

REGULAR MEETING – APRIL 28, 2009

The regular meeting of the Common Council of the City of Marshall was held on April 28, 2009 in the Professional Development Room at Marshall Middle School, 401 South Saratoga Street. The meeting was called to order at 5:30 P.M. by Mayor Byrnes. In addition to Byrnes the following members were present: Hulsizer, Doom, Sanow, Reynolds, Boedigheimer and Ritter. Absent: none. Staff present included: Ben Martig, City Administrator; Dennis Simpson, City Attorney; Glenn Olson, Director of Public Works/City Engineer; Rob Yant, Director of Public Safety; Harry Weilage, Director of Community Services; Lorna Sandvik, City Assessor; Thomas M. Meulebroeck, Finance Director/City Clerk; and Jane DeVries, Deputy City Clerk.

The Pledge of Allegiance was recited at this time.

APPROVAL OF THE AGENDA:

It was the general consensus of the council that the agenda be approved as presented.

APPROVAL OF MINUTES:

Reynolds moved, Sanow seconded, that the minutes of the special meeting held on April 14, 2009 and the minutes of the regular meeting held on April 14, 2009 be approved as filed with each member and that the reading of the same be waived. All voted in favor of the motion.

PUBLIC HEARING - HEARING AND CONSIDER THE REQUEST OF WESTERN COMMUNITY ACTION FOR A MAP AMENDMENT OF 1400 SOUTH SARATOGA STREET FROM AN R-1 ONE FAMILY RESIDENCE DISTRICT TO A B-3 GENERAL BUSINESS DISTRICT:

This was the date and time set for a public hearing on the request of Western Community Action for a map amendment of 1400 South Saratoga Street from an R-1 One Family Residence District to a B-3 General Business District. Glenn Olson, Director of Public Works/City Engineer, indicated that Western Community Action is requesting to rezone 1400 South Saratoga Street from an R-1 One Family Residence District to a B-3 General Business District. WCA purchased the property contingent upon successful rezoning to use this for their administrative offices and food shelf. The building is currently being used as a church. An office, grocery store, church, and daycare facility servicing any number of individuals, are all permitted uses in the General Business District. The property requested for rezoning is immediately north of an area designated commercial. Reynolds moved, Sanow seconded, that the public hearing be closed. All voted in favor of the motion.

Doom moved, Sanow seconded, the adoption of ORDINANCE NUMBER 608, SECOND SERIES and that the reading of the same be waived. Ordinance Number 608, Second Series is an ordinance Amending Chapter 86 of the City Code Relating to Zoning. This ordinance provides for 1400 South Saratoga to be removed from an R-1 One-Family Residence District and be placed in a B-3 General Business District. All voted in favor of the motion.

PUBLIC HEARING - PETITION TO VACATE ALLEY AND STREET (HOSPITAL) – HEARING AND CONSIDER RESOLUTION GRANTING PETITION:

This was the date and time set for a public hearing to vacate an alley and street in the City of Marshall. Glenn Olson, Director of Public Works/City Engineer, indicated that during the process of land acquisition by the City and Avera Marshall Regional Medical Center north of the existing medical facility and the process of land sale from the City to Avera Health, a request was made to vacate the 16-ft. alley located south of Blocks 6 & 7, Morningside Heights Addition and north of Lot 2, Block One, Weiner Memorial Addition from the easterly right-of-way line of South Hill Street to the westerly right-of-way line of South Bruce Street, and South Minnesota Street from the south

REGULAR MEETING – APRIL 28, 2009

right-of-way line of Charles Avenue to the north line of the aforementioned alley as platted in the City of Marshall, County of Lyon, State of Minnesota. All the property owners have signed a petition for the vacation. A perpetual driveway easement will allow Joyce E. Blowers, 500 Charles Avenue, access to her driveway from the proposed vacated alley area. The existing utilities will be allowed to remain and any relocation expenses for these utilities would be the responsibility of the owner. Reynolds moved, Sanow seconded, that the public hearing be closed. All voted in favor of the motion.

