

REGULAR MEETING – MARCH 9, 2010

The regular meeting of the Common Council of the City of Marshall was held on March 9, 2010 in the Professional Room at the 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, DeCramer, Boedigheimer and Ritter. Absent: none. Staff present included: Ben Martig, City Administrator; Dennis Simpson, City Attorney; Glenn Olson, Director of Public Works/City Engineer; Thomas M. Meulebroeck, Financial 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 with the addition of item 10a, which is consider authorization to request for proposals for demolition of the former arrival/departure building at the Southwest Minnesota Regional Airport (1604 West College Drive).

APPROVAL OF THE MINUTES:

Doom moved, Sanow seconded, that the minutes of the regular meeting held on February 23, 2010 be approved and that the reading of the same be waived. All voted in favor of the motion.

PUBLIC HEARING – BLAKE’S SECOND ADDITION – A. PUBLIC HEARING ON PRELIMINARY PLAT / CONSIDER APPROVAL OF PRELIMINARY PLAT; B. CONSIDER RESOLUTION ADOPTING THE FINAL PLAT OF BLAKE’S ADDITION:

This was the date and time set for a public hearing on the Preliminary Plat of Blake’s Second Addition. Glenn Olson, Director of Public Works/City Engineer, indicated that Schwan’s Shared Services, LLC intends to sell the property located at 307 West College Drive. Mr. Olson indicated that the property has not been platted before; therefore the property needs to be subdivided prior to the subdivision and sale of a portion of the property. Prior to close, Schwan’s is proposing to relocate the property lines of the current parcels and convey marketable title for the property. Concurrently, Schwan’s proposes to plat the other surrounding parcels owned by Schwan’s Development Corporation. In doing so, this will create 3 lots versus 14 parcels. Sanow moved, Ritter seconded that the public hearing be closed. All voted in favor of the motion.

DeCramer moved, Ritter seconded, the approval of the Preliminary Plat of Blake’s Second Addition. All voted in favor of the motion.

Doom moved, Sanow seconded, the adoption of RESOLUTION NUMBER 3362, SECOND SERIES and that the reading of the same be waived. Resolution Number 3362, Second Series is a resolution Approving the Final Plat of Blake’s Second Addition. All voted in favor of the motion.

PUBLIC HEARING ON IMPROVEMENTS AND CONSIDER RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS – A. PROJECT Y40: “C” STREET RECONSTRUCTION PROJECT; B. PROJECT Y63: LAWRENCE COURT RECONSTRUCTION PROJECT; C. PROJECT Y64: BRUCE CIRCLE RECONSTRUCTION PROJECT; D. PROJECT Y73: PEARL AVENUE RECONSTRUCTION PROJECT:

This was the date and time set for a public hearing for Project Y40 “C” Street Reconstruction Project, Project Y63 Lawrence Court Reconstruction Project, Project Y64 Bruce Circle Reconstruction Project and Project Y73 Pearl Avenue Reconstruction Project. Glenn Olson, Director of Public Works/City Engineer indicated that Project Y40 “C” Street Reconstruction Project involves the replacement of watermain and sanitary sewer and street reconstruction. The proposed project will reconstruct “C” Street and described utilities from East Main Street to South Saratoga Street. Project Y63 Lawrence Court Reconstruction Project involves the reconstruction of the bituminous pavement and aggregate base. The proposed project will reconstruct Lawrence Court southerly from East Southview Drive. Project Y64 Bruce Street Reconstruction Project involves the replacement of watermain and sanitary sewer and street reconstruction. The proposed project will reconstruct Bruce Circle and described utilities east from South Bruce Street. Project Y73 Pearl Avenue Reconstruction Project involves the replacement of watermain and sanitary sewer and street reconstruction. The proposed project will reconstruct Pearl Avenue and described utilities southerly from Country Club Drive. Council Member Boedigheimer asked if there were any problems with the contractor repairing any damage of the property owner’s sprinkler system and etc. Mr. Olson indicated that they work with the contractors on any issues that may arise. Mr. Olson also indicated that informational meetings were held for all of the property owners affected by these projects, which were well attended and there were no opposition to the proposed projects. Sanow moved, DeCramer seconded, that the public hearing be closed. All voted in favor of the motion.

