


TRANSMITTAL MEMORANDUM

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TO: The Honorable Mayor & City Council

FROM: Delilah A. Walsh, City Manager Initials: 

DATE: November 9, 2022 File #: MGR22-008

RE: **Authorizing Budget Transfer – Public Works-Solid Waste Division
Contractual Services Machinery & Equipment Maintenance Services,
Repair of Hook Truck**

The motion detailed below was prepared by Public Works Director Mark Hilson, who requested that it be placed before the City Council for consideration at its meeting of November 17, 2022. If adopted, the motion provides for transferring \$28,600 from the appropriated reserves of the Solid Waste Services Fund to the Solid Waste Division's Contractual Services Machinery & Equipment Maintenance Services account for the purpose of rebuilding the engine for the Solid Waste Division's Large Hook Truck. The rationale for the transfer is detailed in Mr. Hilson's attached transmittal memorandum and requires no elaboration on the part of the Manager's Office. I concur with the Public Works Director's recommendation.

Public Works Director Mark Hilson will be attending the City Council meeting of November 17, 2022, in order to address any questions and/or concerns that Councilors may have.

A motion has been prepared for City Council consideration.

RECOMMENDATION

It is recommended that the City Council adopt a motion authorizing the City Manager to transfer \$28,600 from the appropriated reserves Solid Waste Services Fund to the Solid Waste Division's Contractual Services Machinery & Equipment Maintenance Services, Account 220-1560-270-635.07.

Recommended Motion: I move the City Council authorize the City Manager to transfer \$28,600 from the appropriated reserves of the Solid Waste Services Fund to the Solid Waste Division's Contractual Services Machinery & Equipment Maintenance Services account 220-1560-270-635.07.

MEMORANDUM

TO: Delilah Walsh, City Manager
VIA: Mark Hilson, P.E., Public Works Director
FROM: Lenny L. Neeley, Solid Waste Supervisor
CC: Michelle Johansen, Finance Director
DATE: November 7, 2022

SUBJECT: Authorizing Budget Transfer- Public Works-Solid Waste Division Contractual Services Machinery & Equipment Maintenance Services, Repair of Hook Truck

Unit # 52280 is a 2003 International CAT-12 Large Hook Truck (see picture on next page). This unit is used to service all of the compactor's within the City of Ketchikan and all of the 20 yard construction boxes. Compactor service is currently provided to the Hospital, Mall, Safeway, State Ferry Building, and Walmart, however this service only amounts to a day a week of use for the truck. This vehicle has had an engine failure which has resulted in antifreeze running through the engine for a period of time. Based on the limited usage of the truck, the condition of the truck, and the fact that we'd like to keep this truck as a backup when we purchase a new hook truck, we have determined that the best course of action is to get an in-frame rebuild of the Cat-12 engine. We have estimated the rebuild will cost \$28,600 which includes a ten percent contingency. This rebuild would be completed by a local vendor, Alaska Diesel Power since it is urgent to get the truck back in service quickly. This truck is the only unit of its kind owned by the City of Ketchikan.

RECOMMENDATION

It is recommended that the City Council adopt a motion authorizing the City Manager to transfer \$28,600 from the appropriated reserves Solid Waste Services Fund to the Solid Waste Division's Contractual Services Machinery & Equipment Maintenance Services. (Account 220-1560-270-635.07 for the purpose of rebuilding the engine for the Solid Waste Division's Large Hook Truck.

Recommended Motion: I move the City Council authorize the City Manager to transfer \$28,600 from the appropriated reserves of the Solid Waste Services Fund to the Solid Waste Division's Contractual Services Machinery & Equipment Maintenance Services account 220-1560-270-635.07 for the purpose of rebuilding the engine for the Solid Waste Division's Large Hook Truck.



2003 International CAT-12 Large Hook Truck