

REGULAR MEETING – AUGUST 13, 2012

The regular meeting of August 7, 2012 of the Common Council of the City of Marshall was reconvened on August 13, 2012 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 in attendance: Charlie Sanow, Dan Ritter, Jennie Hulsizer, John DeCramer, Larry Doom and Mike Boedigheimer. Absent: none. Staff present included: Ben Martig, City Administrator; Dennis Simpson, City Attorney; Shane Waterman, Assistant City Engineer; Kim Jergenson, Engineer Technician; Thomas M. Meulebroeck, Finance Director/City Clerk; and Jane DeVries, Deputy City Clerk. Others in attendance at the meeting included: Cal Brink, CEO Marshall Area Chamber of Commerce.

The Pledge of Allegiance was recited at this time.

APPROVAL OF AGENDA:

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

CONSIDER APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD ON JULY 24, 2012 AND THE WORK SESSION HELD ON JULY 30, 2012:

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'that the minutes of the regular meeting held on July 24, 2012 and the minutes of the work session held on July 30, 2012 be approved as filed with each member and that the reading of the same be waived'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

PUBLIC HEARING FOR A NEW LIQUOR LICENSE FOR EL RANCHO #2:

This was the date and time set for a public hearing to consider a new On-Sale Intoxicating Liquor License for El Rancho #2, 1419 East College Drive to be effective September 1, 2012. Council Member Boedigheimer was concerned that the application was not complete. Thomas M. Meulebroeck, Finance Director/City Clerk, indicated an applicant normally does not finalize their liquor liability insurance until the license has been approved. Staff will work with the applicant to complete this section of the application. Chris Shover, 1417 East College Drive, was concerned with the number of off street parking spaces that are required by City Code. Staff will review the requirements for off street parking and this will be addressed at a later date if there is a problem.

Member (**Charlie Sanow**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'close the public hearing'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

CONSIDER APPROVAL OF ON-SALE INTOXICATING LIQUOR LICENSE FOR EL RANCHO #2:

Member (**Dan Ritter**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'the approval of an On-Sale Intoxicating Liquor License for El Rancho #2, 1419 East College Drive. This license will be effective September 1, 2012'. The fee for this license is \$1,400.00. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **passed 6 - 1** with Jennie Hulsizer voting no.

LOCKWOOD ADDITION – PUBLIC HEARING ON PRELIMINARY PLAT:

This was the date and time set for a public hearing on the preliminary plat for Lockwood Addition. Shane Waterman, Assistant City Engineer, reviewed the preliminary plat of Lockwood Addition in Marshall, Minnesota. This subdivision is a result of the property owner's request to subdivide and combine certain properties located within previously platted and unplatted areas contiguous to each other, including property purchases, splitting previously platted and unplatted properties. This plat combines unplatted and previously platted properties into individual lots and blocks to more easily define property boundaries and tax parcels. The plat also includes the dedication of Peterson Street, previously not platted and not well defined as a dedicated City street. The City Attorney is reviewing the status of the ownership of the previously constructed Peterson Street immediately adjacent to the Lockwood property.

Member (**Larry Doom**) moved, Member (**Dan Ritter**) seconded to approve the **ORIGINAL** motion 'that the Council close the public hearing on the Preliminary Plat of Lockwood Addition'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

LOCKWOOD ADDITION – APPROVAL OF PRELIMINARY PLAT:

Member (**Dan Ritter**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'that the Council approves the Preliminary Plat of Lockwood Addition'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

SONSTEGARD SUBDIVISION II – PUBLIC HEARING ON PRELIMINARY PLAT:

This was the date and time set for a public hearing on the preliminary plat of Sonstegard Subdivision II. Shane Waterman, Assistant City Engineer, reviewed the preliminary plat of Sonstegard Subdivision II in Marshall, Minnesota. This area was previously platted as Sonstegard Subdivision I. Since that time, changes to the subdivision include revision of outlots in the area of the storm water detention pond due to the completion of the Northwest Industrial Area Stormwater Study, construction of an additional stormwater detention and treatment pond adjacent to Lot 1, Block One, of proposed Sonstegard Subdivision II; revision of lot layouts for potential sale/transfer of property to Lot 4, Block One; and inclusion of an additional storm sewer easement along the westerly edge of Lot 1, Block One.