Boedigheimer moved, DeCramer seconded, the adoption of RESOLUTION NUMBER 3363, SECOND SERIES and that the reading of the same be waived. Resolution Number 3363, Second Series is a resolution Ordering the Improvement and Preparation of Plans. This resolution provides for the improvements for Project Y40 “C” Street Reconstruction Project. All voted in favor of the motion.

Doom moved, DeCramer seconded, the adoption of RESOLUTION NUMBER 3364, SECOND SERIES and that the reading of the same be waived. Resolution Number 3364, Second Series is a resolution Ordering the Improvement and Preparation of Plans. This resolution provides for the improvements for Project Y63 Lawrence Court Reconstruction Project. Voting in favor of the motion were Byrnes, Doom, DeCramer, Boedigheimer and Ritter. Voting no were Sanow and Hulsizer.

DeCramer moved, Doom seconded, the adoption of RESOLUTION NUMBER 3365, SECOND SERIES and that the reading of the same be waived. Resolution Number 3365, Second Series is a resolution Ordering the Improvement and Preparation of Plans. This resolution provides for the improvements for Project Y64 Bruce Circle Reconstruction Project. Voting in favor of the motion were Byrnes, Doom, DeCramer, Boedigheimer and Ritter. Voting no were Sanow and Hulsizer.

Boedigheimer moved, Ritter seconded, the adoption of RESOLUTION NUMBER 3366, SECOND SERIES and that the reading of the same be waived. Resolution Number 3366, Second Series is a resolution Ordering the Improvement and Preparation of Plans. This

REGULAR MEETING – MARCH 9, 2010

resolution provides for the improvements for Project Y73 Pearl Avenue Reconstruction Project. Voting in favor of the motion were Byrnes, Doom, DeCramer, Boedigheimer and Ritter. Voting no were Sanow and Hulsizer

CONSENT AGENDA – A. ANNUAL RENEWAL OF CONSUMPTION AND DISPLAY LICENSES; B. CALL FOR A PUBLIC HEARING ON A LIQUOR LICENSE TRANSFER FROM BINGO LLC DBA BEST WESTERN MARSHALL INN TO BINGO LLC DBA RAMADA; C. CONSIDER APPROVAL OF THE STATE PATROL'S I/MOBILE SYSTEM CONTRACT; D. APPROVAL BILLS/PROJECT PAYMENTS:

Ritter moved, DeCramer seconded, that the following consent agenda items be approved:

The annual renewal of the Consumption and Display Licenses for the period April 1, 2010 through March 31, 2011 at a fee of \$130.00 for the Daily Grind, Prairie Event Center, and Southwest Minnesota State University.

A public hearing be held at 5:30 P.M. on March 23, 2010 to consider the liquor license transfer from Bingo LLC dba Best Western Marshall Inn to Bingo LLC DBA Ramada.

The proper city personnel be authorized to enter into a Joint Powers Agreement with the State of Minnesota to continue use of the State Patrol's I/Mobil System by the Marshall Police Department.

The following bills and project payments be authorized for payment: ACCOUNTS PAYABLE, Voucher No. 68640 through 68861.

All voted in favor of the motion.

PRESENTATION OF NORTH MEMORIAL AMBULANCE YEAR-END REPORT:

Dan DeSmet, Manager of the North Memorial Ambulance System was in attendance at the meeting to present the annual year-end report for 2009.

CONSIDER APPROVAL FOR COMMUNITY TRANSIT TO ADD A BLUE ROUTE:

Jeanette Porter, Transit Director, and Cathleen Amick, Transit Operations Manager, were in attendance at the meeting to request approval for the Transit to add a Blue Route. This Blue Route will be used to compliment the current Red Route and the regular dial-a-ride service that is currently being provided. The Public Improvement Transportation Committee has reviewed this request and is recommending approval. Doom moved, Sanow seconded, the approval for Community Transit to add a Blue Route. All voted in favor of the motion.

