

**RECORD OF PROCEEDINGS
OF THE UTILITY ADVISORY COMMISSION
GARDNER, KANSAS**
Page No. 2024-08
June 6, 2024

The Utilities Advisory Commission of Gardner, Kansas, met in Regular Session on June 6, 2024, at City Hall. Present were Chairperson Barbara Coleman, Commissioner Nate Plahn, Commissioner Christopher Jackson, Commissioner Russell Wohler and Utilities Department Director Gonzalo Garcia. Vice Chairperson Bryce Augstine and Utilities Specialist Erin Groh were not in attendance.

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chairperson Barbara Coleman.

CONSENT AGENDA

1. **Presentation on the Electric Master Plan Update by Kiewit, presented by Director Garcia.**

2. **Standing approval of the minutes as written for the April 4, 2024, meeting of the Utility Advisory Commission.**

Motion by Commissioner Plahn seconded by Commissioner Jackson, to approve the Consent Agenda.

Motion carried 4-0 Aye

NEW BUSINESS

1. **Consider a recommendation to the City Council to authorize the purchase of a 2024 Compact Excavator for the Electric Distribution Department.**

Director Garcia discussed how the present 2007 Hitachi Compact Excavator is nearing its useful service life. It was purchased used from Commercial Capital, LLC in 2009. The unit is primarily used for dirt construction involving the installation of the electric infrastructure. It is an essential component for daily scheduled work activities and projects.

The City of Gardner purchasing policy states employees with delegated purchasing authority shall utilize informal solicitations for the purchase of any materials, services, or professional services not to exceed a cost of \$75,000.00. Employees with delegated purchasing authority shall attempt to obtain written (fax, e-mail, etc.) quotes from a minimum of three (3) vendors. Purchases of materials or services shall be awarded to the vendor supplying the lowest responsible and responsive quote or as determined to be most advantageous to the city.

The submitted quotes for the 2024 Compact Excavator:

Vendor	Compact Excavator	5 Year Warranty	Total Cost Tax Included
Coleman Equipment, Inc.	Kubota	Yes	\$63,111.08
K.C. Bobcat	Bobcat	Yes	\$68,237.96
Foley Equipment	CAT	Yes	\$68,008.08

Motion by Commissioner Plahn, seconded by Commissioner Wohler to approve a recommendation to the City Council to accept the bid from Coleman Equipment, Inc. for the 2024 Kubota Compact Excavator and authorize the City Administrator the contract for the purchase amount of \$63,111.08 plus insurance and shipping charges. Final pricing and applicable programs will be established at delivery.

Motion carried 4-0 Aye

DISCUSSION ITEMS

1. Electric Reliability Report

Garcia presented the latest numbers on the APPA's Reliability Index. Garcia discussed that the momentary interruption numbers (MAIFI) are being driven way high on the report due to momentary outages on one circuit but other circuits are seeing the blinks on their circuits also. A representative from APPA responded to Garcia's inquiries about how to report the blinks and they told him not to report the blinks that were duplicates of the original blinks. Chairperson Coleman asked how we are gathering the data. Garcia said that we get it from EcoOne software. EcoOne will give how many meters were impacted by an interruption or outage.

2. Project Updates.

Garcia gave an update on the Circuit 31 Overhead Powerline Project. Electric Distribution has been busy replacing the Circuit 31 overhead lines. There is about 2 miles of electrical line that is being replaced. Staff is hoping to be done by July. The electric lines were about 50 years old.

Commissioner Plahn asked about Substation 4 and what is the latest. Garcia said that City Council approved the final design, specifications, bid review, and construction supervision led by Olsson. The transformer lead time is two years and the circuit breaker lead time is three years. We can start construction of the main structure of the grid between 2025 and 2027. The equipment will come in 2027.

ADJOURNMENT

Motion by Commissioner Wohler, seconded by Commissioner Plahn to adjourn the meeting at 7:50 p.m.

Motion carried 4-0 Aye

/s/ _____ Erin Groh

Utilities Specialist
City of Gardner Utilities Department