Member (**John DeCramer**) moved, Member (**Mike Boedigheimer**) seconded to approve the **ORIGINAL** motion 'that the Council close the public hearing on the Preliminary Plat of Sonstegard Subdivision II'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

SONSTEGARD SUBDIVISION II – APPROVAL OF THE PRELIMINARY PLAT:

Member (**Larry Doom**) moved, Member (**Charlie Sanow**) seconded to approve the **ORIGINAL** motion 'that the Council approves the Preliminary Plat of Sonstegard Subdivision II'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

VACATION OF UTILITY EASEMENTS IN SONSTEGARD SUBDIVISION I - PUBLIC HEARING ON PETITION TO VACATE UTILITY EASEMENTS:

This was the date and time set for a public hearing on the vacation of utility easements in Sonstegard Subdivision I. Shane Waterman, Assistant City Engineer, reviewed the petition for

REGULAR MEETING – AUGUST 13, 2012

vacation of utility easements from the property owners of all property abutting various utility easements in Sonstegard Subdivision I as follows: Lot 5, Lot 6, Lot 7, Lot 9 and Lot 10 of Block One; Lot 1 and Lot 3 of Block Two; and Outlots A, B, and C. The purpose of the vacation is to accommodate the new lot configurations and easements in the proposed plat of Sonstegard Subdivision II.

Member (**Larry Doom**) moved, Member (**Charlie Sanow**) seconded to approve the **ORIGINAL** motion 'that the Council close the public hearing on the petition to vacate utility in Sonstegard Subdivision I'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

CONSIDER APPROVAL OF CONSENT AGENDA:

Council Member Boedigheimer requested that the consideration of a Sunday Liquor License for El Rancho #2 be pulled from the consent agenda.

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the motion 'that the council approve the following consent agenda items '. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

Establish the regular meetings of the Public Housing Commission as the second Monday of each month at 3:00 p.m.

Approval of the request to change the date for the Lawful Gambling Exempt Permit for Marshall Area Fine Arts Council (MAFAC) from August 16, 2012 to October 8, 2012 to be held at the Marshall Area Chamber of Commerce, 317 West Main Street.

That the following bills and project payments be authorized for payment, ACCOUNTS PAYABLE, Voucher No. 80475 through 80610.

APPROVAL OF ITEMS PULLED FROM CONSENT – CONSIDER APPROVAL OF A SUNDAY LIQUOR LICENSE FOR EL RANCHO #2:

Council Member Boedigheimer was concerned that the application was not complete. Thomas M. Meulebroeck, Finance Director/City Clerk, indicated an applicant normally does not finalize their liquor liability insurance until the license has been approved. Staff will work with the applicant to complete this section of the application.

Member (**Mike Boedigheimer**) moved, Member (**Charlie Sanow**) seconded to approve the **ORIGINAL** motion 'the approval of a Sunday Liquor License for El Rancho #2, 1419 East College Drive contingent upon receipt of the certificate of liquor liability insurance. This license will be effective September 1, 2012.' Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **passed 6 - 1** with Jennie Hulsizer voting no.

CONSIDER CHANGE ORDER NUMBER 1 FOR PROJECT Y61 / S.A.P. 139-130-001: KOSSUTH AVENUE RECONSTRUCTION PROJECT:

Shane Waterman, Assistant City Engineer, indicated that at the regular meeting held on July 24, 2012 the City Council passed a motion on a 5-0 vote "to approve award of bid with change order

REGULAR MEETING – AUGUST 13, 2012

no. 1 to remove sidewalk on one side of Kossuth Avenue from 5th street to Justice Park." There was significant discussion at the meeting surrounding the original motion made by Councilmember Sanow as well as related to clarifying the motion. Staff had prepared an interpretation for the July 13 meeting action. Councilmember Sanow had contested the interpretation and with the additional time allotted with the extension of the meeting staff has amended the action based on the City Attorney's analysis that included a full review of the meeting video as well as researching parliamentary procedure following Roberts Rules of Order in the context of the Council discussions and Chairman's clarifications of the original motion. In summary conclusion, the City Attorney has clarified that the award of the contract and elimination of sidewalks are dependent upon each other and are linked together in the motion. Therefore, the sidewalks are eliminated from the contract and the only matter to be brought back by change order no. 1 is to discuss the cost savings to the Council related to the elimination of sidewalks. Change Order No. 1 eliminates that section of sidewalk, truncated domes for associated crosswalks, replacement of 6" sidewalks through driveways with concrete driveway pavement and elimination of other associated items.