Doom moved, Reynolds seconded, the adoption of RESOLUTION NUMBER 3224, SECOND SERIES and that the reading of the same be waived. Resolution Number 3224, Second Series is a resolution Vacating an Alley and Street in the City of Marshall. This resolution provides for the vacation of the 16-ft. alley located south of Blocks 6 & 7, Morningside Heights Addition and north of Lot 2, Block One, Weiner Memorial Addition from the easterly right-of-way line of South Hill Street to the westerly right-of-way line of South Bruce Street, and South Minnesota Street from the south right-of-way line of Charles Avenue to the north line of the aforementioned alley as platted in the City of Marshall, County of Lyon, State of Minnesota. This motion also provides for the existing utilities to be allowed to remain and any relocation expenses for these utilities would be the responsibility of the owner. All voted in favor of the motion, except Boedigheimer who voted no.

WIND ENERGY CONVERSION SYSTEMS (WECS) ORDINANCE – HEARING AND CONSIDER ADOPTION OF ORDINANCE:

This was the date and time set for a public hearing on the Wind Energy Conversion Systems (WECS) Ordinance. Glenn Olson, Director of Public Works/City Engineer, indicated that the Legislative & Ordinance Committee met on April 2, 2009 to discuss wind energy conversion systems. Previously the City Council had prohibited all WECS in the city due to the fact that the city did not have any regulations concerning their installation within the city limits and were concerned about any unregulated installations. The City Council directed staff to research WECS systems to recommend what sorts of WECS systems could be compatible with the other uses in various zoning districts within the City. After research and review the Legislative & Ordinance Committee is recommending the adoption of an Ordinance amending the Marshall City Code relating to Wind Energy Conversion Systems. There was a brief discussion on the definition of a yard and on the noise produced not exceeding NPC1 and NPC2 standards of the MN Pollution Control Agency. Sanow moved, Ritter seconded, that the public hearing be closed. All voted in favor of the motion.

Sanow moved, Reynolds seconded, the adoption of ORDINANCE NUMBER 609, SECOND SERIES and that the reading of the same be waived. Ordinance Number 609, Second Series is an Ordinance Amending Marshall City Code of Ordinances – Chapter 86 Relating to Wind Energy Conversion Systems. All voted in favor of the motion.

APPROVAL OF CONSENT AGENDA – A. LG220 APPLICATION FOR EXEMPT PERMIT FOR SW MN STATE UNIVERSITY FOR A RAFFLE ON SATURDAY, DECEMBER 5, 2009 AT THE RA FACILITY; B. LG220 APPLICATION FOR EXEMPT PERMIT FOR SW MN STATE UNIVERSITY FOR A RAFFLE ON SATURDAY, SEPTEMBER 5, 2009 AT THE REGIONAL EVENT CENTER; C. AN UNDER 21 EXEMPTION FOR THE HITTING POST OF MARSHALL INC.; D. AUTHORIZATION TO DECLARE BICYCLES AS SURPLUS PROPERTY; E. INTRODUCTION OF CRIMINAL BACKGROUND CHECK ORDINANCE AND CALL FOR A PUBLIC HEARING; F. CONSIDER REQUEST FOR CINCO DE MAYO PARADE; G. CONSIDERATION OF APPROVAL BILLS/PROJECT PAYMENTS:

Per the request of Council Member Boedigheimer item a, which is the consideration of a

REGULAR MEETING – APRIL 28, 2009

LG220 Application for Exempt Permit for SW MN State University for a raffle on Saturday December 5, 2009 and item b, which is the consideration of a LG220 Application for Exempt Permit for SW MN State University for a raffle on Saturday, September 5, 2009 be removed from the consent agenda.

Reynolds moved, Sanow seconded, that the following consent agenda items be approved:

That an exemption be granted to the Hitching Post of Marshall Inc., as per Ordinance Number 603, Second Series, Section 6-215 (c).

Authorization to declare bicycles from the Department of Public Safety as surplus City property. These bicycles will be donated to a positive program within Marshall, sold by the Police Department or crushed for money. Determination would be made by the condition of the bike and the easiest most cost effective way to dispose of.

The introduction of an ordinance for the City of Marshall relating to Criminal History Background checks for non-criminal purposes for city employment and city licenses.

