

CITY OF RUTLAND VERMONT
Board of Finance Minutes
Monday May 13, 2024

Members Present: Mayor Doenges, President Talbott, Treasurer Markowski

Others Present: Purchaser Magro, Asst Engineer Gillen, Dan McIntyre (DPW), Ryan Brady (RCPD), Superintendent Peters, April Cioffi (Rec), Tyler Dahlin (Rec), Mark Sadakierski (Building Insp.), Ed Clark (NBF Architects) and Susan Clark (Clerk)

ADDITIONS & DELETIONS TO THE AGENDA:

Mayor Doenges called the meeting to order at 3:00 PM and asked if there were any additions or deletions to the agenda. Superintendent Peters asked to add Rutland Youth Theatre for the purchase of MTI rights for the next show. Mayor Doenges moved to add this item to the Purchases section of the agenda. All were in favor and the motion passed.

APPROVE MINUTES FROM PREVIOUS MEETING: 4/22/2024 & 5/06/2024

President Talbott stated the time for the upcoming May 29, 2024 meeting was omitted from the previous minutes. Mayor Doenges stated the time is 3:00 PM. Clerk Clark said she will add the time to the minutes then Mayor Doenges moved for the approval of the 4/22/2024 & 5/6/2024 minutes. All were in favor and the motion passed.

BID OPENINGS:

REC; Multi-Purpose Path

Purchaser Magro stated two bids were received. Treasurer Markowski opened and read the bids. Superintendent Peters stated she and her staff will review the bids after the next agenda item.

REC; Giorgetti Arena Refrigeration Replacement

Purchaser Magro stated one bid was received. Treasurer Markowski opened and read the following bid:

American Refrigeration Company; total replacement cost \$1,646,090.00 with 35% deposit due when equipment ships. The bid breakdown is as follows:

Chiller Package: \$1,097,176.00

New Evaporator Condenser: \$156,606.00

New Headers and Transmission: \$392,308.00

Mayor Doenges made a motion to refer the bids to the Recreation Department. All were in favor the motion passed.

DPW; Slip Formed Concrete Curbing

Purchaser Magro stated one bid was received. Treasurer Markowski opened and read the following bid. Asst. Engineer Gillen stated to read the 3rd & 4th line and the mobilization, 3,000 linear feet or more:

C&C Concrete Curb: The bid breakdown is as follows:

Glue-on Curbing: \$7.68

Trenched Curbing: 418.33

Mobilization: \$1,822.00

Assistant Engineer Gillen said the numbers sounded right. Mayor Doenges made a motion to award the slip formed concrete curbing to C&C Concrete Curb with the linear foot amount stated. All were in favor and the motion passed.

REC; Multi-Purpose Path

At this time, the bid for the Recreation Department Multi-Purpose Path was recommended as follows: Mr. Dahlin stated they would like to award the bid to KT Hathaway LLC, Option 1 10' path, total amount of \$38,000.00. Superintendent Peters stated this is part of a grant. Mayor Doenges made a motion to award KT Hathaway LLC Multi-Purpose 10' wide path in the amount of \$38,000.00. All were in favor and the motion passed.

BID AWARDS:

DPW; Aggregate Top Soi/cubic yard

Dan McIntyre briefly recapped the bids and prices that were received: Markowski Excavation \$23.10, Casella \$33.00 and Hunter Excavation \$40.00, then stated he would like to award the bid to Markowski Excavation. Mayor Doenges made a motion to award top soil to Markowski Excavation at \$23.10/yard. All were in favor and the motion passed

DPW; Detectable Warning Devices (pallet price)

Dan McIntyre briefly recapped the bids and prices that were received: Ferguson \$2,106.72 and FW Webb \$2,189.04 then stated he would like to award the bid to Ferguson with a backup of FW Webb. Mayor Doenges made a motion to award the Detectable Warning Devices to Ferguson with a backup of FW Webb. All were in favor and the motion passed.

DPW; On-Site Sewer Main Root Treatment/linear foot

Dan McIntyre briefly recapped the one bid and prices that were received: Dukes 8" \$2.02, 10" \$2.22, 12" \$2.43 and stated he would like to award the bid to Dukes. Mayor Doenges made a motion to award the On-site Sewer Main Root Treatment to Dukes. All were in favor and the motion passed.

DPW; Propane – Proctor Gas

Purchaser Magro briefly recapped the bids and prices that were received: Proctor Gas \$1.79 for one-year guaranteed cost and the only vendor to do a site visit and Microbite came in at \$3.00. Purchaser Magro also stated not one of our current vendors bid (Keyser, Suburban, American and Irving) or did a site visit, and the recommendation is to award the bid to Proctor Gas. After discussion, Mayor Doenges made a motion to approve Proctor Gas for the City's propane service at the rate of \$1.79/gallon. All were in favor and the motion passed.

