" 3/16" Hardox-450 Front, 36" 3/16" Hardox-450 radius sides (no pockets), 36" 3/16" Hardox-450 Tailgate, 1/4" Hardox-450 Floor, 8" I-Beam Longsills, Air-trip ready linkage, unpainted.			8,174.00	8,174.00
1	9901704	Painting of Dump Body; includes media blasting of entire exterior & understructure, Urethane Primed, & Urethane Top Coats applied. Understructure is seam sealed, and painted Gloss Black.			2,650.00	2,650.00
1	9901701	Installation of Dump Body to hoist			1,750.00	1,750.00
1	9900145	Body acc'y TMTE Air trip kit, w/solenoid valve,			254.00	254.00
1	9901702	Installation of air operated tailgate latch kit			259.00	259.00
1	9900147	Body acc Box Vibrator - Cougar model DC3200			673.00	673.00
1	9901703	Installation of Box Vibrator			302.00	302.00
1	9900155	Cabshield, 1/2 type Stationary Free-Standing style, w/painted CARBON STEEL canopy, Hot-Dipped Galvanized tubing construction support stand, (2) shovel holders, & reservoir mounts, Installed.			1,768.00	1,768.00
1	9900181	Walkrail removable both sides of 10' RC & RS body, Installed			795.00	795.00
1	9900206	Ladder Flip-A-Way Access ladder Pkg (Carbon Steel) ea, Installed			343.00	343.00
1	9900211	Body acc'y Dual "split" sander manifolds in rear corner posts			310.00	310.00
1	9900214	Body acc'y Tailgate LEVER TOP PIN release (Single Axle bodies only)			387.00	387.00
1	9904245	Light Warning TMTE1SS-1-5 PKG: (2) STAINLESS STEEL 23H 3-light LED Micro-Edge, (2) 5M-400 Super-LED, (2) Side TIR3 LED, (2) 400 Max B-T-T LED, & (2) 400 LED BU Lights, in Stainless M Housings, (1) TIR3 LED Wing light, and (2) 4" LED work lights Installed			4,257.00	4,257.00
1	9900244	Light Mirror mt HOH plow light pkg INSTALLED			668.00	668.00
1	9900266	Fender set Minimzer MIN2260, for Single Axle, black Poly, Installed			747.00	747.00



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 61381 US Hwy. 12, Litchfield, MN
 Phone: 800-462-4517 / 320-693-7900



Truck Equipment - Cutting Edges - Asphalt Repair Equipment

1	9900286	Tarp "Quick Remove" Parts - Steel Body (for future tarp system), Installed	284.00	284.00
1	9901028	Camera System, Voyager model AOM713WP-VCMS10B-CEC50, w/color LCD screen, Night vision Camera, & Cables, INSTALLED	713.00	713.00
1	9901834	Hoist OSP/Towmaster 720DH, Double Acting, W/Solid block rear hinge point, & OSHA approved safety props	2,092.00	2,092.00
1	9901712	Installation of SCISSORS TYPE double acting hoist	1,748.00	1,748.00
1	9902983	Wing Falls RHTDL10A/FM-HYDPB Primed LESS CUTTING EDGES	8,318.00	8,318.00
1	9900429	Installation Falls TDL/NOSCR/FM Wing - Standard	2,035.00	2,035.00
1	9900479	Wing Falls Gloss Black - Paint Moldboard	269.00	269.00
1	9900567	Plow Hitch Falls 46XB2/STD/STD/SA/SPR-RET/HITCH	1,953.00	1,953.00
1	9900588	Installation Falls Plow Hitch - 40 SERIES-STD	1,150.00	1,150.00
1	9900619	Plow Push Unit Falls 20/26/40/46 Series Std	723.00	723.00
1	9900639	Plow Falls Rubber Belt Deflector Kit - Installed	296.00	296.00
1	9903058	Plow Falls PR1243/SLT-TRP/NOSHU/PRI-E1/10GA LESS CUTTING EDGES	5,919.00	5,919.00
1	9900681	Plow Falls Gloss Black Paint, Rev Plow, w/installation	355.00	355.00
1	9900730	Plow Falls SCR-ADJ/SHOE/REV-PLW/STD	564.00	564.00
1	9902494	Hitch 7 contact RV socket installed	153.00	153.00
1	9900775	Hitch TMTE Medium Duty Hitch Plate assembly	194.00	194.00
1	9901172	Hitch Installation of med duty hitch (Weld On)	174.00	174.00
1	9900776	Hitch PH-20 Pintle Hook installed	165.00	165.00
1	9900779	Hitch 2" Receiver tube w/pin & clip. NOTE: DERATES hitch, as per hitch bar utilized. Installed	192.00	192.00
1	9900800	Sander Falls 1ASD9SS-6P-1D-1S, Std 9" x 6" Auger, Stainless Steel Unit, LH (or RH) Discharge, Berm Chute, Single Poly Spinner Ass'y, Complete	4,095.00	4,095.00
1	9901718	Sander Install & dual manifold RH & LH rear	614.00	614.00
1	9900823	Sander TMTE Exterior (removable) sander/tailgate spill plates, Stainless Steel	356.00	356.00
1	9900850	Valve System, Force Add-A-Fold MCV-ISO Valve 8 Functions , INSTALLED	9,297.00	9,297.00
1	9902497	Control System Force ULTRA-4-6100 Commander control, Installed	11,850.00	11,850.00
1	9900874	Filter Force IN-TANK mounted filter installed	450.00	450.00
1	9900882	Reservoir TMTE Cabshield mt (stainless steel) w/intank filter provision, installed	2,182.00	2,182.00
1	9900886	Pump Force FASD34L LS (4.67 ci) installed	3,097.00	3,097.00



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Truck Equipment - Cutting Edges - Asphalt Repair Equipment

1	9900871	Switch TMTE BODY UP Installed (electric controls only)	273.00	273.00
1	9900884	Sensor Force Low oil indicator system, SLIM-LINE AND CABSHIELD MOUNTED w/light mounted in cab installed	217.00	217.00
1	9901013	Super Tough cover hose in lieu of TOUGH COVER hose SGL application	520.00	520.00
1	9900924	Air Bag Canadian Load-Share kit, manual adj., International	828.00	828.00
2	9902871	VBL 3/4" x 6" - 3' w/25° Tungsten Carbide Insert, Std Punch, Flat Blade	186.00	372.00
4	9902872	VBL 3/4" x 6" - 4' w/25° Tungsten Carbide Insert, Std Punch, Flat Blade	248.00	992.00

NOTE: If changes are made to an order after a P.O. has been issued, a FEE may be assessed and a revised or new P.O. MUST BE submitted to reflect changes.

Visit us online at www.towmastertruck.com

Accepted By: _____

Date: _____

Price:	\$85,777.00
Discount:	\$0.00
Other Credit (see above):	\$0.00
Net Cost:	\$85,777.00
Sales Tax:	\$0.00
Other Charge (see	\$0.00
Freight	\$0.00
Total:	\$85,777.00

Date 1-Jan-14 City of "Willmar" 2015

November 2014

Single Axle Cab & Chassis

VENDOR NAME ASTLEFORD INTERNATIONAL

YEAR, MAKE AND MODEL 2015 INT'L 7400 SFA 4X2

WB	171 inch	
CA	96 inch	Grand Total \$ 78,812.72
AF	60 inch	
Rear Ratio	6.43	
Cab Color	Blue 6H39	
Wheel Color	powder coated Black	
Notes	delivered to Towmaster	