LIBRARY PROJECT PRESENTATION BY TSP:

Ron Halgerson from TSP Architects was in attendance at the meeting to provide an update on the library project design phase including details of the current plan. He also provided a Comprehensive Schedule for the Marshall Lyon County Library. Mr. Halgerson indicated that the primary entrance and exit to the parking lot will be on "C" Street. The parking lot will include 52 parking spaces, which is a huge improvement of the current parking available. The Library's exterior design will complement the architecture of the nearby Marshall Middle School. The design of the building is very transparent. Patrons will be able to see outside the library and people passing by will be able to see in. Mr. Halgerson indicated that design was also going into a value engineering process to try and bring the cost of the design down further. The existing library's furniture and shelving will be used at the new library. Mr. Martig, City

Administrator, indicated that the Library Foundation is paying for the cost of the architect and that there is a full set of plans for the library available for review.

CONSIDER RESOLUTION CALLING FOR A PUBLIC HEARING FOR CAPITAL IMPROVEMENT PLAN FOR THE LIBRARY PROJECT:

Ben Martig, City Administrator, indicated that the City Council has directed moving forward with the Marshall Lyon County Library project financing according to the projected sources and uses and annual schedule attached. Additionally, the Council was supportive of moving forward with capital improvement bonding authority as allowed by State Statutes Chapter 475. The law allows the City to establish a capital improvement program and issue bonds for certain improvements – including libraries – without an election. Mr. Martig indicated that there must be a capital improvement plan that covers at least a five-year period beginning with the date of its adoption and must contain a number of details. This capital improvement plan will be limited to facilities and will only include the library project at this time. A capital improvement plan may be amended annually by the City Council after a public hearing. The City is required to publish notice of its intention to issue bonds and the date and time of the hearing to obtain public comment on the matter.

Mr. Martig indicated that at the public hearing, the council needs to approve the issuance of the bonds by an affirmative vote of two-thirds of the council, or five of seven members for our Council. There will be final approval of the funding following receiving final bids of the project which the council would approve. However, it is important to initiate this process now in order to meet the project timeline.

Sanow moved, Hulsizer seconded, the adoption of RESOLUTION NUMBER 3367, SECOND SERIES and that the reading of the same be waived. Resolution Number 3367, Second Series is a resolution Establishing the Date for a Public Hearing with Respect to the Capital Improvement Plan of the City and with Respect to a Proposal to Issue General Obligation Capital Improvement Bonds of the City to Finance the Marshall Lyon County Library Improvements. This public hearing will be held at 5:30 P.M. on Tuesday, April 13, 2010. All voted in favor of the motion.

CONSIDER RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING FOR HEARING ON IMPROVEMENT – A. PROJECT Y33 / 139-132-02 CLARICE AVENUE FROM SUSAN TO T.H. 23 IMPROVEMENT PROJECT; B. PROJECT Y65 RANCH AVENUE/SOUCY DRIVE AREA RECONSTRUCTION PROJECT; C. PROJECT Y74 NORTH 5TH STREET/WEST LYON STREET/WEST REDWOOD STREET RECONSTRUCTION PROJECT; D. PROJECT Y80 WALKER LANE/PARK AVENUE RECONSTRUCTION PROJECT; E. PROJECT Y75 PELTIER STREET RECONSTRUCTION PROJECT:

Glenn Olson, Director of Public Works/City Engineer, reviewed Project Y33 / 139-132-02 Clarice Avenue Improvement Project from Susan Drive to T.H. 23. This project involves the construction of watermain, storm sewer, minor sanitary sewer and street construction. The proposed project will construct Clarice Avenue and described utilities from Susan Drive to T.H. 23.

Doom moved, Boedigheimer seconded, the adoption of RESOLUTION NUMBER 3368, SECOND SERIES and that the reading of the same be waived. Resolution Number 3368, Second Series is a resolution Receiving the Feasibility Report and Calling for a Hearing on Improvement for Project Y33 / 139-132-02 Clarice Avenue Improvement Project from Susan Drive to T.H. 23. All voted in favor of the motion, except Hulsizer who voted no.

REGULAR MEETING – MARCH 9, 2010

Glenn Olson, Director of Public Works/City Engineer, reviewed Project Y65 Ranch Avenue/Soucy Drive Area Reconstruction Project. This project involves the replacement of watermain, sanitary sewer, storm sewer and street reconstruction. The proposed project will reconstruct Ranch Avenue, Soucy Drive, Winifred Circle, Fremont Street and Pleasant Avenue and described utilities westerly from North 6th Street.

