

SPECIAL MEETING – SEPTEMBER 20, 2011

The special meeting of the Common Council of the City of Marshall was held on September 20, 2011 in the Board Room at Marshall Municipal Utilities, 113 South 4th 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, Boedigheimer and Ritter. Absent: DeCramer. Staff present included: Ben Martig, City Administrator; Shane Waterman, Assistant City Engineer; Scott VanMoer, Liquor Store Manager; Cal Brink, Marshall Area Chamber of Commerce; and Thomas M. Meulebroeck, Finance Director/City Clerk.

**PROJECT Y93 (S.A.P. 139-010-015) SP 4210-40 TH 68/LAKE ROAD INTERSECTION –
A. CONSIDER RESOLUTION DECLARING OFFICIAL INTENT REGARDING THE
REIMBURSEMENT OF EXPENDITURES WITH THE PROCEEDS OF TAX – EXEMPT
BONDS; B. CONSIDER RESOLUTION ACCEPTING BID (AWARDING CONTRACT):**

Shane Waterman, Assistant City Engineer, reviewed Project Y93 (S.A.P. 139-010-015) SP 4210-40 TH 68/Lake Road Intersection. This project includes the installation of a turn lane and acceleration lane for access and exit from T.H. 68 to Lake Street, the new street located in the Sonstegard subdivision. This project involves the installation of grading, gravel base, asphalt surfacing, and miscellaneous items associated with its construction.

Sanow moved, Doom seconded, the adoption of RESOLUTION NUMBER 3652, SECOND SERIES and that reading of the same be waived. Resolution Number 3652, Second Series is a resolution Declaring the Official Intent Regarding the Reimbursement of Expenditures with the Proceeds of Tax-Exempt Bonds for the TH 68/Lake Street Intersection Project Y93 (S.A.P. 139-010-015) SP 4210-40. All voted in favor of the motion.

Bids were received, opened and read on September 16, 2011 for the TH 68/Lake Street Intersection Project Y93 (S.A.P. 139-010-015) SP 4210-40. The bids received, opened and read were from:

McLaughlin & Schulz, Inc.
Marshall, Minnesota
\$652,030.60

Midwest Contracting LLC
Marshall, Minnesota
\$672,975.45

Chad Monson Excavating, LLC
Willmar, Minnesota
\$739,148.90

Duininck, Inc.
Prinsburg, Minnesota
\$779,663.75

Sanow moved, Doom seconded, the adoption of RESOLUTION NUM53, Second Series is a resolution Accepting Bid (Award Contract) for TH 68/Lake Street Intersection Project Y93 (S.A.P. 139-010-015) SP 4210-40. This contract was awarded to McLaughlin & Schulz, Marshall, Minnesota in the amount of \$652,030.60. All voted in favor of the motion.

REVIEW 2012 PROPOSED LIQUOR STORE BUDGET:

Scott VanMoer, Liquor Store Manager, addressed the proposed budget for 2012. The 2012 proposed budget was consistent with the 2011 budget except for a 2% increase in sales and cost of sales. The status of potentially building a new liquor store and the location were discussed.

REVIEW OF PROPOSED 2012 ECONOMIC DEVELOPMENT BUDGET:

Cal Brink, Marshall Area Chamber of Commerce Executive Director, provided an overview of the activities of the Marshall Area Chamber of Commerce. Mr. Brink also addressed the proposed budget request for 2012. With the change to the Marshall Area Chamber of Commerce in performing the administrative tasks for the Economic Development the 2012 proposed budget reflected the elimination of personal expense and an increase in the amount paid to the Chamber to reflect a potential increase in the number of hours. There was a proposed increase of \$13,000 in the budget.

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Ben Martig, City Administrator, indicated the deficit in the Economic Development Budget would be taken from the Fund Balance. Mr. Brink indicated that a "Code of Ethics" has been developed for all cities involved in Economic Development.

REVIEW OF PROPOSED 2012 ADMINISTRATION BUDGETS:

Ben Martig, City Administrator, addressed the proposed budget for the Mayor and City Council, City Administration, Finance, Assessing, Legal, Community Development, (which includes the Convention and Visitors Bureau), Safety Committee, Data Processing, Duplication, Motor Pool and Transit. The future staffing of the Finance/Clerks office was discussed.

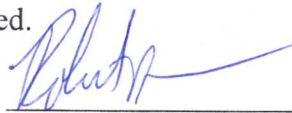
REVIEW CAPITAL IMPROVEMENT PLAN:

A discussion was held on the future Capital Improvement Plan. Included in the discussion was the future of the City Hall Building; Memorial Park – Phase III; Equipment for Studio I; Bridge Replacement; and some of the vehicles and equipment replacements or transfers between departments.

DISCUSS COUNCIL 2012 PRIORITIES:

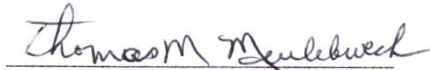
The Studio One operations were discussed as was the City considering the utilizing of private contractors for some tasks (i.e. mowing).

Mayor Byrnes declared the meeting adjourned.



Mayor of the City of Marshall

ATTEST:



Finance Director/City Clerk