Mfg Order Code	Spec #	Description	Qty	Price	Subtotal
SA525	1.0	PRICE FOR BASE UNIT:	1	\$ 58,840.00	\$ 58,840.00
	2.0	FRAME OPTIONS			
0001WDS	2.1	Front frame extention - 20" integral	1	\$ 545.00	\$ 545.00
0001MRZ	2.2	Custom hole punching in frame		\$ 118.00	\$ -
0001LLK	2.3	Deduct for no front bumper	1	\$ (21.00)	\$ (21.00)
AFTER	2.4	Frame fastener option - replace huckbolt w/bolts each		\$ 15.00	\$ -
0001CBU	2.5	Frame - 1,780,800 R.B.M., 14.85 S.M., 120,000 PSI, CA 85-120		N/C	
0001CBU	2.6	Frame - 1,780,800 R.B.M., 14.85 S.M., 120,000 PSI, CA 122-189		\$ 350.00	\$ -
0001CBU	2.7	Frame - 1,780,800 R.B.M., 14.85 S.M., 120,000 PSI, CA 191-236		\$ 470.00	\$ -
0001CAG	2.8	Frame - 2,134,800 R.B.M., 17.79S.M., 120,000 PSI, CA 85-120		\$ 337.00	\$ -
0001CAG	2.9	Frame - 2,134,800 R.B.M., 17.79S.M., 120,000 PSI, CA 122-189		\$ 450.00	\$ -
0001CAG	2.10	Frame - 2,134,800 R.B.M., 17.79S.M., 120,000 PSI, CA 191-236		\$ 560.00	\$ -
0001CAJ	2.11	Frame - 2,654,400 R.B.M.,22.12 S.M., 120,000 PSI, CA 85-120	1	\$ 460.00	\$ 460.00
0001CAJ	2.12	Frame - 2,654,400 R.B.M.,22.12 S.M., 120,000 PSI, CA 122-189		\$ 625.00	\$ -
0001CAJ	2.13	Frame - 2,654,400 R.B.M.,22.12 S.M., 120,000 PSI, CA 191-236		\$ 800.00	\$ -
0001SAL	2.14	Additional crossmember in rear AF		\$ 80.00	\$ -
0001LMY	2.15	Chrome bumper		\$ 250.00	\$ -
0001WDR	2.16	Front frame reinforcement for plow	1	\$ 253.00	\$ 253.00
0001570	2.17	Front tow hooks		\$ 50.00	\$ -
0001572	2.18	Rear tow hooks	1	\$ 50.00	\$ 50.00
0001586	2.19	Front tow loop		\$ 260.00	\$ -
0001580	2.20	Rear tow loop		\$ 140.00	\$ -
0001LEH	2.21	Front license plate holder		\$ 20.00	\$ -
0010636	2.22	Paint frame, running gear (other then black)		\$ 248.00	\$ -
0010021	2.23	Corrosion resistant primer (frame rails)		\$ 690.00	\$ -
0001MRZ	2.24	Vactor special frame piercing		\$ 156.00	\$ -
	3.0	FRONT AXLE/SUSPENSION/BRAKE/OPTION			
	3.1	Set forward front axle option	1	N/C	
0002ARX	3.2	10,000 front axle and matching suspension		N/C	
0002ARW	3.3	12,000 front axle and matching suspension		\$ 85.00	\$ -
0002ARV	3.4	14,000 front axle & matching suspension		\$ 425.00	\$ -
0002ARU	3.5	16,000 front axle and matching suspension	1	\$ 1,185.00	\$ 1,185.00

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Mfg Order Code	Spec #	Description	Qty	Price	Subtotal
0002ARZ	3.6	18,000 front axle and matching suspension		\$ 1,295.00	\$ -
0002ARY	3.7	20,000 front axle and matching suspension		\$ 1,325.00	\$ -
0003708	3.8	Heavy duty front axle shocks		\$ 183.00	\$ -
N/A	3.9	Front stabilizer bar			\$ -
0003WAJ	3.10	Right hand air bag suspension per Spec 3.6, Driver controlled		\$ 531.00	\$ -
0003WAK	3.11	Left hand air bag suspension per Spec 3.6, Driver controlled		\$ 531.00	\$ -
	3.12	Front axle lubrication cap with slotted venthole	1	N/C	
	3.13	Front brake dust shields	1	N/C	
MC	3.14	Dual front auxiliary steering gear 16K - 20K axles	1	\$ 114.00	\$ 114.00

4.0 SINGLE REAR AXLE/SUSPENSION/BRAKE/OPTIONS

0014ANP	4.1	17,500# rear axle and matching suspension		N/C	
MC	4.2	19,000# rear axle & matching suspension		\$ 85.00	\$ -
014ANY	4.4	21,000# rear axle and matching suspension		\$ 175.00	\$ -
MC	4.6	23,000# rear axle and matching suspension		\$ 690.00	\$ -
MC	4.7	26,000 # rear axle and matching suspension		\$ 2,988.00	\$ -
MC	4.8	driver differential locking rear axle option		\$ 600.00	\$ -
014051	4.9	Meritor RS23160 23,000# rear axle and 26,000-31,000# rear suspension, driver diff. lock.	1	\$ 1,475.00	\$ 1,475.00
NA	4.10	17,500# air suspension in lieu of springs			\$ -
NA	4.11	19,000# air suspension in lieu of springs			\$ -
0014TBJ	4.12	20,000# air suspension in lieu of springs		\$ 948.00	\$ -
NA	4.13	22,000# air suspension in lieu of springs			\$ -
0014TBZ	4.14	23,000# air suspension in lieu of springs - Hendrickson Primaax EX		\$ 1,717.00	\$ -
NA	4.15	26,000# air suspension in lieu of springs			\$ -
0014899	4.16	Dash mounted air dump system		\$ 112.00	\$ -
	4.17	½ round universal joints	1	N/C	
N/A	4.18	Spicer 1810 HD drive line with half round universal joints			\$ -
0014WAP	4.19	Rear axle heavy duty shocks		\$ 65.00	\$ -
0014SZB	4.20	Rear auxiliary spring, 4500#		\$ 83.00	\$ -
NA	4.21	Rear stabilizer bar			\$ -
	4.22	Rear brake dust shield	1	N/C	
0014881	4.23	Detroit No Spin for Meritor Axle		\$ 750.00	\$ -
0014SZB	4.24	Rear multileaf auxiliary springs		\$ 83.00	\$ -
0014WAS	4.25	Dual height air leveling valve for air ride suspension		\$ 107.00	\$ -
MC	4.26	30,000# driver differential locking rear axle and matching suspension		\$ 3,685.00	\$ -
0014WLB	4.27	Rear axle synthetic lube	1	NC	
0006DAX	4.28	Dana Spicer SPL 170XL in lieu of SPL 1710		\$ 307.00	\$ -
0006DCZ	4.29	Dana Spicer SPL 140 in lieu of SPL 1710		\$ 73.00	\$ -

5.0 INTENTIONALLY LEFT BLANK:

6.0 TIRES/RIMS OPTIONS:

0029WAR	6.1	Nylon wafers or wheel guards on all wheels (6 ea)		\$ 33.00	\$ -
MC	6.2	Heavier 8000 lb 22.5 x 8.25 Steel rims in lieu of standard 7400# rims (6)		\$ 348.00	\$ -
MC	6.3	Heavier 8000 lb 22.5 x 8.25 Steel rims in lieu of standard 7400# rims (4 ea) in rear only	1	\$ 215.00	\$ 215.00
135419	6.4	11R 22.5 H front tires		\$ 95.00	\$ -
2155419	6.5	12R 22.5 H front tires		\$ 166.00	\$ -
MC	6.6	9000 lb 22.5 9" front steel rims, 315/80R 22.5 J front tires		\$ 586.00	\$ -
MC	6.7	10000 lb 22.5 x 12.25 Front steel wheels with 385/62R22.5 tires	1	\$ 830.00	\$ 830.00
MC	6.8	10,500 lb 22.5 x 12.25 front steel rims, 425/65R 22.5 L front tires		\$ 637.00	\$ -
2135413	6.9	11R 22.5 H rear tires	1	\$ 170.00	\$ 170.00
0027DMH	6.10	7,300 lb 24.5" x 8.25" steel front rims EA		\$ 38.00	\$ -