The request for Southwest Minnesota State University Office of Cultural Diversity for the Cinco De Mayo Parade on Saturday, May 2, 2009. Line-up would begin at Super America down Bruce Street to Birch Street then right on Birch Street and proceed to the college, turning left on Mustang Trail to the RA Facility.

The following bills and project payments be authorized for payment: ACCOUNTS PAYABLE, Voucher No. 64865 through 65031.

All voted in favor of the motion.

Council Member Boedigheimer questioned why the City waives the waiting period for the LG220 Applications for Exempt Permit. Thomas M. Meulebroeck, Finance Director/City Clerk, indicated that the application provides 30 days for the city to respond and by waiving the 30 days the applicant can receive their license sooner.

Boedigheimer moved, Ritter seconded, BE IT RESOLVED, that the proper City personnel be authorized to advise the State of Minnesota Charitable Gambling Control Board that they have approved the Application for Exempt Permit – LG220 for Southwest Minnesota State University for a raffle to be held at Southwest Minnesota State University R/A Facility, 1501 State Street, Marshall, Minnesota on December 5, 2009 and that the 30 day waiting period be waived. All voted in favor of the motion.

Boedigheimer moved, Ritter seconded, BE IT RESOLVED, that the proper City personnel be authorized to advise the State of Minnesota Charitable Gambling Control Board that they have approved the Application for Exempt Permit – LG220 for Southwest Minnesota State University for a raffle to be held at Southwest Minnesota State University Regional Event Center, 1501 State Street, Marshall, Minnesota on September 5, 2009 and that the 30 day waiting period be waived. All voted in favor of the motion.

**PRESENTATION OF TAX INCREMENT FINANCING DISTRICT ANALYSIS.
(SPRINGSTED):**

Terri Heaton and Mikaela Huot, representatives from Springsted, were in attendance at the meeting to provide the Council with a Tax Increment Financing District Analysis. A detailed analysis was presented to City staff earlier. Ms. Huot provided a summary of the Cash Flow Obligations and a Summary of the Budget Detail as of December 31, 2008 for all of Districts.

2008 ANNUAL REPORT FROM CONVENTION VISITORS BUREAU:

Linda Erb, Convention and Visitors Bureau, provided an update on the Convention and Visitors Bureau (CVB). She indicated that they have been focusing more time and money on Web site development, specific shows and print advertising over the past year. Ms. Erb provided a copy of the Financial Statements for years ended December 31, 2008 and 2007 that were completed by Kinner & Company LTD. Council Member Boedigheimer suggested that the City of Marshall auditor provide an opinion on whether or not the CVB should be part of the City's Audit.

CONSIDER APPROVAL OF CAMA SOFTWARE AGREEMENTS FOR THE ASSESSING DEPARTMENT:

Boedigheimer moved, Sanow seconded, that the proper city personnel be authorized to enter into an agreement with Vanguard Appraisals, Inc., for the CAMA Software License Agreement, Service Contracts, and Data Conversion Agreement contingent upon the "amendment letter" being signed. Cost for software package including license fees, training and two years of service fees total \$29,500. Data Conversion Agreement is estimated to be \$13,600. All voted in favor of the motion.

CONSIDERATION OF ACCEPTING A \$70,000 TERRORISM GRANT FOR THE CAT TEAM:

Doom moved, Reynolds seconded, that the proper city personnel be authorized to accept the Homeland Security Grant for \$70,000 for the Southwest Minnesota Chemical Assessment Team and approval for Rob Yant, Director of Public Safety be appointed as administrator of the grant. This grant would be used for: Planning \$5,000; Equipment \$59,000 (HazmatID command Center – \$17,050, AreaRae Detector, detector kit, software upgrade and sensors \$29,840; Turn out gear etc. \$1,900; 20 pagers \$10,210); Training \$1,000; and Exercise \$5,000. There is no match requirement and little direct cost for the City of Marshall. All voted in favor of the motion.