Member (**Dan Ritter**) moved, Member (**Mike Boedigheimer**) seconded to approve the **ORIGINAL** motion 'that the Council approves Change Order No. 1 with Kuechle Underground, Inc. resulting in a contract decrease in the amount of \$16,256.52 and a total contract amount of \$1,695,485.42'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **2**. The motion **passed 5 - 2** with Dan Ritter and Robert Byrnes voting no.

MARSHALL AIRPARK EAST - PHASE 2: APRON AND TAXIWAY CONSTRUCTION
-- CONSIDER RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND
ORDERING ADVERTISEMENT FOR BIDS:

Shane Waterman, Assistant City Engineer, indicated that the City Council and Airport Commission have previously committed to the development of the Marshall Airpark East including the Madrid Street Bridge, roadway and utility improvements, and the development of aprons and taxiway to connect to the existing runways. This project is the last phase of the surface work necessary for aircraft usage in the airpark east development area. The plans for the ramp area have been reduced to meet the restricted funding available from MN/DOT Aeronautics with possible expansion in the future which would be necessary only after development requires. MN/DOT has requested funds for this project to be set aside requiring the project to be bid by September so that the State can issue a grant during the Federal 2012 fiscal year.

Member (**Dan Ritter**) moved, Member (**Mike Boedigheimer**) seconded to approve the **ORIGINAL** motion 'that the Council adopt RESOLUTION NUMBER 3776, SECOND SERIES, which is the "Resolution Approving Plans and Specifications and Ordering Advertisement for Bids" for Project 67: Marshall Airpark East - Phase 2'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **2**. The motion **passed 5 - 2** with Charlie Sanow and Jennie Hulsizer voting no.

CONSIDERATION OF APPROVAL OF DEVELOPMENT AGREEMENT INCLUDING TAX INCREMENT FINANCING AND APPROVAL OF AUTHORIZING RESOLUTIONS FOR FACILITY EXPANSION FOR BEND RITE CUSTOM FABRICATION, INC.:

Cal Brink, CEO Marshall Area Chamber of Commerce, indicated that the City Council and the Housing and Redevelopment Authority for the City of Marshall have previously authorized and approved the expenditure of up to \$73,781 of TIF monies be made available to Bend Rite Custom Fabrication for the on-site expansion of facilities. Mr. Brink indicated that the City Council must approve the Development Agreement and the specific provisions for repayment of the TIF Revenue Note.

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'the adoption of RESOLUTION NUMBER 3777, SECOND SERIES, approving a Development Agreement between the City of Marshall, the Housing and Redevelopment Authority in and for the City of Marshall and Bend Rite Custom Fabrication, Inc'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **passed 6 - 1** with Jennie Hulsizer voting no.

CALL FOR PUBLIC HEARING FOR A BUSINESS SUBSIDY AGREEMENT WITH RALCO CONTRACT FOR PRIVATE DEVELOPMENT AND RELATED SALE OF REAL ESTATE:

Cal Brink, CEO Marshall Area Chamber of Commerce, indicated the public purpose for the proposed sale of real property and the Business Subsidy is to financially facilitate the construction by Ralco Nutrition of a 10,000 square foot warehouse (the "Facility") with potential expansion to accommodate a mixing facility and administrative and back room operations center and related purposes to increase the tax base of the City, to retain full-time equivalent living wage jobs, and to induce spin-off economic development in the City. Mr. Brink briefly reviewed the claw-back provision that would provide for the City to withdraw or reclaim the property if commitments are not made by Ralco Nutrition, Inc.

