



FINANCE COMMITTEE MEETING AGENDA

Monday, March 21, 2022 at 5:30 p.m.
Caledonia Village Hall - 5043 Chester Lane

1. Call to Order
2. Approval of Minutes
3. **Resolution 2022-27** – Resolution Authorizing The Village Of Caledonia Fire Department To Accept A Donation Towards The Purchase Of A Utility Task Vehicle
4. IT Services
5. Adjournment

Dated March 18, 2022

Joslyn Hoeffert
Village Clerk

Only committee members are expected to attend. However, attendance by all Board members (including non-members of the committee) is permitted. If additional (non-committee) Board members attend, three or more Board members may be in attendance. Section 19.82(2), Wisconsin Statutes, states as follows:

If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purposes of exercising the responsibilities, authority, power or duties delegated to or vested in the body.

To the extent that three or more members of the Caledonia Village Board actually attend, this meeting may be rebuttably presumed to be a “meeting” within the meaning of Wisconsin’s open meeting law. Nevertheless, only the committee’s agenda will be discussed. Only committee members will vote. Board members who attend the committee meeting do so for the purpose of gathering information and possible discussion regarding the agenda. No votes or other action will be taken by the Village Board at this meeting.

1. Call to Order

Trustee Wishau called the meeting to order at 5:30 p.m.

Committee Members: President Dobbs, Trustee Wishau and Trustee Martin. Trustee Weatherston, Trustee Stillman, Trustee Wanggaard, and Trustee McManus were also present.

Absent: None.

Department Managers: Village Administrator Kathy Kasper (via teleconference), HR Manager Michelle Tucker, Finance Director Bane Thomey, and Police Chief Chris Botsch.

2. Approval of Minutes

Motion by Trustee Martin to approve the minutes dated August 16, 2021. Seconded by President Dobbs. Motion carried unanimously.

3. Status Update - Civic Systems Purchase Order Module Implementation.

The Village has a ticket in to purchase the module. We are currently implementing MiPay, and once that is finished, the plan is to start implementing this. Staff felt this would not be implemented until after the audit season, which could be 6-8 months out. The Finance Committee would like to meet in January to ensure a plan to get this implemented.

4. Purchasing Ordinance Discussion And Review Requirements

The Committee discussed the requirements for the sole source purchasing process and the justification or quotes viewable in MiView. Trustee Wishau is going to review to make sure the documentation is satisfactory.

5. Adjournment

Motion by President Dobbs to adjourn. Seconded by Trustee Martin. Motion carried unanimously.

Meeting adjourned at 5:40 p.m.

Respectfully submitted,
Joslyn Hoeffert, Village Clerk

RESOLUTION NO. 2022-27

**RESOLUTION AUTHORIZING THE VILLAGE OF CALEDONIA FIRE
DEPARTMENT TO ACCEPT A DONATION TOWARDS THE PURCHASE OF
A UTILITY TASK VEHICLE**

WHEREAS, the Village of Caledonia Fire Department identified a need for a Utility Task Vehicle (UTV) to aid in emergency efforts; and

WHEREAS, the Fire Department has identified the specific UTV to be purchased at a cost of \$29,000; and

WHEREAS, the Fire Department has raised the majority of the funds through various fundraising efforts; and

WHEREAS, Geiger Family Foundation has donated the remaining funds of \$20,000; and

NOW, THEREFORE, BE IT RESOLVED by the Caledonia Village Board that the Fire Department is authorized to accept the donation of \$20,000 from Geiger Family Foundation, and that Fire Chief and the Village Administrator are authorized to execute any contracts, agreements or other documents necessary to carry out the intent of this resolution.

Adopted by the Village Board of the Village of Caledonia, Racine County, Wisconsin, this _____ day of March, 2022.