CONSIDERATION OF SPONSORSHIP CONTRACT FOR MESSAGE CENTER:

Ben Martig, City Administrator, indicated that the City Council had approved a contract to approve the replacement and upgrade of a new message center for a matching \$5000. The total cost is \$31,950 and is being financed by other private donations. After 12 years of service, the existing message center has ceased to function. The technology is outdated and can no longer be supported. The message center's intended capabilities are one of the reasons Marshall continues to attract significant baseball tournaments.

The sponsors for the new message center are offered benefits as summarized in the sponsorship agreement. Mr. Martig is proposing the marketing benefits be earmarked towards the Marshall Liquor Store. Please note the advertising for the liquor store will be for the A's baseball games and not for any high school, Legion or VFW levels. This contract is consistent with other major donors including an exclusivity clause. The City sponsorship night for the A's is tentatively scheduled for the Monday, July 20 game versus Minneota. Any of the benefits offered such as the \$250 food and beverage contribution will be used in a promotional situation to the general public and not to any employee of the City. For example, the City may offer a raffle for those at the event.

REGULAR MEETING – APRIL 28, 2009

Ritter moved, Reynolds seconded, that the proper city personnel be authorized to enter into the Sponsorship Contract with the Marshall Baseball Association in the amount of \$5,000. All voted in favor of the motion.

CONSIDERATION OF PORTABLE RESTROOM QUOTE:

Quotations were received by the City of Marshall Parks Department for portable restrooms and septic tank pumping for summer 2009. Quotations received were as follows:

	Portable Restroom	Septic Tank Pumping
Southwest Sanitation Marshall, Minnesota	\$180.60 per month	Not available
Gary Laleman Ghent, Minnesota	\$240.00 per month	\$69.00 per tank
Enviro Pump-Plus Inc Balaton, Minnesota	\$224.57 per month	\$92.50 per tank

Sanow moved, Doom seconded, that the quotations for portable restrooms for the City of Marshall Parks Department be awarded to Southwest Sanitation, Marshall, Minnesota in the amount of \$180.60 per month for the period April 1, 2009 through October 1, 2009 and that the quotation for Septic Tank Pumping for the City of Marshall, Minnesota Parks Department be awarded to Gary Laleman, Ghent, Minnesota in the amount of \$69.00 per tank for the tanks at the Softball Complex. All voted in favor of the motion, except Ritter who abstained.

Sanow moved, Doom seconded, the adoption of RESOLUTION NUMBER 3225, SECOND SERIES and that the reading of the same be waived. Resolution Number 3225, Second Series is a Resolution to Contract with a Council Member for Portable Restroom Rentals under Minnesota Statutes §§ 471.88, subd. 5 and 471.89, subd. 2. This contract is awarded to Southwest Sanitation in the amount of \$180.60 per month for the period April 1, 2009 through October 1, 2009. All voted in favor of the motion, except Ritter who abstained.

PROJECT Y31: (139-131-02) WINDSTAR STREET FROM SCOTT STREET TO T.H. 59 – DRAINAGE EASEMENT AND TEMPORARY CONSTRUCTION EASEMENT:

Glenn Olson, Director of Public Works/City Engineer, reviewed the request of Schierholz & Associates, Inc., for a drainage easement and temporary construction easement. Mr. Olson indicated that Schierholz & Associates, Inc. is the owner of property adjacent to the above-referenced Windstar Street Project. The City needs to acquire a Drainage and Temporary Construction Easement over the land described in the attached Easements. These easements are necessary for the discharge of storm water from Windstar Street and surrounding properties.

The City of Marshall will be responsible for the construction and maintenance of any ditching or storm sewer piping installed by the City of Marshall, if any, within said easement. Costs for said construction will be in accordance with the then current City of Marshall Special Assessment Policy.

The City of Marshall will be responsible for returning said property to similar conditions as found prior to the construction of said drainage system installed by the City of Marshall. Said temporary construction easement will be in effect until the completion of drainage system and storm sewer construction or November 1, 2009, whichever comes first.

REGULAR MEETING – APRIL 28, 2009

Doom moved, Sanow seconded, that the proper city personnel be authorized to enter into a Drainage Easement and Temporary Construction Easement with Schierholz & Associates Inc. for the property adjacent to the Windstar Street Project Y31 All voted in favor of the motion.