DPW; PVC Pipe/linear foot

Dan McIntyre briefly recapped the bids and prices that were received: Ferguson & FW Webb 6" \$5.42, 8" \$9.84; Ferguson 10" \$15.29 and FW Webb \$15.32; then \$22 from Ferguson and \$22.01 from FW Webb and would like to award to both. Mayor Doenges made a motion to approve PVC Pipe purchases from both Ferguson and FW Webb, based on availability. All were in favor and the motion passed.

DPW; Sewer Cleaning and Inspection/day

Dan McIntyre briefly recapped the one bid and prices that were received: Manosh; sewer cleaning \$2,500.00 and sewer inspection \$2,000.00 and stated he would like to award to Manosh. Mayor Doenges made a motion to approve Manosh as the sewer cleaning and inspection vendor. All were in favor and the motion passed.

REC; Main Street Park; Request for amendment to current contract

Superintendent Peters requested an amendment to the construction management contract with Russell Construction to include exhibit A, not to exceed not to exceed \$271,663.00 and the overall budget to not to exceed \$400,000.00. Ed Clark from NBF Architects explained there will be an ADA path from Main Street and the gazebo worked on from the concrete down but anything having to do with wood post, roof structure or any of that is deferred to the next phase. Mr. Clark noted the electrical work would not go through Russell Construction. Mayor Doenges made a motion to amend the A1A construction contract allowing for Phase 1 at \$271,663.00 with the remaining balance not to exceed \$400,000.00 that was allocated toward the completion of Phase 1. All were in favor and the motion passed.

PURCHASES:

MTI Rights for full Broadway production for the Spring 2025 Rutland Youth Theatre of Mary Poppins

Superintendent Peters explained MTI has exclusive rights to license this show for reproduction and this is an FYI to put on the record. Mayor Doenges made a motion to approve the MTI Rights for full Broadway production for the Spring 2025 Rutland Youth Theatre of Mary Poppins in the amount of \$4,065.00. Ms. Peters said the money comes out of Activities fund 201. All were in favor and the motion passed.

DPW; Excavator Status

Treasurer Markowski said this is an approved purchase in the amount \$60,000.00 and is looking for a way to pay for it and state there is money in the Equipment Replacement Fund but the monies are earmarked for something already. This is a purchase for July 2024. After discussion, no action was taken.

RCPD; Vehicle Purchase Bid

Ryan Brady stated he is looking to purchase a vehicle for the Community Resource Specialist and said the department got rid of three vehicles last week and would use those funds in conjunction with the homeless/hotel money to purchase another vehicle as the department is down to one vehicle. Mayor Doenges asked what the approximate cost would be and how much did they get from the sale of the three vehicles. Mr. Brady stated \$17,005.00 was received from the sale of the three vehicles. Treasurer Markowski said there is \$24,000.00 in the homeless/hotel fund. Mr. Brady said to use money from that fund and what is needed to use the Equipment Replacement fund to pay for the vehicle in full. Treasurer Markowski said at the end of April 2024, it is at a deficit of \$18,797.00, add in the cars where the money would go back to the Equipment Replacement Fund, pay the final lease for one of the leases, the projected balance for the end of June 2024 is a deficit of \$369.00. Mr. Brady said he is requesting to go out to bid for a new vehicle. Treasurer Markowski and Mayor Doenges suggested going out to bid for a used vehicle and for a new vehicle. After discussion, Mr. Brady asked for the bids to go out and award in two weeks at the next Board of Finance meeting.

SOLE SOURCE:

DPW; Radiator and expansion Tank for Volvo Excavator

Dan McIntyre said CRW Woods came in at \$6,236.73 to fix the tank. Mayor Doenges asked where the repair money would come from. Mr. McIntyre said Repair & Maintenance 100-7-30-50-430.002 and said we are over in that line item. After brief discussion, Mayor Doenges made a motion to approve the repair of the radiator and expansion tank for the Volvo Excavator to CRW Woods in the amount of \$6,236.73 to come out of the Repair & Maintenance line under vehicle maintenance. All were in favor and the motion passed. Treasurer Markowski noted this line is over with the budget but the bottom line in this category will be able absorb the cost.