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Mfg Order Code	Spec #	Description	Qty	Price	Subtotal
0028DMH	6.11	7300 lb 24.5" x 8.25" rear steel rims EA		\$ 38.00	\$ -
0027DMH	6.12	8,000 lb 24.5" x 8.25" steel front rims EA		\$ 80.00	\$ -
0028DMH	6.13	8,000 lb 24.5" x 8.25" steel rear rims EA		\$ 80.00	\$ -
2135415	6.14	11R 24.5 G front tires		NC	
2135419	6.15	11R 24.5 H front tires		\$ 135.00	\$ -
2135415	6.16	11R 24.5 G rear tires		NC	
2135419	6.17	11R 24.5 H rear tires		\$ 535.00	\$ -
0026DRA	6.18	Spare rim, size _8.25X22.5		\$ 105.00	\$ -
0026DRE	6.19	Spare rim, size _9.00X22.5		\$ 140.00	\$ -
0026AHN	6.20	Spare rim, size _12.25X22.5		\$ 328.00	\$ -
2135415	6.21	11R22.5 14 or 16 ply steer tread spare tire		\$ 465.00	\$ -
2135415	6.22	11R22.5 14 or 16 ply drive tread spare tire		\$ 537.00	\$ -
mc	6.23	315/80R22.5 L ply HWY tread spare tire		\$ 597.00	\$ -
mc	6.24	385/80R22.5 ply HWY tread spare tire		\$ 515.00	\$ -
mc	6.25	425/80R22.5 HWY tread spare tire		\$ 569.00	\$ -
0027DMB	6.26	Alum 8.25x22.5 front wheels		\$ 355.00	\$ -
0027DMY	6.27	Alum 9.00x22.5 front wheels		\$ 428.00	\$ -
0027DHK	6.28	Alum 12.25 front wheels upcharge over 9x22.5 steel rim only		\$ 633.00	\$ -
0028DMB	6.29	Alum 8.25x22.5 rear wheels		\$ 718.00	\$ -
MC	6.30	Powder coated steel wheels, black	1	\$ 50.00	\$ 50.00
MC	6.31	Michelin tire upcharge per truck CPV MEMBERS ONLY		\$ 412.00	\$ -
MC	6.32	Goodyear tire upcharge per truck CPV MEMBERS ONLY	1	\$ 268.00	\$ 268.00
MC	6.33	Premium wheel brand for Alum wheels (ALCOA)		\$ 402.00	\$ -
MC	6.34	Wheel accushield for Alum Wheels		\$ 115.00	\$ -
0010632	6.35	Paint wheels in color other than white		\$ 152.00	\$ -
0028DMR	6.36	Polish aluminum wheels each wheel		\$ 15.00	\$ -

7.0 BRAKE SYSTEM OPTIONS:

0004EBD	7.1	Wabco System Saver 1200 E heated air dryer	1	N/C	
0004732	7.2	Manual cable drain valves on air tanks	1	N/C	
N/A	7.3	Heated air tanks			\$ -
0004722	7.4	Auto drain valves on air tanks (with heater)	1	\$ 82.00	\$ 82.00
0004EVH	7.5	MGM type TR-T rear brake chambers		\$ 73.00	\$ -
AFTER	7.6	S.S. pins on slack adjuster yoke (2 ea per yoke) all air brake chambers	For	\$ 105.00	\$ -
0004VBD	7.7	Relocate air dryer		\$ 55.00	\$ -
004VDC	7.8	Relocate air tanks outside rail under cab		\$ 68.00	\$ -
0004VBE	7.9	Air tanks mounted outside right rail 25 in BOC		\$ 55.00	\$ -
0004773	7.10	Cast rear brake shoes		\$ 531.00	\$ -
MC	7.11	Haldex slack adjusters front and rear required with heavy axles	1	\$ 67.00	\$ 67.00
0008VXD	7.12	Parking brake alarm		\$ 30.00	\$ -
0004193	7.13	16.5x6 front brakes with 24 sq in chambers	1	\$ 183.00	\$ 183.00
0004JCJ	7.14	16.5x5 front brakes with 20 sq in chambers		nc	
0004AZJ	7.15	Automatic traction control		\$ 145.00	\$ -
0004AZS	7.16	Electronic stability control/auto traction control		\$ 1,435.00	\$ -
004583	7.17	Hand Control Valve w/o towing package		\$ 102.00	\$ -
0004RUJ	7.18	Glad Hand on air tank		\$ 67.00	\$ -
mc	7.19	Centerfuse brake drum FRONT AND REAR		\$ 691.00	\$ -

8.0 ENGINE/EXHAUST AND FUEL TANKS OPTIONS:

(List Make & Model, H.P., torque of engine and exhaust and fuel tank options)

0012NUR	8.1	International DT 270HP 860 torque		N/C	
0012NUS	8.2	International DT 285 HP 860 torque		\$ 437.00	\$ -
0012NUT	8.3	International DT 300HP 860 torque	1	\$ 785.00	\$ 785.00
0012NUU	8.4	International MF9 300HP 860 torque		\$ 855.00	\$ -

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Mfg Order Code	Spec #	Description	Qty	Price	Subtotal
0012NUV	8.5	International MF9 315HP 950 torque		\$ 975.00	\$ -
0012NUW	8.6	International MF9 330HP 950 torque		\$ 1,255.00	\$ -
0012NWK	8.7	International N9 275 HP 860 torque		N/C	
0012NWC	8.8	International N9 300 HP 860 torque		\$ 855.00	\$ -
0012NWD	8.9	International N9 315 HP 950 torque		\$ 975.00	\$ -
0012NWE	8.10	International N9 330 HP 950 torque	1		\$ -
0012NWG	8.11	International N10 310 HP 1050 torque		\$ 3,165.00	\$ -
0007BEM	8.12	Cummins Switchback aftertreatment with Horizontal pipe		\$ 509.00	\$ -
0007BEP	8.13	Cummins Switchback aftertreatment with Vertical pipe		\$ 935.00	\$ -
0007BDA	8.14	HOR Muffler and DPF RT side BOC HOR TAILPIPE		N/C	
0007BDB	8.15	HOR Muffler and DPF RT side UNDER CAB HOR TAILPIPE		\$ 385.00	\$ -
0007BDE	8.16	HOR Muffler and DPF LEFT SIDE BOC HOR TAILPIPE		\$ 297.00	\$ -
0007BEJ	8.17	HOR Muffler and DPF OUTSIDE RT RAIL UNDER CAB W/VERT	1	\$ 510.00	\$ 510.00
0007BHU	8.18	HOR Muffler and DPF RT SIDE BOC VERT TAILPIPE AND GUARD		\$ 462.00	\$ -
0007BHT	8.19	HOR Muffler and DPF RT SIDE UNDER CAB VERT TAILPIPE AND		\$ 592.00	\$ -
0007BHS	8.20	HOR Muffler and DPF LEFT SIDE BOC VERT TAILPIPE AND GUARD		\$ 596.00	\$ -
007BDS	8.21	VERTICAL MUFFLER AND DPF RT SIDE TAILPIPE AND GUARD		\$ 585.00	\$ -
007BDT	8.22	VERTICAL MUFFLER AND DPF LEFT SIDE TAILPIPE AND GUARD		\$ 682.00	\$ -
MC	8.23	50 gal 16 in NP Alum right or left side	1	N/C	
MC	8.24	50 gal 19 in NP Alum beveled D Style right or left side		\$ 275.00	\$ -
0015SGB	8.25	40 gal 11 in NP Alum Rect Left side		\$ 533.00	\$ -
0015SCZ	8.26	60 gal 11 in NP Alum Rect left side		\$ 546.00	\$ -
MC	8.27	70 gal 19 in NP Alum D Style right or left side		\$ 128.00	\$ -
0015SSA	8.28	70 gal 19 in NP Alum beveled D style left side		\$ 805.00	\$ -
0015SRR	8.29	70 gal 23 in NP Alum D Style Right Side		\$ 140.00	\$ -
0015SEU	8.30	80 gal NP Alum D Style Left Side		\$ 162.00	\$ -
0015SEV	8.31	80 gal NP Alum D Style Rt Side		\$ 303.00	\$ -
MC	8.32	100 gal 19 in NP Alum D Style Left or right side		\$ 255.00	\$ -
MC	8.33	100 gal 23 in NP Alum D Style left or right side		\$ 255.00	\$ -
0015DMW	8.34	Duel 50 gal NP Alum D Style		\$ 768.00	\$ -
0015DMV	8.35	Duel 70 gal NP Alum D Style		\$ 895.00	\$ -
0015DMT	8.36	Duel 80 gal NP Alum D Style		\$ 736.00	\$ -
0015DJS	8.37	Duel 100 gal NP Alum D Style		\$ 1,197.00	\$ -
0015LJU	8.38	Artic fox fuel tank heater		\$ 770.00	\$ -
0015WHV	8.39	Anti siphon device for fuel tank		\$ 33.00	\$ -
0015924	8.40	Bright finish stainless steel fuel tank straps		\$ 179.00	\$ -
0012WZG	8.41	Engine water cooler (Aux, for use with Aux Water Source)		\$ 358.00	\$ -
0015DYP	8.42	DEF Tank If needed		nc	
0015924	8.43	Locking fuel caps (each)		\$ 36.00	\$ -