UTILITY EASEMENT AND DRAINAGE EASEMENT - WILKE-MILLER-BUESING THIRD ADDITION:

Glenn Olson, Director of Public Works/City Engineer, reviewed the utility easement and drainage easement for Wilke-Miller-Buesing Third Addition. Gregory S. Taylor is the owner of property in the Wilke-Miller-Buesing Third Addition. The City needs to acquire a Public Utility and Drainage Easement for the west 7.5 feet of the SW ¼, Section 10, Township 111 North, Range 41 West, beginning on the south property line of Lot 3, Block 3 of Wilke-Miller-Buesing Third Addition; thence southerly to the north right-of-way line of Windstar Street thereby terminating. This easement is necessary for the grading and utility service to the surrounding properties.

The City of Marshall will be responsible for returning said property to similar conditions as found prior to the construction of said grading and utility installation installed by the City of Marshall or any public utility.

Ritter moved, Reynolds seconded, that the proper city personnel be authorized to enter into a Public Utility and Drainage Easement with Gregory S. Taylor for the west 7.5 feet of the SW ¼, Section 10, Township 111 North, Range 41 West, beginning on the south property line of Lot 3, Block 3 of Wilke-Miller-Buesing Third Addition; thence southerly to the north right-of-way line of Windstar Street thereby terminating. All voted in favor of the motion.

SARATOGA STREET OVERPASS - CONTRACT WITH WSB FOR HPP FUNDING APPLICATION:

Glenn Olson, Director of Public Works/City Engineer, reviewed the Professional Services Agreement with WSB & Associates, Inc., for Federal High Priority Project (HPP) Funding Application for the Saratoga Street overpass of T.H. 23. The City has previously designated the Saratoga Street Overpass of T.H. 23 as one of the 3 most important transportation projects, in conjunctions with Lyon County and the Chamber of Commerce Transportation Committee. At a recent meeting with federal legislators and staff the City was informed of a deadline for funding applications for HPP funds by the end of this month. In order to be considered for this money the City needs to make application in accordance with their guidelines. This application will be accompanied by two other applications -- one from Lyon County for funding for land acquisition for the T.H. 23 and CSAH 7 interchange and one for continued planning for the T.H. 23 corridor.

Doom moved, Boedigheimer seconded, that the proper city personnel be authorized to enter into a contract with WSB & Associates, Inc., for Federal High Priority Project (HPP) Funding contingent upon review by City Attorney Dennis Simpson. All voted in favor of the motion.

CONSIDERATION OF APPROVAL OF HOME BASED EMPLOYMENT PROPOSAL:

Ben Martig, City Administrator, indicated that Marcia Loeslie, the current Economic Development Office Assistant, is preparing for maternity leave and has inquired about the possibility of working in a home-based setting indefinitely. She has had some difficulty finding day care for infants and with her husband's rotating schedule she has determined that it would be very difficult to maintain her current work schedule. She would have child care arrangements for some of the work time but there may be times where she is working while caring for her infant. She indicated that she recognizes the importance of dedicating times where primary attention can be focused on the task at hand. The current work schedule is Tuesday and Wednesday from 7 a.m. to 2 p.m. and Thursday

REGULAR MEETING – APRIL 28, 2009

from 7 a.m. to 1 p.m. Mr. Martig indicated that he has reviewed and supports the request for a home-based working arrangement with Ms. Loeslie on a trial basis. The part-time and project based format of this position lends this to a good opportunity to see how it works and if it is a benefit to the employee and employer to retain quality workers. Mr. Martig thought it would be a little difficult to recruit the quality of employee that we currently have for a 20-hour part time position without benefits to this position. This is one way to make the position more attractive potentially from a retention standpoint.

The City of Marshall currently does not have any positions that work from home other than for on-call at wastewater. We have been implementing technologies that will allow this to be achieved in some cases. Existing technology provides us the capacity to have a remote desktop connection through Virtual Private Networking (VPN), which is a secured private network connection that allows remote access to resources as if the person were sitting right in front of their own computer. VPN access allows the person to have complete control of their computer and programs via distant contact.

