

RESOLUTION NO. R25-03

A RESOLUTION OF THE CITY COUNCIL APPROVING A PREVENTATIVE MAINTENANCE PLAN FOR CITY OF LAUREL VANS AND SMALL BUSES IN PASSENGER SERVICE.

BE IT RESOLVED by the City Council of the City of Laurel, Montana,

Section 1: Approval. The Preventative Maintenance Plan for City of Laurel Vans and Small Buses in Passenger Service (hereinafter "Preventative Maintenance Plan"), a copy attached hereto and incorporated herein, is hereby approved.

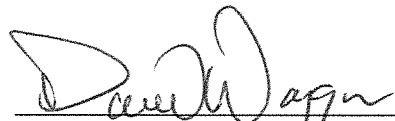
Section 2: Execution. The Mayor is hereby given authority to execute the Preventative Maintenance Plan on behalf of the City.

Introduced at a regular meeting of the City Council on the 14th day of January, 2025, by Council Member Mackay.

PASSED and APPROVED by the City Council of the City of Laurel the 14th day of January, 2025.


APPROVED by the Mayor the 14th day of January, 2025.

CITY OF LAUREL

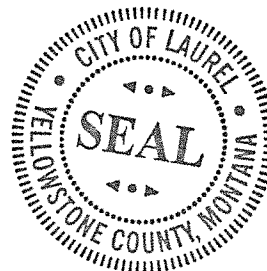


Dave Waggoner, Mayor

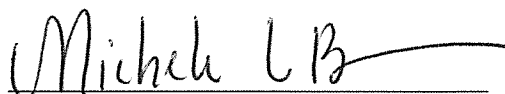
ATTEST:



Kelly Streckler, Clerk-Treasurer



APPROVED AS TO FORM:



Michele L. Braukmann, Civil City Attorney

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City of Laurel

P.O. Box 10
Laurel, Montana 59044



DEPARTMENT

City of Laurel

Preventative Maintenance Plan

Adopted _____ By Laurel City Council

The City of Laurel follows the minimum maintenance schedule for vans and small buses in passenger service:

Every 3,000 miles:

1. Change motor oil.
2. Replace oil filter.
3. Check the chassis and lubricate if needed.

Every 5,000 miles:

1. Rotate tires if applicable, replace if necessary. (Dully) tires cannot be rotated.

Every 10,000-12,000 miles

1. Tune Engine.
2. Replace spark plugs.

Every 15,000-20,000 miles:

1. Service Transmission.
2. Change Oil in rear axle differential.

As needed:

1. Spark Plugs and Coil Wires.
2. Belts and Hoses.

In addition, other items of maintenance are bound to occur:

1. Alternator replacement.
2. Starter motor replacement.
3. Windshield Wiper motor replacement.
4. Exhaust components, including mufflers, manifolds, pipes, hangers, and clamps.
5. Headlamps, and bulbs for turn signals, brake lights, and marker lights.
6. Vehicle Interior fittings and seat material.
7. Windshield Wiper Blades.
8. Wheelchair lift components.
9. Wheelchair restraint components.

Preventative Maintenance is a must for all passenger-carrying vehicles and other equipment: there are no exceptions. A strict maintenance and inspection program is as important for providing a dependable service as is fuel in the tank.

City of Laurel Goal:

- ❖ To ensure proper running condition, cleanliness, and proper equipment of all vehicles of City of Laurel transit system.
- ❖ To provide less down time for the vehicles and timely maintenance for repairs before a breakdown can occur.

Objectives:

- ❖ To provide proper training classes for all drivers to understand the importance of pre-trip inspections and post-trip checks.
- ❖ To perform pre-trip inspections of all vehicles before they make a trip
- ❖ To perform preventative maintenance on all vehicles at 3 months or 3,000 miles of use and a once a year or 50,000-mile check.
- ❖ To have a monitoring system in place to ensure that the preventative maintenance program is being performed.
- ❖ To perform preventative maintenance and servicing on new vehicles to maintain warranty coverage and recover costs of warranty repairs.

