

MEMO

TO: MAYOR AND CITY COUNCIL

FROM: Wes Anway, Interim Director of Public Works

SUBJECT: Signage for compost site

DATE: May 19th, 2020

BACKGROUND

In the spring of 2020 the public works staff has spent many hours cleaning up the compost site after years of abuse and misuse of the compost site. We also hired a D6 Dozer to come in and clean off the pad for the brush pile. This was needed to get rid of the foot to foot and half of dirt and mud that has built up over the years. The contractor that grinds our brush is having to take more time to sort out dirt and other debris that cannot go through their grinder. The first step we would like to take is the use of better signage to help city residents find the right piles for each different item that is acceptable at the compost site. Our hope is that this will also better explain which items can be disposed of at the compost site and what are nonacceptable items. It is also our hope that this step will help keep the compost site cleaner for the residents and reduce the time staff has to spend to maintain the site. We have received a quote for the 14 signs we would like to purchase in the amount of \$604.59 from EFA. This item has been brought to the Public Works Commission and consensus was agreed upon.

REQUESTED COUNCIL ACTION

Approval to purchase signage in the amount of \$604.59 from EFA and installation of signage.

Attachments:

Sign design

Quote from EFA for signs





SALES QUOTE

Earl F. Andersen
 Division of Safety Signs
 19784 Kenrick Avenue
 Lakeville, MN 55044
 (952) 884-7300
 www.efa-mn.com

Quote Number: 0137678
 Quote Date: 5/1/2020
 Salesperson: JAKE KREJCE
 Customer Number: 0003024
 Quote Expiration Date: 12/31/5999

Quoted To:
 CITY OF CANNON FALLS
 918 RIVER ROAD
 CANNON FALLS, MN 55009

Ship To:
 STREET DEPT - CANNON FALLS
 825 CANNON RIVER AVENUE
 CANNON FALLS, MN 55009

Confirm To:
 TONY

Customer P.O.	Ship VIA	F.O.B.	Terms
	DIRECT		NET 30

Item Code	Item Description	Unit	Ordered	Price	Amount
SIGN	24X24 B/W WITH LOGO HIP	EACH	13.00	40.810	530.53
	1 - COMPOST SITE <-- 2 - BRUSH ONLY 2 - WOOD CHIPS 2 - YARD WASTE 2 - COMPOST NO LOADING... 2 - NO DUMPING 1 - YARD WASTE & COMPOST --> 1 - YARD WASTE & COMPOST ARROW UP				
SIGN	36X36 B/W WITH LOGO HIP COMPOST SITE	EACH	1.00	74.060	74.06

Net Quote: 604.59

Freight: 0.00

Sales Tax: 0.00

Quote Total: 604.59

Less Deposit: 0.00

Quote Balance: 604.59

To accept this quote please sign here: _____

THIS QUOTE EXPIRES 15 DAYS FROM DATE OF ISSUE.

Special order items are not returnable. Returns and/or cancelled orders may be subject to a restocking/cancellation charge. A return authorization number is required prior to returning any product. No returns accepted after 60 days from date of original invoice date.