9.0 ENGINE RELATED OPTIONS:

	9.1	Oil fill and dipstick EZ access	1	N/C	
0008GXD	9.2	Leece-Neville AVI160P2013 Alternator, 160 AMP	1	NC	
0008GGG	9.3	Delco 36 SI Brushless Alternator, 165 AMP		\$ 311.00	\$ -
0008GHT	9.4	Delco 28 SI Alternator, 130 AMP		\$ 150.00	\$ -
0008GHP	9.5	Delco 28 SI Alternator, 160 AMP		\$ 192.00	\$ -
0008GXB	9.6	Leece-Neville Alternator, 240 AMP		\$ 415.00	\$ -
0012VBB	9.7	Dual element air cleaner		\$ 12.00	\$ -
0012VAG	9.8	Donaldson Single Stage Air cleaner per spec 12.1		\$ 108.00	\$ -
N/A	9.9	Thumb screws for Dnldsn. Single Stage Air Cleaner.			\$ -
0015LKG	9.10	Fuel/water separator/heated/ Thermostatically controlled	1	\$ 44.00	\$ 44.00
001LKH	9.11	fuel/water separator, non heated		N/C	
N/A	9.12	Non-heated fuel/water separator, ___ (Brand)			\$ -
N/A	9.13	Coolant spin on filter/conditioner			\$ -
0012851	9.14	Front engine powered take off adapter	1	\$ 245.00	\$ 245.00
0012THZ	9.15	Air applied fan drive, Horton Polar Extreme		\$ 347.00	\$ -
0012THT	9.16	Air applied fan drive, Horton Drivemaster on/off	1	\$ 169.00	\$ 169.00

Mfg Order Code	Spec #	Description	Qty	Price	Subtotal
0012TSY	9.17	Viscous fan drive		N/C	
0012926	9.18	Radiator hose package (Silicone) per Spec 12.2	1	\$ 187.00	\$ 187.00
0007WBA	9.19	Curved exhaust pipe end	1	\$ 65.00	\$ 65.00
007BDT	9.20	Fuel tank per specification 12.7		nc	
0012WTH	9.21	Engine block heater W/Extended life oil pan		\$ 79.00	\$ -
12WBR	9.22	Fan Override switch	1	\$ 24.00	\$ 24.00
0015LJU	9.23	In tank fuel heater, Artic Fox		\$ 770.00	\$ -
0015WCS	9.24	Fuel cooler - if needed		\$ 150.00	\$ -
0009WAC	9.25	Radiator bug screen		\$ 90.00	\$ -
0007SCY	9.26	Engine brake system, Compression brake		\$ 915.00	\$ -
	9.27	Extended life anti-freeze	1	N/C	
0008WTL	9.28	Delco Starter motor w/thermo overcrank		\$ 133.00	\$ -
0008WXG	9.29	Mitsubishi starter motor w/soft start		\$ 133.00	\$ -
0012VXY	9.30	Body builder connection/module for remote engine speed control		\$ 205.00	\$ -
0008WPP	9.31	Automatic engine shutdown		\$ 101.00	\$ -
	9.32	Body builder wiring for variable set engine speed control			\$ -
0012WTH	9.33	Extended life oil pan and Y cord for oil pan heater		\$ 79.00	\$ -
	9.34	Optional exhaust hgt w/turnout (top of cab)			\$ -
0007WBS	9.35	Bright tailpipe guard	1	\$ 92.00	\$ 92.00
0007WZY	9.36	DPF inhibitor switch		\$ 21.00	\$ -
0015LKV	9.37	Racor 32987 Heated secondary fuel water seperator		\$ 165.00	\$ -
AFTER	9.38	Install winterfront			\$ -
0012VBB	9.39	Donaldson dual element single stage air cleaner w/snow valve	1	\$ 166.00	\$ 166.00
0009WBT	9.40	Grill ember screen		\$ 62.00	\$ -
00016564	9.41	Heater shut off valve		\$ 48.00	\$ -
0009HAN	9.42	Hood sound abatement pkg		\$ 115.00	\$ --
0009HBN	9.43	Insulated splash shields		\$ 52.00	\$ -
0016WEE	9.44	Full cab sound deadening pkg w/deluxe interior trim		\$ 62.00	\$ -
0004SBD	9.45	Larger air compressor 16.5 CFM		\$ 240.00	\$ -
0007SCZ	9.46	Engine Brake system, Exhaust Brake		\$ 450.00	\$ -
0012UAR	9.47	Radiator transmission cooler	1	\$ 214.00	\$ 214.00
0016WLS	9.48	Cab fresh air filter in addition to standard	1	\$ 52.00	\$ 52.00
0008 GGR	9.49	Bosch LH200 Alternator 200 amp		\$ 316.00	\$ -
0008GHK	9.50	Delco Remy 40SI alternator 240 amp		\$ 645.00	\$ -
0008GHU	9.51	delco Remy 28SI alternator 200 amp		\$ 455.00	\$ -
008GGN	9.52	Bosch LH160 160 amp		\$ 105.00	\$ -
0008GXC	9.53	Leece-Neville AV1160P2007 Alternator, 210 AMP		\$ 325.00	\$ -
0008GWY	9.54	Leece Neville 320 AMP alternator		\$ 868.00	\$ -
0016MRR	9.55	Bellville hose clamps - heater hoses	1	\$ 18.00	\$ 18.00

10.0 TRANSMISSION OPTIONS:

(After the first six listed options, list manual and automatic transmission options. List make and model, # of speeds, type of shifting and whether or not transmission includes PTO gear(s) or not). Example: Allison 3000 HS, 5 speed, push button, no PTO.

0011LEY	10.1	2 plate 14" ceramic clutch option for manual transmission		N/C	
N/A	10.2	2 plate 15½" ceramic clutch option for manual transmission			\$ -
0011WAE	10.3	External grease fitting for throw out bearing		\$ 21.00	\$ -
0011LEV	10.4	Adjustment free option for 2 plate clutches		\$ 222.00	\$ -
0013WLP	10.5	Synthetic (TransSynd) lubrication for Automatic Transmission	1	\$ 140.00	\$ 140.00
0013WLP	10.6	Synthetic lubrication for Manual Transmission		\$ 140.00	\$ -
0013GJR	10.7	Fuller RT-8908LL 10 sp W/Double low and air shift		\$ 350.00	\$ -
0013GJT	10.8	Fuller FR 9210B 10 speed manual with air shift		\$ 258.00	\$ -
0013ATL	10.9	Allison 3000 HS 5 speed		\$ 4,060.00	\$ -
0013AVL	10.10	Allison 3500 RDS 5 OR 6 sp W/ overdrive, pto	1	\$ 4,772.00	\$ 4,772.00
0013AVR	10.11	Allison 3000 RDS 5 or 6 sp w/overdrive, pto		\$ 4,772.00	\$ -
0013WUA	10.12	Automatic neutral for snow plow and programing		\$ 69.00	\$ -

Mfg Order Code	Spec #	Description	Qty	Price	Subtotal
0013WVN	10.13	Lever control option for Allison transmission		\$ 342.00	\$ -
013WAW	10.14	Modine oil cooler for Allison transmission		\$ 460.00	\$ -
0013WYH	10.15	Move Allison ECM inside cab	1	\$ 97.00	\$ 97.00
0013XAA	10.16	Dash Mounted PTO switch		\$ 80.00	\$ -
0013WGH	10.17	Move Transmission dipstick to rt side of transmission		\$ 21.00	\$ -
0013WBA	10.18	Hydraulic transmission retarder		\$ 5,050.00	\$ -
0016WLM	10.19	Hour meter for PTO		\$ 95.00	\$ -
0013WYK	10.20	Allison performance program		\$ 20.00	\$ -
0016HGH	10.21	Transmission temp gauges	1	\$ 33.00	\$ 33.00