Laserfiche is a document management software program that the Economic Development department implemented and utilizes to cut down costs of paper and ink. With this software program, all documents are in a digital format and at their finger tips with countless search capabilities. This program is also available through the remote access.

DiscoverMarshall.com web portal is yet another new addition to technology. All additions, deletions, and corrections are completed through a log-on at discovermarshall.com. This also includes updating the calendars, my groups, videos, and directory information along with any other update requests from other departments.

There are some concerns and probably primary is whether the job still can be completed as assigned and also if there is accountability without direct supervision. However, the Economic Development Office Assistant position is really more of a project based position than a receptionist position. This may not be entirely clear when just looking at the job description. This job description was created prior to the position being filled for the first time well over one year ago. This type of a position would lend itself more to work as a home based position. It will be important to lay out clear expectations and work objectives in order to maintain accountability. Additionally, as explained later there are expectations of times when duties will require attendance at the office or at meetings.

There can be real cost savings related to home based work on a larger scale (primarily the cost of the office and utilities). However, on a smaller scale providing alternative home work can be a strong recruitment tool as a desirable arrangement for some employees.

There are potential pitfalls and Mr. Martig indicated that he would be very cautious at implementing additional home based work this beyond this position. The City will continue looking at opportunities for existing employees exempt employees (salaried) to expand work from home opportunities outside the normal work day. For example, for items that require attention during evening or weekend hours, there may be technologies that would allow an employee to get work done from home and have some family interaction while not physically having to go into work.

Marcia Loeslie will be using a City-owned laptop and logging in through the secured network, giving her access to all documents and programs. She will be establishing a work schedule that may rotate. She will be required to attend the monthly EDA meetings to take minutes and other meetings as scheduled along with weekly scheduled meetings with the Economic Development Director. She

REGULAR MEETING – APRIL 28, 2009

will continue to prepare the EDA agenda and packets. Mark Hanson currently has a direct line for phone calls so the Assistant does not answer calls unless he is away from his desk. Other details are being reviewed as well.

If approved, this arrangement will be a test trial for six months. The City Administrator will conduct a review and assessment will be completed at the end of the six months and determine if he will approve the continuance of the arrangement. This option will not be made available for other positions or even in cases of temporary requests at this time. There maybe a lot more concern for positions that are full time. Any future decision to expand this arrangement would be brought before the City Council. However, as Mr. Martig indicated there was no intention to do so at this time.

The home-based employment concept was presented to the Economic Development Authority at their last meeting. Although there was no formal vote, feedback was received by two members in support of the concept. One commented about familiarity with similar arrangements in the private sector at their workplace and the other commenting that this would likely be a growing trend as technology continues to evolve. There was also a supportive comment about the forward thinking as a governmental entity.

This proposal was presented to the Personnel Committee and it was supported on a 2-1 vote with Reynolds and Doom in favor and Ritter in dissent. Reynolds indicated that the vote was to allow the full council to discuss the issue.

Council Member Doom was concerned with the city providing the laptop and Council Member Sanow was concerned with security. Sanow was also concerned with work comp issues.

Boedigheimer moved, Ritter seconded, that the request for an employee to work from home be denied. All voted in favor of the motion.

Mayor Byrnes called for a 5-minute recess at 7:20 P.M.

CONSIDERATION OF MAYORAL APPOINTMENT TO THE SOUTHWEST MINNESOTA REGIONAL AMATEUR SPORTS COMMISSION INC:

The bylaws of the Southwest Minnesota Regional Amateur Sports Commission, Inc., calls for the City of Marshall to appoint one member to the Amateur Sports Commission Board. The City Attorney has reviewed the appropriate procedures for appointment by the City of Marshall. That appropriate procedure includes a Mayoral appointment with majority affirmative confirmation vote by the City Council. The Mayor has indicated to staff that he is recommending appointment of himself to serve on this Commission.

Ritter moved, Reynolds seconded, that Mayor Byrnes be appointed to the Southwest Minnesota Regional Amateur Sports Commission Board. All voted in favor of the motion.