Member (**Charlie Sanow**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'to approve RESOLUTION NUMBER 3778, SECOND SERIES to call for a public hearing on a proposed business subsidy and sale of real property to Ralco Nutrition, Inc. to be held at 5:30 P.M. on Tuesday, August 28, 2012'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

CALL FOR PUBLIC HEARING REGARDING BUSINESS SUBSIDY AGREEMENT AND RELATED DEVELOPMENT AGREEMENT WITH BRAU BROTHERS BREWING COMPANY:

Cal Brink, CEO Marshall Area Chamber of Commerce, indicated that the Brau Brothers Brewing Company is a locally owned and operated brewing company in Southwest Minnesota. Mr. Brink indicated that the Brau Brothers are looking to expand their brewing facilities to Marshall, Minnesota and are seeking financial assistance from the City of Marshall for a subsequent move. Many other communities within MN were considered and many approached Brau to be considered. Brau currently operates in a small facility in Lucan, MN and produces roughly 5,000 barrels per year. The Marshall location would give them capabilities to grow to

REGULAR MEETING – AUGUST 13, 2012

well over 25,000 barrels per year. Brau has looked at and weighed options on many locations within Marshall and the Marshall area. Brink has spent time with them throughout this year and has determined that the city would need to be involved in the financial portion of assistance in order to ensure the relocation to Marshall. Other partners include: a bank, SWIF, private and Brau equity. Justification for assistance: 1. Local breweries have a proven track record of attracting visitors. 2. Brau has numerous tours each week even in the small town they are in today. 3. Efforts have been made to bring businesses to Marshall that will help Marshall become a destination. 4. Tours are popular and they look for places like breweries to add to their trips. 5. Breweries bring events to town, which fill hotels, shops, and restaurants. 6. Growth of micro brew small batch breweries is a growing trend and one that will provide future growth and revenue for Marshall. Expectations for assistance: 1. Begin remodel/construction by December 31, 2012. 2. Relocate employees upon opening. 3. Provide tour capabilities within the first phase of remodel and opening. 4. Provide a tasting room to enhance tours and local activity. 5. Provide a job creation worksheet that shows added jobs as growth continues. 6. Provide a platform for events and a schedule of potential events that could happen as early as year one. 7. Complete construction/remodel by the end of 2013 to include completed tasting room and everything to provide retail sales. Development proposal: 1. City to offer 125k as a forgivable loan based on agreed terms and expectations above. 2. City to provide 125k as a loan at 4% for 7 years. 3. City to provide assistance working with all partners to ensure the process concludes with all our expectations being met.

Member (**Larry Doom**) moved, Member (**Dan Ritter**) seconded to approve the **ORIGINAL** motion 'call for public hearing to be held at 5:30 P.M. on Tuesday, August 28, 2012 to present the various financing options available to Brau Brothers Brewing Company'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

CONSIDERATION OF GOVERNOR'S PHEASANT HUNT FUNDING REQUEST:

Cal Brink, CEO Marshall Area Chamber of Commerce, indicated that Marshall will be hosting the Second Annual Governor's Pheasant Hunt on October 11-12th, 2012. The hunt will bring Governor Mark Dayton and a number of guests to Marshall. A public banquet will be held on Friday evening with a Saturday morning hunt. The two-day event is a change from last year's opener in Montevideo and would encourage visitors to stay in Marshall overnight. Mr. Brink indicated that there will be significant costs associated with this event. The committee is estimating the event to cost \$25,000. The Marshall Area Chamber, EDA and Lyon County will be covering some of the costs. The Convention and Visitors Bureau has agreed to contribute \$4,000 towards this event. Comments from the Council Members and staff included:

Council Member Hulsizer and Boedigheimer indicated that they are not in favor of using tax dollars for the event.

Council Member DeCramer indicated that this would be a good chance to show off Marshall, but was concerned where the \$5,000 would come from.

City Administrator Ben Martig indicated that the city has some funds reserved for additional expenses.

Mr. Brink indicated that this would be a great exposure opportunity for Marshall.

There was a concern about the estimated cost of this event.

Mr. Brink indicated that the largest expense is for the media. The Governor and his staff are required by law to pay for themselves.

REGULAR MEETING – AUGUST 13, 2012

Council Member Doom indicated that the City could not get this type of media coverage for \$5,000.

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'that the Council approves a donation request of \$5,000 for the 2012 Governor's Pheasant Hunt'. Upon a roll call vote being taken, the vote was: Aye: **3** Nay: **4**. The motion **failed 3 – 4**. Voting in favor of the motion were: DeCramer, Doom and Byrnes. Voting no were: Sanow, Ritter, Hulsizer and Boedigheimer.