DeCramer moved, Doom seconded, the adoption of RESOLUTION NUMBER 3369, SECOND SERIES and that the reading of the same be waived. Resolution Number 3369, Second Series is a resolution Receiving the Feasibility Report and Calling for a Hearing on Improvement for Project Y65 Ranch Avenue/Soucy Drive Area Reconstruction. The proposed project will reconstruct Ranch Avenue, Soucy Drive, Winifred Circle, Fremont Street and Pleasant Avenue and described utilities westerly from North 6th Street. Voting in favor of the motion were Byrnes, Doom, DeCramer, Boedigheimer and Ritter. Voting no were Sanow and Hulsizer.

Glenn Olson, Director of Public Works/City Engineer, reviewed Project Y74 North 5th Street/West Lyon Street/West Redwood Street Reconstruction Project. This project involves the replacement of watermain, sanitary sewer, storm sewer and street reconstruction. The proposed project will reconstruct North 5th Street from West Main Street to West Marshall Street, West Lyon Street from North 5th Street to North 6th Street, West Redwood Street from North 5th Street to North 7th Street and described utilities.

Doom moved, Boedigheimer seconded, the adoption of RESOLUTION NUMBER 3370, SECOND SERIES and that the reading of the same be waived. Resolution Number 3370, Second Series is a resolution Receiving the Feasibility Report and Calling for a Hearing on Improvement for Project Y74 North 5th Street/West Lyon Street/West Redwood Street Reconstruction. The proposed project will reconstruct North 5th Street from West Main Street to West Marshall Street, West Lyon Street from North 5th Street to North 6th Street, West Redwood Street from North 5th Street to North 7th Street and described utilities. Voting in favor of the motion were Byrnes, Doom, DeCramer, Boedigheimer and Ritter. Voting no were Sanow and Hulsizer.

Glenn Olson, Director of Public Works/City Engineer, reviewed Project Y80 Walker Lane/Park Avenue Reconstruction Project. This project involves the replacement of watermain, sanitary sewer and street reconstruction. The proposed project will reconstruct Walker Lane and Park Avenue and described utilities from East Redwood Street to East Marshall Street.

Doom moved, Boedigheimer seconded, the adoption of RESOLUTION NUMBER 3371, SECOND SERIES and that the reading of the same be waived. Resolution Number 3371, Second Series is a resolution Receiving the Feasibility Report and Calling for a Hearing on Improvement for Project Y80 Walker Lane/Park Avenue Reconstruction. The proposed project will reconstruct Walker Lane and Park Avenue and described utilities from East Redwood Street to East Marshall Street. Voting in favor of the motion were Byrnes, Doom, DeCramer, Boedigheimer and Ritter. Voting no were Sanow and Hulsizer.

Glenn Olson, Director of Public Works/City Engineer, reviewed Project Y75 Peltier Street Reconstruction Project. This project involves the mill and overlay of portions of Peltier Street, Glenn Street and Simmons Street with new construction of the westerly end of Peltier Street, including improvements to drainage along the Burlington Northern Railroad tracks.

DeCramer moved, Doom seconded, the adoption of RESOLUTION NUMBER 3372, SECOND SERIES and that the reading of the same be waived. Resolution Number 3372, Second Series is a resolution Receiving the Feasibility Report and Calling for a Hearing on Improvement Project Y75 Peltier Street Reconstruction. This project involves the mill and overlay of portions of Peltier Street, Glenn Street and Simmons Street with new construction of

the westerly end of Peltier Street, including improvements to drainage along the Burlington Northern Railroad tracks. All voted in favor of the motion, except Hulsizer who voted no.

PROJECT Y60 MADRID STREET BRIDGE PROJECT – CONSIDER SUPPLEMENTAL AGREEMENT NO. 1 WITH TKDA:

Glenn Olson, Director of Public Works/City Engineer indicated that on February 10, 2009 the City Council authorized entering into a Professional Services Agreement with TKDA to provide engineering services for design and construction inspection in the amount of \$48,400 for the Madrid Street Bridge Project. Mr. Olson indicated that this Supplemental Agreement expands the contract to include preparation of the Project Memorandum and expand additional services to include wetland delineation, Section 106 evaluation, noise study, and completion of required applications and monitoring to allow timely processing of all required permits.