VILLAGE OF CALEDONIA

By: _____
James R. Dobbs, Village President

Attest: _____
Joslyn Hoeffert, Village Clerk

UTV PROPOSAL



**CALEDONIA
FIRE DEPARTMENT**

MAY 29, 2021

LT. WALTER LEININGER



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EQUIPMENT AND LIMITATIONS

STAKEHOLDERS

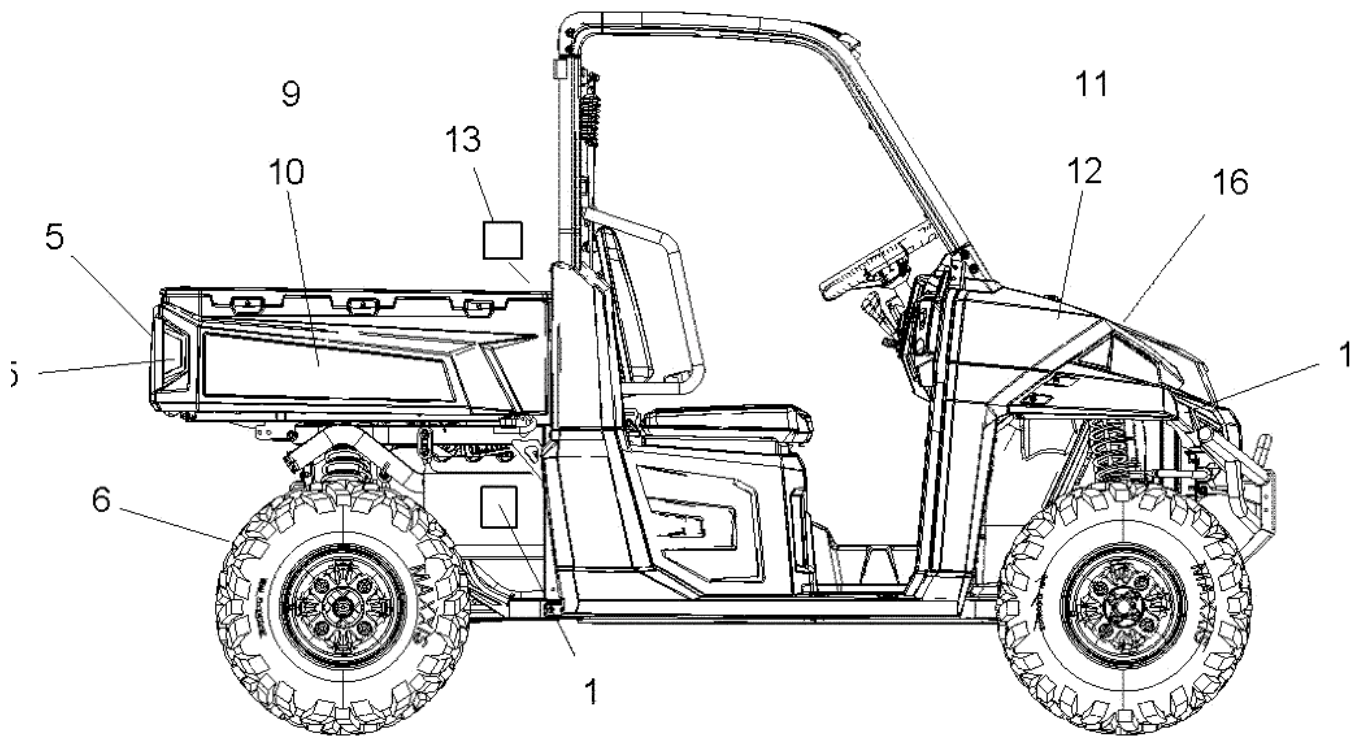
In May of 2021, a concerned citizen approached the Fire Chief regarding an emergency incident on an equestrian trail. The Fire Department's equipment was too large to fit down the trails during the emergency. As a result, the injured person could only be removed utilizing equipment a private citizen allowed the Fire Department to use.

The Caledonia Conservancy maintains nearly 30 miles of trails for equestrian, cross-country skiing, geocaching, and hiking. There are other trails throughout Caledonia including Cliffside Park, River Bend Nature Center, JMBA Center, Johnson Dog Park, Caledonia Wildlife, Renak-Polak Maple Beech Woods, and 20 miles of snowmobile trails.

BT-11 is primary for brush fires; however, it has been used to recovering patients in parks and fields. Its width and size prevents the Fire Department from being successful at rescue on hiking, equestrian, and snowmobile trails. The incident on equestrian trail is just one illustration that indicates the fire department should acquire specialized equipment to handle these types of emergencies.

SOLUTION

Chief Henningfeld recognizes the need and practicality of a UTV to serve the public better should they have an emergency where regular vehicles can not go. A citizen has offered to assist with fundraising efforts to purchase a UTV for the Caledonia Fire Department solely through donations.