CONSIDER APPROVAL OF JOINT POWERS AGREEMENT FOR THE SOUTHWEST MINNESOTA REGIONAL PUBLIC SAFETY BOARD:

Dennis Simpson, City Attorney, briefly reviewed the Joint Powers Agreement for the Southwest Minnesota Regional Public Safety Board. This Joint Powers Agreement is intended to provide logging services (tracks radio transmission) for six southwestern Minnesota counties and two southwestern Minnesota cities. Almost all of the counties have already approved this Joint Powers Agreement. There is no cost to the City of Marshall.

Member (**Larry Doom**) moved, Member (**John DeCramer**) seconded to approve the **ORIGINAL** motion 'to approve the Joint Powers Agreement for the Southwest Minnesota Regional Public Safety Board'. Upon a roll call vote being taken, the vote was: Aye: **7** Nay: **0**. The motion **Carried 7 - 0**

CONSIDERATION OF ORDER TO REPAIR OR RAZE AND REMOVE HAZARDOUS BUILDING LOCATED AT 620 W. MAIN STREET, MARSHALL:

Dennis Simpson, City Attorney, indicated that the residential property located at 620 W. Main Street received significant interior and exterior damage during the July 1, 2011 storm. A tree or part of a tree fell on the roof and severely damaged the roof and chimney. Since that date, a large blue tarp was placed on the roof. The blue tarp is ineffective and while still attached to residence, is not capable of providing protection from the weather. Several inspections of the property have been conducted by the City Building Officials representatives. Significant structural damage has been identified. Significant damage has been done to the foundation of the property, rafters and other exterior walls. The building official has classified the property as hazardous property and has issued an order to the building owner and occupant to vacate property immediately. Owner and occupant were ordered to vacate the property on or before July 31, 2012. Current residents remain in the property and have not vacated the hazardous property pursuant to the building official order. Action can be taken by a City against "hazardous buildings" set forth in Minnesota Statutes Chapter 463. The action against the property begins with an order from the City Council ordering that the building be repaired. If the building is not repaired, the owner can elect to raze and remove the property. Minnesota law indicates that an order to repair or raze the building must be served on the building owner. The building owner shall have a reasonable amount of time to repair or raze the building. The proposed order gives the building owner 30 days to repair or raze the building. If the owner does not take the corrective action within the timeframe as set forth in the order and the building owner has not answered the Council order within 20 days, the City can then proceed to district court to get an order to remove the property. Any costs incurred by the City to remove the property would be assessed as a special assessment against the property. City will also proceed to district court in an attempt to remove the occupants from the

REGULAR MEETING – AUGUST 13, 2012

property. If the owner elects to repair the property, the owner will not be allowed to occupy the building during the repair process. City officials have numerous and ongoing discussions with the building owner to correct the building deficiencies. Representatives from Human Services, Veterans Administration, Western Community Action and City have discussed various alternatives available to the owner. The owner, however, elects to remain in the property and is reluctant to leave the building, even though it has significant structural deficiencies. City staff is recommending that the Council order that the building be repaired or razed. City staff will continue to work with the home owner in an attempt to locate alternate housing either on temporary or permanent basis. It was indicated that the homeowner paid a contractor to repair his property, but they took the money and left town without doing any repairs.

Member (**Dan Ritter**) moved, Member (**Charlie Sanow**) seconded to approve the **ORIGINAL** motion 'that the Council approve the Order to Repair or Raze and Remove Hazardous Building located at 620 W. Main Street, Marshall'. Upon a roll call vote being taken, the vote was: Aye: 7. Nay: 0. The motion **Carried 7 - 0**

INTRODUCE ORDINANCE AMENDING WAGES FOR MAYOR AND COUNCIL MEMBERS:

