



STAFF REPORT

DATE: 10/16/2018

ITEM # 21

TO: City Council

FROM: Rob Weldon, Public Works Director

AGENDA ITEM: Sidewalk Snow Removal

REVIEWED BY: Kristina Handt, City Administrator

BACKGROUND: As part of the City Council Workshop held on June 12, 2018 staff was directed to look into contractor cost associated with snow removal from sidewalks that have been added to residential areas as a result of city infrastructure improvements.

ISSUE BEFORE COUNCIL: Should the City Council amend the Snow and Ice Control Policy to reflect the City's responsibility for removing snow on some sidewalks? If so, should the City seek quotes and contract out that work?

PROPOSAL DETAILS/ANALYSIS: If approved by council the city would be responsible for removing snow from the following residential sidewalks:

- 30th St. N - between Lisbon Ave N. and Lake Elmo Ave N.
- Lake Elmo Ave. N - between 30th St. N and Upper 33rd St. N
- Lake Elmo Ave. N – between 36th St N and Stillwater Blvd N (CSAH 14)

The above mentioned sidewalk areas equated to approx. 5200 LF or just under 1 mile. Snow removal will be conducted after 2" of snow is accumulated on the sidewalk. This amount can be in a single snow fall or after several minor snow falls.

Also, if this change in service is approved by City Council the Snow and Ice Control Policy must be amended to include the additional service that would be provided by the city.

There was also discussion at previous work session about completing the work with Public Works staff and purchasing additional equipment or contracting the service out. At its current staffing level Public Works cannot take on either additional task. During a snow event, Public Works operates 6 plow trucks, 1 loader and 2 pickups with a staff of 9 including the Director, to clear snow from streets, cul-de-sacs and parking lots. Following a snow event, the current staff conducts maintenance of vehicles, additional plowing and salting for 1-2 days. Along with these activities, there is backlog of utility maintenance items that need to be completed due to entire staff involvement in plowing streets.

FISCAL IMPACT:

Contracted Services: Cost of snow removal is based on a linear foot charge of \$.05 - \$.10/LF. These costs are rough averages and quotes would need to be obtained for actual costs. Using a multiplier of 18 (three

year average of how many times PW plows 2+ inches of snow) and the high cost of \$.10/LF the minimal cost for sidewalk snow removal would be approx. **\$10,000.**

Staff and Equipment (In House Service): Sidewalk snow removal equipment – approx. \$74,000; Part-time staff sidewalks – approx. \$6,000 (\$18/hr x 16hrs x 20 events) for a total of **\$80,000 up front and \$6,000 each year thereafter.**

In order to remove snow from sidewalks the following equipment is needed.

- Additional Skid Loader w/2 speed transmission & winter tires \$55,000
- 60” power broom \$ 6,000
- 72” v-plow for Tool Cat/Skid Loader \$4,160.00
- 72” snow blower for Tool Cat/Skid Loader \$ \$7,245.00
- Truck loading chute (if downtown snow removal is desired) \$1,535.00

OPTIONS:

- 1) Amend Snow and Ice Control Policy and authorize staff to obtain quotes for sidewalk snow removal.
- 2) Amend Snow and Ice Control Policy and authorize staff to advertise for part time employees and obtain quotes for equipment
- 3) Amend the proposal to the Snow and Ice Control Policy and Authorize staff to obtain quotes for sidewalk snow removal.
- 4) Amend the proposal to the Snow and Ice Control Policy and Authorize staff to advertise for part time employees and obtain quotes for equipment
- 5) Deny authorization of staff to obtain quotes for sidewalk snow removal.

MOTION:

“Amend Section 5 of the Snow and Ice Control policy to include the following;

The City of Lake Elmo will be responsible for snow removal from sidewalks in front of residential properties in the following areas:

- *30th St. N - between Lisbon Ave N. and Lake Elmo Ave N.*
- *Lake Elmo Ave. N - between 30th St. N and Upper 33rd St. N*
- *Lake Elmo Ave. N – between 36th St N and Stillwater Blvd N (CSAH 14)*

AND

“Authorize staff to obtain quotes for snow removal from sidewalks designated by city council”