Boedigheimer moved, Ritter seconded, that the proper city personnel be authorized to enter into Supplemental Agreement No. 1 with TKDA for Project Y60 Madrid Street Bridge Project Professional Services for an additional contract amount of \$6,400 and a total contract amount not to exceed \$54,800. All voted in favor of the motion.

CONSIDER AUTHORIZATION TO REQUEST FOR PROPOSALS FOR DEMOLITION OF THE FORMER ARRIVAL/DEPARTURE BUILDING AT THE SOUTHWEST MINNESOTA REGIONAL AIRPORT (1604 WEST COLLEGE DRIVE):

Glenn Olson, Director of Public Works/City Engineer, indicated that the City of Marshall redeveloped the entire southwest quadrant of the municipal airport over the last 10 years. Included in that redevelopment was the demolition of the former Arrival/Departure (A/D) Building. Because of limitation of State and federal funding, this demolition was delayed. The City has included the demolition of the former A/D Building in its Capital Improvement Program. This item has been selected for funding for State FY2010 and corresponds with the City's budgeting for this demolition during City FY2010. Mr. Olson indicated that in order to be eligible for this funding, the City must provide a contract with a contractor to do the work by the end of March 2010, as State funding is now available. A hazardous materials investigation must be complete to verify existence of any hazardous materials.

Ritter moved, Boedigheimer seconded, that the proper city personnel be authorized to request proposals for the demolition of the former Arrival/Departure Building at the Southwest Minnesota Regional Airport (1604 West College Drive). All voted in favor of the motion.

CONSIDER APPROVAL OF THE AFSCME UNION AGREEMENT FOR 2010:

Ben Martig, City Administrator, indicated that a tentative agreement has been reached with the AFSCME Local #1687 (hereinafter identified as "the Union") and staff on the 2010 contract. Listed below is a brief summary of the changes being proposed for inclusion into the 2010 agreement. The City has reserved the right to add to, remove from, or modify this proposal to obtain an agreement.

- 1) One (1) year contact (January 1, 2010 – December 31, 2010).
- 2) A general wage increase of 1.0%. This is consistent with prior Council direction as well as the general wage increase approved by the City Council for the non-union employees.
- 3) Stand-by: increase compensation for stand-by assignments to \$115.00 per week in 2010 from \$100.00 per week in 2009.

The financial impact to the City for this increase is \$1,560 per year. This amount equates to approximately \$0.08 per hour increase for each of the nine affected employees.

REGULAR MEETING – MARCH 9, 2010

- 4) Compensatory time: increase the maximum accumulation from 45 to 60 hours with a maximum carryover of 45 hours on March 1 for employees in the following classifications—Engineering Technicians I and II and Maintenance Workers I and II.
- 5) The employee classification and wage schedule for Building Inspector was removed from the contract. This position was eliminated from the City's wage schedule in 2009 by Council action. The Building Inspector I position represents the essential duties and responsibilities for this classification.

All other contract terms and conditions shall remain the same.

Ritter moved, Doom seconded, that the proper city personnel be authorized to enter into the AFSCME Union Agreement for 2010. All voted in favor of the motion.

CONSIDER AMENDMENT OF PERSONNEL POLICY RELATED TO MILEAGE ALLOWANCE:

Ben Martig, City Administrator, indicated that since 2001, the City Administrator, Public Works Director, and Public Safety Director have received a \$250.00 per month vehicle allowance for local travel per written employment contract. Out of town travel was reimbursed according to the personnel policy. The Community Services Director and City Assessor have the same benefit consistent with past practice of the previous position but is not documented in any formal contract.

During the audit review in 2009, Staff had become aware of MN Statute 471.665 *Mileage Allowances*; governing bodies may reimburse or compensate employees for the employees' use of personal vehicles on official business. The statute does not provide for different types of compensation based on different types of miles driven (i.e., local vs. non-local miles) by the employee. The state law supersedes existing language in applicable employment agreements. The City continued to pay this way through 2009 but suspended the payment in 2010 for vehicle allowance pending review of a policy change by the Personnel Committee and City Council. Staff with an employment contract accept the language with the previous allowance and have been supportive of this temporary suspension of benefits pending final consideration.

