

## COUNCIL WORK SESSION – NOVEMBER 5, 2012

The work session of the Common Council of the City of Marshall was held on November 5, 2012 at the Marshall-Lyon County Library, 201 "C" Street. The meeting was called to order at 5:45 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; Harry Weilage, Director of Community Services; and Thomas M. Meulebroeck, Finance Director/City Clerk.

### **DISCUSS BUILDING INSPECTION PERSONNEL:**

Glenn Olson, Director of Public Works/City Engineer, indicated that since July 2011, the Building Inspection Department has operated with an additional Building Inspector to satisfy the needs and issues associated with the July 1, 2011 storm event. Since that time, the City has experienced significant applications for improvements other than those generated by the storm event. The intent was to have the temporary building inspector assist the department for a period of 9 – 12 months. This temporary inspection position has been providing, on average, full-time services since he was hired in September, 2012.

After review of the needs of the department, it has been determined that this position will be necessary for at least the next 18 – 24 months with no reason to believe it would not continue further into the future. This position would also become a union position as the permanent building inspector position is designated as a classification within the AFSCME Union. The procedure would be to post the position internally with notice given to the AFSCME Union in accordance with the agreement.

Glenn provided an update to the City Council on the Building Permit Software that the City staff has been reviewing and trying to determine which software would best meet the needs of the Building Inspection/Zoning Department.

Council Member Boedigheimer expressed a concern with the addition of two full-time positions (Building Inspection and Appraiser) and that it would have been beneficial to have known this need at the time the preliminary levy was adopted.

Ben addressed the need to change the Appraiser position from part-time to full-time.

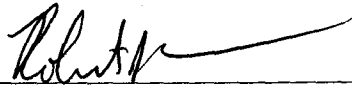
### **REVIEW 2013 BUDGET AND LEVY:**

The Fire Year Capital Improvement Plan was reviewed at this time. Glenn addressed the proposed location for the requested Salt Facility and Cold Storage building at the Street Department and to provide 8,000 sq. ft. storage for a facility for the Police Department.

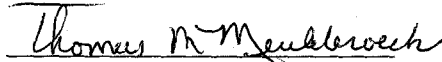
Ben addressed the other requests included in the Five Year Capital Improvement Plan and the potential funding sources for some of the equipment and infrastructure requests.

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DeCramer moved, Hulsizer 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