DPW; Pavement Marking Equipment

Ted Gillen said there are two line strippers and would like to replace one with a Graco 3400 LineLazer for the amount of \$5,462.50 and stated there is \$117,000.00 right now in the paving marking budget. Treasurer Markowski asked if this could go out to bid. Mr. Gillen said this can be purchased from our existing supplier and after discussion, Mayor Doenges made a motion to approve the Pavement Marking Equipment to sole source it from Sherwin Williams with the Graco 3400 LineLazer painter in the amount of \$5,465.50. All were in favor and the motion passed.

DPW; Manual Ride Control Installation – WWCD Backhoe – United Construction & Forestry

Dan McIntyre said this was not tacked on when we ordered the sewer department backhoe with the money to come from the Sewer Vehicle Replacement Fund. Purchaser Magro said the cost is \$6,400.00 from United Construction & Forestry out of Sewer Vehicle Replacement Fund. Mayor Doenges made a motion to approve the backhoe manual ride control installation to United Construction & Forestry for \$6,400.00 coming out of the Sewer Vehicle Replacement Fund. All were in favor and the motion passed.

GENERAL GOVERNMENT (City Hall):

Lift repairs

Mark Sadakierski said we got a price from Otis Elevator for a switch was \$9,800.00. Mr. Sadakierski said he reached out to another vendor, which we never used before and would like to start using for elevators and inspections, Mac Brothers Elevator, to replace both switches the cost would be \$6,640.00. He also asked them how much a new access mobility lift would cost and was told the cost would be \$35,800.00. Mayor Doenges asked if this needs to go out to bid. Purchaser Magro stated it wouldn't hurt to go out to bid. Mr. Sadakierski stated he asked both Mac Brothers Elevator and Otis Elevator to diagnose the lift, Mac Brothers did not charge but Otis Elevator, who is our current vendor, charged \$1,100.00. After discussion, Purchaser Magro stated this will go out for bid and will open the bids at the second Board of Finance meeting in June.

Oil Tank Replacement

Mark Sadakierski said all oil tanks at City Hall got red flagged, two need to be replaced and another one needs a new fill pipe, that repair will cost \$1,600.00 and the repair is scheduled to be repaired next week and said our contract runs out at the end of this month. Mr. Sadakierski stated he received two quotes for the replacement of the two tanks in the Clerk's office from Bill Losen for \$6,425.00 and the second from Phelps Plumbing & Heating for \$5,340.60.

Mr. Sadakierski said it needs to be dealt with ASAP and explained the situation of the tanks. After discussion, Mayor Doenges made a motion to approve \$5,340.60 to sole source to Phelps Plumbing & Heating for the dual oil tank replacement. Mr. Sadakierski said the money to come from Government Buildings. Treasurer Markowski said there is money that was appropriated through the ARPA Grant and asked to make a Recommendation to the Board to use \$50,000.00 to use for City Hall. President Talbott said it's not the kind of stuff he wants to spend the ARPA money on. Treasurer Markowski stated it would save the taxpayers money. President Talbott stated he wants to spend ARPA money on things that have a broad and long-term benefits for the city. Treasurer Markowski said City Hall repairs need to be done and other departments have been able to repair their buildings using ARPA money. After discussion of where the money would come from, Mayor Doenges made a motion to approve the oil tank replacement to Phelps Plumbing & Heating in the amount of \$5,340.60 to come out of Government Buildings or ARPA depending on the result from the Finance Committee. All were in favor and the motion passed. This item will be brought to the next Board of Aldermen meeting.

Heat Pump for Payroll

Mayor Doenges said the air conditioner in the payroll office does not keep up having to cool three servers and is very inefficient and would like to have a heat pump installed. Mark Sadakierski said he received two quotes:

- Bill Losen \$6,075.00 (after Efficiency Vermont rebates)
- Phelps Plumbing & Heating \$4,418.57

Mr. Sadakierski said they are pricing out a special heat pump that can run AC and the prices do not include electrical. President Talbott asked if we take to the Board of Aldermen at the next meeting a question of what is the future of this building because this building does not seem like a great building to invest money in. Mayor Doenges said yes and stated the lack of preventative maintenance in this building over the past 20 year is more than obvious as the building is falling apart around us. After discussion, this item will be put out to bid.

Credit Card purchasing policy

Treasurer Markowski stated the city was without a credit card last week and suggested having credit cards for departments of Recreation, Fire, DPW and City Hall with having the same controls and limits. Treasurer Markowski and Purchaser Magro explained how the credit card works amongst City departments. After discussion, this issue will be brought to the next meeting.

Mayor Doenges adjourned the meeting at 4:08 PM

Respectfully Submitted,

Susan A. Clark
Deputy City Clerk