11.0 ELECTRICAL OPTIONS:

0008XAH	11.1	Resettable circuit breaker electrical protection	1	\$ 68.00	\$ 68.00
AFTER	11.2	Automatic reset circuit breakers		\$ 76.00	\$ -
	11.3	Solid state circuit protection		N/C	
0008WZG	11.4	Circuit box under hood or end of frame, each		\$ 263.00	\$ -
0008WCS	11.5	Battery disconnect off positive side in cab control		\$ 102.00	\$ -
008WBW	11.6	Remote jump start terminals		\$ 115.00	\$ -
0008WDG	11.7	Back up alarm (Preco Factory Model)		\$ 145.00	\$ -
	11.8	OEM daytime running lights	1	N/C	
0008MKX	11.9	2775 CCA batteries in lieu of 1875CCA		\$ 195.00	\$ -
0008MKL	11.10	3 each 625 CCA batteries in lieu of 2 each batteries		\$ 71.00	\$ -
0008WEL	11.11	Battery box aft of cab	1	\$ 145.00	\$ 145.00
N/A	11.12	Grote 44710 flasher			\$ -
N/A	11.13	Signal Stat 935 turn signal per Spec 12.6			\$ -
0060AAA	11.14	Auxiliary customer access circuits (6 PACK OF SWITCHES)		\$ 396.00	\$ -
08TNP	11.15	Switch for snowplow lights mounted on instrumental panel. Includes wiring terminated near headlights, for customer mounted auxiliary snowplow lights.	1	\$ 76.00	\$ 76.00
0008WCK	11.16	Power source terminal-2 stud type-mounted on firewall or inside cab with ground to frame rail and to starter, with 6 gauge wire.		\$ 27.00	\$ -
N/A	11.17	10-position switch panel mounted on instrument panel. Includes 10 lighted switches, ignition control; switches will control relays which will feed stud type junction block mounted inside cab.			\$ -
00121VYL	11.18	Vehicle speed sensor with speed signal at fuse panel for sander ground speed control system.	1	\$ 25.00	\$ 25.00
0060AAH	11.19	12 position switch panel mounted on instrument panel, includes 12 lighted switches and 2 power modules mounted under cab		\$ 793.00	\$ -
0008WPZ	11.20	Exterior light test-cycles all exterior lights for pre inspection	1	\$ 29.00	\$ 29.00
0008HAB	11.21	Body builder wiring for lights	1	\$ 69.00	\$ 69.00
0008518	11.22	Cigar lighter	1	\$ 13.00	\$ 13.00
0060AAG	11.23	6 pack of switches w/1 remote power module moved inside cab (programmable)	1	\$ 397.00	\$ 397.00
0060AAH	11.24	12 pack of switches w/2 remote power modules moved inside cab (programmable)		\$ 793.00	\$ -
0008TKB	11.25	LED tail lights		\$ 132.00	\$ -
0008WML	11.26	Halogen headlights	1	\$ 15.00	\$ 15.00
0008WGA	11.27	Air solenoids (6 available) price each		\$ 72.00	\$ -
0008WMA	11.28	Switch in dash w/wiring to roof, for customer mounted aux light		\$ 29.00	\$ -
0008WRB	11.29	Headlights on with wipers w/programing		\$ 15.00	\$ -
0060ABC	11.30	Remote start/stop programing (requires Allison)		\$ 388.00	\$ -
0008THB	11.31	Back up alarm (102 dBA)	1	\$ 83.00	\$ 83.00
MC	11.32	Body intg dash body ind light red, green, or yellow (per light)		\$ 67.00	\$ -
MC	11.33	Wig wag and programming of each unit at dealer		\$ 185.00	\$ -
0060ACW	11.34	expansion harness with blunt cut wires		\$ 49.00	\$ -
60AAM	11.35	additional RPM on rear of frame rail (no programming)		\$ 362.00	\$ -
0060ABB	11.36	PTO accomodation programming		\$ 58.00	\$ -
0013WDH	11.37	Wire run from engine compartment to interior cab		\$ 16.00	\$ -

Mfg Order Code	Spec #	Description	Qty	Price	Subtotal
0006AAT	11.38	Add Cab Hole for body builder wiring routing W/O TCM inside cab		\$ 35.00	\$ -
0008MMG	11.39	Deka/East Pen9A31 Glass Mat 2775 CCA (AGM)		\$ 480.00	\$ -
0008MPU	11.40	4 Xcide batteries at 2600 CCA		\$ 186.00	\$ -
0008WGG	11.41	Batteries mounted for clear BOC		\$ 320.00	\$ -
008WWA	11.42	Worklight Pedestal mounted boc		\$ 75.00	\$ -
0008WEE	11.43	Pass air horn switch		\$ 40.00	\$ -
0060AAJ	11.44	3 power modules 18 switches, dash mounted w/RPM inside cab		\$ 1,190.00	\$ -

12.0 CAB EXTERIOR OPTIONS:

0008540	12.1	Dual electric horns		\$ 14.00	\$ -
MC	12.2	Air horns, dual, round, with snow shields		\$ 175.00	\$ -
0008WVP	12.3	Dual rectangular air horns		\$ 268.00	\$ -
0016WVSL	12.4	Fender mirrors per Spec 12.4		\$ 95.00	\$ -
0016SDL	12.5	Heated mirrors per Spec 12.5	1	\$ 87.00	\$ 87.00
N/C	12.6	Remote control for R.H. mirror			\$ -
0016SDT	12.7	Remote control for dual mirrors (heated)		\$ 373.00	\$ -
0016CAB	12.8	Upcharge for cab extension 26"		\$ 1,868.00	\$ -
N/A	12.9	Severe duty aluminum cab option			\$ -
	12.10	Dupont Highway orange paint or equal	1	N/C	
10786	12.11	Premium paint color option	1	\$ 235.00	\$ 235.00
N/A	12.12	Imron paint option			\$ -
N/A	12.13	Imron and clear coat paint option			\$ -
0010208	12.14	Top of hood painted flat black		\$ 158.00	\$ -
	12.15	Cab Air Ride Suspension	1	N/C	
	12.16	Tilting hood per Spec 12.8	1	N/C	
0009ANG	12.17	Butterfly option on hood	1	\$ 306.00	\$ 306.00
N/A	12.18	Transverse hood opening w/setback axle			\$ -
	12.19	Front fender mounted turn signals	1	N/C	
0016XWD	12.20	Cab visor, external, painted to match cab color		\$ 175.00	\$ -
0009585	12.21	Front fender extensions	1	\$ 72.00	\$ 72.00
N/A	12.22	Front fender mud flaps			\$ -
0016XWJ	12.23	Arctic winter wiper blades	1	\$ 18.00	\$ 18.00
NA	12.24	Optional windshield washer tank			\$ -
0010943	12.25	Per truck charge for all trucks, key identical		\$ 19.00	\$ -
16HEE	12.26	Exterior grab handle	1	\$ 87.00	\$ 87.00
after	12.27	Spotlight LH, RH, or roof mounted each		\$ 345.00	\$ -
0001570	12.28	Front tow hooks		\$ 50.00	\$ -
0001572	12.29	Rear tow hooks		\$ 52.00	\$ -
0008RGA	12.30	2-way radio hookup in overhead console		\$ 47.00	\$ -
0008WGL	12.31	force wiper to slow		\$ 18.00	\$ -
0016SDH	12.32	Factory fender mirror, black - price per each (2 available)	2	\$ 48.00	\$ 96.00
0016SDE	12.33	Mirror convex look down mounted on pass door		\$ 34.00	\$ -
0016SJW	12.34	Heated fender mirrors - LEFT AND RIGHT SIDE		\$ 183.00	\$ -
0016VSL	12.35	heated windshield-requires heated mirrors (not included in price)		\$ 436.00	\$ -
0016XXC	12.36	Cowl tray lid	1	\$ 138.00	\$ 138.00
0009HBM	12.37	Chrome Grill in leui of painted	1	\$ 15.00	\$ 15.00
0008WJA	12.38	Special power source for lift gate electrical hook up		\$ 260.00	\$ -
0008695	12.39	snow shields for rectangular horns		\$ 23.00	\$ -
0016SDG	12.40	Bright convex look down mirror		\$ 39.00	\$ -
0016SDN	12.41	Bright mirrors		\$ 177.00	\$ -
0016SDS	12.42	Bright Heated mirrors		\$ 330.00	\$ -
0016SDU	12.43	Bright heated motorized mirrors w/clearance LED lights		\$ 428.00	\$ -
0016SDZ	12.44	Bright factory fender mirror (2 available)		\$ 65.00	\$ -
0016SJX	12.45	Bright factory heated fender mirrors (2 available)		\$ 115.00	\$ -
0016ZBH	12.46	3rd step on pass side		\$ 207.00	\$ -