EQUIPMENT REQUIREMENTS

When deciding what type of vehicle would best serve to gain access and remove a person from a nature trail, the utility terrain vehicle (UTV) is the most practical choice. UTVs have 4-wheel drive, are narrower and shorter than a conventional vehicle, and have considerable aftermarket support for Fire and EMS applications. However, using a UTV in the winter requires an enclosed cab, heat, and unique snowmobile-like tracks to replace the wheels which significantly increases the cost. When practical, the intention is to safely drive the UTV to the scene rather than trailer it; this requires a minimum speed of 45 mph+. A skid implement is needed to recover and provide care. The skid implement weighs nearly 200 pounds requiring the load capacity for the bed to be at least 750 pounds. Last but not least is the cost consideration. The lowest UTV base price is **\$10,399**; after equipping a base unit to meet the Fire Department's needs, the cost increases between **\$27,538** and **\$33,965***.

*Specifications on each UTV build will be at the end of the proposal.

Specifications set forth by the Fire Chief include:

1. No fire pump	7. Emergency lights and sirens
2. Winch	8. Scene lighting
3. Windshield and wipers	9. Chainsaw holder
4. Doors	10. Small Storage
5. 3-Person cab	11. Speed capable of 45 mph+
6. Rescue skid / litter	12. Track system for winter

Of the several makes and models, five manufacturers, Can-Am, Honda, Kawasaki, John Deere, and Polaris, meet the speed and load requirements. Manufacturer familiarity and dealer locations were also taken into consideration when selecting the equipment.



2021 Polaris Ranger 1000



2021 Can-Am Defender



John Deere Gator XUV835M



2021 Honda Pioneer 1000



Kawasaki Mule Pro-FXR

SNOW TRACKS

A unique track system allows the UTV to operate in deep snow. The track system looks similar to a snowmobile track, allowing for more flotation and better traction than conventional tires. These tracks bolt-on in place of the wheels and can be used year-round in mud, grass, and dirt if desired. Since the conservancy trails are used for cross-country skiing in the winter, the routes would not be plowed; utilizing these tracks would be more beneficial than tires to recover an injured person. There is a drawback to using the tracks year-round, and that is the reduction of top-end speed. It would be a recommendation to swap the tires for tracks only during the winter months.



ATV Tracks Camso 4S1 provides 2520 square inches of ground contact, giving one of the highest flotation options on the market. Camso 4S1 is competitively priced at **\$5,295** (plus shipping) and is available for every model in this proposal. Two manufacturers, Can-Am and Polaris, manufacture their own brand of tracks. For the Polaris Ranger in this proposal, Polaris tracks are not available. For the Can-Am Defender, the Can-Am tracks are less expensive; however, they require additional mounting hardware sold by Can-Am, this brings the price point above ATV Tracks Camso 4S1. All other UTV manufacturers in this proposal do not make their own tracks and require aftermarket support. Initial installation time, with brackets and hardware is about at 2 hours. After initial installation, switching from track to tire is as quick as changing a tire. Camso 4S1 has overall good reviews with indications of long service life.

RESCUE SKID / LITTER

To recover a patient using a UTV requires a special skid to be mounted in the bed of the UTV. A seat for the EMT attending to the patient is also required. EMS only skid systems are available; however, they are limited to a couple of manufacturers, QTAC and MEDLITE.

Material options are aluminum diamond plate or copolymer polypropylene (poly). The configuration of the aluminum and poly skids is very similar; both allow for the storage of equipment, oxygen tank holder and include an IV pole.

Weight, decontamination, and temperature are taken into consideration when selecting the material type. The aluminum skid weighs 135 pounds, whereas the poly skid weighs 182 pounds, a 47-pound difference. The poly skid is more manageable to decontaminate over the aluminum skid; the poly skid has a smoother surface and fewer seams and rounded corners. The aluminum skid can become hot to the touch from sunlight and bitterly cold from the winter much quicker than the poly skid.

The cost of MEDLITE is **\$3,350**, and QTAC is **\$2,250** plus shipping.



EMERGENCY LIGHTS

Of the five UTV manufactures in the proposal, Polaris is the only one that offers an emergency light package with siren. Unfortunately, that lighting package is nearly \$5,000 to install two strobes in the front, two on the rear, and one on each side. Polaris’s emergency light package was not considered in this proposal.

BRB Public Safety Contracting, LLC has submitted an estimate for the lighting requirement in this project. The owner has installed emergency light systems professionally for General Fire in Milwaukee since 2010. In 2018 BRB Public Safety Contracting, LLC opened its doors installing emergency light systems.



The emergency lights spect out for this will include an LED light bar, 30 watt siren, and controller for the light and siren. The LED light bar will serve as emergency warning lights, scene lighting, and a third break-light.