The plan was managed as an "accountable plan" by IRS regulations which allowed expenses to be non-taxable for income purposes. There was a formula created and in December each year the employee had to complete the form to be reviewed by the employer. This formula has caused confusion and question in the past. There are alternate formulas that could be created. However, an alternate option that is being recommended with this new policy is to make the allowance a "non-accountable" plan that would be taxable for income purposes. The employee will have to pay taxes on the allowance but removes the procedure of the employee tracking and employer verification of expenses which will be a welcomed change for both.

Mr. Martig indicated that staff had recommended to the Personnel Committee that the allowance be \$450.00 per month. This includes payment for in-town and out-of-town vehicle expenses and would be a non-accountable plan under IRS regulations as previously discussed. This \$450 was based on some reviews of 2007 allowances from other communities, a review of out of town travel expense reimbursement and consideration of cost of the employee to have a vehicle maintained and available for city use at all times. Again, the City had been paying \$250.00 per month for consideration of in-town travel plus allowed full reimbursement per the IRS mileage rate for out of town mileage expenses.

REGULAR MEETING – MARCH 9, 2010

Staff did research to see what it would cost to provide vehicles through an expanded fleet and/or car rental for in-town and out of town travel. Enterprise Car Rental in Marshall was contacted and the cost to rent a car is \$36.00 per day this includes up to 3,000 miles, damage waiver, and supplemental liability. They only need one to two day notice to guarantee a car. This would be an option for out of town travel but would be inconvenient for the regular use locally that is needed for the positions that receive this benefit. We did not itemize the cost to consider an expanded city fleet but felt it would be a more expensive option.

The mileage submissions for 2007 to 2009 for those employees receiving the mileage allowance had an average mileage for city purposes of 4884 for 2009, 6325 for 2008 and 5301 for 2007. Direct costs to the employees that provide vehicles for their city business include registration and fuel. In addition to fuel expense, staff also has costs related to maintenance and repair for providing a vehicle for city business.

The comprehensive proposal was presented to the Personnel Committee on March 3, 2010 and there was unanimous support to recommend the proposal be implemented through a personnel policy change. Assistant to the City Administrator Dubs has drafted the language to be implemented into the personnel policy per this direction. The Police Chief, City Administrator and Public Works Director have agreed to this proposal and will sign an addendum to their contracts as drafted by the City Attorney that reflects this policy referencing the personnel policy. The proposed addendums would be prepared and signed after the personnel policy is approved and presented at consent of the next regular council agenda. The Community Services Director and City Assessor are at-will employees and the change would be effective immediately upon approval of the amendment.

Doom moved, Ritter seconded, to approve an amendment to the personnel policy that will establish mileage allowance at \$450 per month for the City Administrator, Director of Public Safety, Director of Public Works Director/City Engineer, Director of Community Services and City Assessor.

Council Member Boedigheimer indicated that he has several issues with this request. He indicated that the City has used the current process for several years and did not see a problem with this and that these employees still need to track their mileage. He indicated that the taxes is an additional expense to the City. Council Member Boedigheimer indicated that this is another way to get an extra \$2,400 per year from the City.

Glenn Olson, Director of Public Works/City Engineer, indicated that the \$450 falls within the amount budgeted for mileage. He indicated that he was not aware that this would be considered salary and be taxable.

Council Member Sanow indicated that the City would be better off to buy additional pool cars and have them available. He also indicated that the allowance would be excessive if the employee did not travel much in a given month.

Council Member DeCramer indicated that for 2009 the average reported mileage was 4,884 per employee, which under the old plan would cost \$2,600 per year per employee and the new proposal would cost \$2,400 per year per employee.

Council Member Boedigheimer indicated that according to the travel policy an employee receives less mileage for using their own vehicle if a city pool car is available.

REGULAR MEETING – MARCH 9, 2010

Voting in favor of the motion were DeCramer, Ritter, Byrnes and Doom. Voting no were Boedigheimer, Sanow and Hulsizer.