Ben Martig, City Administrator, indicated that in accordance with the City of Marshall Charter, Section 2.07, the Mayor and City Councilmember's should discuss salary wage rate increase at the first council meeting in July. Section 2.07. Salaries read as follows: "Salaries of the Councilmember's and Mayor shall be discussed as an agenda items at the first council meeting in July of each year. After said discussion, the council shall set and determine said salaries in accordance with the applicable state law. In accordance with Minnesota Statute 415.11 Subdivision 2, no change in salary shall take effect until after the next succeeding municipal election. Therefore, if the Council is proposing an increase either in 2013 or 2014 it should hold an ordinance hearing and adopt prior to the election in November. Minnesota Statute 415.11 Subd. 3. does provide temporary reduction authority to the Mayor and Council prior to an election to enact an ordinance that reduces the salaries of the members of the governing body. The ordinance shall be in effect for 12 months, unless another period of time is specified in the ordinance, after which the salary of the members reverts to the salary in effect immediately before the ordinance was enacted. At the last regular Council meeting, the recommendation was to bring forward an ordinance that would be consistent with non-union employees. This would require a lag of one year as the 2012 rate was adopted with a 2% wage rate increase and the 2013 rate was adopted with a 2% wage rate increase. Staff and the City Attorney's office agree the ordinance should have fixed dollar amounts to be in compliance with state statutes.

Member (**Mike Boedigheimer**) moved, Member (**Larry Doom**) seconded to approve the **ORIGINAL** motion 'introduce ordinance amending wages for Mayor and Council members'. Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 1. The motion **Passed 6 – 1** with Ritter voting no.

Mayor Byrnes called for a 5-minute recess at 7:00 P.M.

STATEMENT OF ANNUAL PERFORMANCE REVIEW FOR THE CITY

ADMINISTRATOR:

In accordance with the personnel policy all employees should receive annual evaluations upon his/her anniversary date and annually thereafter. The policy further states that an employee may be eligible for a step increase upon receipt of a satisfactory job performance evaluation, retroactive to the employee's date of eligibility. In accordance with the policy, step adjustments for the City Administrator must be approved by the City Council. This year, a 360 degree feedback evaluation was conducted for City Administrator Martig. Mayor Byrnes indicated that the Council reviewed the 360 degree results in a closed session and based on the results would recommend that the City Administrators salary be adjusted from step to step 4 on the 2012 Wage Schedule.

Thomas M. Meulebroeck, Finance Director/City Clerk, indicated that Mr. Martig is currently at step 4 on the 2012 Wage Schedule and should be adjusted to step 5.

Member (**Dan Ritter**) moved, Member (**Charlie Sanow**) seconded to approve the **ORIGINAL** motion 'Council consideration of a step increase for City Administrator Martig to the next appropriate step on the 2012 Wage Schedule'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**

COUNCILMEMBER COMMISSION/BOARD LIAISON REPORTS:

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

Byrnes No report.

Hulsizer No report.

Doom Senior Citizen Center Commission – the pipe has been installed and the new floor will be completed soon.

Sanow Cable Commission met earlier today.

DeCramer No report.

Boedigheimer No report.

Ritter EDA met but Ritter was unable to attend.

COUNCILMEMBER INDIVIDUAL ITEMS:

Mayor Byrnes requested staff to provide a report on the property located on Mill Street that was damaged by a fire.

STAFF REPORTS:

Ben Martig, City Administrator, indicated that the Red Cross was available immediately after the fire on Mill Street. Mr. Martig apologized for the internet problem at the Council meeting on

REGULAR MEETING – AUGUST 13, 2012

August 7th. He indicated that the City of Marshall and Marshall Public School are in the process of purchasing a new server to be used for the paperless meetings. There will be a budget meeting held on August 20th or August 21st. Filings for City Council will close at 5:00 P.M. on August 14, 2012.

Dennis Simpson, City Attorney, indicated that his staff is working to finalize documents for the upcoming projects. The Heritage Point Project closing is on schedule.

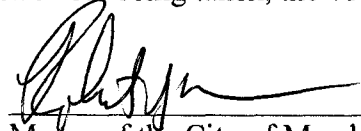
REVIEW OF PENDING ITEMS:

There were no questions on the pending agenda items.

INFORMATION ONLY:

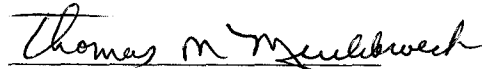
There were no questions on the information items.

Member (**Larry Doom**) moved, Member (**Dan Ritter**) seconded to approve the **ORIGINAL** motion 'that the meeting be adjourned'. Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**



Mayor of the City of Marshall

ATTEST:



Finance Director/City Clerk