‘Soundoff’ Signal Nroads Dual Color 42” Light-bar.	\$800
Feniex 4200 Mini 6 button control panel.	\$125
Feniex Titan 30 Watt Siren	\$150
Materials and Labor	\$200
Total	\$1300

SUMMARY

When choosing the manufacturer of this UTV, cost is given considerable weight for excluding manufacturers in this proposal. UTVs outfitted with the Fire Department requirements that exceeded \$30,000 are excluded from the final proposal. Those manufacturers are:

Can-Am Defender: \$34,192.94.

John Deere: \$33,965.39.

Honda Pioneer: \$31,777.45.

The next consideration is reliability and dealership location. With this factor, both Polaris and Kawasaki have equal reliability, and both have dealerships near Caledonia, one in Union Grove and the other Oak Creek. These factors does not exclude either Polaris or Kawasaki.

Another consideration is brand familiarization. The Polaris Ranger is manufactured by American manufacturer Polaris which has been in business for more than half a century and specializes in the manufacture of vehicles such as snowmobiles, cars, motorcycles, and of course UTVs among other types of vehicles for governments and defense. The Kawasaki Mule is manufactured by the Motorcycle & Engine division of the Kawasaki which is one of the biggest conglomerates in Japan that builds ships, cars, and trains. In this factor the Polaris brand leads over Kawasaki in brand familiarization.

The final considerations are the cost and utility. The cost separation between Polaris and Kawasaki is \$1,165.35 with the Mule costing 4% less than the Polaris Ranger as outfitted. When considering utility, the Ranger has 2" more ground clearance, 450 pound more load, and 500 pound towing capacity than the Kawasaki. The Ranger also weighs 200 pounds less and has a larger engine. Finally, the Ranger has a safety feature which limits the speed of the UTV until the operator buckles their seatbelt. This safety feature is not offered on other manufacturers.

RECOMMENDATION

After taking into consideration, cost, reliability, dealership, manufacturer, and utility. The Polaris Ranger 1000 is the recommended choice for the Caledonia Fire Department UTV. It offers higher ground clearance, more towing and load capacities, an enhanced safety feature, and is made in the U.S.A.

QTAC - EMS-R Skid and litter for ease of cleaning and comfort.

ATV Tracks - Camso 4S1 tracks for enhanced performance on snow.

Emergency lighting - BRB Public Safety Contracting, LLC

An estimated cost of **\$28,703.92** is given in this proposal. This cost excludes shipment, setup, and delivery fees for the UTV and special equipment.

POLARIS RANGER 1000

Polaris Ranger 1000 Solar Red R21TAA99A7	\$13,299.00
Windshield Wiper & Washer System #2883974	\$519.99
Lock&Ride Full Glass Windshield #2889030	\$749.99
Poly 3-Seat Sport Roof #2882911	\$349.99
Poly Front Door Set - Black #2882561	\$2,649.99
Glass Rear Panel #2879013	\$399.99
Wide Angle Rear View Mirror #2881439	\$134.99
8-Vent Heater & Defrost System #2884066	\$999.99
Polaris HD 4,500 Winch and Mount #2883714	\$619.99
Chainsaw Mount #2879354	\$134.99
Camso 4S1 Tracks for 2021 Ranger 1000	\$5,295.00
QTAC - EMS - R Skid	\$2,250.00
Emergency Lighting	\$1,300.00
Total	\$28,703.91

KAWASAKI MULE PRO-FXR

Mule Pro-FXR	\$14,999.00
Heater	\$709.95
Windshield Wiper Kit	\$284.95
Review Mirror	\$79.95
Side Mirror Set	\$168.95
Mule Pro - VRX 45 Winch Kit	\$689.95
KQR Full Windshield Glass	\$749.95
KQR Poly Rear Panel	\$469.95
KQR Soft Upper Door Set	\$539.95
Camso 4S1 Tracks for 2021 Ranger 1000	\$5,295.00
QTAC - EMS - R Skid	\$2,250.00
Emergency Lighting	\$1,300.00
Total	\$27,537.60

JOHN DEERE GATOR XUV835M

Gator XUV835M* Cab Option	\$21,699.00
Olive and Black color*	\$100.00
Black Wheels Maxxis Bighorn Tires*	\$900.00
Sport Seat*	\$325.00
Cargo Box with spray liner*	\$455.00
*Base Machine List Price	\$23,479.00
Winch Kit	\$742.59
Heater	\$898.80
Total with Accessories	\$25,120.39
Camso 4S1 Tracks for 2021 Ranger 1000	\$5,295.00
QTAC - EMS - R Skid	\$2,250.00
Emergency Lighting	\$1,300.00
Total	\$33,965.39

The Gator XUV835M Cab option requires the cargo box with spray liner, sport seat, and black wheels. The olive green and black option was added to eliminate the standard bright green and yellow colors of John Deere.

