

## SPECIAL MEETING – NOVEMBER 15, 2011

The special meeting of the Common Council of the City of Marshall was held on November 15, 2011 in the Board Room at Marshall Municipal Utilities, 113 South 4<sup>th</sup> Street. The meeting was called to order at 7:00 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; Glenn Olson, Director of Public Works/City Engineer; and Thomas M. Meulebroeck, Finance Director/City Clerk.

### **CONSIDER APPROVAL OF VEHICLE SPECIFICATIONS FOR A WASTEWATER VEHICLE AND A POOL CAR:**

Ben Martig, City Administrator, indicated that the City of Marshall budgeted for two vehicles in 2011. One vehicle for Wastewater to be used primarily for the Superintendent and Secretary for conducting business as well as WWTF staff travel in and out of town. This vehicle could also be used for other City departments to use for out of town travel. There is no trade in.

The second vehicle is for a pool fleet car. The pool fleet cars are constantly in short demand. In fact, as of the last four months we have had to get rental cars on a pretty regular basis so there are enough cars to use. There are three building inspectors and three employees in the Assessing department that check out the pool cars on a daily basis and sometimes have to wait for a car to be returned to do their jobs. The current pool car is a 1998 Taurus with 47,910 miles on it. The 1998 Taurus will be dedicated for the Community Services use and will also serve as a pool car backup. Currently Community Services has a 1995 Taurus with 75,044 miles on the vehicle. This will be used as a trade in or an alternative to the trade in is to obtain a scrap metal price from Alter Metal Recycling (formally Beckers). In the past year the City had to replace the battery, water pump, and a front wheel bearing. There continues to be significant maintenance issues with this car.

DeCramer moved, Ritter seconded, the approval of the specifications for a pool fleet car and a Wastewater car. All voted in favor of the motion.

### **REVIEW 2012 CITY OF MARSHALL BUDGET REVISIONS:**

Ben Martig, City Administrator, addressed the memo included with the agenda packet that had comments on the 2012 budget for General Fund, Economic Development Authority (EDA), Library Fund, Capital Improvement Plan and Debt Service Funds. Per the proposed General Fund budget for 2012, the expenditures exceed the revenues by \$930,980. There is no recommended change in the proposed 2012 EDA budget. The Marshall Lyon County Library's original budget for 2012 requested \$533,187 as the City levy which was reduced to \$515,737 in the preliminary levy adopted by the City. The \$515,737 reflects a 9.82% increase in the levy. The proposed revenues and expenditures for 2012 will be reviewed in more detail with the Library Director.

Ben briefly reviewed the proposed Capital Improvement Plan that identifies some Capital Projects that are not included in a specific budget and may be proposed that they be funded through bonding, donations or other revenue.

Ben discussed some changes in the Debt Service Levy's for 2012 for the 2010 G.O. Capital Improvement Bonds for the Library; the 2011 "A" G.O. Tax Increment Bonds; and the potential use of State Aid Funds for the Country Club Drive Project in lieu of Tax Abatements. Glenn Olson, Director of Public Works/City Engineer, addressed the State Aid process and funding and did indicate that the City could request advance funding up to 5 (five) years of the City's annual allocation; therefore some State Aid monies may be available for the Country Club Drive Project. Mr. Olson also indicated that some State Aid monies may be requested in the near future for improvements to Kossuth Street from North 4<sup>th</sup> Street to North 7<sup>th</sup> Street and for North 7<sup>th</sup> Street from

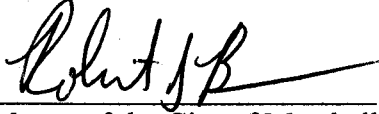
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Fairview to County Road 33.

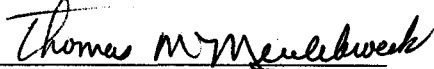
Ben suggested some potential 2012 budget revenue and expenditure adjustments which totaled \$553,116 and also the potential of utilizing \$250,000 from the General Fund Reserve which resulted in the General Fund budgeted expenses exceeding revenues by \$147,864. Glenn addressed the capital expenditures for the Street Department and he did indicate that the front end loader was a priority and that they were looking at accessories to add to the loader that they could use for snow removal in lieu of using a motor grader.

Other items previously discussed included: the frustration of gathering and processing documentation for FEMA as a result of the July 1, 2011 storm with two different FEMA representatives the City is being advised differently; the potential Legacy Funds for the Sports Mural; agreements with the Townships for Fire Department Services; funding for the B-L-R Drug Task Force and that some participants are not willing to pay their equal share; a clarification on the number of Tennis Courts in the City and the maintenance on them; that the paperless electronic school board budget item does include computers; that the budgeted revenues for Building Permits be reviewed; that the towing fines revenue versus the towing charge expense be reviewed; the potential of using the Hauge Building for outside rentals.

Ritter moved, Doom seconded, that the meeting be adjourned. All voted in favor of the motion.

  
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Mayor of the City of Marshall

ATTEST:

  
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Finance Director/City Clerk