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Mfg Order Code	Spec #	Description	Qty	Price	Subtotal
	13.0	CAB INTERIOR OPTIONS:			
	13.1	Medium grade interior trim package		N/C	
0016WRZ	13.2	Premium grade interior trim package	1	\$ 209.00	\$ 209.00
N/A	13.3	Round universal gauge package			\$ -
N/A	13.4	Power window, passenger side			\$ -
0016WJU	13.5	Power window/both passenger and driver window	1	\$ 253.00	\$ 253.00
0008RKB	13.6	O.E.M factory installed, AM/FM	1	\$ 210.00	\$ 210.00
0016WCT	13.7	O.E.M factory installed, air conditioning	1	\$ 568.00	\$ 568.00
	13.8	Cab mounted non-resettable hour meter	1	N/C	
0016HHE	13.9	Dash mounted air cleaner air restriction gauge	1	\$ 20.00	\$ 20.00
0008RME	13.10	AM-FM stereo w/weather band, CD, 3mm aux input		\$ 327.00	\$ -
0016HGH	13.11	Transmission temp gauges		\$ 33.00	\$ -
AFTER	13.12	Windshield defroster fan w/switch dash mounted		\$ 270.00	\$ -
0016VBS	13.13	Between seats mounted console		\$ 45.00	\$ -
	13.14	Transmission oil sensor (check & fill)		N/C	
0008RCB	13.15	CB hot jacks dash mounted w/o antenna		\$ 248.00	\$ -
0005710	13.16	Tilt & telescope steering wheel	1	\$ 320.00	\$ 320.00
0005708	13.17	Tilt steering wheel		\$ 86.00	\$ -
	13.18	Self canceling turn signals	1	N/C	
	13.19	List seating options for driver and passenger seats. Use as many options as you need to offer seat variations customers have been buying.			\$ -
	13.20	Vinyl Bench seat		N/C	
0016JPV	13.21	Cloth bench seat		\$ 83.00	\$ -
0016LKU	13.22	Mid back air ride w/headrest, Medora cloth driver seat - MN DOT		\$ 112.00	\$ -
0016LGC	13.23	Mid back air ride w/headrest, Medora cloth Pass seat - MN DOT		\$ 457.00	\$ -
0016JNT	13.24	Vinyl high back air ride driver seat	1	\$ 80.00	\$ 80.00
0016JNV	13.25	Cloth option per seat	2	\$ 40.00	\$ 80.00
0016SMN	13.26	Vinyl stationary high back (pass seat)	1	\$ 199.00	\$ 199.00
0016RPV	13.27	Vinyl air ride high back (pass seat)		\$ 350.00	\$ -
0016JCS	13.28	National upgraded driver's air ride seat with Mordura covering		\$ 220.00	\$ -
0016HYA	13.29	National upgraded passenger air ride seat with Mordura covering		\$ 475.00	\$ -
0016LTA	13.30	National upgraded stationary passenger with Mordura covering		\$ 220.00	\$ -
0016SML	13.31	2 person pass seat		\$ 250.00	\$ -
0016PJW	13.32	2 person pass seat w/storage		\$ 388.00	\$ -
MC	13.33	Arm rest per seat	1	\$ 27.00	\$ 27.00
0016LKA	13.34	Dual rear air ride bucket seats for crew cab		\$ 1,230.00	\$ -
0016RZG	13.35	Rear seat for extended cab		\$ 235.00	\$ -
0016975	13.36	Silicone heater hoses	1	\$ 54.00	\$ 54.00
0016WSJ	13.37	premium interior for crew cab		\$ 413.00	\$ -
0016RZG	13.38	Rear bench seat for crew cab		\$ 235.00	\$ -
0008630	13.39	Keyless ignition switch		\$ 24.00	\$ -
0016WEE	13.41	Cab sound insulation package WITH Deluxe Interior		\$ 62.00	\$ -
0016WSR	13.42	Ambient Temp guage w/compass		\$ 25.00	\$ -
MC	13.43	Red or orange seat belts		\$ 18.00	\$ -
0008RMD	13.44	Radio AM/FM w/weatherband		\$ 254.00	\$ -
0016WJT	13.45	Ergonomic dash	1	\$ 115.00	\$ 115.00
00013990	13.46	Aux A/C compressor		\$ 372.00	\$ -
0016VEX	13.47	Center controls for mirrors, ignition, etc		\$ 460.00	\$ -
0016LJY	13.48	Rear Vinyl air ride seat - 3 available for crew cab (each)		\$ 615.00	\$ -
0016WSY	13.49	Premium interior for extended cab		\$ 262.00	\$ -
	14.0	MN/DOT OPTIONS:			
	14.1	Additional warranty coverage per spec 12.9			\$ -

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Mfg Order Code	Spec #	Description	Qty	Price	Subtotal
	14.2	Prebuild specification meeting (per person) to be held in St. Paul/Minneapolis area. See RFB Special Terms and Conditions		N/C	
	14.3	Pilot inspection meeting (per person). See RFB Special Terms and Conditions.		\$ 1,000.00	\$ -
0040KMD	14.4	60 mo/100,000 mile / 3600HR towing warranty \$550.00 per incident		\$ 850.00	\$ -
0040JVP	14.5	5 YR BASIC VEHICLE WARRANTY EXTENSION		\$ 2,000.00	\$ -
0040KAW	14.6	84 MONTH 5400 HRS ENGINE-Includes Engine, Engine Electronics, Water Pump, Turbo, Injectors		\$ 3,250.00	\$ -
0040KDD	14.7	84 month 3600 hour Aftertreatment coverage		\$ 950.00	\$ -
AFTER	14.8	5 yr Allison Warranty (Aftermarket)		\$ 475.00	\$ -

15.0 TRAILER TOW OPTIONS:

	15.1	Trailer tow package extended to rear of frame		\$ 620.00	\$ -
	15.2	Trailer package extend to rear of frame per Spec 12.12	1	\$ 725.00	\$ 725.00
MC	15.3	Electric Brake controller pkg. Installed	1	\$ 360.00	\$ 360.00
0008TKK	15.4	Trailer Auxilary feed circuits (ABS)	1	\$ 55.00	\$ 55.00

16.0 MANUALS / INTEREST FEE:

	16.1	Percent interest per month (non-compounding) on unpaid cab & chassis balance. Applies only to CPV Members. (Payable after trade-in is delivered to vendor). Percentage/per month. SEE Special Terms and Conditions re interest to State agencies.		\$ 1.50	\$ -
	16.2	Manuals in print form, parts repair and service, per set			\$ -
AFTER	16.3	Manuals in CD form, Parts		\$ 150.00	\$ -
AFTER	16.4	Manuals in CD form, Service		\$ 150.00	\$ -
AFTER	16.5	Internet based parts and service information system		\$ 150.00	\$ -
					\$ -

17.0 Delivery Charges:

	17.1	Price per loaded mile		\$ 2.00	\$ -
	17.2	State starting location - DEALERSHIP LOCATION			

18.0 Maintenance /Body Shop Repair Rate

	18.1	Rate for initial Inspection/Diagnostics		\$ 110.00	\$ -
	18.2	Rate for Mechanical Work		\$ 110.00	\$ -
	18.3	Rate for Body Work		\$ 90.00	\$ -
	18.4	Minnesota DOT Inspection and Sticker		\$ 155.00	\$ -

19.0 Quantity Discounts:

Enter the number of units that must be purchased and the corresponding discount offered to the purchaser. More than one quantity discount may be entered.

	19.1	No quantity discounts offered			\$ -
	19.2				\$ -

Total Cost: \$ 78,812.72

20.0 Upcharge for the following Model Year

	20.1	Percentage Up Charge for the 2016 Production Model Year (Enter Percentage upcharge in the yellow box to the right)	1	1.50%	\$ 882.60
	20.2	Percentage Up Charge for the 2016 Production Model Year Options (Enter Percentage upcharge in the yellow box to the right)	1	1.50%	\$ 282.12

Gary Manzer

From: Scott Ledebor
Sent: Monday, December 08, 2014 1:12 PM
To: Gary Manzer
Subject: FW: Worksheet on Single axle
Attachments: Scan.pdf

From: Gary Lee [<mailto:glee@astleford.com>]
Sent: Friday, November 21, 2014 2:11 PM
To: Scott Ledebor
Subject: Worksheet on Single axle

Scott, Here is the worksheet for your next single axle based on the ones you got this year. The specs should be the same.

Also, We will offer \$ 26,000.00 for your tradein that we looked at last week.

When you are ready, we can order the truck and have it delivered at the time that Towmaster is ready for it.

Thanks for the opportunity.

Gary Lee

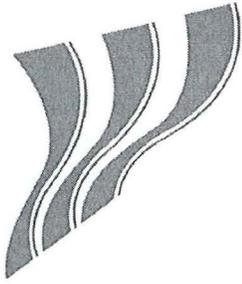
Astleford International Trucks
3000 Broadway Street NE
Minneapolis, MN 55413

c 612-916-1943

d 612-378-1660

f 612-378-2646

www.astleford.com



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 12

Meeting Date: January 20, 2015

Attachments: Yes No

CITY COUNCIL ACTION

Date: _____

- Approved Denied
- Amended Tabled
- Other

Originating Department: Planning and Development Services

Agenda Item: Consideration of Petition for Partial Street Vacation

Recommended Action: Adopt a resolution setting a public hearing for February 17, 2015.