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 Library Board met on Monday night and welcomed their new board members.
- Doom Marshall Community Services met last week but he was out of town.
- Sanow Cable Commission – the tri-castor is on back order.
- DeCramer EDA minutes are included in the agenda packet; Utilities Commission minutes are included in the agenda packet.
- Boedigheimer Airport Commission met but he was not at meeting; M.E.R.I.T. Center met on Thursday; Police Commission meets on Thursday; Ways and Means met earlier today and discussed scholarships for the Fire Department.
- Ritter Housing Commission met on Monday.

STAFF REPORTS:

Ben Martig, City Administrator, indicated that there will be a LELS meeting on April 14, 2010; as of today there is a million dollars in the bonding bill for the MERIT Center but nothing for the Amateur Sports Facility; the inventory map of City property is near completion and the Employee Advisory Committee met to discuss changes in the health plan. Mr. Martig indicated a policy and procedure needs to be developed for the endowment funds.

Mr. Martig provided a list of how significant the proposed LGA cuts through the Governor's proposed supplemental budget could impact Marshall's municipal operations.

- The total proposed LGA reduction is equivalent to the full cost of nine (9) full-time employees, or 11% of the City's total full-time workers.
- The total cost of the Marshall-Lyon County library is \$653,212, or 92% of the total proposed additional LGA cut.
- The total cost of the police department is \$2,262,835. The police had a reduction of 11.6% of expenditures from 2009-2010. The total LGA reduction proposed as a percentage of the police department budget is 27%.
- The total cost of the fire department is \$590,407, which is less than the proposed additional cut.
- If the City levied property taxes to make up the lost LGA, the City levy would increase from \$4,666,667 to \$5,263,408 or 12.8% increase.
- The following are some examples of optional municipal service and costs Adult Community Center \$145,009, Aquatic Center \$215,600, Ice Arena \$35,721, Cable Access TV \$121,814, Municipal Band \$9,911, Historical Society \$12,922, Marshall Area Fine Arts Council \$2,769 and Bus Transit \$14,800 totaling \$558,546. This would still leave a \$38,195 shortfall.

REGULAR MEETING – MARCH 9, 2010

Mr. Martig indicated that the city has been receiving calls of interest on various parcels of property owned by the city.

Glenn Olson, Director of Public Works/City Engineer, indicated that there has been a slow spring runoff, but reminded everyone to be aware of sump pumps and water around their homes. He also indicated that USGS will review alternative funding for the DNR portion of the gauge station upstream of Marshall. Glenn indicated that this gauge station is also used by Wastewater and ADM.

Mr. Olson indicated that WESCAP was at the Airport Commission meeting to provide information on an Air Show that is being planned as a fund raiser for them. This air show is scheduled for July 10 – 11, 2010.

Dennis Simpson, City Attorney, indicated the need for Joint Powers Agreement with other communities that could be used in the event of flooding. He indicated that the first 48 hours of help is free, but a list should be compiled indicating the standard charges for equipment and services.

COUNCIL MEMBER INDIVIDUAL ITEMS:

Byrnes provided a brief update on the Marshall Transportation Legislative Activities.

REVIEW OF PENDING AGENDA ITEMS:

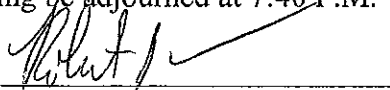
There were no questions or concerns on the pending agenda items.

INFORMATION ONLY:

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

	Applicant	Location Address				Description of Work	Valuation
1.	Schwan's Development Corp	317	West	Main	Street	Interior Remodeling	\$15,000
2.	Pauline M. Vogl	503		Lawrence	Street	Interior Remodel	\$3,000
3.	Abelino Solis	603	North	Bruce	Street	Interior Remodel	\$300
4.	Jesse Johns Construction LLC	511	East	College	Drive	Interior Remodel	\$1,800
5.	Richard Louwagie Construction	500	South	Bruce	Street	Interior Remodel	\$2,000
6.	MN Superior Exteriors	1005	East	Fairview	Street	Replace Windows	\$4,900
7.	Geihl Construction, Inc.	1114		David	Drive	Basement Remodel	\$7,500
8.	Asset Restoration & Remodeling LLC	200	South	4th	Street	Reside	\$35,000

Ritter moved, DeCramer seconded, the meeting be adjourned at 7:40 P.M. All voted in favor of the motion.


Mayor of the City of Marshall

ATTEST:


Financial Director/City Clerk