CAN-AM DEFENDER DPS HD10

Can-Am Defender	16,899
Removable Storage Bin	Included
Can-Am HD 4500 Winch	329.99
Winch Harness	109.99
Side Mirror	104.99
Panoramic Center Mirror	83.99
Premium Rigid Cab Enclosure	6,339.99
Defrost, Heat and Ventilation System	1,479.99
Camso 4S1 Tracks for 2021 Ranger 1000	\$5,295.00
QTAC - EMS - R Skid	\$2,250.00
Emergency Lighting	\$1,300.00
Total	\$34,192.94

The premium rigid cab enclosure includes glass windshield, doors, rear window, top, and windshield wiper blades and washer. Mirrors are selected on all model if available.

HONDA PIONEER 1000

Honda Pioneer 1000	\$15,899.00
Rearview Mirror	\$94.95
Windshield Wiper Kit	\$299.95
Glass Windshield	\$914.95
Side Mirrors	\$138.95
Hard Rear Panel	\$541.95
Hard Roof	\$497.95
Heater	\$779.95
Winch Mount Kit	\$314.95
Drink Holder (for portable radio)	\$15.95
Winch	\$484.95
Hard Front Doors	\$2,948.95
Camso 4S1 Tracks for 2021 Ranger 1000	\$5,295.00
QTAC - EMS - R Skid	\$2,250.00
Emergency Lighting	\$1,300.00
Total	\$31,777.45

REFERENCE MATERIAL

The following websites were utilized for product information and a UTV recommendation.

<https://www.polaris.com/en-us/>

<https://www.kawasaki.com/en-us/>

<https://www.yamahamotorsports.com>

<https://www.deere.com/>

<https://can-am.brp.com/off-road/us/en/>

<https://utvride.com/american-made-side-by-sides/>

https://www.kimtekresearch.com/article_createdEqual.php

<http://asap911.com/>

https://www.kimtekresearch.com/medicalRescue_landing.php

https://www.bobcat.com/utility-products/utv/utility-vehicles?_ref=b21natppcestxqw&gclid=Cj0KCQjwwLKFBhDPArisAPzPi-JJgofQ58juPPaROj8lnSPh_usg7Xw4Ay29g4Zm4S2kv5YMDkYA8QaAizjEALw_wcB

<https://www.rzrforums.net/threads/camso-4s1-tracks-on-2017-rzr-570.534182/>

<https://www.polarisgeneralforum.com/threads/camsos-tatou-4s1.13506/>

<https://www.carolinafirejournal.com/Articles/Article-Detail/articleid/1483/choosing-an-utv-for-your-department>

<http://www.atvmag.com/top-gear/camso-utv-4s1-track/n3408>

<https://www.teixeiraspolaris.com/ems-and-rescue-vehicles>

<https://goldenstatefire.com/products/fire-rescue-utility-vehicles-utv/>

<https://www.atvtracks.net/>

<https://www.utvweekly.com/2010/03/how-to-buy-a-utv-for-fire-police-or-ems-use/>

<https://www.kioti.com/products/utility-vehicles/mechron-2200ps/>

<https://utvrider.com/polaris-ranger-vs-kawasaki-mule/>

http://asap911.com/medstat-utv-ambulance/?gclid=Cj0KCQjwwLKFBhDPArlsAPzPi-KThe1UDc5ncShP2-H9SGiBJuCEsHlnFrvtZxsQHuoSVGBp6S1bjlaAov_EALw_wcB

<https://www.motorsportsuniverse.com/blog/motor-sports-news/2020/10/polaris-announces-pro-xd-firefighting-and-rescue-utvs-with-diesel-engine-and-enhanced-payload>

<https://utvrider.com/polaris-ranger-vs-kawasaki-mule/>

<https://firesafetyusa.com/collections/skid-units>

<https://utvactionmag.com/buyers-guide-track-kits/>

<https://www.qtacfire.com/utv-guide>

<https://www.utvguide.net/>

<https://www.firehouse.com/apparatus/type/alternative-response-vehicles/article/21080931/utvbased-apparatus-the-little-rig-for-the-big-jobs>