Background/Summary: A petition for the vacation of one block of 3rd Street Southwest between Trott Avenue and Minnesota Avenue was filed by Rice Memorial Hospital and Shared Health Resources, LLC. The street has been closed to through traffic for 10+ years. The Planning Commission has recommended approval of the vacation.

Alternatives: Leave as public right-of-way

Financial Considerations: N/A

Preparer: Bruce D. Peterson, AICP
Director of Planning and Development Services

Signature:

Comments:

RESOLUTION NO. 15-01

RESOLUTION RECOMMENDING PARTIAL STREET ROW VACATION

BE IT RESOLVED by the Willmar Planning Commission that it hereby recommends to the Willmar City Council the vacation of the portion of the dedicated 3rd Street Southwest right-of-way as described below:

Beginning at the Southeast (SE) corner of Lot 7, Block 64 of the First Addition to the Town (now City) of Willmar, and continuing on a line extended from the south border of Lot 7, Block 64 of the First Addition to the Town (now City) of Willmar, to the Southwest (SW) corner of Lot 8, Block 65 of the First Addition to the Town (now City) of Willmar, thence northerly along a line extended from the West border of Lot 8, Block 65 of the First Addition to the Town (now City) of Willmar to the Northwest (NW) corner of Lot 14, Block 65 of the First Addition to the Town (now City) of Willmar, thence Westerly on a line extended from the north border of Lot 14, Block 65 of the First Addition to the Town (now City) of Willmar to the Northeast (NE) corner of Lot 1, Block 64 of the First Addition to the Town (now City) of Willmar, thence Southerly on a line extended from the east border of Lot 1, Block 64 of the First Addition to the Town (now City) of Willmar to the point of beginning. All in the City of Willmar, County of Kandiyohi.

Dated this 14th day of January, 2015.

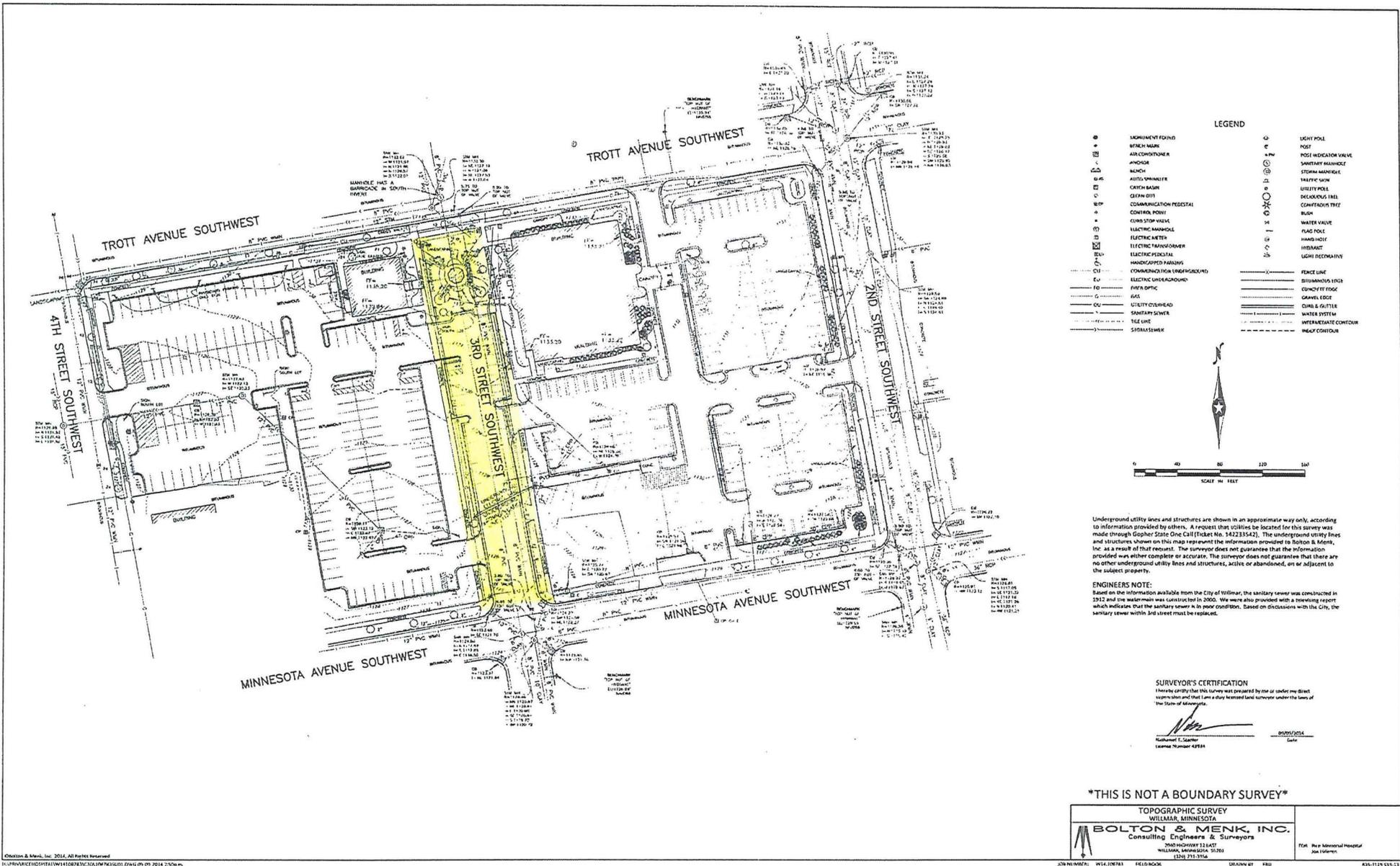


CHAIR

Attest:

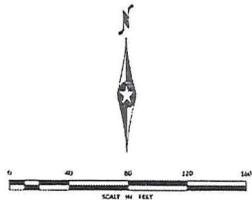


SECRETARY



LEGEND

●	MEASUREMENT FOUND	⊙	LIGHT POLE
○	IRON MARK	⊕	POST INDICATOR VALVE
⊕	AIR CONDITIONER	⊖	SEWERY MANHOLE
⊖	ANCHOR	⊗	STORM MANHOLE
⊗	ANCHOR	⊘	TRAFFIC SIGN
⊘	AUTO IRRIGATOR	⊙	UTILITY POLE
⊙	CENTRAL SIGN	⊕	DECK/DOCK TRAIL
⊕	CETAN DIRT	⊖	CONCRETE TRIF
⊖	COMMUNICATION PEDISTAL	⊗	BUSH
⊗	CONTROL POINT	⊘	WATER VALVE
⊘	CORNER MARK	⊙	FLAG POLE
⊙	ELECTRIC MANHOLE	⊕	HAND HOIL
⊕	ELECTRIC METER	⊖	HYDRAPOST
⊖	ELECTRIC TRANSFORMER	⊗	LIGHT RESTRICTOR
⊗	ELECTRIC FLEXITAIL	⊘	FENCE LINE
⊘	HANDICAPPED PARKING	⊙	STIMULOUS STRIP
⊙	CONCRETE PAVEMENT (LONG/SHORT)	⊕	CONCRETE EDGE
⊕	ELECTRIC UNDERGROUND	⊖	GRAVEL EDGE
⊖	FIBER OPTIC	⊗	CURB & GUTTER
⊗	GAZ	⊘	WATER SYSTEM
⊘	UTILITY OVERHEAD	⊙	INTERMEDIATE CONTOUR
⊙	SEWERY SINKER	⊕	NEAR CONTOUR
⊕	TELE LINE		
⊖	STORM SEWER		



Underground utility lines and structures are shown in an approximate way only, according to information provided by others. A request that utilities be located for this survey was made through Gopher State One Call (Ticket No. 34223542). The underground utility lines and structures shown on this map represent the information provided to Bolton & Menk, Inc. as a result of that request. The surveyor does not guarantee that the information provided was either complete or accurate. The surveyor does not guarantee that there are no other underground utility lines and structures, active or abandoned, on or adjacent to the subject property.

ENGINEERS NOTE:
Based on the information available from the City of Winnetka, the sanitary sewer was constructed in 1912 and the watermain was constructed in 2002. We were also provided with a boring report which indicates that the sanitary sewer is in poor condition. Based on discussions with the City, the sanitary sewer within 3rd street must be replaced.

