

COUNCIL WORK SESSION – JANUARY 30, 2012

The Work Session of the Common Council of the City of Marshall was held on January 30, 2012 in the Community Conference Room at the Marshall-Lyon County Library, 201 “C” Street. The work session was called to order at 5:30 P.M. by Mayor Byrnes. In addition to Byrnes the following members were present: Hulsizer, Doom, DeCramer, and Ritter. Absent: Sanow and Boedigheimer. Staff present included: Ben Martig, City Administrator; Glenn Olson, Director of Public Works/City Engineer; Rob Yant, Director of Public Safety; Harry Weilage, Director of Community Services; Cathy Lee, Executive Assistant; and Thomas M. Meulebroeck, Financial Director/City Clerk. Others in attendance included: Janet Vandendriesche and Tyler Bowen, Bremer Investment Management and Trust; and Cal Brink, CEO Marshall Area Chamber of Commerce.

CITY ENDOWMENT FUND – A. INVESTMENT UPDATE; B. LIBRARY BOND SCHEDULE; C. FUND CREATION – CITY CHARTER AMENDMENT AND CITY ORDINANCE; D. POLICIES – CITY INVESTMENT POLICY AND ENDOWMENT FUND SPENDING POLICY:

Ben Martig, City Administrator, provided introductory comments on the Endowment Fund that was established with the \$2,000,000 from the sale of the hospital. Janet Vandendriesche, Bremer Investment Management & Trust, reviewed the status of the account established from the \$2,000,000. Ben addressed the availability of monies earned from the account to be used to pay the debt on the Marshall Lyon County Library Bonds; the potential of increasing the City levy for earnings being less than originally projected and the accountability and use of earnings on the account not used to pay the Library Bonds. Ben discussed the proposed City Charter Amendment and City Ordinance related to the establishment of the Endowment Fund proposed to be labeled the “Marshall Capstone Endowment Fund”. Ben also addressed the proposed City Investment Policy and Endowment Fund Spending Policy.

ECONOMIC DEVELOPMENT STRATEGIC PLAN 2012:

Cal Brink, CEO Marshall Area Chamber of Commerce, presented the EDA Strategic Plan to expand and diversify employment opportunities; expand shopping, dining and entertainment; strengthen downtown economic vitality; encourage housing need for the City’s workforce; and to provide a professional and coordinated public and private economic development organization with a regional approach.

ELECTRONIC COUNCIL MEETING REVIEW:

Cathy Lee, Executive Assistant, provided an update on the Electronic Council Meeting software and hardware. Cathy addressed the seven quotes received, the justification for the vendor selected to provide the software and hardware, and the cost to implement the software and hardware. Based on the cost and amount budgeted approximately \$11,000 is needed to adjust the budget to cover the cost.

STRATEGIES FOR EFFECTIVE LEADERSHIP IN 2012:

Ben Martig, City Administrator, addressed information taken from a book titled “The On Target Board Member: 8 Indisputable Behaviors” written by Mike Conduff. Ben shared how the information in this book relates to effective City government and management. The 8 Indisputable Behaviors include:

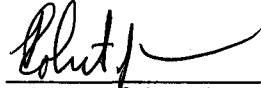
1. Act on behalf of their owners
2. Know their jobs
3. Set targets
4. Identify the risks
5. Delegate the work
6. Assess performance
7. Practice discipline
8. Report back to their owners

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2012 PROJECTS & GOALS:


Ben Martig, City Administrator, provided a few brief comments on the 2012 projects and goals.

The work session was declared adjourned at 8:30 P.M.



Mayor of the City of Marshall

ATTEST:


Financial Director/City Clerk