COUNCIL MEMBER COMMISSION/BOARD LIAISON REPORTS:

Reports by the Mayor and Council Members of the various Boards and Commissions were presented at this time:

Byrnes No report.

Hulsizer No report.

REGULAR MEETING – APRIL 28, 2009

Doom No report.

Sanow No report.

Reynolds No report.

Boedigheimer No report.

Ritter No report.

STAFF REPORTS:

Ben Martig, City Administrator, indicated that a squad car was hit today – but there were no injuries; he will be attending the League of Minnesota Cities Legislative Conference on Wednesday, April 29, 2009; he will also be out of town on May 7 and 8, 2009 for the City Managers Conference; and Glenn Olson, Director of Public Works/City Engineer, will be on vacation next week.

Glenn Olson, Director of Public Works/City Engineer, indicated that soil borings will be done on the Middleton property the end of this week or the first part of next week; Request for Proposals will be received for janitorial services for the Wastewater Treatment Facility, the Marshall Lyon County Library, the Street Department and the Senior Center.

Dennis Simpson, City Attorney, did not have a report.

COUNCILMEMBER INDIVIDUAL ITEMS:

Other items brought forth by the Mayor and Council Members included: Sanow requested a list of employees involved in City accidents – this will be include in the Administration Brief; May 7, 2009 is National Day of Prayer – Charlie Sanow and Jennie Hulsizer will co-host a prayer for governments at the Courthouse at 8:00 A.M. Council Member Boedigheimer indicated that there were three poster winners from the City of Marshall's Fire Prevention Week that were included in the Minnesota Fire Chiefs Magazine.

REVIEW OF PENDING AGENDA ITEMS:

There were no questions on the pending agenda items.

BUILDING PERMITS:


The following building permits previously approved by the Building Official were confirmed:

	Applicant	Location Address			Description of Work	Valuation
1.	Jon & Christy Goldtrap	1403	Ellis	Avenue	Finish Basement Walls	\$1,200
2.	Alluvus, LLC	602	Heritage	Place	Dwelling	\$62,500
3.	Mark J. Jacobs	1123	Sunset	Circle	Reroof	\$6,300
4.	Dennis Lozinski Construction	706	North 5th	Street	Reroof	\$4,000
5.	Richard Louwagie Construction	405	North 6th	Street	Interior Remodel	\$800
6.	Weiner Memorial Medical Center	300	South Bruce	Street	Interior Remodel	\$25,000

REGULAR MEETING – APRIL 28, 2009

7.	Justin P. and Amanda J. Bouwman	702	South	4th	Street	Reroof	\$3,500
8.	Rick Slagel Construction, Inc.	618		Elaine	Avenue	Reroof	\$3,000
9.	Sussner Construction, Inc.	202		O'Connell	Street	Reroof	\$26,000
10.	A&W Furniture	1420	East	College	Drive	Sign	\$300
11.	A&W Furniture	1420	East	College	Drive	Interior Remodel / Space 701	\$1,200
12.	Bladholm Construction, Inc.	412	West	Main	Street	Interior Remodel	\$86,000
13.	Mike Percy	618		Elaine	Ave.	Move out Garage	\$0
14.	Chad L. Stelter	109		Gray	Place	Exterior & Interior Remodel	\$26,000
15.	Curtis Elliott VanMeveren	506	West	Thomas	Avenue	Reroof	\$4,600
16.	James D. & Bette J. Abel	306	West	Marshall	Street	Replace Door	\$1,000
17.	Rick Slagel Construction Inc	305		Hudson	Avenue	Reroof	\$4,500
18.	Rick Slagel Construction Inc	110		E	Street	Reroof, Pitch on Flat roof	\$4,000
19.	Ronald D. & Barbara L. Labat	604	West	Marshall	Street	Replace Steps	\$2,000
20.	Richard & Lois Holten	205		F	Street	Reroof	\$8,700
21.	Timothy Swanson Construction	101	North	5th	Street	Shakes side wall	\$800

Upon motion by Reynolds, seconded by Sanow, the meeting was adjourned at 7:35 P.M. All voted in favor of the motion.


 Mayor of the City of Marshall

ATTEST:


 Finance Director/City Clerk