SURVEYOR'S CERTIFICATION
I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

William T. Menk
William T. Menk
Surveyor Number 48984

Michael J. Gault
Michael J. Gault
Surveyor Number 48984

THIS IS NOT A BOUNDARY SURVEY

TOPOGRAPHIC SURVEY
WILLAMINA, MINNESOTA

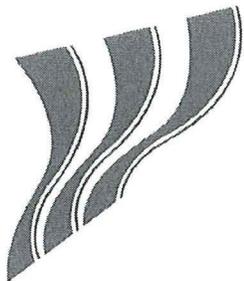
BOLTON & MENK, INC.
Consulting Engineers & Surveyors

2060 HIGHWAY 13 EAST
WILLAMINA, MINNESOTA 55393
1202 731-3364

DATE: 08/11/2014
JOB NUMBER: W1410781 FIELD BOOK: 1202 731-3364 URBAN BY: FHO

FOR: Park Memorial Hospital
San Estancia

RSB-1125 533-13



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 14a.

Meeting Date:

Attachments: X Yes No

CITY COUNCIL ACTION

Date:

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: City Administrator

Agenda Item: Old Business – Designation of Local Newspaper

Recommended Action: For information only

Background/Summary:

At the Council Reorganizational Meeting of January 12th, several questions were raised regarding the designation of the West Central Tribune as the official newspaper for City publications and there were also questions regarding the statutory requirements, specifically that a newspaper had to have a 75% penetration rate to qualify.

The City has received additional information from the West Central Tribune which has been reviewed by the City Attorney. Based upon that information and review, it is clear that the West Central Tribune meets the statutory requirements and should be designated as the official newspaper. It is also clear that the 75% penetration rate does not apply in this instance.

Alternatives: N/A

Financial Considerations: N/A

Preparer: C. Stevens

Signature:

Comments:

2208 Trott Avenue SW
P.O. Box 839
Willmar, MN 56201

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800-450-1150
Fax: 320-235-6769

www.wctrib.com

Jan. 13, 2015

Charlene Stevens, Administrator
City of Willmar
333 6th St. SW
Willmar, MN 56201

Dear Ms. Stevens,

I am happy to answer your verbal request asking for the West Central Tribune's penetration of households in the city of Willmar.

Our newspaper's Willmar household penetration is: 55 percent.

As to some council members' question on Jan. 12 about a statute requiring the designate newspaper to maintain circulation "not fewer than 75 percent of the households within the political subdivision."

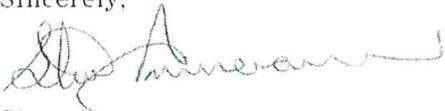
Respectfully, those council members do not appear to fully understand the statute.

That requirement does not apply to a newspaper as long as the said newspaper meets the first priority set forth in Minn. Statutes 331A.04 Subd. 2 Known office in locality or having a known office within the political subdivision borders.

Currently, the West Central Tribune is the only "qualified newspaper" meeting that requirement.

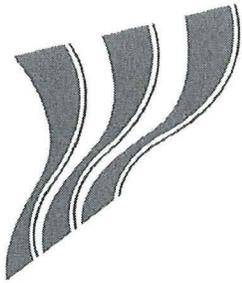
Thank you.

Sincerely;



Steve Ammermann
Publisher
West Central Tribune of Willmar

Cc: Lisa Hills, Minnesota Newspaper Association
Mark Anfinson, Attorney at Law



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: 140.
Meeting Date:
Attachments: X Yes No

CITY COUNCIL ACTION

Date:

- Approved Denied
 Amended Tabled
 Other

Originating Department: City Administrator

Agenda Item: Old Business – Request from Councilmember Ahmann

Recommended Action: Discussion

Background/Summary:

Councilmember Ahmann has provided the attached document and requested at the January 12, 2014 reorganizational meeting that the Council discuss the matter.

Alternatives: N/A

Financial Considerations: Staff has not researched costs for any of the items.

Preparer: C. Stevens

Signature:

Comments:

JAN-1 2015

Mayor and City Councilperson's ,

As another year slips by and a new year approaches , I feel compelled to list some items that we (Mayor, City Council) may consider or discuss to help establish our goals and objectives. The following are just some of my thoughts to stimulate discussion and action between us.

1. City Council and full staff retreat in 2015.
2. Develop a written succession plan for department heads, city administrator, confidential employees , supervisors, foreman and any other employees that have institutional knowledge. This was requested by the Willmar Moving Forward group at city council meeting in 2012.
3. Develop a written exiting policy and procedure for city employees.
4. Have each committee together with appropriate staff develop an annual goal and priority list at the beginning of each calendar year along with anticipated time frame and approximate cost to complete each task.
note: consider requesting all other appointed committees do the same- Planning Commission, Zoning board of appeals etc.
5. Staff to present a written quarterly report on progress of goals and priorities to committees.
6. Fill the position of City assessor or consider other alternatives.
7. Have all groups requesting financial assistance submit an annual audit along with their request each year.
8. Show annual payments in lieu of taxes from MUC and Rice Hospital separately listed in our budget.
9. Prior to adopting the annual budget , have staff prepare a written report showing the anticipated increase in existing property values and revenue created from new construction and improvements both commercial, industrial, and residential properties.
10. Annual list of our city's tax exempt properties (new or re-classified) along with the positive or negative financial impact.
11. Administration and staff to have a written report of all public and private meetings, work sessions, conferences etc.
12. Request the MUC perform a thorough hydrologist study of our aquifers along with future anticipated

consumption amounts needed to adequately supply future development of our community.

- 13. Offer leaf pick-up for our constituents.
- 14. Promote residential home ownership by giving ownership of a city owned building site.
- 15. Form a new council committee or have an existing committee, review and discuss State and Federal legislative issues that impact our city.
- 16. Request each councilperson submit an annual list of priority's, goals and objectives.that they would like the council to discuss and or take action on.

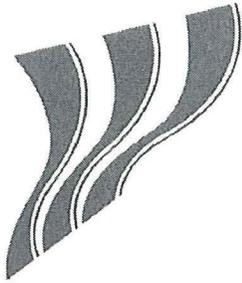
As 1 of the 8 councilperson , I nor any other one council person can make change. Together, through open discussion and offering alternative's vs. "slam dunking" an idea, progress can be made. I look forward to working with you to discuss my ideas and your ideas also. Happy New Year to all.

Respectfully, 

17. ~ RECOGNIZE BUSINESSES AT OUR CITY COUNCIL
 MEETINGS ~ 1 EACH MEETING - VOICALLY OR WITH
 A PRESENTATION BY THE COMPANY. - BE ON
 TO VIEW ON WPAAL 9. SCREEN
 E.C. DEVELOPMENT TO INFORM
 PUBLIC OF HOW OUR CITY WORKS!

18. ~ SENSITIVITY TRAINING (SEXUAL HARASSMENT) FOR MAJORS
 COUNCIL - ETC. - WE DISCUSSED THIS 1 YEAR AGO.

19. PRESENTATION ~~OF~~ PLAQUE TO PERSON FROM
 NAME - FOR IMPROVEMENT TO DOWNTOWN
 ACCESS. ~~OF~~



CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 14c.
Meeting Date:
Attachments: X Yes No

CITY COUNCIL ACTION

Date:

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: City Administrator

Agenda Item: Vision 2040 Update

Recommended Action: For Information Only

Background/Summary:

The Mayor has requested that the City Administrator provide an update on Vision 2040.

Alternatives: N/A

Financial Considerations:

Preparer: C. Stevens

Signature:

Comments:

You're Invited!

Cross-Cultural Conversation for Community Engagement

Date:

Wednesday,
January 21
6-8:30pm

Objectives:

- Build skills for talking with others across cultural boundaries
- Enhance skills for deeper listening to others
- Learn a practical model for Cross-Cultural conversations in an inter-faith community

Location:

**Willmar Middle
School Cafeteria**
201 Willmar Ave SE

During the session you will:

- Participate in challenging and fun exercises with others
- Practice imagining how things look and are experienced from a different point of view

No fee to attend!



Facilitated By: Rev. Ron Duty, Ph.D.

Ron Duty is a retired ELCA pastor on the roster of the Southwestern Minnesota Synod. He currently serves as a contract employee on the Ethnic Specific & Multicultural Ministries Team of the Congregational and Synodical Missions Unit. Outside of various Minnesota locations, Duty has led Cross-Cultural Conversations presentations in the cities of Atlanta, Nashville, Savannah and Ocean Springs, Mississippi. He is also a featured speaker for ELCA Glocal Events, an intersection of local and global realities.

Sponsors:

